

**Town of Fogo Island
Minutes Council Meeting
January 13, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Edmund Walbourne

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Leonard McGrath

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Barbara Jacobs, Work Commitment

Councillor Bernadette Dwyer, Medical

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

2. Adoption of Agenda

2015-001

Bixby/Walbourne

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

3. Adoption of Minutes

2015-002

McGrath/Collins

Resolved that the minutes of December 16, 2014 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising

4.1 Rock Fence - Main Street, Fogo

- A letter was written to the property owner and he has agreed to have them moved next spring.

4.2 Audit fees

- An agreement will be drafted for our auditing firm to sign.

4.3 Municipal Plan and Development Regulations

- Jerry Dick, Director with the Department of Business, Tourism, Culture and Rural Development will be contacted to forward information pertaining to heritage buildings and districts.

5. Committee Reports

5.1 Finance Committee

i. Financial Report

- Councillors reviewed the financial report.

- A review of the number of Council cell phones will be completed, along with usage.

- The Finance Committee will be doing an interview with the Pilot regarding the budget.

- Council will be looking into opening a new bank account with a higher interest rate for excess funds.

2015-003

Lynch/Combden

Resolved to accept the financial report for December 2014 and approve cheques 4040-4064.

Resolution Carried. In favour 7. Against 0.

5.2 Public Works

i. Report

- The monthly report was reviewed.

ii. Electrical Tender – JBA Hall

- ❖ Deputy Mayor Collins declared himself in conflict of interest and was excused from the proceedings.

- One tender was received from Bradley Collins in the amount of \$1,300, for the replacement of the meter base and LB at the Joe Batt's Arm Hall.

2015-004

Bixby/Combden

Resolved that the electrical tender for the replacement of the meter base and LB at the Joe Batt's Arm Hall be awarded to Bradley Collins in the amount of \$1,300.

Resolution Carried. In favour 6. Against 0.

- ❖ Deputy Mayor Collins rejoined the meeting.

iii. Request for Reimbursement of Expenses

- The property owner at 65 Main Street, Tilting submitted a claim for expenses incurred, when the lines had frozen in the home due to a leak from the curb stop after the water was turned off and the house winterized.
- The item will be tabled for the next meeting to gather more information on the sequence of events and issues leading up to the pipes freezing.

iv. Water and Sewer Policy

2015-005

McGrath/Lynch

Be it resolved that the property/home owner or a designated representative must be present when a curb stop is turned on or off and the property/home owner or a designated representative shall confirm that the water is off to the home and shall sign a document confirming this. Be it further resolved that the Town will not be responsible for damages to the residents' property/home, after the water is turned off or on. Be it further resolved that if the property owner or designated representative is not present and the Town employee has to make additional trips to turn the water on or off, the property owner shall be charged a \$25 fee for every trip thereafter.

Resolution Carried. In favour 7. Against 0.

v. Sandy Cove Sewer and Barr'd Islands Water Projects

2015-006

Walbourne/Collins

Be it resolved that the Sandy Cove Sewer and Barr'd Islands Water Projects be tendered immediately and Tom Harris will be contacted to proceed with getting the projects tendered Resolution Carried. In favour 7. Against 0.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Monthly Report

- The monthly report submitted by Sandy Crawford was reviewed.

2015-007

Lynch/Bixby

Be it resolved that four Regional Tourism Manager's be re-hired this tourism season Resolution Carried. In favour 7. Against 0.

2015-008

Walbourne/Combden

Be it resolved that the Town of Fogo Island proceed with getting a logo and branding done. Resolution Carried. In favour 7. Against 0.

ii. Letter from Colette Wells-Coish, Stadium Manager

- The letter from Colette Wells-Coish regarding the overhauling of the two compressors and the request to purchase a 100 gallon hot water tank.
- There will be further investigation done with regard to overhauling the two compressors.
- It was decided that one hot water tank will be used and the second tank will be on standby. A new tank will be purchased when one gives out.

5.4 Fire Services

- Deputy Mayor Collins, Councillor McGrath and Councillor Walbourne met with residents of Deep Bay and there are 13 residents in the process of joining the Fogo Fire Department.

6. Correspondence

6.1 Permit's

i. Sharon Hewitt

- Ms. Hewitt's request to backfill land was discussed. A map and a hand drawing of the site was presented, however no right of way was identified and no clear title or land survey was provided.

2015-009

Combden/Walbourne

Be it resolved that the request for permit to backfill land not be granted until a right of way is identified and clear title and survey of the land is presented to Council. Resolution Carried. In favour 7. Against 0.

ii. Brimstone Head Lion's Club

2015-010

Collins/Lynch

Be it resolved that the request for permit to upgrade parking lot and road leading to site.
Resolution Carried. In favour 7. Against 0.

6.2 Crown Land Application

i. Bradley Waterman - Residential

- ❖ Deputy Mayor Collins declared himself in conflict of interest and was excused from the proceedings.

2015-010

Walbourne/Combden

Resolved that the residential crown land application for Bradley Waterman be approved.
Resolution Carried. In favour 6. Against 0.

- ❖ Deputy Mayor Collins rejoined the meeting.

6.3 Fogo Island Partridgeberry Harvest Festival (FIPHF)

- The letter from the Fogo Island Partridgeberry Harvest Festival (FIPHF) requesting to have the stadium rent free for their festival was discussed.
- Currently the Town gives the FIPHF a \$500 grant, which is applied to their rental fee.
- The Town is continually trying to generate funding to cover operating cost and has to subsidize the stadium yearly; in addition the operating season at the stadium is delayed due to the FIPHF.

2015-011

Walbourne/Collins

Resolved that a letter be written to the Fogo Island Partridgeberry Harvest Festival stating the Iceberg Arena will not be provided to them rent free; the Town will however continue to strive to provide the \$500 grant under the Community Grant Program. In addition it will be noted in the letter that the Town subsidizes the yearly operational cost of the stadium and that the operating season for the stadium is delayed due to the festival.

Resolution Carried. In favour 7. Against 0.

6.4 Gas Tax

- The letter from the Gas Tax Secretariat approving the Town's Capital Investment Plan for Freeman's Pond Intake Upgrade was read.

7. New Business

7.1 Partnership for the Economic Development of Fogo Island

- A meeting will be set up on January 22, with Jane Parady, FLOW Consulting.

7.2 Quarry Pit's

- William Oldford, Department of Natural Resources will be visiting Fogo Island to visit quarry pits. Councillors will meet him in Stag Harbour.

7.3 Roaming Animals

- There have been a number of complaints registered at the office and with Councillors regarding roaming dogs.
- A policy will be developed to fine dog owners.

2015-012

Lynch/Bixby

Resolved that the Town set up a policy to fine dog owners who allow their dogs to roam.
Resolution Carried. In favour 7. Against 0.

7.4 CAO / Town Clerk

- A meeting to review application for the CAO / Town Clerk position will be held on January 16th at 10 A.M.

8. Date of Next meeting

- January 27, 2015 at 9:30 A.M.

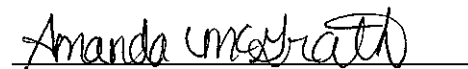
9. Adjournment:

2015 -013

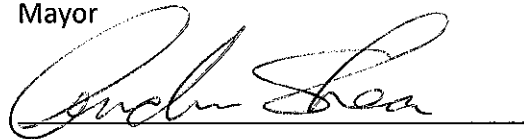
Bixby/McGrath

Resolved that the regular Council meeting of January 13, 2015 be adjourned at 9.15 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes Council Meeting
January 27, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Barbara Jacobs, Work Commitment

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 9:45 A.M.

2. Adoption of Agenda

❖ Mayor Shea joined the meeting at 9:50 A.M.

2015-014

Combden/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-015

Collins/Lynch

Resolved that the minutes of January 13, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business Arising

4.1 Potable Drinking Water Unit – Island Harbour

- Six domestic water well supply surveys have been returned by residents that are in the area adjacent to the potential site for the unit. The surveys will be forwarded to government for review.

- Frank Huxter, Director of Municipal Infrastructure and Waste Management haven't contacted the Town with regard to the engineers who will help determine the best site for the unit. Mr. Huxter will be contacted.

4.2 Request for Reimbursement of Expenses Incurred Due to Leak from Curb Stop

❖ Councillor Dwyer declared herself in conflict of interest and was excused from the proceedings.

- The Public Works Department has been experiencing problems with the lift station pump on Reid's Road. It will cost \$5,800 to repair the pump by the supplier and \$7,600 to purchase a new one. A new pump has been ordered. The old pump will be repaired by Mr. Holmes at a minimal cost, as a backup.
- One of the pumps at the Tilting pump house has given out and a replacement has been ordered.
- A pipe at the Stadium had broken and since been repaired; the Town is waiting on the report from our engineers regarding the Stadium equipment.
- Roads – Town equipment is being damaged by large rock in some of the bi-roads. Those rocks will be removed and leveled off.
- Community Halls – having someone responsible for shoveling halls was addressed.
- An electrical outlet by the old Town Hall in Joe Batt's Arm will be disconnected.
- The Public Works employees were instructed to salt and sand only the centre of the roadway.

5.3 Policy

- Councillors recommended that all employees should receive approval for vacation leave from the Town Clerk and that the Town Clerk shall then notify Councillors.
- The Committee will develop a leave policy.

5.4 Recreation, Development & Special Events / Economic Development & Tourism

- The Town received the letter of offer from ACOA, for the Visitor Infrastructure Improvement Project; the Department Business, Tourism, Culture and Rural Development met and we hope to receive approval by February 2nd.
- Stadium Committee – The Town is in the process of trying to revitalize the Committee.
- School Playground – A letter will be sent to the school asking where they are with regard to fundraising, the timeframe for completion and if the playground will be open to the public.

5.5 Fire Services

- Mayor Shea will speak to Fire Chief Paul Torraville with regard to the letters/forms for the residents of Deep Bay to join the Fogo Fire Department.
- A meeting will be set up soon with all the Fire Departments and a meeting will be set up with the Tilting Fire Department regarding possible renovations to the hall.

5.6 Transportation

- The Department of Transportation and Works has a policy in place for hockey teams to receive a ferry pass.

6. Correspondence

6.1 Municipal Plan and Development Regulations

- The letters from the following were addressed:
 - i. Corrie Davis, Land Use Planning – The Town Plan is ready for adoption.
 - ii. Martha Drake, Provincial Archaeologist – comments regarding archaeological areas on Fogo Island.
 - iii. Jerry Dick Director of Heritage – Options for heritage preservation

Collins/Walbourne

Resolved that the commercial crown land application for Aneas Emberley be approved, pending approval from all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

7. New Business

7.1 Fogo Island Multi-purpose Building

- The cupboards have been installed, except for one section; Councillors Bixby will check with Dennis Fudge on this.

- The concrete entrance to the hall has a buildup of ice and snow on it. Jim Harty will be contacted with regard to this.

8. Date of Next meeting

- February 10, 2015 at 7:00 P.M.

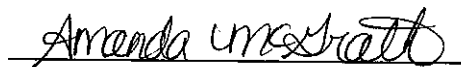
9. Adjournment:

2015 -022

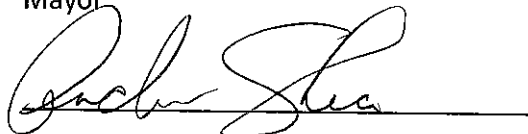
Combden/Bixby

Resolved that the regular Council meeting of January 27, 2015 be adjourned at 12:35 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
February 10, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 P.M.

2. Adoption of Agenda

2015-023

Bixby/Combden

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-024

Walbourne/McGrath

Resolved that the minutes of January 27, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business Arising

4.1 MCW Tender for Barr'd Islands and Sandy Cove

- Dan Hynes, Regional Director, will be contacted to obtain additional information regarding awarding the combined tenders.

- Jim Harty, Harty Engineering will be contacted to have the tender submitted to the Department of Municipal and Intergovernmental Affairs.

4.2 2015 Clean and Safe Drinking Water Workshop

2015-025

Bixby/Collins

Resolved that an additional worker attend the 2015 Clean and Safe Drinking Water Workshop in Gander.

Resolution Carried. In favour 8. Against 0.

4.3 Stag Harbour Hall

- It was noted that the door at the new hall is scraping along the wheelchair ramp when the slightest bit of snow or ice is present. Jim Harty will be contacted to have this corrected.

5. Committee Reports

5.1 Finance Committee

2015-026

Collins/Walbourne

Resolved to accept the financial report for January 2015 and approve cheques 4065 -4092
Resolution Carried. In favour 8. Against 0.

5.2 Public Works

- The monthly Public Works Committee report was reviewed.
- The Committee will be meeting with Edwin Holmes, Manager of External Operations next week to discuss some issues.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- The monthly report's submitted by Sandy Crawford, Director of Recreation and Heritage Services; Collette Wells-Coish, Stadium Manager and Cheryl Cobb-Penton, Coordinator for the Older Worker Program were reviewed.
- Time sheets - The Stadium Manager will be responsible for signing off on the time sheets and will submit them to the Accounting Clerk.
- Fogo Island Tourism Committee – A meeting was held last week and will be meeting again soon.

2015-027

Bixby/McGrath

Resolved that Councillor Edmund Walbourne be appointed to the Economic Development and Tourism Committee.

Resolution Carried. In favour 8. Against 0.

- Councillor Dwyer gave an overview of the Tourism Enhancement Project budget for materials and labour. A Steering Committee shall be set up as per the funding agreement.

5.5 Fire Services

- The meeting with all the Fire Departments did not take place yet and the meeting with the Tilting Fire Department will be set up soon.

5.6 Transportation

- Darryl Harding has been hired as the Marine Liaison for Ferry Services.
- It has been disclosed that the new ferry will be completed by June 2015 and begin service in August 2015.

6. Correspondence

6.1 JBS Fire Department – Request for cost sharing

2015-028

Walbourne/Collins

Resolved that the Town of Fogo Island cost share with the JBS Volunteer Fire Department for the purchase of 20 pagers at a cost of \$9,572.88 plus HST; one bunker suit at a cost of \$1,245.00 plus HST and a windshield saw for the Jaws of Life Truck at a cost of \$211.95 plus HST. The cost sharing arrangement will be 60/40, with the Fire Department contributing 60% and the Town contributing 40%.

Resolution Carried. In favour 8. Against 0.

- A memo will be sent to the Fire Departments reiterating that they need a PO before ordering any items. In addition, they will be notified that there is a 60/40 cost sharing arrangement available for prior approved equipment. In addition, the Fire Departments will be responsible for 60% of the cost of their audits.

6.2 Letter from Michalea Penton – Request for Donation

- The letter from Michalea Penton, Organizer for the school food drive for the Gander and Area Food Bank, requesting a donation for prizes that will be awarded to the class who collects the greatest amount of food donations was addressed.
- A letter will be written to Ms. Penton explaining that it is the Town's policy to donate only to the Safe Grad and occasionally to the School Breakfast Program. It was decided that the Town would donate \$100 to the School Breakfast Program.

2015-029

McGrath/Walbourne

Resolved that the Town of Fogo Island donate \$100 to the School Breakfast Program.

Resolution Carried. In favour 8. Against 0.

6.3 Letter from Gerard Foley – Support for Boat Launch

- Mr. Foley's letter requesting support for their boat launch in Tilting was discussed.
- A response letter will be forwarded to Mr. Foley stating that the Town has other requests and will put their request in priority order.

6.4 Letter from Phil Barnes General Manager, Fogo Island Co-op

- Mr. Barnes' letter, proposing that the Town reduce their taxes by \$25,000, their planned payment schedule and their commitment to investigate and reduce their water consumption was discussed.
- A letter will be written to Mr. Barnes indicating that in the Town's 2015 Budget the taxes for the Co-op were reduced by \$5,300 and that their tax payment schedule will be adequate with an additional \$160 per month added to the last six payments.

6.5 Crown Land Application – Rodney Snow – residential land extension

2015-030

Walbourne/ Lynch

Resolved that the crown land application for an extension to residential property, for Rodney Snow be approved, pending approval from all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

6.6 Letter from Barbara Jacobs – Councillor Seat

- Mrs. Jacobs' letter requesting Council to reconsider their decision not to grant her a leave was discussed.
- A letter will be forwarded to Mrs. Jacobs indicating that it was agreed that Councillors had made a decision at a Council meeting held on January 27, 2015 not to grant her a leave of absence, as per the Municipalities Act. As a result her seat became vacant as of January 31, 2015, based on Section 206. (1) (f) (ii) of the Municipalities Act 1999.

Section 206. (1) The office of a Councillor becomes vacant where (f) without leave of the council, he or she (ii) does not attend regular public meetings of the council for 3 successive months.

6.7 Letter from Allan Dwyer – Request for snowclearing

- Mr. Dwyer's letter requesting the Town to plow a section of the road leading to his property was addressed. This section of road was previously paved, however when water services were installed in the area under a Municipal Capital Works Project in 2004 the pavement was removed and the Department of Transportation and Works deleted the section from their roads inventory.
- The Town will contact the Department of Transportation and Works regarding this issue.
- A letter will be sent to Mr. Dwyer letting him know that the Town plans to contact the Department of Transportation and Works regarding this matter.

7. New Business

7.1 Barr'd Islands Temporary Water Line

- It has been requested that the Town notify residents in Little Harbour that this line is in place to fill their wells, not to hookup to their home. Residents hooking the water line directly into their home causes the water pressure to be greatly reduced, therefore are causing the remaining residents unable to avail of a good water flow.
- A letter will be written to the residents of Barr'd Islands notifying them that they cannot hook the temporary water line to their home, it is to be used only for filling up their wells and/or containers.

7.2 Electrical, Plumbing and Burner Services Contract

2015-031

Walbourne/Collins

Resolved that the Town of Fogo Island place a tender for Electrical, Plumbing and Burner Services. The contract will be for a period of one year, to perform work or repairs to any of our infrastructure as needed and shall not apply to any tenders the Town must issue as per a requirement of the Public Tendering Act. The bidder will be asked to submit a price for an hourly rate and provide proof of certification. Be it further resolved that all work to be performed must be authorized and signed off by Town Management, if the successful bidder is unavailable at any given time to perform work the Town reserves the right to call other authorized contractors and that the Town will have the option of supplying the required parts or having the successful bidder supply parts.

Resolution Carried. In favour 8. Against 0.

8. Date of Next meeting

- February 24, 2015 at 9:30 A.M.

9. Adjournment:

2015 -032


Lynch/McGrath

Resolved that the regular Council meeting of February 10, 2015 be adjourned at 9:45 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
February 24, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Edmund Walbourne

Deputy Mayor Wayne Collins

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Edward Combden, Vacation

Also present:

Gordon Payne

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 9:35 A.M.

2. Delegation

- Mr. Payne was present to speak with Council, regarding problems he is facing in his home due to the Town's water supply.
- Two years ago he had replaced the pipes in this home and the coil to the furnace because everything had been ruined by mud and dirt particles travelling through the system into his home. He has two filters installed in his home and they have to be changed every couple of days.
- Mr. Payne is looking for a solution to this problem by possibly installing a runoff line.
- The Freeman's Pond Intake Extension Project tender will close this weekend and will start as soon as the supplies are on site. The Town is optimistic that this will correct the problem when completed. While the engineers are on site for this project, the Town will have them look at the problem.
- Edwin Holmes will be asked to visit Mr. Payne's property to see if there is anything that could be done to help him out.

3. Adoption of Agenda

2015-033

Dwyer/Collins

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2015-034

Collins/Walbourne

Resolved that the minutes of February 10, 2015 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

5.1 Stag Harbour Hall

- The entrance ramp is sloping towards the building; Jim Harty was contacted and he has asked Dennis Fudge to check this out.

5.2 Meeting with the Department of Transportation and Works

- The meeting will be set up on Thursday or Friday.

5.3 Invoice from King's Construction – Installation of Septic Tank

- Staff was asked to gather more information on the amount of extra fill, the price per load and the approval process for the installation of the septic tank at 14 Main Road.

6. Committee Issues/Reports

6.1 Public Works

- The minutes of February 12 and 20, 2015 from the Public Works Committee meeting was presented for review.

2015-035

Bixby/Walbourne

Resolved that the Town purchase an outside fuel storage tank for Joe Batt's Arm.

Resolution Carried. In favour 7. Against 0.

- It was noted at their meeting that the Town is in need of a dump truck, which will be a cost savings to the Town. The committee was given approval to research the type of truck needed and the cost.

- Safety issues such as employees wearing vests, hard hats, boots and placing pylons along the road during construction is a top priority of the department.

- The JBS Fire Department requested that new lights and a heater be installed in the fire hall and fireman's office.

2015-036

Collins/Walbourne

Resolved that it be recommended that the JBS Fire Department cost share 60/40 with the Town to install new lights and a heater for the Fire Hall and Fireman's Office. Be it also resolved that if the JBS Fire Department don't agree to cost share, the Town will have to wait until the new fiscal year. Resolution Carried. In favour 7. Against 0.

6.2 Recreation, Development & Special Events / Economic Development & Tourism

1. Tourism Infrastructure and Enhancement Project

- Councillor Dwyer gave an overview of the meeting that was held in Gander on February 17th and 20th, regarding the Tourism Infrastructure and Enhancement Project.

2015-037

Bixby/Lynch

Resolved the steering committee as recommended, for the Tourism Infrastructure and Enhancement Project be accepted. Members include: Councillor Dwyer, Councillor Walbourne, Alexander Crawford, Amanda McGrath, Richard Philips, Baxter House, Natalie Falk, Chris Tuck, Yvonne Pardy, Denise Wilkins, a member from the Department of Transportation and Works when necessary, the Project Manager/Working Foreman and the Project Supervisor.

Resolution Carried. In favour 7. Against 0.

- Government officials will be on Fogo Island on March 24th and 25th and a steering committee meeting will be held during that time.

Project Supervisor Position

2015-038

Bixby/Lynch

Resolved that the seasonal Regional Tourism Manager, Sharon Bailey be hired as Project Supervisor for the Tourism Infrastructure and Enhancement Project.

Resolution Carried. In favour 7. Against 0.

- The ads for the Project Manager/Working Foreman, two Carpenters and two General Laborers were approved for posting.

ii. Economic Development

- Councillor Dwyer agreed to touch base with Jane Pardy regarding the Economic Development Agreement with the Shorefast Foundation.

6.3 Fire Services

- When the Committee meets with the Fire Departments, the departments will be reminded that they can avail of the 60/40 cost sharing agreement and that they must request a PO from the Town Office before anything is purchased.

6.4 Transportation

- Councillor Lynch spoke about the problems she faced last week trying to reach Government, to gather information on the ferry and air service.

- It was also noted that the government cancelled air service, without sufficient notice, as soon as the ferry had made a trip, leaving residents stranded in Gander without a vehicle.

7. Correspondence

7.1 Email from Elizabeth LaVerghetta

- Mrs. LaVerghetta's email requesting that the Town change their street address from 35B Main Street to Bunker Hill Road and to install water and sewer to their property was discussed.

2015-039

Walbourne/Collins

Resolved that due Bunker Hill Road not being a serviced road and that the cost to the Town for servicing will be prohibitive, the Town will not install water and sewer services to Bunker Hill Road and the Town will not change the street address because it is of no benefit.

Resolution Carried. In favour 7. Against 0.

7.2 Crown Land Application – Keith Burke – Residential (Seasonal Home)

2015-040

Walbourne/Bixby

Resolved that the crown land application for residential property, for Keith Burke be approved, pending approval from all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

8. New Business

8.1 Removal of Fishing Stage without Permit

- A fishing stage was removed in the Community of Tilting without a permit. Amanda McGrath, Acting Town Clerk was asked to contact the Department of Municipal and Intergovernmental Affairs to see if the Town can implement a policy to fine individuals that perform work without a permit.

8.2 Permit Request – Demolition Permit / Permit to build a fishing Stage

- Councillors decided that two Permits will be issued to the property owner of 91 Main Street, Tilting:

1. Demolition permit – removal of fishing stage
 2. To reconstruct stage to exact replica – Same height, width, length and roof pitch as original structure. The siding, windows and doors must be wooden: the exact replica as original structure.
- Rebuilding of stage to be monitored by members of TRACS

8.3 Email from Barbara Jacobs – Council seat

- Mrs. Jacobs email requesting permission to submit her petition at the next council meeting and her question regarding Councillor Walbourne's seat was discussed.
- A response will be sent to Mrs. Jacobs indicating that she can present her petition at the next Council meeting and that she should contact the Department of Municipal and Intergovernmental Affairs with respect to Councillor Walbourne's seat.
- To clear up any misconceptions regarding Mrs. Jacobs losing her seat on Council, Councillors were in agreement that a newsletter will be mailed out to residents explaining why Mrs. Jacobs lost her seat on Council, why Council did not grant her a leave of absence and why Council did not enact the remote meeting attendance policy.

8.4 Bi-Election

2015-041

Walbourne/Bixby

Resolved that a bi-election be set for April 23, 2015.

Resolution Carried. In favour 7. Against 0.

8.5 Installation of Dart Boards – Stag Harbour Hall

- It was requested that the dart boards from the old hall be installed in the new hall.
- The Town will build new cases to hold the dart boards and have them installed. The dart players/user group will be asked to supply mats for the floor.

8.6 FFAW – Resolution and Press Release regarding the inshore shrimp fishery quota reduction for 2015

- Council will issue a press release regarding the inshore shrimp fishery quota reduction for 2015. A demonstration will be held in Gander on March 4, 2015 for anyone who wishes to attend.

2015-042

Collins/McGrath

Resolved that Town of Fogo Island pass the following resolution:

Town of Fogo Island's Resolution in Support of Adjacency

WHEREAS most of the coastal municipalities in Newfoundland and Labrador were founded because of the fishery; and

WHEREAS the principle of adjacency has been formally and informally applied to the NL fisheries for decades; and

WHEREAS the principle of adjacency means that those who live closest to the resource should be the main beneficiaries of the harvesting of that resource; and

WHEREAS in 1997 the NL inshore fleet entered the shrimp fishery and received a commitment from the Federal Fisheries Minister that adjacency would be a guiding principle for any future northern shrimp allocations; and

WHEREAS inshore shrimp harvesters, processors, and municipalities invested millions of dollars in equipment, construction, and infrastructure to support the inshore shrimp fishery; and

WHEREAS the inshore shrimp fishery currently supports close to 3000 direct jobs in harvesting and processing, the vast majority of which are located in rural NL; and

WHEREAS Fisheries and Oceans Canada (DFO) adopted a policy in 2007 known as Last In-First Out (LIFO) that abandoned adjacency and favoured the offshore shrimp fleet; and

WHEREAS if LIFO continues to be applied, it will cause significant economic damage to harvesters, plant workers, local businesses, and towns;

THEREFORE be it resolved that the Town of Fogo Island requests:

- that Fisheries and Oceans Canada abandon LIFO and reassert adjacency as the guiding principle for the allocation of northern shrimp; and that
- that priority access to shrimp fishing area 6 – that which is most adjacent to the province of NL – be given to the NL inshore fleet and any special allocation license holders.

Resolution Carried. In favour 7. Against 0.

8.7 Town Logo

- Sandy Crawford will be asked to contact the companies who submitted a branding and logo quote to submit a quote for a logo only.

8.8 Potable Drinking Water Unit (PDWU) Meeting

**Town of Fogo Island
Minutes of Council Meeting
February 24, 2015**

- Jonathan Kearley of CBCL Limited will be on Fogo Island to meet with Council on Tuesday, March 3 at 9:30, regarding a suitable site for the Potable Drinking Water Unit.

9. Date of Next meeting

- March 17, 2015 at 9:30 A.M.

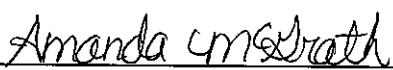
10. Adjournment:

2015 -043


Collins/Lynch

Resolved that the regular Council meeting of February 24, 2015 be adjourned at 1:40 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



Town of Fogo Island
Minutes of Council Meeting
March 20, 2015

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Edmund Walbourne

Deputy Mayor Wayne Collins

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Edward Combden, Vacation

Also present:

Residents from Little Harbour, Barr'd Islands:

Victoria Cobb, Rollins Cobb, Violet Combden, Freeman Combden, Phyllis Combden, Frank Combden, Ivy Head, Walter John Ford, Sidney Freake, Charles Hancock, Winston Combden, Harry Combden, Nehemiah Cobb, Joe Hancock and Gordon Reid

Resident of Joe Batt's Arm:

Barbara Jacobs

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 9:30 A.M.

2. Delegation's

i. Little Harbour, Barr'd Island's Residents

- Mayor Shea read a letter presented to Council by the residents of Little Harbour. The following points were raised:

- 1) The residents are disappointed that the project did not receive full funding in 2014;
- 2) May not receive the remainder of the funding in 2015;
- 3) That the government approved a project listed as number four priority by Council before approving a number one priority project
- 4) That upon amalgamation Council did not have water services for Little Harbour as number one, even though it was priority number one after the amalgamation talks concluded.
- 5) Council confirmed that water services for Little Harbour, is their number one priority.
- 6) The \$600,000 approved last year for Barr'd Islands and the Sandy Cove Sewer Project has gone to tender and tenders will close on March 25.
- 7) A letter was sent to Government before the projects were tendered, requesting that the remaining amount be funded this year.
- 8) It was noted that MHA, Derrick Dalley told residents and Councillors last year that the project was fully funded and would be completed over a two year period, however no commitments have been made for the remainder.
- 9) Funding approvals for 2015 Municipal Capital Works Projects have not been announced yet by Government.

10) Residents spoke about how upset they are; they have no access to water for drinking, washing or their basic needs. They have to bring water in buckets, containers, etc. and there are several residents in the area over the age of 80 and one gentleman is over 90.

11) It was decided that the residents of Little Harbour would circulate a petition for residents of Fogo Island to sign and that Council will set up meetings in St. John's.

12) Mayor Shea thanked the residents for attending and they departed the meeting at 10:15 a.m.

ii. Barbara Jacobs

- Mrs. Jacobs read a statement regarding the loss of her council seat, the events that has transpired since and that she did not like the newsletter that was sent out to the residents regarding the loss of her council seat.

- Council replied that all the information in the newsletter was not confidential information; as the issues were addressed at a public meeting of Council.

- Mrs. Jacobs asked why section 206 of the Municipalities Act only applies to her and not Councillor Walbourne and asked that Councillor Walbourne's seat be vacated.

- Council responded that Councillor Walbourne had notified Council last year that he would be unavailable for a short period due to medical reasons, upon his return he was an active Councillor and that he did not miss three months of meetings.

- Mrs. Jacobs presented a petition to Council.

- Mrs. Jacobs was informed that if she has any issues with Councillor Walbourne's seat, to direct her concerns to the Department of Municipal and Intergovernmental Affairs.

- The meeting with Mrs. Jacobs concluded at 10:30 a.m.

3. Adoption of Agenda

2015-044

Lynch/McGrath

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2015-045

Bixby/McGrath

Resolved that the minutes of February 24, 2015 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

5.1 Permit Issues

Changing use of property without permit / Ditching & Drainage on property /Building without a Permit

- Discussion ensued regarding residents changing the use of a property without a permit, ditching and drainage issues caused by unauthorized work completed by residents and residents not complying with council stop work orders.

- Several permits in question will be reviewed at the next Council meeting.

- It was decided that letters will be sent out to two individual who have not complied with stop work orders; that Council will follow sections 419 – 421 of the Municipalities Act whereby individuals will be committing an offence and issued penalty(s) if they do not comply.

2015-046

Dwyer/Walbourne

Resolved that letters will be forwarded to individuals who received a stop work order, stating that they will be committing an offence and that Council will be issuing penalties if they did not comply. Be it further resolved that it will be recorded in the next newsletter that if residents do not comply with stop work orders Council will enforce them by issuing penalties.

Resolution Carried. In favour 7. Against 0.

5.2 Septic System Installation

i. 14 Main Road, JBA

- Information had been forwarded to Councillors on the amount of extra fill, the price per load and the approval process for the extra rock during the installation of the septic tank at 14 Main Road.
- It was noted that due to Service NL not arriving on schedule to perform a final inspection, damage was caused to the septic field, which resulted in extra cost being incurred.

ii. 13 Main Street, Tilting

- A permit had been issued for 13 Main Street, Tilting, for the replacement of a septic system. This system was approved as a temporary system for the home owner and the adjacent property, until sewer services are installed in the area.
- It was noted that the owner of 13 Main Street did not want a sewer lift station adjacent to their property and had agreed to install a lift pump
- Letters will be written to the property owners of 13 and 15A Main Street stating that they will be required to hook into the sewer system via lift pump when the project commences.

2015-047

Dwyer/Lynch

Resolved that letters will be forwarded to the property owners of 13 and 15A Main Street that the Sewer Project for Sandy Cove has gone to tender and as requested that they will be required to hook into the sewer system via lift pump when the project commences.

Resolution Carried. In favour 7. Against 0.

6. Committee Issues/Reports

6.1 Finance

2015-048

Collins/Walbourne

Resolved to accept the financial report for February 2015 and approve cheques 4093-4146.

Resolution Carried. In favour 7. Against 0.

6.2 Public Works

- The Public Works report was submitted for review.

- The department has been experiencing problems with the two Dodge Ram trucks, one has been sent to St. John's for repairs and the other will be sent next week. Due to the current problems with the trucks, especially the JBA truck it was suggested that it be replaced. The department is doing research for the replacement of the trucks.
- It was approved for the Public Works Department to hire an employee for the short term.
- Fire Hydrants – the department is unable to keep up with the workload and the clearing of snow from fire hydrants is near impossible.

Freeman's Pond Intake Upgrade Project

2015-049

Collins/McGrath

Resolved that Budgell's Equipment & Rentals Ltd. be awarded the tender for the Freeman's Pond Intake Upgrade Project in the amount of \$138,651.00.

Resolution Carried. In favour 7. Against 0.

Stag Harbour Community Centre

2015-050

Bixby/Lynch

Resolved that the Stag Harbour Fire Department be given permission to acquire a Liquor Licence for the Stag Harbour Community Centre.

Resolution Carried. In favour 7. Against 0.

Quarry Pits

- Mayor Shea gave an overview of a meeting that was held on March 17, 2015 with William Oldford and Gerald Kennedy from the Department of Natural Resources.
- It was confirmed by the Department of Natural Resources that it is a Government decision to close the two quarry pits on Stag Harbour road and the request to install a fence at the Gull Pond quarry; both decisions will not be reconsidered.
- It was agreed by Council that the quarry pit near Tilting may not be opened due to the proximity of Turpin's Trail
- For future quarry permits the Department of Natural Resources will require an irrevocable line of credit from the bank; a fee that will cover the future rehabilitation of the site. Also, pits will be located so they will not be visible from the road.

2015-051

Walbourne/McGrath

Resolved that the Town of Fogo Island approve the quarry pit application for Roy Leyte, provided it will not be visible from the road, that the boundaries are clearly defined, that no wood cutting be permitted around the pit and that it not interfere with trails or cabins.

Resolution Carried. In favour 7. Against 0.

2015-052

Collins/Walbourne

Resolved that the Town send a letter to Kevin and Sam Rowe letting them know that it is the Government's decision not to reopen Stag Harbour Quarry Pit and the requirement to install a fence

at the gull Pond Quarry. In addition, they will be notified that the quarry pit near Tilting will not be opened.

Resolution Carried. In favour 7. Against 0.

Potable drinking Water Unit – Stag Harbour

2015-053

Collins/Walbourne

Resolved that the Town of Fogo Island accept funding in the amount of \$400,000, for the Advanced Drinking Water Unit - Stag Harbour.

Resolution Carried. In favour 7. Against 0.

Tenders – For Services

a) Electrical Services

❖ Deputy Mayor Collins and Councillor Dwyer declared themselves in conflict of interest and exited the meeting.

- Two tenders were received for Electrical Services:

LGR Electrical Inc. - \$40 per man hour (This rate does not apply to any service call or call out after hours.)

Bradley Collins - \$50 per hour for regular hours / \$65 per hour for after hours

2015-054

Walbourne/McGrath

Resolved that because the tender results revealed no clarity and little benefit to the Town, the Town will withdraw the tender for electrical services, thus the tender will not be awarded.

Resolution Defeated – No Quorum of Council

❖ Deputy Mayor Collins and Councillor Dwyer rejoined the meeting.

b) Burner Services

- One Tender was received for Burner Services

Austin's Contracting Inc. - \$75 per hour

2015-055

Collins/Walbourne

Resolved that Austin's Contracting Inc. be awarded the tender for burner services for one year at \$75 per hour.

Resolution Carried. In favour 7. Against 0.

6.2 Recreation, Development & Special Events / Economic Development & Tourism

- The Monthly report from Sandy Crawford was reviewed.

- Cecil Hart was hired as the Foreman/Carpenter for the Tourism Infrastructure Project.

- Susan Cull was hired as the Trainer under the Older Worker Program.

- March 24th and 25th meeting's will be held at the Community Centre in Stag Harbour.

- Councillors were ok with the brochure presented for the Town.

- Request from Sandy Crawford to cancel his Town cell and the Town compensate him ½ this rate for the use of his personal cell. Item will be deferred until the next meeting to check out the cancellation policy and cost to Town.

2015-056

Collins/Dwyer

Resolved that TRACT Consulting be contracted to design a logo for the amount of \$3,600.

Resolution Carried. In favour 7. Against 0.

2015-057

Walbourne/Collins

Resolved that Melvin Brown be trained on the operations of the Stadium as a fill in person.

Resolution Carried. In favour 7. Against 0.

2015-058

Walbourne/Collins

Resolved that Collette Wells-Coish's employment be extended to year around as a pilot project, as recommended during the operations and salary review process, for the purpose of expanding the use of recreation facilities during spring, summer and fall seasons as well.

Resolution Carried. In favour 7. Against 0.

6.3 Fire Services

- It was recommended by the Tourism Committee to have an emergency response plan in place for the ferry line-up.
- The meeting this week was cancelled due to weather; it has been re-scheduled for next week.
- The email from Fire Chief Bobby Parsons regarding the clearing of snow from fire exits was reviewed; this item will be addressed at the Fire Services Committee meeting.
- Clearing of snow from fire hydrants, firemen will be asked to help with this.

6.4 Transportation

- It was requested that the committee ensure that hydraulic ramps be installed at the ferry terminal.

7. Correspondence

7.1 Sandra Nichol - Request to open a beauty salon at 5 Fords Lane, Island Harbour

2015-059

Lynch/Dwyer

Resolved that the Town approve Sandra Nichol's request to open a beauty salon at 5 Fords lane, Island Harbour.

Resolution Carried. In favour 7. Against 0.

7.2 Crown Land Application – Frank and Phyllis Combden – Recreation and Agriculture

2015-060

Collins/Walbourne

Resolved that the crown land application for recreation and agriculture, for Frank and Phyllis Combden be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

7.3 Letter from David Torrville

- Mr. Torrville's letter requesting that the Town snow clear his drive way was discussed.
- A letter will be forwarded to Mr. Torrville stating that the Town is not permitted to plow private driveways.

Snow Clearing Issues

- A snow clearing policy will be developed.
- The clearing of snow on Foleys Lane, Tilting was discussed. It was noted that the Public Works Department was given permission by members of Council to plow this road last year; however it did not receive approval at a Council meeting.
- It was also noted that a Public Works employee had plowed some private driveways this year, although he was instructed not to do so and is not permitted to this. The Public Works Department employees will be reminded about this.

8. New Business

Brian Hancock – Town Tap House

- Mr. Hancock's request to take over the former town tap building and power supply in Joe Batt's Arm was discussed.

2015-061

Lynch/Walbourne

Resolved that the Town transfer the power supply and the town tap building to Brian Hancock. Be it also resolved that Mr. Hancock be requested to upgrade the building.

Resolution Carried. In favour 7. Against 0.

9. Date of Next meeting

- April 14, 2015 at 7:00 P.M.

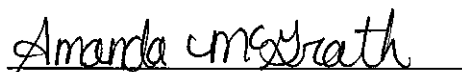
10. Adjournment:

2015 -062

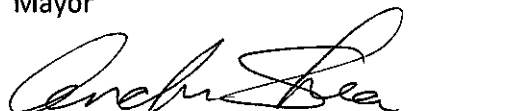
Walbourne/Collins

Resolved that the regular Council meeting of March 20, 2015 be adjourned at 1:25 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



Town of Fogo Island
Minutes of Council Meeting
April 14th, 2015

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Edward Combden

Deputy Mayor Wayne Collins

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Staff:

Daphne Coles, Administrative Assistant

Absent:

Councillor Edmund Walbourne - Medical Appointment

Amanda McGrath, Acting Town Clerk – PMA Convention

Also present:

Corporal Shawn Coady, RCMP, Fogo Island Detachment

Barbara Jacobs

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 PM.

2. Delegation(s)

i. Corporal Shawn Coady, RCMP, Fogo Island Detachment

- Corporal Coady introduced himself as the new Supervisor for the Fogo Island RCMP Detachment and he has been on staff since October 24, 2014
- Corporal Coady reviewed the Annual Mayor's Report for Fogo Island that included a comparison of the previous 4 years reporting occurrences which are mostly files, police records and traffic stops.
- For 2015, up to today's date there have been 57 files.
- Corporal Coady's main focus is to reduce traffic offences and the number of Impaired Drivers on our roads. He also plans to educate our youth on the use of ATV's and Snowmobiles by making presentations at the school and being very active in our communities.
- Mayor Shea inquired about the proposal that was prepared last year regarding the change of speed limits in some areas around the island. This is still under review by the RCMP.
- Council inquired about the issue of residents plowing snow on our roads and what we can do to prevent this from happening in the future. Corporal Coady stated that there is a in the Highway Traffic Act and the Provincial Act that allows us to charge for this offence. He recommends that we send out a letter first and then follow up with the charges, basically the same as our Dog Act.
- Corporal Coady informed Council that Constable John Andrews is leaving the detachment later this summer and Constable Isaac Budgell will be taking his place.

Mayor Shea thanked Corporal Coady for attending and he departed the meeting at 7:30pm

3. Adoption of Agenda

2015-063

Combden/McGrath

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2015-064

Bixby/Collins

Resolved that the minutes of March 20, 2015 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business Arising

4.1 Permit Issues

Changing use of property without permit / Ditching & Drainage on property /Building without a Permit

- Further discussion ensued regarding residents changing the use of a property without a permit, ditching and drainage issues caused by unauthorized work completed by residents and residents not complying with council stop work orders.

- A resident of Joe Batt's Arm was issued a permit to build a shed on August 4th, 2011 that is now a rental cottage.

- One of the letters that were sent out for failure to comply with a stop work order was returned, individual refused to sign the letter from the post office. Council recommended that Amanda McGrath, Acting Town Clerk write another letter to this individual and have it hand delivered to the residence. Council also advised that Amanda take the next step to ensure compliance of any permits and stop work orders issued.

-Council proposed that in the future Edwin Holmes, Manager of External Operations should follow-up on permits once construction has started as many residents ignore the permit regulations.

4.2 Tenders – Electrical Services

- ❖ Deputy Mayor Collins and Councillor Dwyer declared themselves in conflict of interest and exited the meeting.

2015-065

Combden/McGrath

Resolved that because the tender results revealed no clarity and little benefit to the Town, the Town will withdraw the tender for electrical services, thus the tender will not be awarded.

Resolution Carried. In favour 5. Against 0.

- ❖ Deputy Mayor Collins and Councillor Dwyer rejoined the meeting.

4.3 Closed Session

-Closed session deferred until the end of regular council meeting.

6. Committee Issues/Reports

5.1 Finance

2015-066

Collins/Bixby

Resolved to accept the financial report for March 2015 and approve cheques 4121- 4171.
Resolution Carried. In favour 7. Against 0.

5.2 Public Works

- The Public Works report was submitted for review.
- Council has some big concerns with water usage at the Crab Plant in Fogo and the Shrimp Plant in Seldom. Edwin Holmes has been doing some investigation and has met with Jeff Decker at the Shrimp Plant.
- Edwin Holmes has the alternator installed in the town truck with the small dump and it is currently working fine. Daphne Coles, Administrative Assistant was talking with Marsh Motors in Grand Falls and they have a steering shaft ordered and it is on back order until May 7th, 2015.
- Councilor Combden inquired about the tenders for the Barr'd Island Water Project; the Town is still waiting for a response from the Department of Municipal and Intergovernmental Affairs.
- Some concerns expressed with the project for Freeman's Pond Intake Project as the Crab Plant is now starting up operations. Mayor Shea will make contact with Progressive Engineering.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- The Monthly report from Sandy Crawford was reviewed.
- Further discussion on the request from Sandy Crawford to cancel his Town cell and the Town compensate him ½ this rate for the use of his personal cell. Council advised that Amanda McGrath check with Bell to find out the contract due date and what will be the impact on the cost of the shared plan if we drop one cell phone.
- Request from Zachary Shepherd for a work term was discussed. Recommended that Sandy check for any available funding from grants before we offer him a small stipend and do an assessment of where he can work and what tasks could be available for him to do.
- Sandy's request to attend a Professional Development Session in Gander on April 4th and 5th was declined as it is the same dates that ACOA and BTCRD are on the Island for tourism meetings.
- Letter from Stag Harbour Recreation Commission requesting assistance in building a gazebo for the Stag Harbour pond area was discussed.
- Councilor Dwyer informed Council that the Older Worker Project is now insurable earnings for the workers and the budget request to increase the hours and wages has been approved. She also provided an update on the Fogo Island Tourism Project from Sharon Bailey.

2015-067

Bixby/Dwyer

Resolved that Sandy Crawford designate some of the workers from either the JCP or the TIOW Project to provide labour assistance to the Stag Harbour Recreation Commission to build a gazebo for the Stag Harbour pond area.
Resolution Carried. In favour 7. Against 0.

5.4 Fire Services

- Letter from Tilting Fire Department requesting 60/40 financial assistance to purchase an overhead door for Tilting Fire Hall was discussed. Mayor Shea and Councilor will meet with Fire Chief, Gerald Reardon to discuss the letter.

5.5 Transportation

- Councilor Lynch informed council that the Fogo Island Co-op has put in a request to the Department of Transportation and Works to implement the summer schedule for the ferry earlier to accommodate plant workers coming over from Cottlesville for work here on Fogo Island. The Department of Transportation and Works are now in the process of preparing the summer schedule. Councilor Lynch will call tomorrow for a further update.

7. Correspondence

6.1 Municipal Symposium – April 30-May 2/Municipal Workplace Safety Conference – April 29-30

- Mayor Shea will attend the Municipal Symposium
- Edwin Holmes has recommended that Darryl Hart attend the Municipal Workplace Safety Conference as he feels that he is too busy with other issues and equipment maintenance to attend. Council approved for Darryl Hart to attend the conference on April 29-30 at the Albatross Hotel in Gander.

6.2 Access to Information and Protection of Privacy Training

- Letter was discussed by Council. Council advised to check with Amanda to see if she can attend this training.

6.3 Department of Municipal and Intergovernmental Affairs – Stag Harbour Hall Extension

- Letter from Department of Municipal and Intergovernmental Affairs regarding the request for additional funding for the completion of Stag Harbour Hall Extension was discussed.
- Council decided that they will take this letter for further discussion to the meeting that they are arranging with Department of Municipal and Intergovernmental Affairs.

6.4 Department of Municipal and Intergovernmental Affairs – Barbara Jacobs

- Copy of letter from Department of Municipal and Intergovernmental Affairs to Ms. Jacobs regarding her dispute with the Town and her seat on Council was addressed.

6.5 Amy Reardon – Concern regarding hiring of Age Friendly Seniors Research Assistant

- Letter from Amy Reardon expressing her concerns regarding the reasoning and methods of selection used to determine the successful candidate that was hired, was discussed by council.
- Mayor Shea, Councilor Dwyer and Councilor Lynch will meet with Sandy tomorrow to discuss the letter.

6.6 Fogo Island Co-op – Salt Water Pump

- Letter from Fogo Island Co-op requesting that the Town purchase a Salt Water Pump at the cost of \$50,000.00 to assist the plants in reducing their fresh water consumption was discussed.
- Council decided that they will address this letter at an upcoming meeting with Mr. Barnes to further discuss the water consumption problems.

6.7 Crown Land Applications

i) Darryl Miller – Cabin

ii) Sean Decker – Cabin

2015-068

Bixby/Combden

Resolved that the crown land applications for Darryl Miller and Sean Decker be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

iii) Blaine Broders - Cabin

2015-069

Dwyer/Combden

Resolved that the crown land application for Blaine Broders be approved, pending it is not inside the Water Supply Area and approval of all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

6.8 Requests for Permits

i) Cyril Burke – Building a Shed

- Letter and permit application were discussed.

2015-070

Dwyer/Collins

Resolved that the permit application for Cyril Burke not be approved on the building conditions stated in the letter and permit. However they will approve the permit application to build the shed on the existing land area previously filled in, pending approval of all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

ii) Allan Dwyer – Build a wharf

2015-071

Collins/Lynch

Resolved that the permit application for Allan Dwyer be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 7. Against 0.

6.9 Letter from Darryl Miller

- Letter from Darryl Miller concerning the Stop Work Order that was issued and the location of his shed was discussed.

- Amanda McGrath will respond to Darryl Miller's letter informing him that he will have to move his shed back the required distance as stipulated on the permit and follow the rules and regulations as instructed and the Stop Work Order that was issued will remain in effect.

2015-072

Bixby/Lynch

Resolved that Darryl Miller will have to move his shed back the required distance as stipulated on his permit and follow the rules and regulations as instructed. The Stop Work Order that was issued will remain in effect.

Resolution Carried. In favour 7. Against 0.

8. New Business

7.1 Concern – Dwyer Premises – Used as a B & B

- The house is not used as a B & B, it was rented out occasionally by TRACS. This is not done anymore due to the Town's insurance policy having the house insured as a museum, not a rental building.

-Council decided that they will ask Ms. Ann St. Croix, Consultant with the Older Worker Program to complete an assessment on the house.

9. Date of Next meeting

- April 28, 2015 at 7:00 P.M.

10. Adjournment:

2015 -073

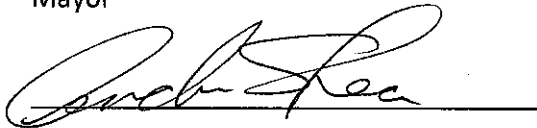
Bixby/Collins

Resolved that the regular Council meeting of April 14, 2015 be adjourned at 9:50 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
April 28th, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Deputy Mayor Wayne Collins

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Samuel Rowe

Staff:

Amanda McGrath, Acting Town Clerk

- ❖ Congratulations and a special welcome was extended to Councillor Samuel Rowe who was sworn in as Councillor on Monday, April 27, 2015. Councillor Rowe was elected as Councillor in the bi-election that was held on April 23, 2015.

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 PM.

2. Adoption of Agenda

2015-074

Combden/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 9. Against 0.

3. Adoption of Minutes

2015-075

Collins/Lynch

Resolved that the minutes of April 14, 2015 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

4. Business Arising

4.1 B & B and Vacation Rental Property W/S Tax

- At a closed meeting of council held on April 14, 2015, Council discussed letters that were received from several B & B and Vacation Rental businesses stating that they were being charged a high amount for water and sewer taxes; \$370 for the first unit and \$100 for every additional unit thereafter.

2015-076

Collins/Lynch

Resolved that the water and sewer tax for B & B's and Vacation Rental Properties be \$370 per year for first three (3) rooms, \$100 per every additional room thereafter.

Resolution Carried. In favour 9. Against 0.

4.2 Request to be exempted from paying Business Tax for an Efficiency Unit

- At a closed meeting held on April 14, 2015 Councilors reviewed a letter from a business owner in

which a request to be exempt from business tax was made. Information was provided by staff from the Municipalities Act and the Municipal Assessment Agency.

- Under the Municipalities Act, a Business Includes:

- (i) a commercial, merchandising or industrial activity or undertaking
 - (ii) a profession, trade, occupation, calling or employment,
 - (iii) an activity which provides goods or services, and
 - (iv) a credit union, co-operative, corporation, sole proprietorship or association of persons,
- whether or not it is for profit;

- Under section 120. (1) of the Municipalities act: A council shall impose an annual tax, to be known as "the business tax", on all businesses carrying on business in the municipality.

- Information provided from the Municipal Assessment Agency states that a rental property and accommodations are two different things. For example an apartment building is residential in nature, it is a domestic establishment intended for long term rental and efficiency units are not long term and provides a service.

- Based on the information provided the business tax charged for efficiency units will remain.

4.3 Stop Work Orders

- Councillors agreed that the stop work orders issued will remain in place and staff was instructed to take the next steps to insure the regulations are followed.

5. Committee Issues/Reports

5.1 Finance

- The Town's audit is in the process of being completed.

- *Town projects* – Councillor Dwyer met with workers and a checks and balances will be done regularly.

- *Fire Hall - fuel delivery and cost*

❖ Councillor Rowe declared himself in conflict of interest and exited the meeting.

- It was noted that the oil truck was delivering fuel to the Tilting Fire Hall every 5 days and that a high volume of liters have been delivered. Staff was asked to contact the fuel delivery company to gather more information.

❖ Councillor Rowe rejoined the meeting

5.2 Public Works

- The minutes of the Public Works Committee meeting held on April 22, 2015 was read.

- Both of the Town trucks are away for repairs; one in Grand falls-Windsor and the other in St. John's, both trucks are approaching the end of their warranty period and due to the electronic nature of the vehicles the maintenance work has to be done off the island.

- Edwin Holmes was granted approval to look at two dump trucks one in Gander and one in Dunville.

- An overview was given of the meeting Edwin Holmes held with Jeff Decker from the Fogo Island Co-op. The water usage in Seldom is 880 gallons per minute while the shrimp plant is operating and

29 gallons per minute during the winter months. It was recommended that Council install a pressure reducing valve at the plant; however there is a pump installed on the main line to the plant therefore more investigation will need to be done first.

- Spring Clean-up Weeks will begin on May 19th.

- It was agreed that the Heritage Committee in Fogo would be permitted to lobby the Department of Transportation and Works to complete the repairs on the Public Works building in Fogo.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

Fire Alarm System – Iceberg Arena

- ❖ Councillor Dwyer declared herself in conflict of interest and exited the meeting.

- The Town is in the process of relocating the fire alarm panel at the stadium to allow access for our public washrooms facilities under the Tourism Upgrades and Enhancements project. In the quote from LGR Electrical he noted that a cost savings of \$2,000 can be made by completing the fire alarm system in the Common Room previously quoted by LGR Electrical. Martins Fire Protection Services has recommended that the Common Room to the buildings fire alarm system as this job is way overdue to be completed. The Town's contribution for this work would be \$3,155.

2015-077

Bixby/Lynch

Resolved that the Town extend the fire alarm system at the Iceberg Arena to the Common Room at a cost of \$3,155. Be it also resolved that the scope of work be added to the current electrical contract with LGR Electrical.

Resolution Carried. In favour 8. Against 0.

- ❖ Councillor Dwyer rejoined the meeting

Signage

- Councillors were in agreement that two signs will be installed on the municipal building in Stag Harbour; on one side Fogo Island Multi-Purpose Building and on the other side Fogo Island Visitor Information Centre (VIC)

- The Welcome to Fogo Island sign will be strategically located between the hotel and the VIC. It was also noted that a service sign should also be installed for business to advertise.

- A concept design from Metal Works for the welcome sign was considered. Councillors evaluated the durability and maintenance cost for the sign and decided against this option.

Planning Meetings

- Meetings will be held at the Fogo Island Multi-Purpose Building on May 5 and 6; the agenda was passed out to members present. The two day event will include presentations by various government and Town officials on tourism, long term planning, trail assessment, update on work completed and planning meetings for the Tourism Committee, Infrastructure Project Committee and the Economic Development Committee.

6. Correspondence

6.1 Sidney Brett, Department of Transportation and Works

- The response letter received from Mr. Brett regarding snowclearing in Tilting did not reference what had been requested of the Department.
- The Town will request a meeting with Mr. Brett to discuss the issue again.

6.2 Dan Hynes, Department of Municipal and Intergovernmental Affairs

- Mr. Hynes' letter regarding the tender results for Barr'd Islands and Sandy Cove was discussed at length.
- The Department of Justice has recommended that we proceed with the tender evaluation.
- The combined tender was \$99,209.01 over budget, with Barr'd Islands being \$114,550.26 over budget and Sandy cove being \$15,341.25 under budget.
- The Town has three options to consider before the tender can be awarded:
 1. Reduce the scope of work for the project
 2. Seek additional funding
 3. Town agree to cover the overage

2015-080

Walbourne/Collins

Resolved that the tender be awarded for the project number 17-MCW-15-00066; Water Services-Barr'd Islands and project number 17-MCW-14-14061; Sanitary Sewer System-Sandy Cove and that there be no change in the scope of work of either project. Be it further resolved that the Town apply for additional funding in the amount of \$99,209.01 to cover the overage on the combined tenders, however if the additional funding is not awarded by government, the Town of Fogo Island agrees to cover the shortfall by 1) use our 2016 gas tax funding or 2) should gas tax not be available the Town will borrow the funding required.

Resolution Carried. In favour 9. Against 0.

6.3 JBS Recreation Committee

- The committees request to have an adequate water supply for Etheridge's Point, request to have ditching completed along the road leading to the site and their request for 1/3 financial assistance to install a basketball court was discussed.
- Council will be looking at getting an adequate water supply for Etheridge's Point and will work on options regarding the ditching along the road leading to the site.
- With regard to their request for 1/3 financial assistance to install a basketball court, Council will need to know what the cost for this project is and in addition why asphalt was chosen instead of concrete.

6.4 Roaming Sheep

- Several complaints have been received at the office with regard to roaming sheep in Tilting; sheep will be added to the animal roaming policy.
- A letter will be forwarded to the sheep owners.

**Town of Fogo Island
Minutes of Council Meeting
April 28, 2015**

7. New Business

7.1 Fogo Island Inn – Request to use the Fogo Island Marine Information Centre

- A rental fee for the use of the Fogo Island Marine Information Centre will be determined by the FI Tourism Committee next week.

8. Date of Next meeting

- May 19, 2015 at 7:00 P.M.

9. Adjournment:

2015 -081

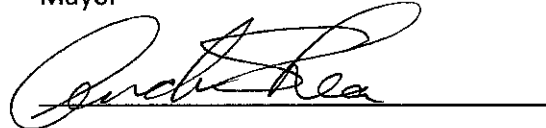
Bixby/Walbourne

Resolved that the regular Council meeting of April 28, 2015 be adjourned at 9:45 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



Town of Fogo Island
Minutes of Council Meeting
May 7th, 2015

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Leonard McGrath
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Maureen Lynch
Councillor Samuel Rowe

Staff:

Amanda McGrath, Acting Town Clerk

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 11:40 A.M.

2. Purchase of Dump Trucks

2015-082

Combden/Walbourne

Resolved that the Town of Fogo Island purchase a 2003 International Dump Truck at a cost of \$43,000 plus HST. The purchase of this dump truck is required as an emergency, as our Town trucks are not in working order and a delay resulting from inviting tenders will be injurious to the public interest.

Resolution Carried. In favour 8. Against 1 (Councillor Rowe).

2015-083

Collins/Bixby

Resolved that the Town of Fogo Island purchase a 1986 Freightliner Dump Truck at a cost of \$9,999.99 plus HST. The purchase of this dump truck will be a cost savings to the Town for spring clean-up and general maintenance on Town infrastructure.

Resolution Carried. In favour 9. Against 0.


3. Adjournment:

2015 -084

Walbourne

Resolved that the Council meeting of May 7, 2015 be adjourned at 11:55 A.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
May 19th, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Samuel Rowe

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 PM.

2. Adoption of Agenda

2015-085

Bixby/Combden

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-086

McGrath/Walbourne

Resolved that the minutes of April 28, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business Arising

4.1 Fuel Delivery

- Tracy Torraville, Accounting Clerk will be asked to compile a list of the fuel bills for the Tilting Fire Hall for the past year.

5. Committee Issues/Reports

5.1 Finance

Tax Arrears – Councillors felt that the Town is too lenient with individuals in tax arrears. A review will be completed with regard to properties that the Town could sell in lieu of tax arrears.

Fuel Storage Tank for JBA – The Public Works department will be asked why this has not been acquired yet.

2015-087

Combden/Walbourne

Resolved to accept the financial report for April 2015 and approve cheques 4172-4217.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

i. Roofing Tender – Town Garage, Fogo

One tender was received from All Pro Roofing Ltd for \$13,000

2015-088

Bixby/Combden

Resolved to accept the tender from All Pro Roofing Ltd in the amount of \$13,000 plus HST, to install shingles at the Town Garage in Fogo.

Resolution Carried. In favour 8. Against 0.

ii. Pour Concrete Slab Tender – Town Garage, Joe Batt's Arm

- No tenders were received.

- Item will be retendered.

iii. Sale of Town Truck

- Councillors were in agreement that one of the Town trucks will be sold; Edwin Holmes will decide which truck.

- A minimum bid of \$30,000 was discussed.

2015-089

Bixby/Walbourne

Resolved that the Town of Fogo Island tender one of 2012 Dodge Ram 5500 Series heavy duty truck, to be sold as where is.

Resolution Carried. In favour 8. Against 0.

iv. Lift stations

- It was suggested by Edwin Holmes that the Town not opt to have Xylem complete yearly maintenance on our lift stations; Councillors agreed that Town employees will do the work.

v. Water usage by the Fogo Island Co-op

- This is an issue that the department is working on.

vi. Spring Clean-up

- It was suggested that the dates on the notice need to be refined.

vii. Dilapidated Buildings and Car Wrecks

- Councillors will compile a list of dilapidated building and car wrecks around the Community.

viii. Stockpile of Wood

- Residents have been complaining that wood is being stockpiled all around the Town. A meeting will be requested with the contractor.

ix. Hall rental fee

- Amanda McGrath was asked to contact the Liquor Licensing Board to see if Council has the right to charge a rental fee at a hall that has a liquor license.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Monthly Report

- The monthly report submitted by Sandy Crawford was reviewed.

2015-090

Walbourne/McGrath

Resolved that the three Regional Tourism Managers hired in 2014 receive a \$1 raise.

Resolution Carried. In favour 8. Against 0.

ii. Economic Development Committee

- The minutes of May 6, 2015 was reviewed.
- The Economic Development Agreement between the Town, Shorefast Foundation and the Fogo Island Co-op was discussed.

2015-091

Combden/Walbourne

Resolved that the Town of Fogo Island is fully in agreement to enter into an Economic Development Agreement with the Shorefast Foundation and the Fogo Island Co-op.

Resolution Carried. In favour 8. Against 0.

Canada 150 Community Infrastructure Program

- The Canada 150 Community Infrastructure Program (CIP 150) supports projects that rehabilitate existing community facilities across Canada. The program is part of the Government of Canada's celebration of our country's 150th anniversary of Confederation.
- Amanda McGrath was asked to arrange a teleconference with the Committee to discuss this opportunity.

iii. TRACS

- The minutes from the meeting held with TRACS on April 23, 2015 was submitted to Councillors.

5.4 Fire Services

- Paul Torreville, Emergency Services Coordinator will complete the fire inspection on the Fogo Island Multi-Purpose building this week.

5.5 Policy

Amendment to the Animal Control Policy

2015-092

Combden/Walbourne

Resolved that section 2 (b) under the Animal Control Regulations be amended to read "Animal" means a domestic animal and/or livestock.

Resolution Carried. In favour 8. Against 0.

5.6 Transportation

- The second boat for the summer season will be needed soon.
- Darryl Harding will be meeting with the minister tonight; we hope to have news tomorrow.

6. Other

6.1 Update on meeting's held in St. John's

- Mayor Shea, Councillor Combden, Councillor Walbourne, Town Clerk Amanda McGrath and Little Harbour resident Nehemiah Cobb met with the Hon. Keith Hutchings, Minister of Municipal and Intergovernmental Affairs (MIA) and the Hon. David Brazil, Minister of Transportation and Works on May 10, 2015.
- The meeting with Minister Hutchings went well and we hope to have positive news for the residents of Little Harbour soon.
- More detailed information was acquired from Frank Huxter with the Department of MIA regarding the operations and maintenance of the potable drinking water units.
- Minister Brazil indicated his continued support to have a second boat for the summer.

7. Correspondence

7.1 Roger King

- Councillors discussed Mr. King's letter in which he indicated his dissatisfaction over the work that was completed by Town last fall, to clear up the water drainage issue in the area.
- Mr. King stated in his letter, that the Town had ditched through his property, removed the parking lot on his land and that cleanup from the work was not acceptable. He is requesting that the Town construct a new ditch on his property where an old one was and extend his driveway into the new ditch constructed along the side of the road.
- The work completed last year near Mr. King's property, included ditching along the side of the road within the road right-of-way, installation of a culvert at the end of his drive way and placing some fill in his driveway.
- Mr. King's property was visited by the Manager of External Operations and it has been concluded that the work completed by the Town was done appropriately.
- A letter will be written to Mr. King stating that the Town completed the necessary work within the road right-of-way and that the Town will not be filling in the ditch along this road right-of-way and will not complete ditching on his private property.

7.2 Glen Best

- Mr. Best's letter requesting a reimbursement for supplies he purchased to install a temporary water line to his home and a credit for 29 days on his water tax, due to the freeze-up of the main water line in the area, was discussed in detail.
- The Town did not authorize the purchase of these items and in addition Mr. Best did hook into the Town water system therefore the Town will not reimburse him for supplies he purchased or give him a credit on his water tax.
- A letter will be written to Mr. Best stating that the Town will not reimburse him for supplies he purchased or give him a credit on his water tax and that we are sorry for his inconvenience and that Council done everything possible in a timely manner.

2015-093

Bixby/Dwyer

Resolved that the Town will not reimburse Mr. Glen Best for supplies he purchased or give him a credit on his water tax.

Resolution Carried. In favour 8. Against 0.

7.3 Petition to the Federal Government – Closure of Rural Post offices

2015-094

Walbourne/Lynch

Resolved that the Town of Fogo Island demand that the Federal Government continue to enforce the moratorium on rural post offices closures and reject all proposals put forth by the Canada Post Corporation for the privatization of rural postal services and the reduction of service in rural post offices. Be it further resolved that the Town of Fogo Island ask the Federation of Canadian Municipalities to request that the federal government properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

Resolution Carried. In favour 8. Against 0.

7.4 Appeal Hearing – Dr. Paul Hurley

- The court granted Dr. Hurley's appeal and the matter is referred back to the appeal board.
- Councillors discussed the judge's report. Amanda McGrath was instructed to contact our lawyer for options that the Town can explore.

8. New Business

8.1 Requests for Permit

i. Francis Parsons – Install siding on privacy fence

- More information on the type of material to be used is needed before a decision can be made.

ii. Joey Dawe – Store trailer on land

2015-095

Walbourne/Dwyer

Resolved that Mr. Dawe's request to store a box trailer on the land be denied, as this is located in a residential area.

Resolution Carried. In favour 8. Against 0.

iii. Austin Reid – Install prefabricated building

2015-096

Dwyer/Walbourne

Resolved that Mr. Reid's permit to install a prefabricated building in a commercial area be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

iv. Dominic Penton – Build wharf and shed

2015-097

Combden/Lynch

Resolved that Mr. Penton's permit to build wharf and shed be approved; subject to the area being checked out by Town employees and pending approval of all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

8.2 Requests for Crown Land

i. Shane Simms – Cottage

2015-098

Walbourne/Lynch

Resolved that the crown land application from Shane Simms to build a Cottage be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

ii. Randy Cooper – Cottage

- More information is needed as to the proposed location before a decision can be made.

iii. RC Parish – Extension to Cemetery

2015-099

Dwyer/ Combden

Resolved that the crown land application from the RC Parish to extend on their cemetery be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 8. Against 0.

9. Date of Next meeting

- June 16, 2015 at 7:00 P.M.

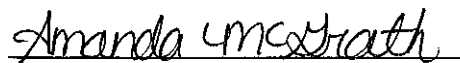
10. Adjournment:

2015 -100

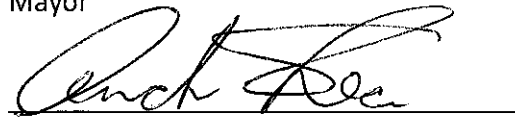
Combden/Walbourne

Resolved that the regular Council meeting of May 19, 2015 be adjourned at 10:15 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
June 2nd, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Samuel Rowe

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work Commitment

Councillor Lloyd Bixby, Away

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:00 AM.

2. 2015-2025 Municipal Plan and Development Regulations

2015-101

Dwyer/Combden

Resolved that under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Fogo Island adopts the Town of Fogo Island Municipal Plan for 2015-2025 as released by the Department of Municipal Affairs.

Resolution Carried. In favour 7. Against 0.

2015-102

Combden/Walbourne

Resolved that under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Fogo Island adopts the Town of Fogo Island Development Regulations for 2015-2025 as released by the Department of Municipal Affairs.

Resolution Carried. In favour 7. Against 0.

2015-103

McGrath/Walbourne

Resolved that Mr. Ray Oake be appointed as Commissioner for Town of Fogo Island's Municipal Plan Development Regulations hearing.

Resolution Carried. In favour 7. Against 0.

3. Appeal Hearing

- The court granted Dr. Hurley's appeal.
- The issue was discussed in detail by members present.
- A teleconference will be set up for Thursday morning with our lawyer.

4. HR Review

- The Town has extended Flow Consulting contract to include an operational and governance review. Ms. Pardy will be asked to draw up an agreement.

5. Barr'd Islands Water Project

- It was agreed that any extra hook-ups not within the scope of work for the project will be the responsibility of the property owner, not the Town.

6. Visitor Information Centre

- The parking lot and rest stop quote under the ACOA project as submitted by Jim Harty, Harty Engineering Consultants Limited was discussed. The estimate for the removal of the bog and backfilling was \$11,750; to date \$10,350 has been invoiced to the Town. It was agreed that the remaining backfill will be completed by the Town.

- It was noted that the quotes as submitted by Jim Harty is acceptable by the Department of Business, Tourism, Culture and Rural Development (BTCRD) and ACOA.

7. Paving

- Residents from JBA South met with Council yesterday to discuss the paving of the local roads. At present the Town is paving five bi-roads (Penton's Road, Tobin's Lane, Brown's Pont Road, Brown's Road and Penney's Lane) however the residents want all the bi-roads paved now while the paving contractor is on the island.

- The group was asked to form a three person Committee and request a meeting with Council.

❖ Councillor Rowe declared himself in conflict of interest and was excused from the meeting.

8. Tender - Pour Concrete Slab in the Town Garage, JBA

- One tender was received from R & K Construction in the amount of \$14,861.88 plus tax.

2015-104

Walbourne/Combden

Resolved that R & K Construction be awarded the tender to pour a concrete slab with fiber, in the Town Garage, Joe Batt's Arm, for the tendered amount of \$14,861.88 plus tax.

Resolution Carried. In favour 6. Against 0.

9. Economic Development Committee

- The Town and the Shorefast Foundation have both agreed to sign the Economic Development Agreement, the agreement will be brought forward to the next board meeting of the Fogo Island Co-op.

- The Committee met on May 28 to discuss the Canada 150 Community Infrastructure Program. Some opportunities discussed under this program was Foster's Pond Trail and the Fogo Island Marine Interpretation Centre.

10. Adjournment:

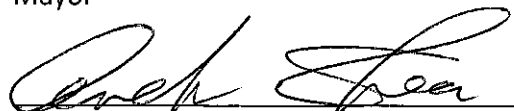
2015 -105

Combden/Walbourne

Resolved that the regular Council meeting of June 2, 2015 be adjourned at 11:42 A.M.

Amanda McGrath
Acting Town Clerk

Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
June 3rd, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Samuel Rowe

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:00 AM.

2. Seldom Pump House

- ❖ Councillor Dwyer declared herself in conflict of interest and was excused from the meeting.

2015-106

Combden/Bixby

Resolved that LGR Electrical be contracted to install the pump in the Seldom pump house and that a spare pump be purchased.

Resolution Carried. In favour 7. Against 0.

- ❖ Councillor Dwyer rejoined the meeting.

3. Paving

- Residents from Joe Batt's Arm have requested to meet with Council tonight at 7:00 PM; however several Councillors will be away. Mayor Shea agreed to contact Barb to set up another time for the meeting.

4. Wild Cove

- The Wild Cove Trail Committee is requesting permission to dump 4 or 5 more loads of rock on the inside part of the path leading to Wild Cove, to fix up bad spots in the road going to Wild Cove. This 4-5 loads of rock will be temporary; it will be moved to the original trail by trailer and ATV later.

2015-107

McGrath/Bixby

Resolved that the Wild Cove Trail Committee be granted permission to temporary deposit fill on the access road to be used on Wild Cove Road.

Resolution Carried. In favour 6. Against 2 (Councillors Dwyer and Lynch)

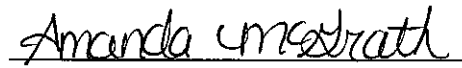
5. Adjournment:

2015 -108

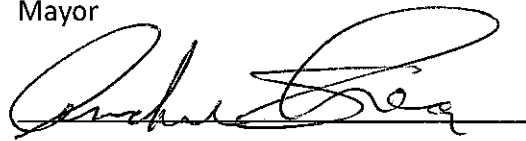
Combden

Resolved that the regular Council meeting of June 3, 2015 be adjourned at 10:40 A.M.

Amanda McGrath
Acting Town Clerk

A handwritten signature in cursive script that reads "Amanda McGrath". The signature is written in black ink and is positioned above a horizontal line.

Andrew Shea
Mayor

A handwritten signature in cursive script that reads "Andrew Shea". The signature is written in black ink and is positioned above a horizontal line.

Town of Fogo Island
Minutes of Council Meeting
June 8th, 2015

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Samuel Rowe

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Leonard McGrath

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Maureen Lynch, Previous Commitment Councillor Edmund Walbourne, Away

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 9:08 AM.

2. Appeal

- Mayor Shea gave Councillors an overview of the conference call that was held on June 4 with Joe Thorne, associate with Stewart McKelvey, regarding Dr. Hurley's appeal.
- There was much discussion on the issue, including the impact this will have on Oliver's Cove, Tilting's Heritage designation's, impact on other public park restricted special areas on Fogo Island and what impact it will have to the finalization and adoption of the Town's Municipal Plan and Development Regulations.

2015-109

Bixby/Collins

Resolved that the Town of Fogo Island not appeal Justice Halley's decision regarding Dr. Paul Hurley's appeal.

Resolution Carried. In favour 4. Against 3 (Mayor Shea, Councillor Dwyer and Councillor McGrath)

3. Paving

- ❖ Edwin Holmes joined the meeting.
- Mr. Holmes gave a report on the annual cost for repairs and maintenance to the Town roads; it is estimated that the cost to the Town is between \$80,000 and \$100,000 per year.
- ❖ Edwin Holmes was excused from the meeting.
- ❖ Councillor Bixby was excused from the meeting; he left due to prior commitments.

- ❖ Delegation – Mrs. Barbara Jacobs and Ms. Kayla Holmes
- Mrs. Jacobs gave a presentation as to why the residents of Fogo Island wish to have the bi-roads paved this year. She outlined the yearly cost savings to the Town; cost for stone, calcium, repairs and maintenance to equipment and labour. Other factors Council should consider; dust from those roads causing problems for residents, pot holes and that if the Town waits the price will increase.
- Councillors decided to have a discussion on the issue after the meeting is over and a decision will be made tomorrow.
- Mayor Shea thanked Mrs. Jacobs and Ms. Holmes for attending the meeting.

- It was questioned if Councillor Rowe is in conflict of interest.
- Councillors agreed that Councillor Rowe is not in conflict of interest because the Town is in the process of deciding if they are willing to pave the bi-roads. The Town's paving contract is with Nortech Construction Co. Ltd. and they have R & K Construction sub-contracted to perform ditching and the raising of culverts. However R & K Construction's contract with Nortech Construction Co. Ltd. will be completed tomorrow.
- Councillors discussed at length the idea of having the bi-roads paved.
- MCW funding under a 90/10 cost shared arraignment was applied for last fall, Council would prefer to have the project approved under this funding arraignment or 50/50.
- If the Town will be borrowing the full amount for this project the Town's DSR would be 10-12%.
- The cost savings for the Town would be approximately \$80,000 or more per year, for maintenance, salt and sand and staff.
- Some concerns were raised which included what roads will be paved, borrowing a large sum of money, other funding commitments, what impact it will have for planned future projects and if we wait the Town may receive a 90/10 project funding.
- It was noted that the Town should lobby the Department of Transportation and Works to have Herring Cove Road paved.

4. Adjournment:

2015 -110

Combden

Resolved that the Council meeting of June 8, 2015 be adjourned at 11:00 A.M.

Amanda McGrath
Acting Town Clerk

Amanda McGrath

Andrew Shea
Mayor

Andrew Shea

**Town of Fogo Island
Minutes of Council Meeting
June 9th, 2015**

A meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Maureen Lynch

Councillor Samuel Rowe

Councillor Edward Combden

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins, Work Commitment

Councillor Lloyd Bixby, Away

Councillor Bernadette Dwyer, Away

Resident:

Garry Penton

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 10:02 AM.

2. Paving

- It was questioned if any Councillor is in conflict of interest.
- At the meeting held yesterday Councillors agreed that no Councillor is in conflict of interest because the Town is in the process of deciding if they are willing to pave the bi-roads.
- Amanda McGrath, Acting Town Clerk was asked to call Dan Hynes with the Department of Municipal and Intergovernmental Affairs to determine if Councillor Rowe is in conflict of interest.
- Mr. Hynes stated that the public may perceive Councillor Rowe in conflict of interest; however Council will have to make the decision if Councillor Rowe is in conflict of interest or not.
- R & K Construction's subcontract with Nortech will finish today and they may not be subcontracting if additional paving is approved.
- Council decided yesterday that Councillor Rowe is not in conflict and this decision remains in effect.
- Mayor Shea gave a review of yesterday's meeting with Barb Jacobs and Kayla Holmes and a report of the yearly maintenance cost for bi-roads.
- Councillors discussed what bi-roads will be paved, the list that was generated last year for our Municipal Capital Works proposed paving project, financing, overruns on current projects, debt that the former Towns had, the need to look at the whole island, current capital works projects and future capital works projects; especially a new Town Hall and Fire Hall.

2015-111

Combden/Walbourne

Resolved that the Town of Fogo Island will pave the bi-roads and that Council will identify those bi-roads that will be paved.

Resolution Carried. In favour 5. Against 1 (Councillor Lynch)

- Discussion from resolution: roads with no turnaround may not be paved and the list generated last year will be re-evaluated.

2015-112

Walbourne/Rowe

Resolved that the Town of Fogo Island request permission to borrow 100% of the cost to pave the bi-roads, however be it further resolved that the Town approach government to have the capital works project applied for last year, approved under a 90/10 cost shared basis.

Resolution Carried. In favour 5. Against 1 (Councillor Lynch)

3. Adjournment:

2015 -113

Combden

Resolved that the Council meeting of June 9, 2015 be adjourned at 10:55 A.M.

Amanda McGrath
Acting Town Clerk

Amanda McGrath

Andrew Shea
Mayor

Andrew Shea

**Town of Fogo Island
Minutes of Council Meeting
June 17th, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Samuel Rowe
Councillor Bernadette Dwyer

Councillor Edmund Walbourne
Councillor Leonard McGrath

Staff:

Daphne Coles, Administrative Assistant
Edwin Holmes, Manager of External Operations

Absent:

Amanda McGrath, Acting Town Clerk – Medical Reason
Mayor Andrew Shea – Medical Reason
Councillor Lloyd Bixby – Off the island
Councillor Maureen Lynch – Off the island
Councillor Edward Combden – Off the island

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 2:00 PM.

2. Tenders – 2012 Dodge Ram Truck, 5500 Series 4x4 with 10 foot Boss Plow and Downeaster Sand Spreader

Tender bids were reviewed as follows:

1. BERNIE POWER	\$35,398.23
2. ED ROBERTS	\$25,300.00 + HST \$3289.00 = \$28,589.00
3. PETER MARSH	\$28,857.00 + HST \$3751.41 = \$32,608.41
4. ZR ENTERPRISES – ROGER SHEPHERD	\$35,500.00 + HST
5. HORWOOD'S LTD	\$25,700.00 + HST \$3341.00 = \$29,041.00
6. MELVIN BURRY	\$25,051.00

2015-114

Walbourne/McGrath

Resolved to accept the highest tender bid of \$35,500.00 plus HST from ZR Enterprises. Be it further resolved, if for any reason ZR Enterprise refuses the tender it will be awarded for the second highest bid of \$35,398.23 from Bernie Power.

Resolution Carried. In favour 5. Against 0.

3. Stag Harbour Visitor Information Centre Parking Lot

- Councillors discussed the work that has been done to date by King's Construction as quoted previously by Jim Harty.
- Ed Holmes was asked earlier this week by the Public Works Committee to look at the site and determine how much work was left to do and how much fill was needed to complete the job for paving. He was also asked to talk with local contractors to provide a price quote on the remaining work for discussion at last night's council meeting that was cancelled.

- Ed Holmes stated that he had visited the site and we need approximately 160 metres of fill to rise the parking lot, the road leading down to the parking lot is not on the proper slope as on the elevation drawings for the correct entry, it will need to be moved over, this will take 180 cubic metres of fill and 30 metres of stone to cover the area. There is also a huge pile of mud to the side of the parking lot that will have to be moved.
- Town received prices from R & K Construction and AJR Fisheries, Rick King requested more time due to a misunderstanding on the schedule of work.

2015-115

Dwyer/Walbourne

Resolved that the deadline for the price quotes for the remaining work at Stag Harbour Visitor Information Centre Parking Lot as per the quote information given by Ed Holmes, Manager of External Operations be extended until 4:00PM Friday, June 19th, 2015.

Resolution Carried. In favour 5. Against 0.

- Due to conflict of interest for further discussion with Ed Holmes on his cost estimates for the remaining work to be done, Councilor Samuel Rowe left the meeting at 2:40PM.


4. Adjournment:

2015 -116

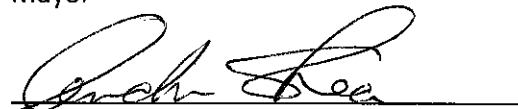
Dwyer/McGrath

Resolved that the Special Council meeting of June 17th, 2015 be adjourned at 3:10 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
June 23rd, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Samuel Rowe

Deputy Mayor Wayne Collins

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Councillor Edward Combden – Off the island

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 2:05 PM.

2. Financial Review

- Deputy Mayor Collins, Finance Committee Member done a presentation with regard to Councils current debt charges, 10% share for MCW projects, proposed projects and the yearly payments.
- The financial review and proposed MCW projects were discussed in detail by members present.
- The Committee was thanked for presenting the information.

3. Town Tourism Guide

- The Provincial Government has a new set of guidelines; Tourism Assurance Plan (TAP) which involves five common minimum standards that are aimed at promoting tourism organizations that provide quality travel experiences and assist tourism services and attractions improve the way they operate. Business must be TAP compliant in order to have the Government to advertise their business.
- Do to this new guideline the Provincial Government will not accept Tourism Guide.

2015-117

Dwyer/Lynch

Resolved that the Town of Fogo Island Visitor Guide will be changed to be TAP compliant. Be it further resolved that a business directory guide be developed to be advertised on Fogo Island. Resolution Carried. In favour 8. Against 0.

4. MCW Funding – Barr'd Islands Water and Sandy Cove Sewer

2015-118

Walbourne/Collins

Resolved that the Town of Fogo Island accept funding for Water Services-Barr'd Islands Project in the amount of \$697,530.00 on a 90/10 cost sharing basis with the Town's share being \$66,666. Be it further resolved that the Town of Fogo Island accept the funding increase for Sandy Cove Sewer Project in the amount of \$118,915.00, for total project funding of \$878,543.00 on a 90/10 cost sharing basis with the Town's share being \$83,967.00.

Resolution Carried. In favour 8. Against 0.

- It was noted that the scope of work for the Sandy Cove Sewer Project should be changed to move the lift station to accommodate the home at 8 Main Street.
- Amanda McGrath was asked to follow up with Municipal Affairs.

5. MCW Current and Future Projects

- Councillor Dwyer spoke about Council's plan last year to have a meeting to set priorities. This meeting has not taken place yet.
- Much discussion resulted from this issue, including the "wish list" from the former municipalities during the amalgamation process.
- Three Councillors indicated that they were not aware that the Town would be borrowing the 10% share for the Barr'd Islands Water and Sandy Cove Sewer projects. It was noted that this was budgeted for and that Deputy Mayor Collins had gone through the budget with Councillors before it was passed.
- An up to date bank account balance will be presented at the next meeting.

6. Adjournment:

2015 -119

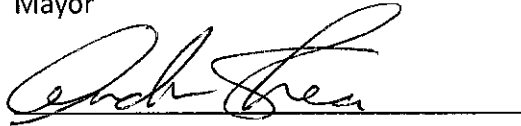
Dwyer

Resolved that the Special Council meeting of June 23th, 2015 be adjourned at 3:15 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



Town of Fogo Island
Minutes of Council Meeting
June 25th, 2015

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea	Councillor Lloyd Bixby
Councillor Bernadette Dwyer	Councillor Maureen Lynch
Councillor Leonard McGrath	Councillor Samuel Rowe
Councillor Edmund Walbourne	

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins- Working	Councillor Edward Combden – Off the Island
-------------------------------------	--

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 1:35 PM.

2. Delegation Via Conference Call – Dr. Paul Hurley

- Mayor Shea welcomed Dr. Hurley via conference call.
- Dr. Hurley spoke about his appeal's, to the Appeal Board, to the Supreme Court and now back to the Appeal Board again; it has been a long process for him. He asked that the Town go ahead and issue his permit now, instead of the issue going back to the appeal board again; due to the cost associated with lawyer fees, etc.
- Councillors confirmed that his permit was turned down by the Town not because of him or Oliver's Cove specifically, but because of how it will affect all the Public Park Restricted Special Areas (PPRSA) on Fogo Island.
- Dr. Hurley also spoke about the Town's Municipal Plan (MP) and Development Regulations (DR) and the impending public hearing. He said that within the plan under the PPRSA section it takes in private property and indicated that the Town will be expropriating the land.
- Mayor Shea stated that the Town will not be expropriating the land.
- Dr. Hurley also indicated that the remaining land in Oliver's Cove cannot be approved for a septic system because under Service NL regulations, septic systems cannot be within agriculture area and in addition the gardens are not large enough for a septic field. He also indicated that the Hurley property is the only property registered and that no more properties can be registered.
- Councillors did not agree that no other properties can avail of a septic field and that all the garden owners can register their land under squatter's rights.
- Dr. Hurley stated that his intension is to preserve Oliver's Cove and to put back what was there before his grandfather moved. In addition, he will be making an objection to the MP and DR and that others will also.
- In closing Dr. Hurley asked that Council grant his permit and avoid going back to the Appeal Board.
- Conference call ended at 1:55 P.M.
- Councillors spoke about the Appeal Board's decision; they felt the Town had a right to turn down Dr. Hurley's permit. Additionally Councillors talked about the long term ramification's this permit will have on PPRSA's on Fogo Island.

3. Adoption of Agenda

2015-120

Combden/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

- Amanda McGrath was asked to make a few notes regarding the June 8 and 9 minutes:

- June 8 minutes – Question if Councillor Rowe was in conflict – no vote was taken.

- June 9 minutes – Reference to above, again no vote was taken

2015-121

Bixby/McGrath

Resolved that the minutes of May 7 and 19, June 2, 3, 8, 9 and 17, 2015 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Request for Leave of Absence

- Mayor Shea read Deputy Mayor Collins' request for a leave of absence.

2015-122

Bixby/Dwyer

Resolved that Deputy Mayor Collins be granted a leave of absence up to three months.

Resolution Carried. In favour 7. Against 0.

6. Business arising

6.1 Permit Request – Francis Parsons

2015-123

Bixby/Lynch

Resolved that the permit request from Francis parsons to install vinyl siding on a privacy fence be approved.

Resolution Carried. In favour 7. Against 0.

7. Committee issues / reports:

7.1 Finance

- Councillors discussed finances for the Town, including Gas Tax Projects, current and future debt charges, labour cost and HR review and cost incurred year to date on roads.

- Councillor Dwyer presented a schedule of debt charges for current and proposed projects.

- Opinions were expressed regarding the proposed paving of the bi-roads. Issues included: 1. Can the Town sustain the debt? 2. What roads will be paved? 3. When the list is finalized, Councillors want to be educated as to: Why was this road paved? / Why was this road not paved?

- Edwin Holmes along with George Beckett, Progressive Engineering are currently doing an assessment of the bi-roads.

2015-124

McGrath/Dwyer

Resolved to accept the financial report for May 2015 and approve cheques 4218-4261.

Resolution Carried. In favour 7. Against 0.

2015-125

McGrath/Rowe

Resolved that the Town of Fogo Island borrow from the Bank of Nova Scotia \$124,011 for the Water Services-Barr'd Islands Project and borrow \$83,967 for the Sandy Cove Sewer Project.

Resolution Carried. In favour 7. Against 0.

7.2 Public Works

i. Spending Limit

2015-126

Bixby/Walbourne

Resolved that the Edwin Holmes, Manager of External Operations be granted a spending limit of \$5,000.00

Resolution Carried. In favour 7. Against 0.

ii. Etheridge's Point water service

- A different route will be taken to install the water service line to Etheridge's Point festival site; it will be located on the outside part of the road.

iii. Deep Bay Slipway

- Edwin Holmes will be instructed to get prices for the work.

iv. Parking lot quotes – Fogo Island Multi-Purpose Building

❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.

- Two tenders were received to do the work:

R & K Construction - \$8,900 plus tax

AJR Fisheries - \$8,900 plus tax

2015-127

Dwyer/Lynch

Resolved that due to the quotes received to finish the parking lot at the Fogo Island Multi-Purpose Building in Stag Harbour being the same amount, the two companies will be asked to resubmit new quotes.

Resolution Carried. In favour 7. Against 0.

v. Barr'd Island Water Service

2015-128

Dwyer/Lynch

Resolved that the Town of Fogo Island tender the extra funding received in the amount of \$697,530 for the Barr'd islands Water Project, without replacing the pavement.

Resolution Carried. In favour 7. Against 0.

7.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Canada 150 Program

- Councillors agreed that the Town's priorities for the program be wharf improvements and repairs at the Marine Information Centre and Foster's Pond Trail.
- The Shorefast Foundation submitted Foster's Pond and St. Anne's Church on Little Fogo Islands as possible projects.
- Councillor Dwyer will forward the Town's priorities to the Economic Development Committee.

ii. Meeting with Alan Cobb and Allison Kouzovnikov

- Councillor Dwyer gave an overview of the meeting she had with Alan Cobb and Allison Kouzovnikov on June 18.

a) Airstrip Extension – Letter of Support

2015-129

Bixby/Dwyer

Resolved that the Town of Fogo Island write a letter to support the Shorefast Foundation's endeavor to have the Fogo Island airstrip extended.

Resolution Carried. In favour 7. Against 0.

iii. Monthly Report

- The monthly report submitted by Sandy Crawford was reviewed.

iv. Resignation

- Councillor Walbourne resigned from the Economic Development & Tourism Committee, the Economic Development Committee with the Town, the Shorefast Foundation and the Fogo Island Co-op and from the FIT Project Committee. Amanda McGrath was asked to email Councillors to ask if anyone is interested to sit on the committee's.

7.4 Fire Services

- No report.
- Request to install garage door at the Tilting Fire Hall, Project workers will be granted permission to install the door.

7.5 Policy and Human Resources

- No report

7.6 Transportation

- The MV Captain Earl W. Winsor and the MV Norcon Galatea are operating on the Two-Vessel Schedule for this summer.
- The hydraulic ramps that were intended to be installed for the new ferry will no longer be installed, due to problems with breakdowns.

Doctor Shortage at the Fogo Island Health Care Centre

- A meeting will be set up with Victor Shea, to discuss the Doctor Shortage at the Fogo Island Health Care Centre.

8. Correspondence:

8.1 Eileen Newman – W/S Taxes

- Mrs. Newman's request to be exempt from paying water and sewer taxes at 7 Blandford's Road was discussed.
- As per the Town's policy: vacant property that is unable to accommodate a home will be exempt from w/s taxes. The property in question is of sufficient size to accommodate a home, therefore the property will not be exempted from w/s taxes. As per the Town's policy: vacant property that is unable to accommodate a home will be exempt from w/s taxes.

8.2 Greg Foley – Request for street light

- The request to have a street light installed across the road from Mr. Foley's residents was discussed. Due to this section of road being on a blind turn, the request was granted.

8.3 Mary O'Keefe – Oliver's Cove

- Mrs. O'Keefe's letter regarding Dr. Paul Hurley's plan to build a home in Oliver's Cove and appeal hearing was read.
- A letter will be sent to Mrs. O'Keefe, thanking her for her letter.

8.4 MCW – Approval to Proceed – Potable Drinking Water Units

- The letters of approval to Fay Environmental were addressed.

8.5 Gander International Airport

- Request for a letter of support to secure a new air terminal building: A letter of support will be sent.

8.6 Jens Jensen

- Mr. Jensen's requested permission to present the MP and DR at the "Planning on the Edge" conference. Councillors felt that because there is the possibility of the plan not being approved due to objections that will be made at the public hearing and that the plan is not registered yet, they are not granting him permission to use our MP and DR.

9. New Business

9.1 Requests for Crown Land

i. Claire Beauregard

ii. Daniel Squires

2015-130

Walbourne/Rowe

Resolved that the crown land application from Claire Beauregard for personal property and the crown land application from Daniel Squires for recreation be approved, pending approval of all other licenses and permits

Resolution Carried. In favour 7. Against 0.

iii. Allan Foley

- An application for crown land had already been approved a few years ago for Carl Beauregard for this land. However, Mr. Beauregard had passed away and since then his wife Claire has gotten the

application to Service NL and the fees paid transferred to her name. Due Mrs. Beauregard's application being on file with the Town prior to Mr. Foley's application, the Town will not be approving another application for this property.

iv. Daphne Payne

- More information is required from Mrs. Payne as to her intension for the land.

9.2 Consultant agreement

2015-131

Walbourne/Rowe

Resolved that the Town of Fogo Island sign the consulting agreement with Flow Consulting as an extension of the existing contract.

Resolution Carried. In favour 7. Against 0.

10. Date of next meeting

- July 28, 2015 at 7:00 P.M

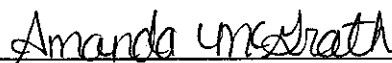
11. Adjournment:

2015 -132

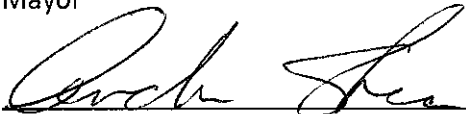
Walbourne/Rowe

Resolved that the Regular Council meeting of June 25th, 2015 be adjourned at 4:55 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
July 17th, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edward Combden
Councillor Leonard McGrath
Councillor Edmund Walbourne

Councillor Lloyd Bixby
Councillor Bernadette Dwyer
Councillor Samuel Rowe

Staff:

Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea – Prior Commitment Councillor Maureen Lynch – Medical Appointment

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 10:05 AM.

2. Adoption of Agenda

2015-133

Combden/Dwyer

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

3. Water Usage at the Shrimp Plant

- The Shrimp Plant is using excessive amounts of water, causing problems with the pumps at the pump house and low water flow throughout the Community.
- Edwin Holmes has been monitoring the water flow and the plant has been using over 800 gallons per minute (gpm): 800,000 - 1 million gallons of water per day. The normal psi is 58 however when the plant starts operations the psi is on average 29; today it ranges from 26 – 27 psi.
- The Town is receiving complaints, whereby residents have very little water. In addition, there is not enough water for fire flow.
- Correspondence with our engineer Darryl Mills at Progressive Engineering and Consulting Inc. (PEC), has indicated that the plant should be using 400 gpm.
- The plant has a 4" pump installed suctioning off our 6" water main, to get enough pressure during operations; however they are getting too much water pressure during shut down and are running the water away.
- Calls and visits have made with representatives at the Co-op about their water usage, however they are not cooperating.
- A meeting will be set up with Phil Barnes, General Manager of the Fogo Island Co-op as soon as possible.

4. Road List for Paving

- Councillors reviewed the road list and price quotes as submitted by Progressive Engineering.
- Three roads have been removed and one added to the proposed list from last fall:
 - 1. *Green's Lane - Deleted*
 - Currently no water and sewer.
 - Future Development.

2. Godwin's Road- Deleted

- The high cost for this road is due to extensive upgrades that are required before it can be paved.
- The Town will perform upgrades to this road and it will be considered in the future.

3. Foley's Lane – Deleted

- No space for a turn around.
- Not sufficient room on the road for snow clearing.
- A culvert located in the road is blocked and it cannot be unblocked because the water will run under a home located on the road.

4. Collins' Road

- This road was not scheduled to be paved under the MCW program applied for last fall.
- A large amount of upgrading is required before it can be paved.
- Road will be considered in the future.

5. School Road, Up to the water tower- Added

- No road upgrading is required up to the water tower.
- Paving past the water tower was not considered due to possible future plans for water and sewer.

- A list of Town roads will be forwarded to Councillors.

List of Roads to be paved:

Freak's Road
Bullies Cove Pond Road
Wild Cove Road
Brett's Road
Jacob's Road
Church Road
Meaney's Road
Valley Road
Anthony's Lane
Jacob's Lane
Firehall Road
Post Office Lane
Penton's Lane
Godwin's Lane
Cull's Road
School Road (up to the water tower)

2015-134

Walbourne/Rowe

Resolved that the 16 bi-roads as listed above be approved for paving.
Resolution Carried. In favour 7. Against 0.

5. Resolution to Borrow

2015-135

Combden/Walbourne

Resolved that the Town of Fogo Island borrow from the bank of Nova Scotia \$1,113,765.15 at 3.55% over 15 years at monthly blended payments of \$7,990, to pave 16 bi-roads on Fogo Island.
Resolution Carried. In favour 7. Against 0.

6. Little Harbour Water project – Paving

- It was noted that during construction most of the paving on Little Harbour Road will be destroyed and what will be left will be in very poor condition to patch; it is over 35 years old.
- Councillors inquired what the yearly maintenance cost will be for this gravel road and when it is anticipated to be paved.
- It is estimated that the cost to pave this road is about \$300,000 - \$350,000.
- Councillors discussed the water project and paving of bi-roads at length.

7. Sandy Cove Sewer Project

2015-136

Bixby/McGrath

Resolved that the Town of Fogo Island request permission to extend the sewer service lines to 1.5 meters of the homes, for project number 17-MCW-14-14061 - Sanitary Sewer System - Sandy Cove.
Resolution Carried. In favour 7. Against 0.

2015-137

Bixby/McGrath

Resolved that the Town of Fogo Island request permission to use the \$118,000, overrun amount on the Sandy Cove Sewer Project, to extend water and sewer to proposed parcels of land.
Resolution Carried. In favour 7. Against 0.

8. Little Harbour – Continuation

2015-138

Walbourne/Bixby

Resolved that the Town of Fogo Island continue with the water service to Little Harbour. Be it further resolved that the pavement in the area be pulverized.
Resolution Carried. In favour 7. Against 0.

9. VIC Paving

- A quote is needed to pave the front and back parking lots at the Visitor Information Centre.

10. Adjournment:

2015 -139

Bixby/Walbourne

Resolved that the Regular Council meeting of July 17th, 2015 be adjourned at 12:00 P.M.
Resolution Carried. In favour 7. Against 0.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
July 22, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Bernadette Dwyer
Councillor Leonard McGrath
Councillor Edmund Walbourne

Councillor Edward Comben
Councillor Maureen Lynch
Councillor Samuel Rowe

Staff:

Amanda McGrath, Acting Town Clerk
Edwin Holmes, Manager of External Operations

Absent:

Mayor Andrew Shea – Prior Commitment Councillor Lloyd Bixby – Prior Commitment

Fogo Island Co-operative Society:

Phil Barnes, General Manager Jeff Decker, Maintenance Supervisor
Vera Budgell, Plant Manager (Shrimp Plant) Paul Torraville, Plant Manager (Crab Plant)

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 1:05 P.M.

2. Water Usage

- The Town met with members of the Fogo Island Co-op to address the excessive amount of water the shrimp plant is consuming.
- A comparison was completed with other shrimp plans and the Shrimp Plant in Seldom is consuming more than double what the other plants are using. In addition, one of Town's we investigated charges \$3.00 per 1000 gallons of water, under a metered rate.
- The Town is experiencing problems with the pumps in the pump house; they are under a lot of strain, running hot and there is a fear of a possible breakdown and consequentially a complete loss of water throughout the Town. In addition, residents have little water pressure for their basic needs.
- Edwin Holmes, Manager of External Operations have been monitoring the water reading both at the pump house and the chlorine booster station next to Vanessa's Takeout; it has been determined that the excessive water usage is originating past Vanessa's.
- In Seldom the water usage is over 800 gallons per minute (over 1 million gallons per day) while the shrimp plant is in operation. It was noted that the water output in Seldom is more than Fogo, Joe Batt's Arm and Tilting combined.
- The Crab plant in Fogo has reduced their water consumption and is using salt water in some areas. The water usage in Fogo is approximately 340 gallons per minute.
- Mr. Barnes referred to a letter from the Co-op to the Town last fall in which they requested a 50/50 cost sharing arrangement to purchase salt water pumps. He indicated that by using salt water they will not get as good a yield for their shrimp and in addition you can't have any control over the quality of salt water.
- The pressure on water lines at plant is excessive once the shift ends and less water is needed for cleanup. Therefore, they are running water away unnecessarily because of pressure on lines.

Long Term Action Plan:

- Hire an engineering firm to look at setup to deal with issue and make recommendations.
- Switch to salt water at Plant to reduce consumption.

- To cost share the expense.

Short Term Strategy:

- Install a pressure relief valve at the plant pump house to ease pressure and stop wasting water.
- Shorefast Foundation may have a valve; Jeff Decker to check and see.
- Purchase parts, valve and both Co-op and town will initiate an installation team once plant has a down day.

Commitment:

- Both the Town and the Co-op have agreed to cooperate to find a solution to this issue both in the short and long term with a commitment to have final solution by the start of next seasons shrimp season.

- ❖ Deputy Mayor Collins thanked members from the Fogo Island Co-op for meeting with Council and they departed the meeting at 2:25 P.M.

3. Freeman's Pond Intake Extension Project

- During installation of the pipe, it was determined that there was 18 foot of mud at the bottom of the pond; therefore some adjustments had to be made to anchor the pipe during installation.
- The project is expected to be completed by Friday.

4. Sandy Cove Sewer Project

- Councillors discussed issues surrounding sewer hook-ups at 13, 15A and 21A Main Street.
- All three properties will have to use a lift pump to connect to the sewer system.
- At this point the lift station cannot be moved or lowered to accommodate these properties.
- Tom Harris with Harris & Associates Limited will be contacted to obtain confirmation that all three properties can hook up via lift pump and request the specifications on the design and price of the lift pumps, pipe required and installation.
- Edwin Holmes will inquire about the elevation of the properties with the onsite inspector, Harry Perry.

5. 2015 -140

Walbourne/Rowe

Resolved that the Town of Fogo Island request from Harris & Associates the specifications and cost for all materials and the installation for the three lift pumps and pipe for the three properties located at 13, 15A and 21A Main Street, Tilting.

Resolution Carried. In favour 7. Against 0.

6. Adjournment:

2015 -141

Bixby/Walbourne

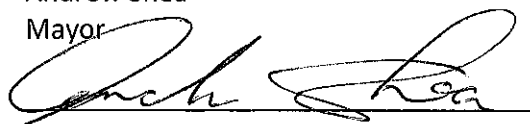
Resolved that the Regular Council meeting of July 22, 2015 be adjourned at 3:21 P.M.

Resolution Carried. In favour 7. Against 0.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



Town of Fogo Island
Minutes of Council Meeting
July 28th, 2015

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Councillor Edmund Walbourne
Councillor Lloyd Bixby
Councillor Maureen Lynch
Councillor Samuel Rowe

Councillor Edward Combden
Councillor Bernadette Dwyer
Councillor Leonard McGrath

Staff:

Susan Cull, Chief Administrative Officer CAO
Daphne Coles, Administrative Assistant

Absent:

Mayor Andrew Shea – Prior commitments
Deputy Mayor Wayne Collins- Working (Leave of Absence)
Amanda McGrath, Acting Town Clerk - Vacation

1. Call to order:

Due to the absence of the Mayor and Deputy Mayor, Councilor Walbourne was voted in by council members to be Acting Chair at the meeting. Councilor Walbourne welcomed everyone and called the meeting to order at 7:00 PM.

2. Adoption of Agenda

2015-142

Lynch/Combden

Resolved that the revised agenda be adopted.
Resolution Carried. In favour 7. Against 0.

3. Adoption of Minutes

Note one change to June 25th, 2015 minutes, a Regular Council Meeting was held, not a Special Meeting.

2015-143

McGrath/Dwyer

Resolved that the minutes of June 25th and July 17th, 2015 be adopted as revised and presented.
Resolution Carried. In favour 7. Against 0.

4. Business arising

June 25th, 2015

4.1 Parking Lot Quotes – Fogo Island Multi-Purpose Building

Councilor Dwyer informed Councilors that the new tender bid was awarded to R & K Construction for \$7,800.00 and the work is completed with the parking lot ready for paving.

4.2 Fire Service – Request to install garage door at Tilting Fire Hall

Councilor Dwyer informed Councilors that all workers from the Fogo Island Tourism (FIT) project have been laid off and Joe Burke and Justin Foley have been contracted to install the new garage door. There will not be any repairs done to the structure in under the building.

July 17th, 2015

- Council discussed the issue with borrowing money and permission from Municipal and Intergovernmental Affairs (MIA) for the completion of the Barr'd Island Water Project and paving the extra bi-roads.
- Councilor Walbourne will talk with Mayor Shea tomorrow about calling Mr. Cluney Mercer, MIA for more information.
- Councilor Dwyer inquired about the issue with the 3 householders on the Tilting Sewer Project that need the lift pump to connect to the Town sewer. There was some discussion on the issue.
- Susan Cull, CAO and Edwin Holmes, Manager of External Operations will meet with these 3 householders to discuss the plan for sewer services. Based on the information provided by the Engineers, a sewer lift pump will be installed at the 3 sites and if problems arise with the system council will revisit the issue.

5. Committee issues / reports:

5.1 Finance

- Councillors discussed finances for the Town, including a year to date budget/expense report, income statement and the accounts payable for the month.

2015-144

Combden/Lynch

Resolved to accept the financial report for July, 2015 and approve cheques 4279-4309.
Resolution Carried. In favour 7. Against 0.

5.2 Public Works

i. P/W Minutes

Councilor Walbourne briefly reviewed the minutes from the public works meeting held on July 6th and the meeting held with members of the Fogo Island Co-op July 22nd, regarding the water usage at the Shrimp Plant.

2015-145

Bixby/Dwyer

Resolved that CAO, Susan Cull, inform residents of Seldom by letter or notice of the Town's intention on solving the water pressure issue during Shrimp Plant operations. Be it further resolved that CAO Susan Cull, move forward to have Engineering Consultants do an assessment of water usage at the Fogo Island Shrimp Plant compared to other Shrimp Plants in the province.
Resolution Carried. In favour 7. Against 0.

ii. Deep Bay Slipway

❖ Councilor Rowe declared himself in conflict of interest and left the proceedings.

- One tender was received to do the work: R & K Construction - \$26,320.00 plus HST.

2015-146

Bixby/Dwyer

Resolved to award the tender for the construction of a slipway in Deep Bay to R & K Construction in the amount of \$26,320.00 plus HST with the additions of Rebar at a cost of \$2500.00 plus HST and a 6x6 pressure treated wheel guard along both sides of the concrete slab, painted yellow at a cost of \$2000.00.

Resolution Carried. In favour 6. Against 0.

❖ Councillor Rowe rejoined the meeting.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- The monthly report submitted by Sandy Crawford was reviewed.
- Councilor Dwyer, Sharon Bailey and Sandy Crawford attended a steering committee meeting for the FIT Project at Change Islands. Project is now winding down with the final spending near completion. The new digital sign for the ferry is the only item left to do and plans are now to put it up at Man O War Cove. There may also be enough funds left from the budget to pave the front parking lot at the Visitor Information Centre.

5.4 Fire Services

- No report.

5.5 Policy and Human Resources

- No report

5.6 Transportation

- No report.

6. Correspondence:

6.1 RCMP Report – Quarterly Report

- Report addressed by Council

6.2 R & K Construction – Permission for a new Quarry Site

- ❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.
- CAO, Susan Cull will talk with Government Officials for an update on the status of new quarries on Fogo Island and make a recommendation for the next meeting.
- ❖ Councillor Rowe rejoined the meeting.

6.3 Debbie Doucet – Sewer Service

- Letter was addressed by Council and this was discussed earlier in the meeting.
- CAO, Susan Cull will set up a meeting to talk with Debbie Doucet.

6.4 Fergus Foley – Foley's Lane

- Letter was addressed by Council. At this time there isn't any policy set on the number of houses on a road to qualify as a Town road and due to other issues with snow clearing, this lane is not a designated Town road.
- CAO, Susan Cull will respond to letter.

7. New Business

7.1 Requests for Crown Land / Requests for Permit

i. Brent Walbourne – Crown Land

2015-147

Bixby/Lynch

Resolved that the crown land application from Brent Walbourne for personal property be approved, pending approval of all other licenses and permits

Resolution Carried. In favour 7. Against 0.

ii. Lambert Dwyer – Crown Land

- More information is required from Mr. Dwyer as to his intension for the land.

iii. Carl Torraville – Crown Land

- More information is required, CAO, Susan Cull will have Ed Holmes look at the area.

iv. Kevin Rowe – Permit

- ❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.

- Permit request to remove old building located at 143 Main Street, Seldom and replace it with a prefabricated building.

2015-148

Bixby/Combden

Resolved that the permit from Kevin Rowe to remove old building located at 143 Main Street, Seldom and replace it with a prefabricated building be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 6. Against 0.

v. Kevin Rowe – 2 Crown Lands Application – Residential Building Lots – Seldom and Fogo

2015-149

Dwyer/Lynch

Resolved that the crown lands application from Kevin Rowe to acquire land at Seldom for the purpose of residential building lots be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 6. Against 0.

2015-150

Bixby/Dwyer

Resolved that the crown lands application from Kevin Rowe to acquire land at Fogo for the purpose of residential building lots be approved, pending approval of all other licenses and permits.

Resolution Carried. In favour 6. Against 0.

- ❖ Councillor Rowe rejoined the meeting.

7.2 Pig's House – Little Harbour, Barr's Islands

- several complaints about the location of a pig's house and 2 pigs owned by Walter John Ford have been received by councilors and staff at the office. It is very close to the side of the road, residents can see it from their living room window and it is an eyesore to residents and tourists. No permit was issued to build or relocate this pig's house in this area. Pictures were available for councilors to view.

- CAO, Susan Cull to check with other Towns for their regulations or policies on issues of this nature. A response will be made to residents to let them know that the Town will be developing a policy in the near future to correct this problem.

7.3 Municipal Plan and Development Regulations

- Council reviewed the report submitted by Commissioner Ray Oake.

2015-151

Combden/Lynch

Resolved that the report submitted by Commissioner Ray Oake be accepted. Be it further resolved that the term "Park" in the title of the PPRSAs (Public Park Restricted Special Areas) be changed to "Restricted Special Areas".

Resolution Carried. In favour 7. Against 0.

7.4 Visa – CAO, Susan Cull

2015-152

Dwyer/Rowe

Resolved that a new visa be issued to CAO, Susan Cull with a credit limit of \$5000.00.

Resolution Carried. In favour 7. Against 0.

7.5 Etheridges Point Seaside Festival

- Rita Penton requested for a member of Council to speak at the Etheridges Point Seaside Festival this weekend.
- CAO, Susan Cull will ask Deputy Mayor Collins to speak at festival, if he is unable to speak Councilor Combden will speak.

7.6 Operational Review – Flo Consulting

2015-153

Lynch/Dwyer

Resolved to formerly accept the Operational Review provided by Flo Consulting

Resolution Carried. In favour 7. Against 0.

8. Date of next meeting

August 25, 2015 at 7:00 P.M

9. Adjournment:

2015 -154

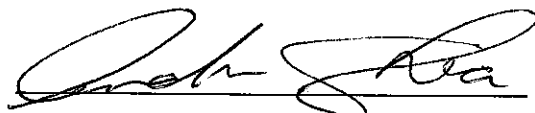
McGrath/Bixby

Resolved that the Regular Council meeting of July 28th, 2015 be adjourned at 9:40 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
July 31st, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Edmund Walbourne
Councillor Maureen Lynch

Councillor Leonard McGrath
Councillor Edward Combden

Staff:

Susan Cull, Chief Administrative Officer CAO
Daphne Coles, Administrative Assistant

Absent:

Mayor Andrew Shea – Prior commitments
Councillor Bernadette Dwyer – Prior commitment
Amanda McGrath, Acting Town Clerk - Vacation
Councillor Lloyd Bixby – Prior commitment
Councillor Samuel Rowe – Prior commitment

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 10:00 AM.

2. Extension to Bi-roads Paving Contract

2015 -155

Walbourne/Combden

Resolved to extend the Bi-road Paving Contract to Nortech Construction Co. Ltd. to pave the additional bi-roads as agreed upon previously by Council at a cost of \$1,165,328.70.

Resolution Carried. In favour 5. Against 0

3. Capital Works Funding – Sandy Cove Sewer Project

- \$118,000.00 remaining from funding after completion
- There has been some discussion with Dan Hynes of Municipal and Intergovernmental Affairs about the remaining funds.

2015 -156

Combden/Walbourne

Resolved to have CAO, Susan Cull contact Daniel Hynes of Municipal and Intergovernmental Affairs to discuss how we will use the \$118,000.00 remaining from Sandy Cove Sewer Project. Further resolved that the Town will use the remaining \$118,000.00 to complete the additional work on Sandy Cove Sewer Project to bring the sewer connection within 1.5 metres of residents homes for hookup as it first priority. Be it further resolved that if the completion for Sandy Cove Sewer Project is not approved, the Town will request to transfer the additional \$118,000.00 funds to complete the third phase Barr'd Islands Water Project.

Resolution Carried. In favour 5. Against 0

4. Consultant Review

- May 2015 was the deadline for Progressive Engineering Consultants probationary period.

**Town of Fogo Island
Minutes of Council Meeting
June 25th, 2015**

5. Auditor's Report

- Auditor's Report for 2014 is not yet received by the town.
- Requested for CAO, Susan Cull to contact Grant Thornton Inc. to get update on the status of the audit. Gas Tax Secretariat is requesting a copy of the 2014 audit.

6. Central Health – Doctor Shortage

- Currently one doctor on staff at the hospital.
- Requested for CAO, Susan Cull to write a letter to Central Health to follow up on the meeting that was held on Friday, July 24th.

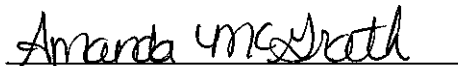
7. Adjournment:

2015 -157

McGrath/Combden

Resolved that the Special Council meeting of July 31st, 2015 be adjourned at 10:50 A.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
August 25, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea	Councillor Edward Combden
Councillor Lloyd Bixby	Councillor Bernadette Dwyer
Councillor Maureen Lynch	Councillor Leonard McGrath
Councillor Samuel Rowe	Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer CAO Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins- Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 PM.

2. Adoption of Agenda

2015-158

Combden/Bixby

Resolved that the agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-159

Lynch/Walbourne

Resolved that the minutes of July 22, 28 and 31, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business arising

4.1 Approval of Municipal Plan and Development Regulations

2015-160

Lynch/Walbourne

Resolved that now under the authority of Section 23 of the Urban and Rural Planning Act 2000, the Council of the Town of Fogo Island approves the Town of Fogo Island Municipal Plan for 2015 - 2025 as amended as follows:

1. all references and uses in the text and the maps to the term "Public Park Restricted Special Area" shall be revised to refer to "Valued Natural and Heritage Restricted Special Area" so as to more accurately reflect the intention of the goals and objectives of the Municipal Plan for 2015-2025,
2. the last sentence in paragraph 2 on page 30, which deals with Foster's Pond, reading "The owner of...held." is deleted as it is not relevant to explaining the significance of Foster's Pond, and,
3. the words "related to the function of a public park" in the third line of the last paragraph on page 30 be deleted and the following substituted in their place: "complementary to the natural or heritage values associated with that area" so as to better reflect the intention of the goals and objectives of the Municipal Plan for 2015-2025.

3. the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

4. the Town Manager with any one of the Mayor, Deputy Mayor or Councillor are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the monies hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

Resolution Carried. In favour 8. Against 0.

iii. Financial Report

- Councillors discussed finances for the Town, including a year to date budget/expense report, income statement and the accounts payable for the month.

2015-165

Combden/Bixby

Resolved to accept the financial report for August 2015 and approve cheques 4310-4359.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

i. HR

- CAO, Susan Cull confirmed that Edwin Holmes, Manager of External Operations has given his two week notice.

2015-166

Walbourne/Combden

Resolved that the Town of Fogo Island hire a Manager of External Operations and a Public Works Foreman. Be it further resolved that the positions be advertised and will close on September 2, 2015.

Resolution Carried. In favour 8. Against 0.

ii. Surplus Vehicles from the Government of Newfoundland and Labrador

- Edwin Holmes was granted permission to visit Deer Lake to view the surplus equipment.

iii. Engineering Assessment - Shrimp Plant

- CAO, Susan Cull has emailed Mr. Barnes on four different occasions to confirm if the Co-op are willing to cost share the engineering assessment of the shrimp plant, however she has received no response.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

- The monthly report submitted by Sandy Crawford was reviewed.

- Mr. Crawford will be instructed to have the Soccer field limed and fertilized.
- Survey has been completed for the Dwyer Premises.
- Logo and branding project – Funds within the FIT project will be reallocated to fund this project.
- Councillor Dwyer gave an overview of the TIOW project.
- Councillors agreed that the Visitor Information Centre will remain open until Thanksgiving.

5.4 Fire Services

- Councillors agreed that the Town needs to move ahead with the future plan for the Fogo Island Fire Department. A Council meeting will be set up in the near future to deal with this issue.
- It was noted that the Seldom-Little Seldom Fire Department contacted HiTech Communications Ltd. to perform repairs to their pager system without prior consent from the Town or coordination with the other departments.
- It was noted that on various occasions that all the departments were notified that all purchases must be first approved by the Town office.
- It was decided that no more funding will be granted without prior approval.
- During installation of the garage door at the Tilting Fire Hall the contractors found some rotten wood, however the extent of the damage cannot be determined unless the clapboard is removed.

5.5 Policy and Human Resources

- No report

5.6 Transportation

- The Department of Transportation and Works, Marine Services division has hired Nansen Smith as the Regional Marine Manager. A meeting will be set up with Mr. Smith in the near future.
- Councillors discussed the issues with the washrooms in Farewell.
- A Transportation Committee meeting will be set up in the near future.

- ❖ It was suggested that a review be done of Council Committees.

6. Correspondence:

6.1 Cluney Mercer – 2015 MCW Applications

- Mr. Mercer's letter was addressed. The Town's 2015 MCW applications for a new Town Office and paving were not approved.

6.2 Roy Dwyer – Suggestions for consideration

- i. Upgrading of Oliver's Cove Head road and the parking/turnaround area extended – This work is on the list for upgrading.
- ii. Consider having RV hook-ups next to Sandy Cove Beach – Councillors considered this as a business venture for private individual(s), not for the Town.
- iii. Development of parking – This request will need to be further clarified.
- iv. Placement of extra armor stone around the parking lot across from the Fire Hall – Councillors agrees that this should be done to stop erosion.

6.3 MNL 2015 Convention – November 5-7, 2015 in Gander

- Mayor Shea, Susan Cull, Councillor McGrath and Councillor Combden will attend the convention.

6.4 MAA – Change in assessments for 2016

- Councillors discussed the letter from the Municipal Assessment Agency, in which the assessments will increase in 2016. The average residential property value will increase by 18.6% and the average commercial property value will increase by 10%.

7. New Business

7.1 School Road Residents – Requesting the road be paved in its entirety

- Residents of School Road have requested that the Town pave the road in its entirety. However there are plans for water services in this area in the future, therefore Council will not be paving this road at this time.

- It was noted that this area could be included in the MCW application for Hewitt's Point area.

**7.2 Permit request – Relocate Hair Salon and renovate home for the Hair Salon
2015-167**

Bixby/Lynch

Resolved that the request for a permit from Stephanie Miller to relocate her hair salon to her home in Stag Harbour be approved. Be it also resolved that Stephanie Miller request for a permit to renovate her home to accommodate a hair salon be approved pending all other government licenses and permits are approved.

Resolution Carried. In favour 8. Against 0.

8. Other

8.1 JBS Recreation Committee

- Request to cost share with JBS Recreation Committee and the Festival Committee a multipurpose court. The approximate size for this project is 25' X 35', for an approximate cost of \$7000.

2015-168

Bixby/Walbourne

Resolved that the Town be willing to consider cost sharing, with the JBS Recreation Committee and the Festival Committee, a smaller slab for a basketball court.

Resolution Carried. In favour 8. Against 0.

- The committees request to have the road leading to Etheridge's Point paved was discussed.

- This road will not be paved this year due to the high cost associated with upgrading.

8.2 Greene's Well, Tilting

- The TIOW workers will be instructed to perform the required work on the decks of the wells.

8.3 Sandy Cove Sewer Project

- Tom Harris will be out tomorrow to meet with Council and visit the site.

**Town of Fogo Island
Minutes of Council Meeting
August 25, 2015**

9. Date of next meeting

September 22, 2015 at 7:00 P.M

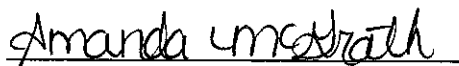
10. Adjournment:

2015 -169

Bixby/Lynch

Resolved that the Regular Council meeting of August 25, 2015 be adjourned at 9:30 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
September 2, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Lloyd Bixby

Councillor Leonard McGrath

Deputy Mayor Wayne Collins

Councillor Bernadette Dwyer

Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer CAO Amanda McGrath, Acting Town Clerk

Absent:

Councillor Edward Combden, Prior Commitment

Councillor Maureen Lynch, Vacation

Councillor Samuel Rowe, Away

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 2:00 PM.

2. Adoption of Agenda

2015-170

Dwyer/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 6. Against 0.

3. Old Stag Harbour Hall

i. Furnace

- The Public Works Department will be granted permission to remove the furnace from the old Stag Harbour Hall to the Town Garage in Fogo.

ii. Tender – Demolition of Old Stag Harbour Hall

2015-171

Bixby/McGrath

Resolved that the Town place a tender for the demolition of the old Stag Harbour Hall and cleanup of site.

Resolution Carried. In favour 6. Against 0.

4. Permit request – 19 Main Street, Joe Batt's Arm

2015-172

Collins/McGrath

Resolved that the request for a permit to renovate the building located at 19 Main Street, Joe Batt's Arm to a home be approved, pending approval of all other licenses and permits. Be it further resolved that the owner write a letter stating that the building will be residential not commercial.

Resolution Carried. In favour 6. Against 0.

5. Septic System - 13 and 15A Main Street, Tilting

- Approval was given in November 2014 temporarily hook into the neighboring septic system, until sewer services are installed in Sandy Cove, pending approval from the Government Service Centre and approval from the owners of the septic system.
- Approval has not been received from Service NL; the property owner will be contacted to provide the approval.

6. Sandy Cove Sewer

- Clean-up from the Sandy Cove Sewer project will start next week.
- Councillors discussed issues with the project:
 - (i) Four properties had dry lines installed during the water project in the 1990's, however Budgell's did not connect the dry lines or allow the property owners to connect the dry lines to the sewer main when the ditch was excavated.
 - (ii) Four home owners have requested that the sewer lines be installed within 1.5 meters of their home.
 - (iii) The request for funding to the Department of Municipal and Intergovernmental Affairs to install the sewer lines to 1.5 meters of the homes is still under consideration.

2015-173

Bixby/Collins

Resolved that the Town request a quote from local contractors to; (1) Excavate and install sewer lines from the sewer main to within 1.5 meters of the homes located at 13, 15A, 21A and 36 Main Street, Tilting. (2) Excavate and connect the dry lines to the sewer main at the properties located at 14, 18, 19 and 23 Main Street, Tilting.

Resolution Carried. In favour 6. Against 0.

7. Request for Leave of Absence

- Councillors discussed Toby Coffin's request for a 6 month leave of absence from his job as maintenance person; he will be going to another job. Normally a leave is granted due to medical, family medical or education purposes. If a leave is granted the Town will have to train another person for the 6 month position, which will not be beneficial to the Town.

2015-174

Dwyer/Walbourne

Resolved that Toby Coffin's request for a leave of absence to go to another job not be granted.

Resolution Carried. In favour 6. Against 0.

8. Stadium manager

- Colette Wells-Coish requested to take a few weeks off.

2015-175

Dwyer/McGrath

Resolved that Colette Wells-Coish take 2 weeks off be granted, without pay.

Resolution Carried. In favour 6. Against 0.

9. Job Applications

i. Manager of External Operations

- Three resumes were received
- The closing date will be extended.

ii. Technician, External Operations

- Four resumes were received for the position.
- The CAO will review the resumes and interviews will be done on Friday.

- ☐ The hiring committee consists of CAO Susan Cull, Councillor Walbourne, Deputy Mayor Collins and Councillor Dwyer.

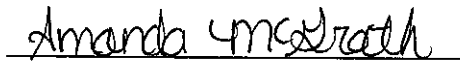
10. Adjournment:

2015 -176

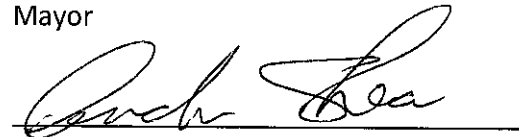
McGrath/Bixby

Resolved that the Regular Council meeting of September 2, 2015 be adjourned at 3:41 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
September 22, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea	Councillor Edward Combden
Councillor Lloyd Bixby	Councillor Bernadette Dwyer
Councillor Maureen Lynch	Councillor Leonard McGrath
Councillor Samuel Rowe	Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer CAO Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins- Work Commitment

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 7:00 PM.

2. Adoption of Agenda

2015-177

Combden/Bixby

Resolved that the agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-178

Lynch/Walbourne

Resolved that the minutes of August 25 and September 2, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business arising

4.1 Central Newfoundland Regional Appeal Board

- The appeal hearing is scheduled for October 15, 2015 at 11:15 AM at the Mount Peyton Hotel, Grand Falls-Windsor.

- Following a Supreme Court appeal and decision, as directed by Justice Raymond J Halley, the Central Newfoundland Regional Appeal Board's previous decision was vacated. The Board has been directed to re-hearing the appeal.

- It was agreed that Council will meet prior to the hearing.

- Mayor Shea, Councillor Dwyer, Susan Cull and Amanda McGrath will attend the hearing.

4.2 2015 MNL Convention

- Only two rooms are allotted per municipality, therefore Councillors Combden and McGrath have agreed not to attend.

4.3 Tender – Removal of the Old Stag Harbour Hall and Clean-up of site

- Two tenders were received

- King's Construction \$7,450 + HST

- AJR \$8,500 + HST

2015-179

Bixby/McGrath

Resolved that King's Construction be awarded the tender for the removal of the Old Stag Harbour Hall and clean-up of site at a cost of \$7,450 plus HST. Be it also resolved that King's Construction be responsible for all waste management fees for disposal of the building.
Resolution Carried. In favour 8. Against 0.

5. Committee issues / reports:

5.1 Finance

Financial Report

- Councillors discussed finances for the Town, including a year to date budget/expense report, income statement and the accounts payable for the month.
- Councillors requested that an accounts receivable report be submitted at the next meeting and asked if a quarterly budget/expense statement can be produced.

2015-180

Lynch/Dwyer

Resolved to accept the financial report for August / September 2015 and approve cheques 4360-4390.

Resolution Carried. In favour 8. Against 0.

5.2 Public Works

- The monthly report was reviewed.
- Councillor Walbourne gave an update of the departments activities:
 - A new salt/sand spreader is needed.
 - The job posting for the Manager of External Operations and the Technician, External Operations have been extended.
- ❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.
- A former employee has requested to withdraw his resignation and return to work.
- The position has not been posted; therefore the job is not available. Susan Cull, CAO will reply to the request.
- ❖ Councillor Rowe rejoined the meeting.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Monthly Report

- The report submitted by Sandy Crawford was reviewed.

ii. Minor Hockey Fees

2015-181

Combden/Bixby

Resolved that there be no change in the fees for minor hockey.
Resolution Carried. In favour 8. Against 0.

iii. Cost for attending Town Events

- It was noted that some of the fees being charged to attend Town sponsored events are high, i.e. \$5.00 to attend the garden party in August. Councillors agreed not to overcharge on Town held events and to evaluate the fees per event, particularly for family and children events..

iv. Project Updates

a) Older Worker Program – Program has been extended by 4 weeks for the remaining participants.

b) Fogo Island Tourism Project - Nortech Construction cannot confirm if there will be any pavement available to pave the VIC parking lot.

c) Economic Development Agreement – An ad will be posted for and Economic Development Officer.

5.4 Fire Services

- Councillors set Tuesday, September 29 at 2 PM for their meeting to discuss the Fire Department.

5.5 Policy and Human Resources

- No report

5.6 Transportation

i. Ferry

- The Galatea was taken off the run on Saturday and moved to the Bell Island run; since then the Windsor have not been able to keep up with the traffic.

- The Committee requested that the Change Island Transportation Committee met with them, however their request was declined.

- Request to start a Town Facebook page was granted.

ii. Roads

- There has been still no response from the Town's request to the Department of Transportation and Works to have patching completed on Mercer Memorial Drive.

- Susan Cull was asked to follow up with Bruce McGrath.

6. Correspondence:

6.1 Diane Strickland

- Ms. Strickland's letter to the Municipal Assessment Agency regarding businesses taxes for Diane's Efficiency Units was addressed.

- A response letter will be sent with information from the Municipalities Act.

6.2 Clifford Rowe

❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.

- Mr. Rowe's request for two lengths of pipe for his property on Penney's Lane was discussed.

- The Town's engineering firm, Progressive Engineering & Consulting Inc. has established that the 60 foot length of pipe that was installed in his driveway is the maximum length that can be installed.

- Councillors were in agreement that Mr. Rowe's request not be granted.

- A policy will be developed regarding culverts.
- ❖ Councillor Rowe rejoined the meeting.

6.3 Roy Dwyer

- Mr. Dwyer's response letter was read; Susan Cull confirmed that Oliver's Cove Head Road is still on the P/W Department's list for road upgrades.
- The suggestion to enhance Oliver's Cove with an ATV trail to connect both roads – Council decided against this idea.

6.4 Sandra Cull – Paving of Meaney's Road

- Mrs. Cull's email requesting that the paving on Meaney's Road be extended was discussed at length.
- Nortech Construction Ltd. doesn't have any extra materials to complete more paving; therefore it cannot be done at this time.
- Susan Cull was asked to write Mrs. Cull to this effect and that the Town may look at paving this section another time.

7. New Business

7.1 Paving - Godwin's Road

- Nortech Construction Ltd. doesn't have any extra materials to complete more paving; therefore it cannot be done at this time.
- Susan Cull was asked to write the Godwin's to this effect and that the Town may look at paving this section another time.

7.2 Health Care

i. Doctor Shortage

- The Town has not received any further updates recently on the search for a new Doctor.
- The Department is working on a new incentive package this fall to offer Doctors for rural areas.

ii. Kidney Dialysis Machine

- It has been brought to Council's attention that this machine is only good for one individual.

iii. Ultrasound

- The ultrasound machine is in working condition again.
Occasionally

7.2 Request's for Crown Land

2015-182

Combden/Walbourne

Resolved that crown land applications be dealt with by senior staff.
Resolution Carried. In favour 8. Against 0.

7.3 Permit request – Operate Hair Salon

2015-183

Bixby/McGrath

**Town of Fogo Island
Minutes of Council Meeting
September 22, 2015**

Resolved that the request for a permit from Anita Ward to open a hair salon in her home at 5 Walbourne's Road, Fogo be approved pending all other government licenses and permits are approved.

Resolution Carried. In favour 8. Against 0.

8. Date of next meeting

Regular Meeting – October 13, 2015

Special Meeting's – Fire & Emergence Services – September 29, 2015

- MCW Planning – October 6, 2015

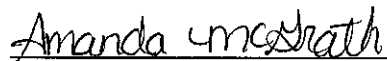
9. Adjournment

2015 -184

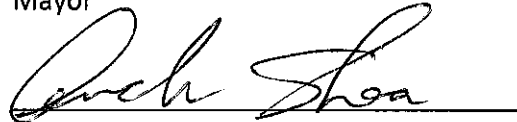
Walbourne/Lynch

Resolved that the Regular Council meeting of September 22, 2015 be adjourned at 10:00 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Special Meeting Minutes
September 29, 2015 2:00 P.M.**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Deputy Mayor Wayne Collins

Councillor Leonard McGrath

Councillor Edward Combden

Councillor Maureen Lynch

Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer CAO

Absent:

Councillor Lloyd Bixby

Councillor Bernadette Dwyer

Councillor Samuel Rowe

1. Other

Members of Council met to discuss consolidating the various community halls and town halls around the island, due to the increasing maintenance costs of these buildings.

2015-185

Combden/Walbourne

Resolved that Council apply to utilize Capital Works funding to develop a functional development plan that includes site selection, land application, water/sewer development and building design for the construction of a centrally located multi-purpose complex. This complex will include a Town Hall, a Community Hall and a Fire Hall that will service the entire Island.

Resolution Carried. In favour 6. Against 0.

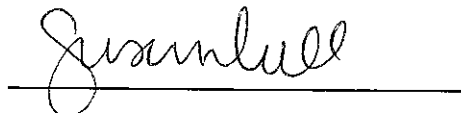
2. Adjournment

2015-186

Lynch/Combden

Resolved that the Special Council meeting of September 29, 2015 be adjourned at 3:15 P.M.

Susan Cull
Chief Administrative Officer



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
October 7, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea

Councillor Bernadette Dwyer

Councillor Samuel Rowe

Councillor Edward Combden

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer

Amanda McGrath, Acting Town Clerk

Absent:

Deputy Mayor Wayne Collins- Work Commitment

Councillor Maureen Lynch – Sick

Councillor Lloyd Bixby

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 2:05 PM.

2. Adoption of Agenda

2015-187

Combden/Walbourne

Resolved that the agenda be adopted.

Resolution Carried. In favour 6. Against 0.

3. Municipal Capital Works – Priority List

- A list was presented to Councillors which included:

1. Projects that were submitted for funding last year,
2. Projects approved under Gas Tax,
3. Projects that have repentantly been discussed as a priority
4. Projects discussed since amalgamation.

2015-188

McGrath/Walbourne

Resolved that the Town of Fogo Island apply for funding through Municipal Capital Works for the following projects: Priority #1 Town Office, Town Hall and Fire Hall Complex in Central, cost to be determined; Priority #2 Barr'd Islands (Hewitt's Point), Water Services, cost to be determined; Priority #3 Engineering Study on outfalls, cost to be determined; Priority #4 Potable Drinking Water Unit, Fogo Island Central, cost to be determined and; Priority #5 pH systems, Fogo, Joe Batt's Arm and Tilting, cost to be determined.

Resolution Carried. In favour 6. Against 0.

4. Public Works Consultant

2015-189

Walbourne/Combden

Resolved that the Town of Fogo Island hire Edwin Holmes as a Public Works Consultant.

Resolution Carried. In favour 6. Against 0.

5. Technician, External Operations

- ❖ Susan Cull excused herself from the proceedings
- Two resumes were received for the position.
- Council will review the resumes with the Public Works Consultant and the references will be checked.
- Interviews will take place at a later date.
- ❖ Susan Cull rejoined the proceedings

6. Recovery Fees

- The Department of Municipal and Intergovernmental Affairs had increased the recovery fees to \$500, to install service lines to 1.5 meters of a home. Those recovery fees are the amount that the homeowners pay to offset the Provinces share towards Municipal Capital Works Projects.
- Staff was not aware of this change, therefore the residents of Barr'd Islands - Phase I water project will be re-invoiced.

7. Fogo Island Multi-Purpose Building – Engineering Fees

- The provincial Government had requested that three different engineering designs be completed for the Stag Harbour Hall extension, before they would allow the Town to tender the project. It was with the understanding of everyone involved that the Province would pay for the extra engineering fees.
- The Town submitted the invoice from Harty Engineering Consultants Limited to the Department of MIGA and they are refusing to pay stating that it is the Town's responsibility.
- Susan Cull was instructed to contact the Minister regarding this issue.

8. Sewer Services - Sandy Cove Project

- The contractors are on site; installing the lift station.
- No tenders were received to install the 8 sewer lines in Sandy Cove.
- A new tender will be issued to install the sewer lines to 5 homes and we will have our engineer's to do the specs for the remaining three homes.

2015-190

Dwyer/McGrath

Resolved that the Town of Fogo Island place a tender to have sewer lines installed to 5 homes in Sandy Cove. Be it also resolved that the Town's engineering firm, complete the specs for the elevation for 3 homes in Sandy Cove.

Resolution Carried. In favour 6. Against 0.

9. Resolution to borrow

- ❖ Councillor Rowe declared himself in conflict of interest and left the proceedings.

2015-191

Walbourne/Combden

Resolved that the Town of Fogo Island borrow from the Bank of Nova Scotia \$395,107 at 4.67% for 15 years at \$3,056.98 per month, to complete water services in Little Harbour.

**Town of Fogo Island
Minutes of Council Meeting
October 7, 2015**

Resolution Carried. In favour 6. Against 0.

2015-192

McGrath/Dwyer

Resolved that the Town of Fogo Island pay the Town's 10% share for the Sandy Cove Sewer Project and the Barr'd Island Water- Phase I project out of revenue.

Resolution Carried. In favour 6. Against 0.

10. Adjournment

2015 -193

McGrath

Resolved that the Special Council meeting of October 7, 2015 be adjourned at 3:55 P.M.

Amanda McGrath
Acting Town Clerk

Amanda McGrath

Andrew Shea
Mayor

Andrew Shea

**Town of Fogo Island
Minutes of Council Meeting
October 13, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins
Councillor Lloyd Bixby
Councillor Leonard McGrath
Councillor Edmund Walbourne

Councillor Edward Combden
Councillor Bernadette Dwyer
Councillor Samuel Rowe

Staff:

Susan Cull, Chief Administrative Officer CAO
Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea - Prior Commitment
Councillor Maureen Lynch – Sick

Other:

Allan Dwyer Fergus Foley Regina Foley Martin Foley

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 7:00 PM.

2. Delegations:

i. Allan Dwyer

- The Department of Transportation and Works removed from their road network a few years ago, a section of road that leads just past 149 Main Street. This was done after the MCW water project had removed pavement from this section of road.
- Mr. Dwyer made contact with the Department to have this section reinstated and plowed, to no avail. The Town also met with the Department and they said that they would consider it, however Mr. Dwyer's request was not granted.
- A request was made for Council to make this section of road part of their road network. It was noted that Council have not finalized their policy on Town roads.
- It was agreed that Council will contact the Department of T/W in Grand falls-Windsor regarding this issue.

ii. Fergus, Regina and Martin Foley

- Mr. Fergus Foley gave a history of Foley's Lane, which included the history of the culvert that was placed in the road by the Department of T/W and later replaced by the former Town of Tilting during installation of water and sewer in the area.
- Mr. Fergus Foley indicated that this culvert is now blocked, causing flooding and needs to be replaced. Additionally the road has eroded a fair amount over the years and the w/s line to St. Patrick's Parish Hall may be in danger of freezing.
- There is a hydrant located at the end of the lane which is 275 foot from the Main Road and 120 foot from Hall Road, which they feel should be accessible by the fire truck.
- The Town had plowed Foley's Lane this road last year; however Council has since decided not to do so any more.
- The residents are asking that Foley's Lane be maintained and snow cleared.
- Deputy Mayor Collins thanked the residents for coming and they departed at 7:30.

3. Adoption of Agenda

2015-194

Combden/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 7. Against 0.

4. Adoption of Minutes

2015-195

Combden/Walbourne

Resolved that the minutes of September 22 and 29 and October 7, 2015 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

5. Business arising

5.1 Tender – Removal of the Old Stag Harbour Hall and Clean-up of site

- The removal of the hall has not commenced. Mr. King was notified that they were the successful bidder, was asked to sign the tender or send a letter to confirm the conditions of the tender and the time frame for completion. Mr. King has not signed the tender yet. Susan Cull will contact Mr. King tomorrow.

5.2 MCW – Priority #5 pH systems, Fogo, Joe Batt's Arm and Tilting

- It was noted that prior information received from our engineering firm confirmed that installing pH systems alone will not correct our water issues.

6. Committee issues / reports:

5.1 Finance

Financial Report

- An overview of the Town's proposed loans and financial report for MCW projects were discussed in detail. It was recommended by the Committee to secure a loan for the Barr'd Islands Water Project Phase I and Sandy Cove; however Councillors were not in agreement.

2015-196

Combden/McGrath

Resolved to accept the financial report for September 2015 and approve cheques 4391-4463.

Resolution Carried. In favour 7. Against 0.

5.2 Public Works

- The monthly report was reviewed.

Other issues:

- Staff is looking for a sander for the dump truck.

- The Dodge Ram truck needs to go to St. John's for repairs/maintenance.

- Snow clearing contract for Seldom – Susan Cull was asked to speak with Ed Holmes before this is tendered.

- Part-time operator – the Town will wait until the Technician position is filled before a decision can be made.
- Water issues near 66 Harbour Drive were discussed – Ed Holmes will be asked to inspect the site.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i . Report

- A seasonal financial report for the museums was submitted for review.

ii. Project Updates

a) Older Worker Program - A three week extension has been requested.

b) Fogo Island Tourism Project - VIC parking lot pavement – Waiting for Feltham's Paving to complete the work.

- Signage and Logo – Locations and design for the signs will be chosen now and when the logo design is completed it will be incorporated into the design of the signs.

iii. Memorial Donation

- A memorial donation was offered to install a plaque on one of the Town's trails; however the Town is not in the practice of accepting donations for plaques, therefore the donation will be returned.
- Susan Cull was asked to speak to the Mayor regarding this issue.

iv. Regional Managers

- It was reiterated that the Regional Managers will require a valid driver's license as part of their employment.

5.4 Fire Services

- Request from the Fire Departments to meeting with Council – The Mayor will be asked to schedule this meeting for October 20.

5.5 Policy and Human Resources

- The Committee asked Council direction regarding a Town roads policy.
- A special meeting will be set up soon.

5.6 Transportation

- It was remarked that the Department of Transportation and Works done a poor job patching the pavement on Mercer Memorial Drive.
- Susan Cull was asked to follow up with Bruce McGrath again.

7. Correspondence:

7.1 RCMP – Quarterly Report

- Report was addressed.

7.2 Wilhelmina Hewitt – Ambulance Service

- Mrs. Hewitt's letter to Mercer's Ambulance Service and their response letter to her were discussed by Councillors.
- In Mrs. Hewitt's letter to Wayne Melendy of Mercer's Ambulance she wrote about the prolonged time it took for an ambulance to arrive at a scene, the fact that the dispatch service in Clarendville are not fully aware of the different Communities on Fogo Island and that the ambulance and staff should be placed at the hospital.
- Mr. Melendy responded to Mrs. Hewitt indicating that they will take the necessary steps to address her concerns.

7.3 Winston Osmond & Cheryl Cobb-Penton – Development of Dockyard

- Mr. Osmond's and Mrs. Cobb-Penton's letter suggesting that the Town develop the dockyard site in Shoal Bay was discussed. Councillors agreed that it is a great idea and will direct it to the Economic Development Office when it gets established.

7.4 Fogo Heritage & Tourism Committee

- Councillors reviewed the Fogo Heritage & Tourism Committee's letter outlining issues and requests they have.
 1. Bleak House Museum- Request to have w/s installed
 2. Provincial Building – Repairs needed to building
 3. Former RCMP house – Request to take over the building.
 4. Entrance to Waterman's Brook Trail – Site needs to be cleaned up
- Tabled for next meeting to gather additional information.

7.5 Eli Cross – Request for meeting

- Mr. Cross will be asked to attend our next Council meeting.

7.6 Whale in Island Harbour

- Susan Cull brought it to council's attention that a whale has washed ashore, near Payne's Harbour.
- DFO was contacted, they confirmed that it is in their jurisdiction and has advised Council not to move the carcass.

7.7 School Breakfast Program – Seeking volunteers

- Letter was presented to Councillors for their consideration.
- Staff at the Town Office are unable to participate in the program due to the scheduled office hours.

8. New Business

8.1 Request for a Building Permit – 2 Baker's Road

- The request was not granted by staff as it did not meet the distance requirements of 1.6 meters from an adjacent building.
- Councillors agreed with the decision of staff and were not willing to grant request.

9. Date of next meeting

- November 10, 2015 at 1:30 P.M.

10. Adjournment

2015 -197

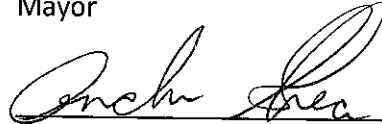
Bixby/ Walbourne

Resolved that the Regular Council meeting of October 13, 2015 be adjourned at 10:15 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor



**Town of Fogo Island
Minutes of Council Meeting
November 24, 2015**

A Regular Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Deputy Mayor Wayne Collins

Councillor Lloyd Bixby

Councillor Maureen Lynch

Councillor Samuel Rowe

Councillor Edward Combden

Councillor Bernadette Dwyer

Councillor Leonard McGrath

Councillor Edmund Walbourne

Staff:

Susan Cull, Chief Administrative Officer CAO

Amanda McGrath, Acting Town Clerk

Absent:

Mayor Andrew Shea - Family Commitment

1. Call to order:

Deputy Mayor Collins welcomed everyone and called the meeting to order at 1:35 PM.

2. Adoption of Agenda

2015-198

McGrath/Bixby

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 8. Against 0.

3. Adoption of Minutes

2015-199

Combden/Walbourne

Resolved that the minutes of October 13, 2015 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Business arising

4.1 Fogo Heritage & Tourism Committee

- Councillors reviewed the Fogo Heritage & Tourism Committee's letter outlining their issues and requests:

1. Bleak House Museum- Request to have w/s installed. – Staff was asked to find out the cost.

2. Provincial Building – Repairs needed to building. – Staff has been lobbying the Department of Transportation to have the repairs to the building completed, to no avail. Susan has recently contacted the department again; no commitment has been made.

3. Former RCMP house – Request to take over the building. – The RCMP has a \$50,000 lien after 5 years, if the house has not been turned into an RCMP museum. Councillors discussed if the Town would want the committee to take it over. The Committee will be contacted to let them know the conditions attached to the house and a decision will be made later.

4. Entrance to Waterman's Brook Trail – Site needs to be cleaned up. – It was noted that some of the land in the area is private land and there is a gravel road leading to a cemetery and Waterman's Brook Trail. When the next newsletter is published, residents will be asked to please keep the area tidy.

4.2 Committee - Re-arrangement

4.3 Road Policy

- A special meeting was set for December 1, 2015 at 1:30 P.M. to deal with both issues.

4.4 Fire Services Meeting

- Councillors discussed the meeting that was held with the Fire Department Chief's, Linus Tremblett, Fire Protection Officer, Fire & Emergency Services Division of the Department of Justice and Public Safety and Council.

4.5 Road Issues

- Staff was asked to correspond with Allan Dwyer and Fergus Foley, to advise them that Council will be having a meeting next week to develop a road policy.
- It was suggested that Foley's Lane and Hall Road may be able to become a one way road.

5. Committee issues / reports:

5.1 Finance

i) Financial Report

2015-200

Combden/Lynch

Resolved to accept the financial report for October 2015 and approve cheques 4427-4472.
Resolution Carried. In favour 8. Against 0.

ii) Budget

Deputy Mayor Collins gave an overview of the Finance Committees progress with the budget and the proposed tax rates.

iii) Town of Fogo Island - Tax Recovery Plan

A. Objectives of the Town's Tax Recovery Plan

- ❖ The Town of Fogo Islands objectives for a tax recovery plan are to ensure maximum recovery of taxes receivable.
- ❖ Our plan will consider objectives that are reasonable and achievable.
- ❖ In order to operate effectively and efficiently, the Town's accounts receivable must be collected in a timely fashion.
- ❖ Factors we will consider include, but are not limited to:
 - Past tax payment trends,
 - Set up tax payment arrangements,
 - Review our current tax recovery/collection policies and procedures,
 - Use alternate resources that are available to recover,
 - Review the age of taxes receivable balance,
 - Consider the resident's financial capacity for paying balances owed,
- Communication with the taxpayers by issuing an annual letter and invoice informing all taxpayers of the amount of annual taxes, payment due date and include a reference to charging interest as applicable.
- Taxpayers must be treated in a fair and consistent manner, and must be aware of their obligations and the consequences of non-payment.

- ❖ Objectives will include, but are not limited to:
 - To recover 95% of the December 31 total taxes receivable balance.

B. Actions to recover taxes receivable

- Issuing a Statement of Account to taxpayers on May 31,
 - Issuing payment reminder letters to taxpayers throughout the year,
 - Issuing a Notice of Arrears as per Section 137 of the *Municipalities Act, 1999* as of June 30, which will include a notification of possible discontinuance of service if a payment or payment arrangements are not made within ten working days,
 - Placing phone calls/reminder notices to taxpayers when beyond 30 days in arrears,
 - Charge interest on outstanding amounts as of June 1,
 - Issuing a Discontinuation of Service as per Section 132 of the *Municipalities Act, 1999* when 40 days in arrears,
 - Property liens as per Section 134 of the *Municipalities Act, 1999*,
 - Submitting account to collection agency for recovery,
 - Legal action as per Section 133 of the *Municipalities Act, 1999*,
 - Rent garnishment on rental properties as per Section 148 of the *Municipalities Act, 1999*,
 - Sale of vacant land or non-occupied property as per Section 139 of the *Municipalities Act, 1999*; list will be provided in July of each year,
 - Request that the person's employer deduct the poll tax for the current year and arrears and interest on arrears of poll tax for previous years, from that person's wages as per Section 128 of the *Municipalities Act, 1999*,
 - Conduct a yearly review the current policies and procedures regarding recovery of taxes receivable,
 - Issue an annual newsletter to all taxpayers (residents and commercial) of the amount of annual taxes prior to the payment due date and include reference to charging interest as applicable.
- ❖ To apply for exemption, remission or deferment of taxes and interest on the taxes, the Town of Fogo Island requires a person to submit a written request to Council, one week prior to a Council meeting, as set out in Section 111 of the *Municipalities Act, 1999*. A 2/3 vote by Council may grant the request; however, council may require further evidence before the request is considered.
 - ❖ Acceptable payment methods for tax collection include:
 - Paying in full,
 - Pre-authorized payment arrangement,
 - Post-dated cheques,
 - Or other reasonable arrangements for a regular payment schedule.

C. Monitoring taxes receivables

- ❖ Steps for monitoring receivables including:
 - Documenting issuance of invoices,
 - Maintaining receipt of payment,
 - Maintaining a record of accounts identifying those that have paid and those with balances outstanding,

- Documenting all recovery actions taken especially phone calls,
- Maintaining copies of correspondence issued to tax payer in relation to recovery of receivables,
- Maintaining aged receivables report for each tax payer.

D. Reporting tax receivable activity to Council

- ❖ A written tax receivable and recovery activity report will be submitted to both the Finance Committee and Council monthly. It will include:
 - Status of receivable balance: current and prior years,
 - Status of recovery activity, and
 - Receivable/recovery issues that require input from Council.

2015-201

Combden/Lynch

Resolved that the Town of Fogo Island adopt the Tax Recovery Plan as presented.

Resolution Carried. In favour 8. Against 0.

iv) Co-op Invoice

- Councillors agreed to pay the invoices for the PVR and PVC pipe.

5.2 Public Works

- The monthly report was reviewed.
- Water issue by Harvey Rowe's – A catch basin will be installed in the spring.
- The Dodge was brought to St. John's for repairs and is now in working order.
- Collins' Road – Councillors were informed that this road is in need of major upgrades before the Town can take it over or plow it. It was suggested to have someone to do an assessment of what will be required to have the road up to standard.
- Two requests were received for water service connections in Little Harbour, Barr'd Islands: The two properties are not in the current contract. The cost for both properties will have to be determined before a decision is made. In addition, the properties will have to meet environment and other regulations.
- 11 Penton's Road – A permit was issued to build a home at 11 Penton's Road, the applicant had met all the distance requirements prior to approval, however the approved distances were not followed during construction. This issue will be dealt with at the next meeting.
- Seasonal Worker vs. Snowclearing Tender – It was recommended by the Public Works Committee that a seasonal maintenance employee be hired.

2015-202

Bixby/Combden

Resolved that the Town of Fogo Island advertise for a Seasonal Maintenance Worker.

Resolution Carried. In favour 8. Against 0.

5.3 Recreation, Development & Special Events / Economic Development & Tourism

i. Reports

- The monthly reports from Sandy Crawford and Colette Wells-Coish were reviewed.

ii. Project / Committee Updates

a) Trail Assessment Project - The report has been received and Andy Hennebury will be out tentatively on December 8th and 9th. It was suggested that a public meeting be held to inform residents the details of the report.

b) Older Worker Program – The program has ended.

c) Fogo Island Tourism Project – The program is still ongoing; the VIC parking lot pavement has not been completed; Fudge's Contracting is currently installing the wall and the logo and branding component of the project was just recently awarded to WaterWerks.

d) Economic Development Committee – Perry Collins and Mary Finn has been appointed to the committee by the Co-op and Elaine Dawe may also join. The Town needs two more representatives.

- Canada 150 – Three projects will be applied for – Repairs to the Marine Information Centre, Fosters Pond and Events.

- The committee will be applying for \$20,000 through the Collaborative Initiative Fund.

iii. Iceberg Arena

a) Water Delivery

- AJR provided a quote of \$400 per trip totaling approximately \$8,000 for the season, to provide water to the stadium.

- At the Fire Services meeting, Linus Tremblett from Fire and Emergency Services said that the delivery of water by the fire departments is a great training opportunity. The CAO was asked to touch base with Paul Torrville, Emergency Services Coordinator regarding water delivery.

b) Mandatory Helmet Policy

- It was recommended by Colette Wells-Coish that it should be mandatory for everyone to have to wear helmets. Councillors were in agreement and fully supported the policy.

5.4 Fire Services

i) Donation of Truck

- NL Hydro has committed to donate a truck to the Tilting Fire Department. Tilting will be asked to coordinate the donation through Paul Torrville, Emergency Services Coordinator.

ii) Fogo Fire Department – Invoice from Hi-Tech

- Prior approval was received from the Town Office for an assessment in the amount of \$300. However, additional work was completed without prior approval, totaling over \$3,000.

- All the Fire Departments have been notified verbally and in writing several times that they must receive prior approval before any purchases are made. Councillors were firm that the Town will not cost share on the invoice.

iii) 60/40 Request from JBS Fire Department

- The Department will be asked to forward this request to Paul Torrville for assessment.

5.5 Policy and Human Resources

- Wage Subsidy Program – Receptionist

Bixby/Combden

Resolved that the Town of Fogo Island advertise for a Receptionist under the wage subsidy program for 26 weeks.

Resolution Carried. In favour 8. Against 0.

5.6 Transportation

- Councillor Lynch gave an overview of the meeting that was held on November 18, 2015 with Nansen Smith, Council and the Transportation Committee.

**5.7 Economic Development Office
2015-204**

Lynch/Rowe

Resolved that the funds unused under tourism will be used to rehire Sharon Bailey and Cheryl Cobb-Penton intermittently to assist with proposals for the Canada 150 Fund.

Resolution Carried. In favour 8. Against 0.

6. Correspondence:

**6.1 Mudder's Place – Approval for liquor license
2015-205**

Bixby/Lynch

Resolved that the Town of Fogo Island has no objections to Mudders Place Café's application for a liquor license at 41 Main Street, Fogo.

Resolution Carried. In favour 8. Against 0.

6.2 Ester Kashtanov – Request letter of support

- Ms. Kashtanov's request for a letter of support to the Applied Cryospheric Consulting Corporation's claim to the Federal Government for their research program "The Climate change and cryospheric response (collapses of self-organized critical glacial systems, increase of calving events of glaciers, deviations of standard drift and deterioration of icebergs, change dynamic-thermodynamic conditions and drift of sea ice) for local communities in Newfoundland and Labrador" was approved.

6.3 Dolores Harvey – BizPal

- The letter received from Ms. Dolores Harvey, Program Coordinator – BizPal, was regarding the Town of Fogo Island being set up with BizPal. BizPal is a unique collaborative of federal, provincial and local governments working together in a new service delivery model to improve access to information on permits and licences, required from all levels of government to start or grow a business in Canada.

6.4 Mary Ann Butt – Heart & Stroke

- The thank you letter for participating in the 2015 Mayor's March was addressed.

6.5 Mary Adams Decker – Concerns

- Mrs. Adams Decker's letter which stated her concerns with the issuing of a building permit at 60 Brown's Point Road was addressed.

- Staff was asked to respond to the letter.

6.6 Jerome Walbourne – Appeal business taxes for 2015

- Mr. Walbourne's notice of an appeal for his 2015 business tax was read.
- Councillors agreed not to entertain Mr. Walbourne's request as per section 101. (1) of the Municipalities Act 1999.

101. (1) All taxes that may be imposed or varied by a council shall be imposed or varied by a resolution of that council before April 1 in the financial year in which the tax or tax variation is to be applied.

- A response letter will be sent to Mr. Walbourne.

6.7 PDWU – Extra Funding 2015-206

Bixby/Lynch

Resolved that the Town of Fogo Island accept additional funding in the amount of \$1,620 for project number 17-MCW-15-00120 and \$28,191 for project number 17-MCW-15-00098.
Resolution Carried. In favour 8. Against 0.

6.8 Sandy Cove Sewer Project

- Harry Perry with Harris & Associates Ltd. recently completed an inspection of the site. Several deficiencies will have to be corrected.

7. New Business

7.1 Linkages Program

- Request for Kyle Sheppard to work with the Town under a Linkages Program was discussed. The program is for 26 weeks and with cost the Town \$1.50.
- Susan Cull was asked to gather additional information before a decision can be made.

7.2 Lambert Dwyer – Request for Crown Land

- Council had previously declined Mr. Dwyer's request for crown land. Councillors were in agreement the application will not be approved.

7.3 Request for a Donation - Shirley Broaders

- Mrs. Broaders requested a donation on behalf of her son Brent who was selected to play Ball Hockey on the Junior Team Canada 2016 in the ISBHF World Junior Champions England 2016.
- As per the Town's no donation policy that is in place (consideration will not be given to requests for grants from recreational sports groups; nor will funds be used to sponsor an individual athlete or team for a competition or to subsidize participation in a sports event.), the request was not granted. However, Mrs. Broaders wanted Council to reconsider the request.
- Councillors agreed to reconsider the request and an exception will be made because it is an international event whereby Brent will not only be representing Fogo Island but Canada.

2015-207

Bixby/Dwyer

**Town of Fogo Island
Minutes of Council Meeting
November 24, 2015**

Resolved that the Town of Fogo Island make an exception to its donation policy and donate \$500 to Brent Broaders; who was selected to play Ball Hockey on the Junior Team Canada 2016 in the ISBHF World Junior Champions England 2016.

Resolution Carried. In favour 8. Against 0.

8. Date of next meeting
- December 8, 2015

9. Adjournment
2015 -208
Bixby/ Walbourne

Resolved that the Regular Council meeting of November 24, 2015 be adjourned at 5:15 P.M.

Amanda McGrath
Acting Town Clerk

Amanda McGrath

Andrew Shea
Mayor

Andrew Shea

**Town of Fogo Island
Minutes of Council Meeting
December 1, 2015**

A Special Meeting of Council was held on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Edward Combden
Councillor Bernadette Dwyer
Councillor Leonard McGrath
Councillor Edmund Walbourne

Deputy Mayor Wayne Collins
Councillor Lloyd Bixby
Councillor Maureen Lynch
Councillor Samuel Rowe

Staff:

Susan Cull, Chief Administrative Officer CAO
Amanda McGrath, Acting Town Clerk

1. Call to order:

Mayor Shea welcomed everyone and called the meeting to order at 1:30 PM.

2. Adoption of Agenda

2015-209

Lynch/Collins

Resolved that the revised agenda be adopted.

Resolution Carried. In favour 9. Against 0.

3. Roads Policy

- Susan Cull, CAO gave a brief outline of distance requirements other Towns have in place, however those distances are for newly constructed roads. None of the Towns contacted have a policy in place for taking over existing privately owned roadways.

- Councillors discussed items that should be considered:

- A right-of-way will be required
- Width of road
- Current condition of road
- Responsibility to bring the road up to standard
- Surface of road
- Number of households on the road
- Space for a turnaround or alternate exit
- Having sufficient width and space for plow equipment

2015-210

Bixby/Lynch

Resolved that the Town of Fogo Island make the following policy when considering assuming ownership of non Town owned roads:

- A minimum of two (2) homes shall be on the designated road,
- The road shall have a turnaround or alternate exit,
- The minimum width for the road top shall be 12 foot,
- The current condition of the road shall have an improved driving surface clear of any objects that will impede drivers or Town equipment,
- The road must become the property of the Town of Fogo Island.

Be it also resolved that if a road becomes the property of the Town, the Town will not be responsible for any damage occurring within 33 feet from the centre of that road.

Be it further resolved that the Town of Fogo Island reserves the right to make any adjustments to this policy during implementation.

Resolution Carried. In favour 9. Against 0.

4. Committees

- A review was completed of the committees of council and their members.
- Mayor Shea appointed the following members to the Committees of Council:

- **Finance**

- Deputy Mayor Wayne Collins
 - Councillor Edmund Walbourne
 - Councillor Bernadette Dwyer

- **Public Works**

- Deputy Mayor Wayne Collins
 - Councillor Edward Combden
 - Councillor Edmund Walbourne

- **Recreation, Development and Special Events**

- Councillor Edward Combden
 - Mayor Andrew Shea

- **Economic Development**

- Councillor Bernadette Dwyer
 - Councillor Leonard McGrath
 - Councillor Samuel Rowe

- **Tourism**

- Councillor Bernadette Dwyer
 - Councillor Lloyd Bixby

- **Fire Services**

- Mayor Andrew Shea
 - Councillor Leonard McGrath
 - Councillor Samuel Rowe

- **Policy and Human Resources**

- Councillor Maureen Lynch

- **Transportation**

- Councillor Lloyd Bixby
 - Councillor Maureen Lynch
 - Councillor Samuel Rowe

5. Permit Issues

- A permit was issued to build a home at 11 Penton's Road; the applicant had met all the distance requirements prior to approval. However, the resident changed the dimensions of the building; therefore it doesn't meet the approved distance requirements from the centre of the road.
- Councillors discussed the consequences that may arise if the resident is allowed to continue.
- Legal advice will be sought on the issue.

6. R & K Construction – Gull Pond Quarry

- ❖ Councillor Rowe declared himself in conflict of interest and departed the meeting at 4:12 P.M.
- R & K Construction requested permission from William Oldford, Department of Mines and Energy to install a berm at the Gull Pond Quarry, instead of erecting a fence. Mr. Oldford confirmed that his department is willing to accept the installation of a berm and has referred the issue to Council for their endorsement.

2015-211

Walbourne/Combden

Resolved that R & K Construction be permitted to install a berm at the Gull Pond Quarry, however the berm must be visually appealing. In addition, the metal debris and box trailers must be removed from the pit, or their 2016 quarry permits will not be renewed.
Resolution Carried. In favour 7. Against 1 (Bixby).

7. Date of next meeting

- January 12, 2016

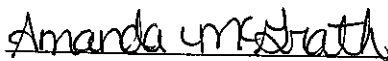
8. Adjournment

2015 -212

Combden/Collins

Resolved that the Special Council meeting of December 1, 2015 be adjourned at 4:25 P.M.

Amanda McGrath
Acting Town Clerk



Andrew Shea
Mayor

