

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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Sheldon Hamlyn  
Councillor Tracey Hart  
Councillor Barbara Jacobs

Deputy Mayor Paul Torrville  
Councillor Scottie Hart  
Councillor William Hart  
Councillor Samuel Rowe

**Staff:**

Amanda McGrath, Clerk/Town Manager

**Absent:**

Councillor Curtis Burns

**1. Call to Order:**

Mayor Collins welcomed everyone and called the meeting to order at 7:07 PM.

**2. Agenda**

2018-171

Torrville/S. Hart

Resolved the agenda be adopted with the following additions: Fire Chief Position, Feral Cats and Washroom Facilities for Lane House Museum staff.

Resolution Carried. In favour 8. Against 0.

**3. Review of Stantec Architecture Report – Municipal Infrastructure**

- Council completed a review and discussed the report as submitted by Stantec Architecture outlining programming and cost allocations for three Fire Halls, Fire Fighting Training centre, Town Hall and Community Hall.
- The issue of a central fire station, three stations and satellite stations were discussed in detail; approximately 10 – 12 years ago Government Officials from Fire and Emergency Services and Municipal Affairs started discussions with the former Towns to modify fire services on Fogo Island.
- The Fire Services Report completed by Emergency Management & Training Inc. did not recommend a central fire station, they recommended that three stations be renovated and upgraded in the following Communities; Fogo, Joe Batt's Arm and Seldom. They noted that a central fire station would require employing a minimum of eight full time firefighters at a cost of \$400,000 in wage expenses per year. Weather conditions and distances to communities was also noted in their report and discussed by Councillors.
- Closure of Community Halls and some Fire Stations was a point of conversation; will residents be opposed to this; suggested to get public feedback.
- Councillors were in agreement that a decision needs to be made to proceed with government funding opportunities.

2018-172

T. Hart/Hamlyn

Resolved the Town of Fogo Island transform fire services on Fogo Island, which will include three fire stations in the Communities of Fogo, Joe Batt's Arm and Seldom. Be it further resolved that the Town apply for funding under the Municipal Capital Works Program to complete the renovations and extension(s) that are required for those three fire halls.

Resolution Carried. In favour 6. Against 2 (Councillors W. Hart and Rowe were against the resolution).

2018-173

Hamlyn/T. Hart

Resolved the Town of Fogo Island proceed with its plan to build a new Town Office and to apply for funding under the Municipal Capital Works Program.

Resolution Carried. In favour 8. Against 0.

2018-174

Hamlyn/Torraville

Resolved the Town of Fogo Island proceed with its plan to build a new Community Hall in Central and to apply for funding under the Municipal Capital Works Program.

Resolution Carried. In favour 5. Against 3 (Councillors S. Hart, T. Hart and Rowe were against the resolution).

2018-175

Rowe/Hamlyn

Resolved the Town of Fogo Island apply for funding under the Municipal Capital Works Program to build a central Public Works Garage.

Resolution Carried. In favour 8. Against 0.

#### **4. Fire Chief Position**

- The draft job posting for the Fire Chief position had been forward to Linus Tremblett, Fire Protection Officer, Fire Services Division, Department of Municipal Affairs and Environment, for his comments. To date no response has been received. Staff will contact Mr. Tremblett again.

- Councillors were in agreement that the ad needs to be finalized and posted.

#### **5. Feral cats**

- Feral cats continue to be a problem; however a letter was received from the Gander and Area SPCA informing municipalities that they can no longer accept feral cats in their care. Councillor Tracey Hart has been in contact with the SPCA recently and will contact them again to come to a solution.

#### **6. Washroom Facilities for the Lane House Museum**

- Staff was asked to find a solution for museum workers to access a washroom near the museum.

#### **7. Adjournment:**

2018-176

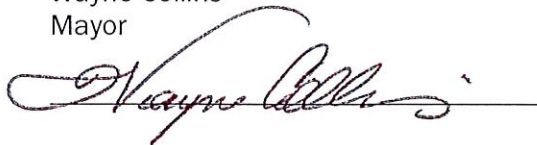
Torraville

Resolved the meeting be adjourned at 9:20 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor





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

**Councillors Present:**

Mayor Wayne Collins	Deputy Mayor Paul Torraville
Councilor Barbara Jacobs	Councilor Curtis Burns
Councilor Samuel Rowe	Councilor Scottie Hart
Councilor Sheldon Hamlyn	Councilor Tracey Hart
Councilor William Hart	

**Staff:**

Amanda McGrath, Clerk/Town Manager	Daphne Coles, Administrative Assistant
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**1. Call to Order:**

Mayor Collins welcomed everyone and called the meeting to order at 7:16 PM.

**2. Delegations:**

**2.1 Mary Decker**

- Ms. Decker owns the property located at 134 Southside Road, Joe Batt's Arm. She has built a new home on the lot and due to a property boundary dispute with 136 Southside Road, which is in the court system, Hydro has refused to connect her new home to power.
- Ms. Decker discussed permits issued to her property, the disputed property and a stop work order that was issued to her for putting up a fence on her boundary line without a permit. Just recently a permit was issued for repairs to a shed on the disputed property and she feels that this is an unfair practice for the Town as the dispute is not settled.
- Ms. Decker also discussed the assessed property taxes for both properties and the fact that her taxes are much higher than the disputed property.
- A letter was received by the Town from another adjacent resident regarding the fence and she found out about the letter in the meeting minutes.
- Council advised Ms. Decker that they sympathize with her issues and will take it under review and seek advice from Municipal Affairs.
- Ms. Decker advised that if Council can provide a recommendation to Hydro for the power hookup to her new home would be a great help.

**2.2 Fogo Residents**

- Six residents from the community of Fogo attended the meeting; Edmund Walbourne (Spokesperson), Patrick and Clara Walbourne, Gordon Payne, John Greene and Sidney Leyte.
- They presented a petition on behalf of Fogo residents regarding the condition of their water coming from the Town water supply at Freeman's Pond. Samples of the water were presented and a water circulator pump from a resident's home that is corroded.
- They indicated that the water is full of small mud particles, algae and scum. They feel that the water is not fit for human consumption or any other household uses.
- Council advised that we have been working on the water issue over the past few years with huge expenditures and no improvements to the water and they are continuing to try and solve the problem.
- The Town brought the water issue forward at a meeting with the Minister of Municipal Affairs and Environment and our MHA, and emergency funding was requested. Town has requested the aid of an engineering firm that specializes in water issues to help find a solution.
- Council requested the residents can help by contacting MP Scott Simms and MHA Derrick Bragg to put pressure on both levels of government to help get the problem solved.

### **3. Agenda:**

2018-177

Torraville/S. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 9. Against 0.

### **4. Minutes:**

2018-178

Hamlyn/S Hart

Resolved that the minutes of the regular meeting held on June 26<sup>th</sup>, 2018 and special meeting held on July 4<sup>th</sup>, 2018 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

### **5. Business Arising:**

July 4<sup>th</sup>, 2018 – Meeting with Fire Chiefs to discuss the new Fire Service Report from Stantec has not taken place yet, staff was requested to send out an email to all Fire Stations with regard to the Town's future plan for the Fogo Island Fire Department.

### **6. Committee Reports**

#### **6.1 Transportation Committee**

A meeting of the Transportation Committee was held in the Council Chambers at 7:33 PM, on July 30<sup>th</sup>, 2018. The following were in attendance: Committee Chairperson, Deputy Mayor Paul Torrville, Mayor Wayne Collins, Councillor Samuel Rowe, Councillor William Hart, Amanda McGrath, Clerk/Town Manager, Evan Parsons, Administrative Assistant, Transportation Committee John Greene, and Clifford Rowe.

The following items were discussed:

#### **Current Ferry Operations**

Committee members discussed the following issues:

- Current ferry schedule and difficulties with the recording system as there are two different vessel schedules. Announcements onboard the ferry are sporadic and or low in volume. Tourists are finding it difficult to understand what island they are docked on.
- Vessel situation after summer season is over with regards to Change Islands and Fogo Island.
- Issue with regards to changing the Change Islands ferry load from 25% to 15% and first come, first serve basis, will be addressed at the teleconference with Minister Crocker tomorrow. No response was given from Government.
- Rules are not being followed with regard to Change Islands traffic, once flow of traffic is started for Fogo Island. It should not be stopped to allow a late Change Island vehicle.
- The Lewisporte office will be contact about the deplorable washroom facilities on MV Beaumont Hamel; little to no soap for washing hands and limited bathroom tissue and about the announcements for docking.
- Ticket numbering system for all traffic.

#### **Certification of the Fogo Island Airstrip**

Committee members reviewed the proposed agenda items for the teleconference with Minister Crocker tomorrow.

#### **Teleconference call with Hon. Steve Crocker, Minister of Transportation and Works**

- Mayor Collins gave a brief overview of today's teleconference with Minister Crocker.
- Certification of the air strip wasn't renewed since 2004. Certification must be based on Transport Canada requirements and it will cost approximately \$750,000.0 to recertify. Costs include purchasing snow clearing equipment, de-icing materials, building operations and staff.



- Government would like to see a partnership formed focused on economic development to take over the operations of the air strip.
- With respect to our Ferry operations for FI/CI, before the deck space can be changed from 25% down to 15%, Government have looked at this, however they have to speak with Change Islands before any changes can be made.
- The numbering system may be implemented later in the Fall when it goes back to one vessel for both islands.

## **6.2 Tourism, Culture and Heritage Committee**

A Tourism, Culture and Heritage committee meeting was not held this month. The following report was prepared by the Director.

- The Museums have been fully opened as of July 3<sup>rd</sup>, despite delayed JCP funding approval and a lack of post-secondary students.
- The Department is looking into fall (mid-September to mid-October) volunteer program for students to help shut down the museums. Support of the local community groups and town staff for supervision is needed.
- Old Fogo United church concert was a great success. We hope to take advantage of this venue for more events in the future. Donations totaling \$358
- Trail Crew has made progress on trails (those highlighted in phase 1) as a show of good faith to residents from different regions, with plans to finish work on trails previously started. Currently we are working on contracting local resident(s) for transporting materials via ATV over rough terrain.
- Staff received an email today from a tourist and they were very impressed with the work taking place on the trails.
- In talks with Deep Bay Committee regarding a temporary sign for the Deep Bay Lookout Trail, so that Tourists can find the trail without difficulty. Awaiting price quote for a single temporary trail head sign.
- Currently sourcing inexpensive "No Overnight Parking" signs for trouble areas on Fogo Island.
- A new Hot Water tank was ordered for the Marine Interpretation Centre.

## **6.3 Recreation and Special Events Committee**

There wasn't a monthly meeting held for the Recreation and Special Events Committee. The following report has been prepared by the Director.

### **Maintenance:**

- No new issues to report. The stadium upgrades project is moving along. This is coordinated through the Public Works Superintendent, the Clerk/Town Manager and the Recreation Director.

### **Swimming Pool:**

- Discussion is still on-going on a suitable site and the cost associated with operating a year-round pool.

### **Playgrounds, Basketball Pads and Other Sites:**

- Basic repairs have been done to all areas based on safety requirements. Inspections are being completed periodically.
- New signs have been installed in the five playgrounds. Painting is being done by staff and volunteers. Items that are broken or dangerous will be removed and replaced if possible.

### **Programs:**

- Food and Fun Camp is running again this summer with two students hired. Children from grades 2-6 can enroll in this six-week program. This is coordinated in conjunction with Central Health, the Wellness Coalition and the Town.
- Summer Fun Camp for kids ages 5 and up. There are two students hired through the Stadium Committee. The camp includes physical activities, arts and crafts and other events planned by

the students and staff. Soccer was also incorporated into their week. Soccer is offered Tuesday evenings at 6:30pm and Thursday afternoons at 1:30pm.

- Another student project started July 16<sup>th</sup> with emphasis on parks and playgrounds. This funding is through the Canadian Parks and Recreation Association. It is a new program secured by the Government of Canada via Employment and Social Development to support “green jobs” programs for youth. The two students will work for six weeks helping with green areas, parks and spaces within the Town.

#### **Events:**

- Garden Day - June 13<sup>th</sup> - planted seeds and did a session on composting. Open to all age groups.
- “Play Day” - June 22<sup>nd</sup> - Funding was through Recreation NL and Labrador. We partnered with the school and brought healthy snack, fruits and vegetables to kid’s grades k-6.
- Teeny Bopper dance - June 28<sup>th</sup> - Great success and hope to plan another one before summer is out.
- Canada Day was a great success, many vendors set up inside. We also had fireworks that night on the soccer field.
- Canada Day bingo was July 3<sup>rd</sup> with the Brimstone Head Lions Club again this year.
- Senior’s Garden Party took place on July 11<sup>th</sup> at the back deck of the Health Care Centre. The event was enjoyed by residents and visitors. Entertainment and refreshments provided by the Town.

#### **Other**

Would like to congratulate Brent Broaders and team Canada for winning the ball hockey tournament recently held in Mount Pearl. We wish Brent the best of luck for the future.

#### **6.4 Fire Services and Public Safety**

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 6:42 PM on July 30<sup>th</sup>, 2018. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were, Councillor Sam Rowe, Councillor William Hart, Amanda McGrath, Clerk/Town Manager, Evan Parsons, Administrative Assistant, and Constable Peter Connors.

#### **Delegation – Constable Peter Connors**

- Constable Connors discussed having civic numbers placed on homes on Fogo Island. Regulations was discussed previously but was not adopted. Members talked about having a by-law in place whereas all residents have civic numbers on homes.
- When the RCMP get a response call they don’t know where to go as they are not from the island. Additionally, all 911 calls are sent out by civic addresses.
- Town does not have an Enforcement Officer to enforce by-laws so if it isn’t followed the RCMP will need to be willing to enforce this law.
- Council recommended that Staff work with Public Works to identify areas in the communities where the civic addresses need to be changed as some areas are not appropriately numbered with the street that they live on.

Discussion on having trail markers on skidoo trails on Fogo Island to help with emergency needs. Staff will check on funding opportunities.

#### **Job Posting – New Chief**

- Salary range, hours of work and probation period was discussed. The job posting, and job description will be forwarded to the HR & Policy Committee to finalize review and the position will be posted.

#### **Repairs needed for the JBA and Fogo Pumpers**

- The estimate for repairs to the JBS and Fogo Fire trucks were reviewed and will be presented to Council.



- Public Works staff can handle some of the small repairs on the estimate and this will be done in conjunction with the Fire Station members. Foam systems is now working on both the Fogo and Joe Batt's Arm pumper trucks. A new estimate will be requested after PW completes some of the repairs.

## **6.5 Public Works**

A meeting of the Public Works Committee was held in the Council Chambers on July 23, 2018 at 7.00 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torrville, Amanda McGrath, Clerk/Town Manager and Mark Penton, Superintendent of Public Works

The following items were addressed:

### **Monthly Report**

#### **i. Seldom Pump House**

- A new pump was installed at the Seldom pump house and pressure and flow adjustments to the flow control valves were made. After adjustments were completed a fire hydrant by the chlorine booster station was tested and a reading of 35 psi at 1080 gal/min was obtained.  
- One of the three pumps is on its way out and needs to be replaced.

**2018-179**

**Rowe/S Hart**

Resolved to approve the purchase of a 15Hp pump for Seldom pump house at a cost of \$6,965 plus HST  
Resolution Carried. In favour 9. Against 0.

#### **ii. Rock Wall**

- Staff took some measurements from curb stop to retainer wall and with ongoing checks they will determine if wall is moving and at what rate. Their observations at next meeting will be reported.

#### **iii. Fogo dump station.**

- The site was inspected and nothing else can be done to solve the odor problem, however a cap will be placed over the vent as this could be doing more harm than good now since there is a tight cap where dumping occurs now. The main problem for home owners in the area is their close proximity to the station and downwind conditions when dumping is occurring.

#### **iv. Old fire trucks**

- The truck in Deep Bay was sold for the sum of \$300.00 dollars and the buyer has also made a \$20.00 dollar bid on pickup in Fogo. Tenders were requested for the removal and disposal of cube van in Tilting and this should be dealt with soon.

#### **v. Well house in Joe Batts Arm.**

- A site inspection determined that this building will be removed and carried to dump. There is no pump there and building is in poor shape. A cap will be placed over existing well casing and fasten.

#### **vi. Trucks**

- Trucks have been inspected and the bulk of the repairs are needed for the sterling. The sterling is still parked at Newman's Garage awaiting parts and deemed not fit for driving, until the repairs are completed.

#### **vii. Force Main by old hospital site**

- Check valves in this lift station are operating, the force main was drained several times and when the pumps were started it would only fill the force main with very little flow getting through to manhole on the hill. All indications are pointing towards a blockage in the main towards top of

hill. A 500-foot sewer jet will be used to resolve the problem. Contact was made with the Public Works Department in Gander and they suggested the same route.

**viii. Oliver's Cove Road.**

- Upgrades were completed to the road and included filling in sections, then it was covered by stone and a new culvert installed; all within budget.
- A request was received to widen out the turnaround at the top of the hill, a cost estimate will be presented at the next meeting for consideration.

**ix. Maintenance Inspection – Chlorination Equipment**

- Quote received from K & D Pratt totaled \$7,389.58 plus tax, it was noted that the major cost is for parts. (Breakdown - Parts \$5199.58 / Lodgings, Labour, Training for 3 days \$2190.00)

**2018-180**

**Rowe/S Hart**

Resolved to approve the maintenance inspection for the chlorination equipment at the Fogo Water Shed and the Chlorination Building, Joe Batt's Arm at the quotes listed.

Resolution Carried. In favour 9. Against 0.

**New Business**

**i. Chlorine Pump - Tilting**

- The chlorine pump broke down and staff borrowed one from the Fogo Island Co-op for the interim; this pump is different than the existing one however it is working fine. Agreed to keep the new pump in place and purchase a replacement for the Fogo Island Co-op.

**ii. Standing Offer**

- A tender will be placed for a standing offer for one year, for an excavator, a backhoe, and dump truck services, on an hourly rate.

**iii. Public Works Employees**

**a) Working Schedules**

- Due to shortage in staff, employees will incur overtime pay instead of time off in lieu, for hours worked on the weekends.

**b) Public Works Staffing**

- It was recommended by the Superintendent that an extra individual be hired within the department for operations to work more efficiently.

**2018-181**

**Rowe/S Hart**

Resolved that the Town hire two Maintenance Person's for the Public Works Department as the cost is budgeted under wages.

Resolution Carried. In favour 8. Against 1. Councilor Curtis Burns was against the resolution.

**iv. Water Issue at 8 Oake's Lane**

- The problem of dirty water has been on-going in the community for many years.
- If the Town allows an exemption on water taxes to this property, there are many other properties in the community that have the same problem will want an exemption. Water is still being used by the home owner.
- The Superintendent will perform water checks at homes in the surrounding area to determine the water quality.
- Property owner will be required to pay water taxes, or the service will be discontinued. Council requested Staff to send a letter to the resident.



#### **v. 11 Mercer's Place – Water line connected to fire hydrant**

- The area was serviced several years ago under a capital works project; however, the property owner did not want the service as he was moving away. The owner later returned and was permitted to connect to the fire hydrant by the former Town.
- It was noted that all new developments are required to service their own property with water/sewer services. In addition, there are a few homes within the Town that do not have their own service line and are connected to an adjacent home, as they were developed after capital works projects. Council had agreed several years ago it is the property owner's responsibility to connect to the system, unless it is done under a capital works project.
- Property is not connected to the Town sewer system. Council requested Staff find more information on the septic system.
- Council requested Staff to send a letter informing the property owner that if the Fire Department needs to use this fire hydrant in the winter and the waterline freezes, the Town will not be liable for any damages.

#### **vi. Outfall Smoke Testing – Biomaxx**

- An overview was completed on the report submitted and the Superintendent will complete a further analysis for repairs and maintenance.
- Council requested a copy of the report.

#### **vii. Car wrecks and dilapidated properties**

- Letters are being mailed out to owners. Another area of concern is Old Neck Road; staff was instructed to have letter sent out to the people who have car wrecks and other items placed in the area.
- Some letters have been sent out, Staff is recommending that when anyone reports a car wreck to please be sure who is the owner and provide a picture if they can.
- Need a policy defining what a car wreck is.
- Council requested that staff go to Old Neck Road and take some pictures of the car wreck on the road.

#### **viii. 39 Little Harbour Road**

- Letter addressed at last meeting for payment of invoices from King's Construction to repair damages to sewer line in the amount of \$1441.91, HST included.
- A written report on the sewer issue was presented by the Superintendent of Public Works after he met with Engineer, Jim Harty and the Contractor responsible for the water project.
- Contractor didn't perform any work on the outside portion of the road and it was always kept open to allow the flow of traffic.
- Some wave action erosion occurred to the armor stone on the outside of the road but no evidence of movement under the pavement, if any movement occurred there would be settling in the pavement.
- It was concluded that the Town is not responsible for any of the damages that occurred.

**2018-182**

**Hamlyn/Rowe**

Resolved that the Town is not liable for any damages, therefore no payment will be issued to the property owners.

Resolution Carried. In favour 8. Against 1. Councillor William Hart was against the resolution.

### **6.6 Policy and Human Resources**

A meeting of the Policy and Human Resources Committee was held in the Council Chambers on July 18, 2018 at 4:05 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

### **Flex Time Policy**

- Committee members reviewed the flex time policy, which will minimize the cost associated with required overtime.
- It was noted that this policy does not pertain to employees that have compensation already built into their employment contracts and that the Maintenance Works in Public Works will maintain status quo, regarding compensation for regular hours, overtime and flex time.
- Other areas of discussion included meal breaks, as they are unpaid as per the Town's HR policy. All employees are entitled to and shall take meal breaks.

**2018-183**

**Jacobs/S. Hart**

Resolved that the Town adopt the Flex Time Policy.

Resolution Carried. In favour 9. Against 0.

### **iPad User Policy**

Committee members reviewed the policy which is committed to protecting Town property and to ensure data protection and security.

**2018-184**

**Jacobs/Hamlyn**

Resolved that the Town adopt the iPad User Policy.

Resolution Carried. In favour 9. Against 0.

### **Request for Leave of Absence**

Committee members were all in agreement that a leave of absence will not be recommended, as it would be difficult to fill the Public Works Position if it was temporary.

### **Position Descriptions**

**2018-185**

**Jacobs/Hamlyn**

Resolved that the Administrative Assistant/Field Officer position be changed to Executive Administrative Assistant and approve the updated position description.

Resolution Carried. In favour 9. Against 0.

### **Employee Email Addresses**

Changing employee email address to reflect their name instead of their job title was considered a good move, therefore in the event of a change in an employee's job title, the email address would not have to change and there would be no confusion as is the case now.

## **6.7 Finance**

A meeting of the Finance Committee was held in the Council Chambers at 4:30 PM, on the above date. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

### **Business arising**

#### **iPads**

- The iPads have been purchased 12 iPads with Wi-Fi at a cost of \$349.95 each and one iPad with data at a total cost of \$689.98; total cost \$4,889.39 plus HST.

### **New Business / Correspondence**

#### **3.1 Financial Reports**

- A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.



## **Approval of Invoices**

2018-186

Hamlyn/Jacobs

Resolved to approve invoice number 264, Fogo Island Construction Limited totaling \$10,890.00 plus HST.

Resolution Carried. In favour 9. Against 0.

## **2017 Audit**

Committee completed a brief overview of the draft 2017 audit. The auditor will be presenting the audit next week to all members of Council.

## **Bell & Eastlink**

- Hydro has abandoned property that contain the poles for the power lines. Hydro has an easement on the land for pole lines.
- Property is now taken over by Bell and Eastlink as they still have lines on these poles.
- Hydro should have discussed this with the Town before transferring easement to other companies.
- Staff was advised to gather more information on the issue.

## **7. Administration**

### **7.1 Crown Lands**

- Staff was in contact with Crown Lands regarding obtaining parcels of land for future development.
- Need to engage an engineering firm to design the area and provide a detailed development plan before they will consider reserving a parcel of land.
- Need to determine area of land to develop.
- Staff was advised to contact Town of Lewisporte for further information, as they are obtaining land in this manner and proceed with engaging an engineering firm for design and cost estimates.

## **8. Correspondence**

### **8.1 Dept of Municipal Affairs – Special Assistance Grant Application Process**

Letter was addressed by Council.

### **8.2 Central Newfoundland Waste Management – 2017 Audited Financial Statement**

Financial statements were addressed by Council

### **8.3 Municipal Assessment Agency – 2019 Assessment**

- Completing a reassessment of all municipalities based on market value as of January 2017 and will be effective for 2019 tax year.
- Changes may affect the budget planning for 2019.

### **8.4 Municipal Assessment Agency – Clar Simmons Scholarship**

- Information was addressed by Council.

### **8.5 Municipal Assessment Agency – Update on June Meeting**

- Letter was addressed by Council.

### **8.6 Fogo Island Folk Alliance**

- Brimstone Head Folk Festival is taking place on August 10<sup>th</sup> – 12<sup>th</sup> this year.
- Invitation for representative from Council to attend and speak at opening ceremonies.
- Mayor Collins will attend and speak on behalf of the Town.

## **8.7 Dept of Municipal Affairs – Approval to Call Tenders – Arena Upgrades**

- Letter was addressed by Council.

## **9. New Business**

### **9.1 Herbert Collins – Permit to Construct Prefabricated Building**

2018-187

Burns/S. Hart

Resolved to approve permit application provided distance requirements within the Town Development Regulations are met.

Resolution Carried. In favour 9. Against 0.

### **9.2 Renumeration**

- Staff was advised to investigate the matter further. Contact the Canada Revenue Agency and Employment Insurance to explain the conditions involved for reporting renumeration income.

### **9.3 2017 Audit Report**

2018-188

Hamlyn/Rowe

Resolved to adopt the 2017 Audit for the Town of Fogo Island as presented.

Resolution Carried. In favour 9. Against 0.

### **9.4 Letter – Councillor Curtis Burns**

- Councillor Burns presented a letter of resignation to council.

## **9. Date of Next Regular Meeting:**

Privileged Meeting – August 28<sup>th</sup>, 2018 at 6:30 PM (If required)

Regular Meeting – August 28<sup>th</sup>, 2018 at 7:00 PM

## **10. Adjournment:**

2018-189

Hamlyn

Resolved the meeting be adjourned at 10:15 PM.

Amanda McGrath  
Clerk/Town Manager

Wayne Collins  
Mayor



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**Councillors Present:**

Mayor Wayne Collins  
Councillor Barbara Jacobs  
Councillor Samuel Rowe  
Councillor Tracey Hart

Deputy Mayor Paul Torrville  
Councillor Scottie Hart  
Councillor Sheldon Hamlyn

**Staff:**

Amanda McGrath, Clerk/Town Manager  
Daphne Coles, Executive Administrative Assistant

**Also Present:**

Mr. Derek Simmons, Director Fire Services/Fire Commissioner of Government of NL  
Mr. Linus Tremblett, Fire Protection Officer, Government of NL

**Absent:**

Councillor William Hart

**1. Call to Order**

Mayor Collins welcomed everyone and called the meeting to order at 6:35 PM.

**2. Agenda**

Agenda was reviewed and accepted.

**3. Stadium Upgrade – Capital Works – Resolution to Award Tender**

2018-190

Hamlyn/S. Hart

Resolved to accept the recommendation from Core Engineering Inc. to award tender to Young's Industrial Refrigeration Ltd for Project Number 17-SCF-18-00036 - Iceberg Arena Upgrades Project in the amount of \$203,379.00.

Resolution Carried. In favour 7. Against 0.

2018-191

Torrville/T. Hart

Resolved to apply to Department of Municipal Affairs & Environment for the extra funding required for the Iceberg Arena Upgrades in the amount of \$21,938.00. Further resolved that if government funding is not approved then the Town of Fogo Island will absorb the extra costs incurred.

Resolution Carried. In favour 7. Against 0.

**4. Meeting with Derek Simmons – Fire Commissioner, Government of NL**

❖ Mr. Simmons and Mr. Tremblett joined the meeting at 6:55PM

- Mayor Collins welcomed Mr. Simmons and Mr. Tremblett to the meeting and introductions were made.

- Mr. Simmons met with the Superintendent of Public Works at the ferry to visit the Fire Stations on Fogo Island, they didn't get the chance to visit Fogo Fire Station earlier, if possible he would like to visit that station after the meeting or early tomorrow morning.

- Mr. Simmons has reviewed the report from Emergency Management & Training Inc and the recommendation of 3 Fire Stations for Fogo Island.

- Mr. Simmons provided the following discussion:

- Having one Central Fire Station will only increase the level of response time to each community regardless of where the fire is located. Council has the responsibility to provide adequate fire services to the residents of Fogo Island and residents expect this

service. The level of service that the Town want to provide to its residents has to be determined; does council want to provide a level of service whereby only buildings or the adjacent buildings are saved or a level of service where lives are saved. The Fire stations need to be evaluated to the level of service that they can provide to the Town; currently all the Fire Stations can only provide the level of service that will save buildings, not lives and some of the stations cannot save the building that is on fire but only save the adjacent buildings. The alternative is to close the smaller stations and combine resources with the 3 larger stations to provide a much better service to residents.

- Hiring a new Fire Chief is a first step in the right direction. Administrative work for 3 fire stations will be time consuming along with other duties. The first priority of the new Fire Chief should be to develop a long-term plan for the Fogo Island Fire Department. This plan will involve assessing the equipment and training levels of all fire fighters. It is the Fire Chief's responsibility to ensure that enough members are adequately trained to provide the level of service Council wants to provide to residents and it is Council's responsibility to provide this training. Training is a very important part of the process and will require some commitment from members to achieve the levels needed.
- All equipment will have to be assessed. Need to determine what and how much equipment we have and need, what clothing needs to be replaced. Fire Trucks are aging, average life span for the use of fire trucks is approximately 20 years and only 2 trucks are inside this limit – Fogo and Joe Batt's Arm trucks are 18 years old. Maintenance of oxygen cylinders and proper care of suits is essential to avoid health issues for members. After being on the scene of a vehicle accident all suits need to be decontaminated for fear of contact with other bodily fluids. Showers is essential for everyone after leaving a fire scene. A commercial washer is needed to help maintain clothing.
- Stations are not on the same communication systems with their pagers. As one Fire Department all members need to be on the same communication system. This can be costly, funding for communications equipment is considered a priority item when issued by government, unfortunately all funding for this year is done. This will help develop the feelings of coming together as one station. All members need to feel comfortable and operate efficiently in all 3 stations. "Same department, just different home".
- Costs of properly maintaining 6 fire stations is expensive. All stations have essentially the same equipment and multiple pieces of some. Buildings need to be properly maintained.
- Fire Inspector will need to be trained within the Fire Department to provide building inspections. Ensuring proper building regulations are met will reduce the chances of fire.
- After reviewing the EMT Report Mr. Simmons felt that this is a good report and all recommendations need to be met. Willing to provide Mr. Tremblett's services to come to the island and help the new Fire Chief develop a Fire Services plan for Fogo Island, once the position is filled.

- Mayor thanked Mr. Simmons and Mr. Tremblett again for the meeting tonight.

## **5. Adjournment:**

Meeting adjourned at 9:35 PM.

Amanda McGrath  
Clerk/Town Manager

Wayne Collins  
Mayor



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

**Councillors Present:**

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councilor Barbara Jacobs	Councilor Scottie Hart
Councilor Sheldon Hamlyn	Councilor Tracey Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager	Daphne Coles, Executive Administrative Assistant
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**Absent:**

Councilor Samuel Rowe	Councilor William Hart
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**1. Call to Order:**

Mayor Collins welcomed everyone and called the meeting to order at 7:12 PM.

**2. Delegations:**

**2.1 David & Patti Decker via Telephone**

- Stop work order issued in 2016 on a permit to build a 10'x23' extension to their cottage located at 123 Southside Road, Joe Bat's Arm, due to building outside the permit regulations and building within the Crown Land Reserve. Council, at the time, requested that approval be obtained from Crown Lands before construction could continue.
- Owner has applied to Crown Lands for a grant and are still waiting on approval, which may take another couple of months.
- Owner is now requesting a temporary permit to close in the house as it is a safety hazard to children playing in the area with the open foundation that has a 12 foot drop and the risk of losing their investment due to being open to weather conditions.
- Council thanked them for the telephone call and the information presented. Issue will be further reviewed and owners will be notified by staff of Council's decision.

**2.2 Donald McKenna**

- Speaking on behalf of the residents of Hewitt's Point, Barr'd Islands regarding the poor condition of Hewitt's Point Road and the water and sewer project for the area.
- Some road maintenance was done earlier this summer, but the road is in really bad condition again and smaller cars are having a hard time driving over the road. Residents understand that Council is unable to spend a lot of money now to repair the road, then have it all tore up again if the water and sewer project is approved; however the road needs to be continually maintained to keep it passable.
- Water and sewer should be a top priority for Council, residents either have little or no water in the summer or their wells contain salt water.
- Council assured Mr. McKenna that water and sewer for Hewitt's Point is on our priority list, but the cost per household is very high and this is a concern for Government.
- Mr. McKenna asked that if the cost of water and sewer to the area is too high then Council should consider doing "Water Only" as many residents have good septic systems and spend more money on the road.
- Mr. McKenna was assured that Council understand their concerns and will continue to work with Government. Council also requested to get the residents to put pressure on Government by voicing their concerns to MHA Derrick Bragg and MP Scott Simms.

**3. Agenda:**

2018-192

Hamlyn/Torrville

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 6. Against 0.

#### **4. Minutes:**

2018-193

Torraville/S Hart

Resolved that the minutes of the regular meeting held on July 31<sup>st</sup>, 2018 and special meeting held on August 22<sup>nd</sup>, 2018 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

#### **5. Business Arising:**

Regular Meeting - July 31<sup>st</sup>, 2018

- 2 resumes have been received with the Fire Chief position to date. Deadline is September 6<sup>th</sup>.
- Special Assistance Grant for Fogo Water Supply is being reviewed by Municipal Affairs. Contact was made with Progressive Engineering Inc. and it was recommended that the Town should flush the main lines throughout the community more often. Maintenance Staff have been flushing the hydrant by Gordon Payne's daily this summer and he hasn't had much dirty water since. Superintendent will be setting up a schedule to flush the main lines possibly 3 or more times a year, this will be difficult to maintain with the Co-op plant in production around 8 or 9 months of the year.
- It was requested that the Superintendent contact Progressive Engineering Inc., to get more details on flushing the main lines. It was noted that the employees are doing the flushing's correctly, however the number of times per year will be increased when plant operations permits.

##### **5.1 Remuneration**

- Staff were requested at the last council meeting to gather information regarding reporting remuneration income.
- Staff were talking with our Auditor regarding Councillor expense to travel for meetings and other council purposes, personal phone usage and internet usage.
- Councillors would be required to fill out claims for payment either monthly or quarterly, whatever is easiest.
- Council requested that this be reviewed at the next Policy and Human Resources Committee meeting and brought back to council for a decision.

#### **6. Committee Reports**

##### **6.1 Transportation Committee**

A teleconference call of the Transportation Committee and Government Representatives was held in the Council Chambers at 3:00 PM, on July 31<sup>st</sup>, 2018, with the following in attendance:

##### **Committee Members:**

Wayne Collins, Mayor

Paul Torraville, Deputy Mayor and Committee Chairperson (3:25 PM)

William Hart, Councillor and Committee Member

Clifford Rowe, Committee Member - Trucking Industry Representative

John Greene, Committee Member - Fogo Island Co-operative Representative

Pauline Payne, Committee Member - Shorefast Foundation Representative

##### **Staff:**

Daphne Coles, Administrative Assistant

##### **Via Teleconference:**

Hon. Steve Crocker, Minister of Transportation and Works

Tracy King, Deputy Minister Transportation and Works

Joe Dunford, Assistant Deputy Minister, Operations, Transportation and Works

John Baker, Assistant Deputy Minister, Air and Marine Services, Transportation and Works

Eilanda Anderson, Executive Assistant to Minister Crocker

Gillian Skinner, Assistant Deputy Minister, Regional Development and Diversification, Tourism, Culture, Industry and Innovation



Derrick Bragg, MHA Fogo Island – Cape Freels

**Absent:**

Amanda McGrath, Clerk/Town Manager

Samuel Rowe, Councillor and Committee Member

Eugene Nippard, Committee Member - Concerned Citizen Representative

William Miller, Committee Member – Business Representative

**Call to Order:** Mayor Collins called the meeting to order at 3:00 P.M welcomed everyone, thanked Minister Crocker for the teleconference call, and introductions were done.

**Certification of the Fogo Island Air Strip**

- Certification of the Air Strip wasn't renewed following 2004.
- Various benefits of having the air strip certified include potential airlines with capabilities of landing on our airstrip gives the possibility of scheduled flights being implemented. This can enhance our Tourism industry with many businesses benefiting from such an arrangement. The Fogo Island Inn, various B&B, and especially the Fogo Island Cooperative Society Limited will have this option available to further improve their existing business.
- Discussion took place on the documentation required for certification; Safety Manual, Emergency Response Services and Animal Control. This would all need to be prepared by a Consultant and submitted to Transport Canada for approval. Once approved there will have to be a formal inspection that would include how snow clearing would be defined as a dedicated operator and equipment would be required. Transportation and Works would not be able to provide a constant dedicated service that would be acceptable.
- Costs associated for resources, capital and annual operation expenditures with the certification of the air strip and the upgraded operations that are required by Transport Canada include:  
Capital
  - Specialty Consultant - \$50,000
  - Equipment purchase - \$480,000
  - **Total - \$530,000**Operational/year
  - Airstrip operator - \$60,000
  - De-icing materials - \$50,000
  - Buildings/Grounds - \$50,000
  - **Total - \$160,000/year**
- Committee expressed concerns of how long this procedure could take, possibly years. Government needs to be moving forward with certification, if they showed more interest, maybe a partnership could follow.
- Minister Crocker stressed that Government would like to see the Air Strip become certified as a community partnership with focus on economic development with a business plan on how it will be developed in the future to become a viable part of Fogo Island.
- Minister Crocker agreed to set up a meeting with the Fogo Island Economic Development Committee to discuss the air strip.

**Current ferry operations**

- Committee has had several meetings with Marine Transportation Representatives and have made several requests for changes in the system, however they haven't gotten any response.
- Government have looked at the suggested reduction in deck space for Change Islands from 25% down to 15%, however they need to speak with Change Islands before any changes can be made. They do have the stats for the number of vehicles travelling to Change Islands and plan to set up a meeting in the near future
- The numbering system may be implemented later in the Fall when it goes back to one vessel for both islands. Ticket numbering should help eliminate some of the loading issues in Farewell.
- MHA Derrick Bragg and the Mayor thanked everyone for taking the time to meet this afternoon.

### **Ferry Rates**

- Difference in ferry rates when travelling from Farewell to Fogo Island versus Farewell to Change Island and Change Islands to Fogo Island. There is a \$5.00 difference in the rate if you travel from Farewell to Change Islands, get off the boat and get in the line-up again to proceed on to Fogo Island.
- Change Island Terminal doesn't have a debit machine for payment and many people today don't carry cash so passengers are getting on the boat for free.
- Staff was advised to email Marine Services at the Lewisporte Office to express concerns with this issue.

Meeting adjourned at 4:30 PM.

### **6.2 Tourism, Culture and Heritage Committee**

A meeting of the Tourism Committee was held in the Council Chambers from 6:30pm-7:05pm, on August 15<sup>th</sup>, 2018. The meeting was rescheduled to August 15<sup>th</sup> via email correspondence and attended by Sheldon Hamlyn, Daphne Coles and Nick Wells.

The following items were addressed:

#### **Progress**

- Tourist Development Officer Chris Tuck and Trail Consultant Marc Poirier visited August 13<sup>th</sup>, 2018 to assess work on the trail project. Progress so far was well received.
- Work on Turpin's trail is progressing, minor changes may be made to upgrade existing improvements. Plans were discussed on how to tackle challenging sections further down as you approach Wild Cove.
- Joe Batt's Point Trail was also evaluated, advice was given on existing improvements and ideas were discussed on how to further improve key sections of the trail.
- Overall, there has been great feedback and restored faith from partners involved in the project.

#### **Challenges**

- The Department is exploring solutions on how we can better handle the amount of tourism infrastructure in the future. Additionally, the tourism infrastructure also outpaces how long funding and human resources lasts for the summer. As such, it may be necessary to scale back operations in September to be able to properly and safely winterize our buildings while we still have staff.
- Council expressed concerns about heritage sites closing early with the increasing numbers in tourism on the island. Seems like we are going backwards, last year sites were open until after Thanksgiving weekend.

### **2018-194**

#### **T. Hart/S Hart**

Resolved that the work period for Tourism Regional Managers be extended for 3 weeks, September 23<sup>rd</sup> to October 13<sup>th</sup> to allow heritage museums to stay open through Thanksgiving and building to be winterized.

Resolution Carried. In favour 6. Against 0.

#### **Old Police Building**

- Need to evaluate the current state of the building in Fogo and find out what can be done under the current agreement.
- Tourism committee can then provide recommendations on what course of action to take with the building and move forward on a decision voted on by the Town Council.
- Council advised Staff to review the new Instrument of Grant to determine its requirements and provide the information to the Director.



2018-195

Torraville/Hamlyn

Resolved that the Town of Fogo Island will transfer sole ownership and responsibility of the Old RCMP House to the Fogo Heritage Committee if they agree to take it over.

Resolution Carried. In favour 6. Against 0.

#### **Planning for the future of tourism**

- A Transition Plan will be developed by the tourism office to tackle the challenges faced in the department. This plan will display and recommend multiple changes to the tourism program.

- These transitions will encompass such topics as:

- The Heritage Building operating season and how long we can operate in a given season based on current circumstances.
- Finding Private industry and public partners to help stimulate the local economy through meaningful and responsible transition of heritage assets to revenue generating models, leading to meaningful and consistent employment and local services.
- Reduce administration and infrastructure burden.
- Refocus how we view our tourism operating season as a municipality and find the optimal length of operations. The Town can then move forward with meaningful and responsible growth to our tourism industry.

#### **Update:**

- Issues with RV dumping station in Fogo was brought forward by a letter from a concerned resident after the scheduled committee meeting. Public works was notified.

- Staff was requested to follow-up with the Lion's Club regarding the removal of the "RV Dumping Station" sign by this resident and the progress with the RCMP.

### **6.3 Recreation and Special Events Committee**

A meeting of the Recreation and Special Events Committee was held in the Stadium Meeting Room at 8:00 pm with the following present, Director Colette Wells – Coish, Councillor Tracey Hart, Councillor Scottie Hart, Councillor William Hart and Daphne Coles, Administrative Assistant.

The Following items were discussed:

#### **Issues arising;**

- The RCMP would like assistance identifying the main snowmobile trails located around the island for safety reasons.

- A suggestion was made to place one large sign centrally outlining trail names and where trails begin. At a meeting on Tuesday August 14<sup>th</sup> Chris Tulk; Tourism Development Officer it was suggested to develop a map outlining all the main snowmobile trails to be used at the town office, and a copy provided to the RCMP for their use. This raised a concern for liabilities and safety issues for the Town if it were to go out for public use.

- Another option to consider would be the RCMP could have meetings with groups and individuals to start a snowmobile association for Fogo Island.

2018-196

T. Hart/Torraville

Resolved that the Town of Fogo Island is in agreement and feel that there is a need for a Trail Committee to be formed on Fogo Island.

Resolution Carried. In favour 6. Against 0.

#### **Maintenance:**

- The stadium project tenders closed August 13<sup>th</sup>. It is expected the total work under this project will take 2-3 weeks, and it should have no impact on our start up time.

- Staff was advised to email Municipal Affairs to find out if the tender has been awarded and email council with the information.



### **Swimming Pool:**

- Several locations are being considered for the pool project. The best location appears to be at the end of the stadium close to the soccer field. This would require using a portion of the soccer field.
- The pool committee is recommending a year-round operation and the pool size 20' x 40'. There will be an indoor walking track as well.
- The building will have the necessary washrooms, change rooms and showers according to pool regulations.
- Setting up a GO FUND ME account will their first possible fundraiser.
- A report from the engineer is requested from the Pool Committee to outline the recommendations and will be presented to Council when its available. Once this information is available they would like to know if and how this project will be supported by council.
- Council will need to know information on the operational costs and the cost involved for the project before any commitment is made.
- Council requested that Staff check with Engineer Jim Harty to find out when this information will be available.

### **Playgrounds, Basketball Pads and Other Sites:**

- Two new inclusive swings have been installed, one at Fogo playground and one at Joe Batt's Arm playground. These swings were very expensive and are welcome additions to these areas.
- Community groups are helping in many areas with the upkeep of our sites. This is very much appreciated. It is important for groups to follow policies and guidelines. Top Ten Check list for playgrounds which provides a basic guide to safety include:
  1. Surfaces around playground equipment need at least 10 to 12 inches of wood chips, mulch, sand or pea gravel or have mats made of safety –tested rubber –like materials.
  2. Protective surfacing extends at least 6 feet in all directions from play equipment. For swings, be sure surfacing extends, in back and front, twice the height of the suspending bar.
  3. Make sure play structures more than 30 inches high are spaced at least 9 feet apart.
  4. Check for dangerous hardware, like open "S" hooks or protruding bolt ends.
  5. Make sure spaces that could trap children, such as openings in guardrails or between ladder rungs, measure less than 3.5 inches or inches or more than 9 inches.
  6. Check for sharp points or edges in equipment.
  7. Look out for tripping hazards, like exposed concrete footings, tree stumps and rocks.
  8. Make sure elevated surfaces, like platforms and ramps, have guardrails or protective barriers to prevent falls.
  9. Check playgrounds regularly to see that equipment and surfacing are in good condition.
  10. Where possible, adult supervision is highly recommended.
- The Deep Bay Community Committee want to add a play area in the community next to their hall. They have requested gravel/ stone to fill in the area and pea stone as their protective surface stone. The Director has reviewed this site and asked them to have Hydro inspect the area as the hydro connection is on that side of the building.
- The Director recommends there should be further discussion on new sites and clarify all issues and responsibilities.

### **Programs:**

- The Food and Fun Camp has two students hired. It is sponsored by Central Health, the Town and the Wellness Coalition. Children from grades 2-6 are enrolled in this six-week program. Presentations were provided by the Public Health Nurse on health and nutrition, and information workshops provided by an Early Outreach Youth Worker from Twillingate.
- The Summer Fun Camp for kids ages 5 and up had 28+ kids signed up. Full time and drop in slots with many activities. Two students hired through the Stadium Committee for 7 weeks. The camp included physical activities, arts and crafts and other events. We incorporated soccer into their week. Soccer is offered Tuesday evenings at 6:30pm and Thursday afternoons at 1:30pm.



- Camp day was held on August 8<sup>th</sup> with a full day of fun and activities.
- Two students started mid-July under the Canadian Parks and Recreation Association. It is a new program secured by the Government of Canada via Employment and Social Development to support “green jobs” programs for youth. This was a six-week program helping with green areas, parks and spaces within the Town. Duties included cutting grass, weeds, and catalogued different types of trees, grass, shrubs and wildlife found in specific areas and trails.
- In total 6 student jobs created working out of the stadium this summer.

#### **Events:**

- An adult dance is scheduled for September 29<sup>th</sup> at the stadium, band “Red Planes” is booked.
- Tickets in advance \$10.00 and \$15.00 on the door.
- Volunteers will be needed for this event.

#### **Other**

##### **Rental rates:**

- The ice rental rates at the stadium are due to be reviewed. All user groups were made aware of this last season and they need to be reviewed before user groups meet and set their registration rates.
- The Director recommends a gradual increase of 2-3 percent. A large increase all at once will have a larger impact on families with two or more children involved in stadium activities.

**2018-197**

**S. Hart/Jacobs**

Resolved that there will be a 5% overall increase in the rental rates at the Iceberg Arena beginning this upcoming ice season.

Resolution Carried. In favour 6. Against 0.

#### **Water Areas:**

- It was requested to possibly add some fill, a life ring and rope and possibly a floating wharf to the swimming area known as “The Rails” on the way to Fogo.
- Another site identified was “White Water” pond off the Lion’s Den Trail. The request is to place a life ring and rope in that area as well.
- The concern was raised that if the Town provides a life ring and rope to any swimming area, they are accepting responsibility for swimming in that area. The main highway has a high-speed limit and the RCMP have problems with swimmers on the highway.
- Once we place “Use At Own Risk” signs anywhere the Town has the responsibility to maintain it and can be held accountable.

**Congratulations in order:** Congratulations to Brent Broaders of Tilting for his most recent award and accomplishments in ball hockey. Good Luck in the future!

There will be no further business; the meeting was adjourned at 9:35PM.

## **6.4 Fire Services and Public Safety**

No reported presented.

## **6.5 Public Works**

A meeting of the Public Works Committee was held in the Council Chambers on August 21<sup>st</sup>, 2018 at 7.00 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Councilor Scottie Hart, Amanda McGrath, Clerk/Town Manager, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works

The following items were addressed:

## **Monthly Report**

### **i. Seldom Pump House.**

- Installed a second new pump at seldom pump house and just waiting for connectors to complete wiring.

### **ii. Rock Wall.**

- Compared latest measurement to initial measurement and no change in movement was observed.

### **iii. Fogo Dump Station.**

- More complaints have been received regarding the Fogo RV dumping station. The Department of Environment has been contacted and they are coming out to conduct a site visit in the near future.
- The Superintendent spoke with Eugene Bailey and Gerald Walbourne regarding the issue and they are adamant about closing this site and will exhaust every avenue available within Government to achieve this.
- The Superintendent feels that it's time to consider another possible site within the Town that would accommodate both the residents and RV users.
- Committee discussed the issue further and the issue of closing and moving the dumping station to another location in the community. Possible locations may be up by the Fire Hall or over by the Lion's Centre. Most dumping stations now have a holding tank in the ground and they are pumped out with a Vac Truck and taken to an approved dumping site of the island. This would be costly to the Town.
- Council requested that the Superintendent investigate the issue further. Check for a new location and find more information on regulations for dumping stations and the size and costs of underground holding tanks.

### **iv. Old Fire Trucks.**

- Two of the fire trucks were purchased and carried off the island, the cube van in Tilting has been carried to the dump.

### **v. KD Pratt**

- Maintenance has been carried out on the gas chlorine systems in Fogo and Joe Batt's Arm. This service was badly needed as the systems weren't performing as they should. Reductions in gas usage is already noticeable which translates into better quality water and a cost savings.

### **vi. Old Well House**

- Old existing well house in JBA has been removed and carried to dump.

### **vii. Oliver's Cove Road.**

- To backfill the area to create a turnaround for campers would require about 30 loads of rock and 10 loads of class A stone at a cost around \$25,000.

### **viii. Public Work Positions**

- Rodney Jacobs has been hired to fill one of the job vacancies and the other position will be filled in the next little while.

### **ix. Water Issue At 8 Oakes Lane.**

- Water samples have been obtained from homes in that area and no noticeable difference in the samples were noticed.
- It has been recommended from Progressive Engineering that we increase our frequency of flushing up to 3 or maybe even 4 times a year which would help remove sediment from the water lines. A flushing schedule will be typed up and all flushing documented.



## **New Business**

### **i. Ambrose Penton – Water Issue – 138 Main Street, Tilting**

- Since the construction of a new house in the area, water now runs down and pools in his driveway.
- Superintendent looked at the area, this will take about 2 loads of fill to level the road and redirect the water.

### **ii. Jennifer Smith – Water Issue – 42 Main Street, Seldom**

- Been experiencing water issues under the house and on the back of their property since they purchased property. They talked with the former owner and they claim that water wasn't an issue there before.
- Owners claim that the property owner on the back side of their house had a permit to build a new shed in the last year and he did some landscaping on the area and the water is coming down over the hill and on their property.
- Owner is requesting that the Town dig a ditch on the back of their property out to the road to divert the water to the ditch that comes down and goes into the culvert crossing Wild Cove Pond Road.
- The Superintendent looked at the area, work will need to be contracted out to a contractor that has a small excavator. Area that they want ditched isn't on their property and possibly belongs to crown lands.
- Committee recommends that this is not a Town issue and not to perform this work as this is on crown lands.

### **iii. Jack Lynch – Water Issue – 6 Meaney's Road, Joe Batt's Arm**

- Experiencing issues with water pooling in his driveway ever since Meaney's Road was paved a couple of years ago. Road isn't level and dips down towards his driveway.
- Superintendent looked at the area again and recommends that a small catch basin 12"x12" be installed at the lowest point in his driveway with a drainage pipe leading out to the ditch at the back of his house to redirect the water.
- Committee recommends purchasing a small catch basin 12"x12" to be installed, with a drainage pipe leading out to the ditch.

### **iv. Streetlight request by Marshall Brett, 16B Brown's Road, Joe Batt's Arm**

- Requesting a new streetlight be installed in the area. Very dark there at night.
- Before the water and sewer project for Brown's Point was done this road was in 2 separate sections, road was connected during the project with a new road up on the back.
- Public Works has checked the area. There is a streetlight on Brown's Road near Ronald Hancock's house and the next one is over on the other section of Freake's Lane by Shorefast house.
- Committee recommends Staff speaking with the residents in the area before we install a new streetlight. If there are no objections to a new light, Staff can investigate the area to see where the new streetlight will provide the best light. Area may require 2 streetlights.

### **v. Parking Issues at Fogo Dumping Station**

- Letter was received by Mr. Eugene Bailey regarding parking issues for his business. When there are a lot of campers using the dumping station especially after the festival, they block off the driveway to the cabin while are waiting in line to dump.
- Committee advised that this is not an issue for the Town and Mr. Bailey should contact the RCMP in the future if this continues.

### **vi. International Dump Truck Repairs**

- Brakes need to be adjusted and some welding needs to be done on the truck. Truck will have to be sent off the island to get this work done.
- Committee advised Superintendent to do what needs to be done to get the truck repaired.

**vii. Standing Offer**

- Standing offers for Excavator, Dump Truck and Backhoe services were received.
- Lowest price will be the first contact for any services that have to be contracted out and proceed to next in line if the Contractor is not available.

**viii. Gregory Penney – Water Issue – 65 Southside Road, Joe Batt's Arm**

- Property owner has been having issues with water drainage around his property now for several years. He has a permit to build on a little extension on the front of his house but unable to do it due to the water drainage. The Superintendent has been down and looked at the area again.
- This has been looked at several times before by Public Works staff. There is a culvert that crosses Southside Road by his driveway. Resident is requesting that the Town dig a ditch from the culvert down across his property to access the ditch that is on the back side of his property to allow for proper water runoff.
- Committee recommends that the Town cannot dig a ditch down across his property. As an alternative solution they can put in a small catch basin by the culvert and ditch down along by the side of the road to redirect the water, however the home owner would be responsible to install a new culvert in his driveway

**ix. Derek Reardon – W/S Stag Harbour**

- Letter was addressed by the committee regarding the high cost of installing water and sewer throughout the community of Stag Harbour. Suggested maybe Council could look at putting water only to the residents as many residents have salt water in their well.
- Environment regulations require that homes cannot be serviced with water only unless all homes have an acceptable septic system installed.
- Staff has replied to the letter with the correct information on the number of homes serviced and the regulations of environment.

**x. Email from Mildenerger's – Decision on Sewer Issue**

- Dissatisfied with council's decision to not cover any of the costs for the invoice from King's Construction for the repairs to the sewer line. They were not requesting full payment of the invoice as some of the work involved replacing the sewer line back to the home, only requesting information on how to proceed and initiate discussion on cost sharing.
- Owners believe that the damages to the sewer line are a result of the work done during the water project.
- Requesting to meet with Council to discuss the issue.
- Committee is recommending that no further discussion is required. A decision has already been made as the Superintendent's report determined that the damages to the sewer line were not the result of any damages during the water project.
- Council further discussed the issue and decided to invite Mr. and Mrs. Mildenerger to the next council meeting to speak on their behalf.

**xi. Shingles on Bleak House Museum**

- Roof is leaking again.
- Issue will be referred to Director of Heritage, Culture and Tourism. Superintendent will also have a look and assess the area that is leaking.

**6.6 Policy and Human Resources**

A meeting of the Policy and Human Resources Committee was held in the Council Chambers on August 22, 2018 at 4:10 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn, Councillor Scottie Hart and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

**Civic Address Numbering Regulations**



- Committee member talked about the duplicated and similar street names within the Town of Fogo Island, for example Main Street, Main Road, Freake's Road, Freake's Lane just to name a few. The duplicate street names cause problems during emergency situations, i.e. 911 and it is also difficult for individuals to find a street they are looking for in the correct community.
- It was suggested that some of the streets should be renamed; a competition could be held at the school and the general public be invited to participate.
- A letter should be sent out to the residents regarding this issue and the reasoning for renaming streets.
- It was suggested that the regulation not be adopted at this time until some of the streets have been renamed.

### **Review of Minutes**

Committee members completed a review of the minutes of the previous meeting.

### **Bi-Election**

**2018-198**

**Jacobs/Hamlyn**

Resolved that the bi-election be held on October 23, 2018 at the Town Office. The nomination period will be held from 9:00 A.M. until 4:00 P.M. on September 25<sup>th</sup> and 26<sup>th</sup>, 2018.

Resolution Carried. In favour 6. Against 0.

Meeting adjourned at 4:27 P.M.

### **6.7 Finance**

A meeting of the Finance Committee was held in the Council Chambers at 4:00 PM, on the above date. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

### **New Business / Correspondence**

#### **i. Financial Reports**

i. A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.

#### **ii. Approval of Invoices**

**2018-199**

**Hamlyn/Jacobs**

Resolve to approve payment of invoice number 162634, K & D Pratt totaling \$5,670.83 plus HST.

Resolution Carried. In favour 6. Against 0.

**2018-200**

**Hamlyn/Jacobs**

Resolved to approve payment of invoice number 390, Richard Power, Chartered Professional Accountant totaling \$7,750.00 plus HST.

Resolution Carried. In favour 6. Against 0.

**2018-201**

**Hamlyn/Jacobs**

Resolved to approve payment of invoice number 1020, Central Diving totaling \$6,800.00 plus HST.

Resolution Carried. In favour 6. Against 0.

Meeting adjourned at 4:10 PM.

## **7. Administration**

### **7.1 Appointment of ATIPP Head and ATIPP Coordinator**

2018-202

Jacobs/Hamlyn

Resolved to appoint Amanda McGrath, Clerk/Town Manager as ATIPP Head and Daphne Coles, Executive Administrative Assistant as ATIPP Coordinator.

Resolution Carried. In favour 6. Against 0.

### **7.2 Bruce Pashak – Rental of Old School House In Deep Bay**

2018-203

Jacobs/Hamlyn

Resolved to rent the Old School House for \$150.00 per month, pay own utilities, water and sewer services to building will not be provided.

Resolution Carried. In favour 6. Against 0.

### **7.3 PMA Fall Forum & Advanced Module Training**

- Approved that Amanda McGrath, Clerk/Town Manager attend the Advanced Training course in Gander on September 18<sup>th</sup> and 19<sup>th</sup>, 2018

- Approved that Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant attend the PMA Fall Forum in Gander on September 20<sup>th</sup> and 21<sup>st</sup>, 2018.

## **8. Correspondence**

### **8.1 MNL Convention – Gander – October 4<sup>th</sup> – 6<sup>th</sup>, 2018**

- Deputy Mayor Torrville and Councilor Tracy Hart are interested in attending the convention. Will confirm with Staff tomorrow.

- Councilor Hamlyn will go if they are unable to attend.

### **8.2 Letter – Hon. Andrew Parsons – Minister of Municipal Affairs & Environment**

- Recommendations in the Minister's letter was addressed.

- Council met with Fire Commissioner, Derek Simmons on August 22<sup>nd</sup> to discuss recommendations of the Fire Report.

- Land on which the JBS Fire Hall/Community Hall is located belongs to Shorefast Foundation and Government will not provide funding to upgrade a building that is on someone else's land.

Minister is recommending that the Town try to purchase the land.

2018-204

S. Hart/Hamlyn

Resolved that the Town start negotiations with Shorefast Foundation to acquire the land that the JBS Fire Hall/Community Hall is located on, in order to maintain a Fire Station in Joe Batt's Arm.

Resolution Carried. In favour 6. Against 0.

### **8.3 Bangbelly Café – Municipal Approval – Liquor License**

2018-205

Hamlyn/S. Hart

Resolved to give Municipal Approval for a liquor license at the Bangbelly Café located at 41-43 Main Street, Fogo.

Resolution Carried. In favour 6. Against 0.

### **8.4 Email – Mayor Collins – Central NFLD Waste Management Meeting Report**

- Mayor Collins gave a brief overview of the meeting held on August 21<sup>st</sup>, 2018.

- Budget was reviewed as of July 31<sup>st</sup>, 2018 and tonnage is down.

- Reduction in recycling materials was a concern. Wood material is still creating a problem at all transfer sites.

- Request to Government for all vehicles used by CNWM for collection and other service be exempt from licensing fees was denied.



- Decision was made to purchase a new collection truck at a cost of \$378,172.00. Fleet is aging.

### **8.5 Letter – Nora Mercer – Water Turn On/Off Fees**

- Letter was addressed by Council. Concerns expressed about the increase in curb stop turn on/off fees.
- Fee is a recovery cost to offset the expense incurred to provide this service; ie wages and fuel.
- Yearly taxes to water and sewer residents are used to cover the costs of maintaining the infrastructure and providing the services.
- Council requested that Staff send a letter explaining the fee and the cost incurred.

## **9. New Business**

### **9.1 Letter – Joan Foley – Sandy Cove Beach Development, Tilting**

- Letter on behalf of residents of Tilting regarding the continued deterioration of Sandy Cove Beach.
- Beach clean ups is not solving the problem. Beach has a buildup of kelp causing dirty/smelly water in the swimming area and problem with flies /stouts which prevent people from visiting.
- Believe that Sandy Cove can be developed on a very valuable tourism asset for the town and are willing to work in conjunction with the Town to develop the area.
- Staff has done some research in the Town Development Regulations and area is zoned as a Valued Natural and Heritage Restricted Special Area (VNHRSA) that currently prohibits development for campgrounds, recreational motor vehicle overnight parking or any other form of overnight accommodations.
- Staff informed council that the Town has a lease on the land and the former Town had originally planned to put in a RV Park.
- Council advised Staff to check with Jens Jensen for more information and the cost to change the zoning regulations.

### **9.2 Randy Budgell**

- Requesting travel coverage for a meeting with the Fire Chief's scheduled for June 27 that was later cancelled by email. He was at his cabin in Lewisporte junction and he came home that day just to attend this meeting not knowing it was cancelled. He didn't get the email and further investigation showed that his name wasn't in the list.

2018-206

Hamlyn/Torraville

Resolved to pay Randy Budgell for travel costs to travel from Lewisporte for meeting with Fire Chief's that was cancelled.

Resolution Carried. In favour 6. Against 0.

### **9.3 Crown Land Application Referral – Judy Reid**

- Originally applied to Crown Lands for an area of land on Kelly's Island Road, Tilting to install "Glamping" tents. Town did not approve the application as it is in an area that has a basketball court, that was installed there over 20 years ago through government funding.
- Crown Lands has requested more information on why the application was refused as area is zoned as Community Development and can be approved as a discretionary use.
- Council declined that application as it does not conform with general appearance of the developments in the area or conform with the Communities Federal and Provincial Heritage designations.

### **9.4 David & Patti Decker, 123 Southside Road, JBA**

2018-207

Jacobs/Hamlyn

Resolved to issue a temporary permit to allow owner to close in house with the stipulation that if the Crown Lands application requesting approval to build in the crown land reserve is not

approved, the owners will be responsible to remove that portion of the house. Further resolved that if the owners do not comply, Council will have it removed at the owner's expense. Resolution Carried. In favour 6. Against 0.

**9.5 118 North Shore Road, Fogo**

- operating business illegally.
- Parking is taking place on Town property at the entrance to one of our hiking trails.
- Staff was advised to check with Service NL, Department of Municipal Affairs and our lawyer to find out what the Town can legally do to solve this issue.

**10. Date of Next Regular Meeting:**

Privileged Meeting – September 25<sup>th</sup>, 2018 at 6:30 PM (If required)

Regular Meeting – September 25<sup>th</sup>, 2018 at 7:00 PM

**11. Adjournment:**

2018-208

S. Hart

Resolved the meeting be adjourned at 10:57 PM.

Amanda McGrath  
Clerk/Town Manager

  
\_\_\_\_\_

Wayne Collins  
Mayor

  
\_\_\_\_\_



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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Samuel Rowe  
Councillor Sheldon Hamlyn  
Councillor William Hart

Deputy Mayor Paul Torrville  
Councillor Scottie Hart  
Councillor Tracey Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Councillor Barbara Jacobs

**1. Call to Order:**

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

**2. Agenda:**

2018-209

W. Hart/Hamlyn

Resolved that the agenda be adopted as presented with the following additions:

5.2 Tourism – Upland Trail Design/Signage Proposal

5.5 Public Works – Municipal Capital Works

6.2 Fall Forum Update

9.1 Meeting with Shorefast Foundation – JBA Community Hall/Fire Hall Land

Resolution Carried. In favour 7. Against 0.

**3. Minutes:**

2018-210

Hamlyn/Torrville

Resolved that the minutes of the regular meeting held on August 28<sup>th</sup>, 2018 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

**4. Business Arising:**

- Resident is now sawing up wood on the turnaround for the Battery Lookout, as well as using it for parking for their small craft business. There is sawdust all around the area. This has happened years before, the resident was contacted by Staff and the response was they owned the land, the former Town had taken the land without their permission.

- Deputy Mayor Torrville is unable to attend the MNL Convention in Gander due to work commitments. We are unable to get a refund on the registration so it's imperative that someone else attend in his place. Staff will be notified in the next day or so of who will be attending.

**5. Committee Reports**

**5.1 Transportation Committee**

A meeting of the Transportation Committee was held in the Council Chambers at 7:30 PM, on the above date with the following in attendance:

Committee Members:

Wayne Collins, Mayor

Paul Torrville, Deputy Mayor and Committee Chairperson

William Hart, Councillor and Committee Member

Samuel Rowe, Councillor and Committee Member

Clifford Rowe, Committee Member - Trucking Industry Representative

John Greene, Committee Member – Fogo Island Co-operative Representative  
Pauline Payne, Committee Member - Shorefast Foundation Representative  
William Miller, Committee Member – Business Representative

**Staff:**

Daphne Coles, Executive Administrative Assistant

**Absent:**

Amanda McGrath, Clerk/Town Manager

Eugene Nippard, Committee Member - Concerned Citizen Representative

**Reduction to One Ferry**

- Town has received notice from the Department of Transportation and Works that the M. V. Beaumont Hamel will be finishing service for Fogo Island/Change Islands effective Sunday evening September 16<sup>th</sup>, 2018 and leaving on Monday September 17<sup>th</sup> to go to Lewisporte to await her next assignment. The M. V. Veteran will revert back to the one vessel summer schedule.
- This decision was made by Government officials alone without any consultation from Council or the Transportation Committee.
- Contact has been made with Hon. Steve Crocker, Minister of Transportation and Works and MHA Derrick Bragg requesting that the Beaumont Hamel stay in service as this will have a tremendous effect on Fogo Island with many residents traveling for medical appointments, businesses depending on the trucking industry and the tourism season still in full swing.
- Fogo Island still have 2 major festivals taking place, Feile Tilting on September 20<sup>th</sup> – 23<sup>rd</sup> and the Partridgeberry Harvest Festival October 5<sup>th</sup> – 7<sup>th</sup>, both of which will cause a back log of traffic for one vessel.
- Scheduled maintenance on the vessel and medical emergency trips will also have to be made by the Veteran causing further delays.
- Our request has been denied with the reasoning that the Beaumont Hamel will be used as a swing vessel for the Grace Sparkes which services St. Brendan's.
- Statistics for both vessels was provided in the email for August and September.
- Discussion took place on forming a protest to block the Beaumont Hamel from leaving the wharf on Sunday evening. Feelings were that if we block the Beaumont Hamel from leaving Government will then stop the Veteran from leaving as they did before. This will be of no benefit to Fogo Island residents and businesses.
- In the past both Council and the Transportation Committee has made many requests to Government to enhance our ferry service through meetings, telephone calls and emails with little or no results and now feel that we have exhausted all our options. Members feel that it is just a waste of everyone's time to have these meetings with no results from government. Public has the perception that Council and the Transportation Committee are doing nothing to provide adequate ferry services for Fogo Island.
- Council decided it is time to avail of public support and ask residents and businesses to contact Government Officials to voice their concerns with the loss of this service. Staff was asked to prepare a notice to put on Town's social media advising the public of what is happening with the Beaumont Hamel and the efforts that have been put forth to government in the past by both Council and the Transportation Committee with little or no results. Mayor will contact Minister Crocker and MHA Bragg with the results of tonight's meeting.
- Meeting adjourned at 8:50 PM.
  
- To date, Mayor has not received any reply from his email to Minister Crocker.

**5.2 Tourism, Culture and Heritage Committee**

September 6th, 2018. The meeting was attended by Councilor Tracey Hart, Councilor Sheldon A meeting of the Tourism Committee was held in the Council Chambers at 630pm-715pm, on Hamlyn, Clerk/Town Manager Amanda McGrath, and Director of Tourism, Culture, & Heritage Nick



Wells.

The following items were addressed:

**Correspondence from Joan Foley for the Community of Tilting**

- Residents feel that Sandy Cove Beach can be further developed for the use of tourism.

**2018-210**

**Hamlyn/Torraville**

Resolved that the Town Plan be amended to allow for the development of Sandy Cove Beach and a "Sandy Cove Beach Committee" be created to independently pursue development of the Sandy Cove Beach area. Further resolved that public consultation be held to determine whether this is supported by the residents of Fogo Island.

Resolution Carried. In favour 7. Against 0.

**Old RCMP Building, Fogo**

- The Tourism Department has contacted the Fogo Heritage Society regarding transferring the old RCMP building to the group for development. Supporting documentation has been provided for the terms of development should the transfer be successful.
- Staff were advised to review the terms in the Instrument of Grant with the Director.

**Fogo Museums**

- No museums were open on the weekend; Satellite for Feile Tilting was set up at the Marconi Site, issues came up and building wasn't open.
- Management and Council were not aware of this.

**Upland Trail Design/Signage Proposal**

- Draft proposal for signage for our trails was reviewed.
- Distance markers are only 2 feet high, this is too low especially in the winter once the snow gets down, high risk of getting damaged by skidoos.
- Concerns were expressed about existing signs and story boards, whether they will be taken down as some have been taken down before.
- Council fully supports the signage proposal and to proceed with the design.
- Staff will inform the Director of Council's concern with the height of trail distance markers and their approval of the trail signage proposal.

**5.3 Recreation and Special Events Committee**

A meeting of the Recreation and Special Events Committee was held at council chambers on Monday, September 10<sup>th</sup> at 7:00PM.

**Arising from previous meeting:**

- RCMP requested assistance in identifying the main snowmobile trails on Fogo Island. A request was placed on the Town web site seeking the public's interest in organizing a snowmobile association on Fogo Island. A map will be prepared outlining the main snowmobile trails, a copy will be kept at the Town office and one will be provided to the RCMP.
- New upgrades to stadium was discussed. Young's Refrigeration are planning to be on site by Monday, September 17<sup>th</sup>. Parts are ordered and should be in on time. Other regular maintenance will proceed as usual. UPDATE: Work has started and most of the trench work is done, working on hooking up the pipes. Possibly be concluded in the next 2 weeks. There shouldn't be any delay in putting down the ice surface.
- There has been discussion with the Engineer about the Pool Project. However, the report is not complete.
- Hydro done an inspection on the site identified in Deep Bay near the hall for a playground and they are too close to the wires. After the inspection report was received, the Chairperson of the

Deep Bay Committee contacted Hydro indicating there was more space on the site that could be used that was not cleared.

- Stadium rental rates have increased for the 2018-2019 by 5%. All users are made aware of the change. Many arenas also have a weekend rate. Further information will be gathered and discussed later.

#### **Programs/Services:**

- There have been improvements to our play areas. There has been two inclusive swings installed. The pea stone has been added in Seldom play area, and many other safety issues were dealt with.

- There is a need for a vehicle for the recreation/tourism maintenance staff in order to get work completed. Superintendent of Public Works will be reviewing the Town Fleet in the next month or so and plan on purchasing a new pickup this fall, so other vehicles may become available for their use.

- It is also recommended certain pieces of playground equipment get stored for the winter months rather than keeping it out in the elements of winter weather. Council wondered if there is space upstairs in the stadium to store this equipment.

- There are "CHILDREN AT PLAY SIGNS" to be placed in communities, as well as "CLOSED FOR THE SEASON" for the 5 playground areas. These signs will indicate there is no regular inspections being done during this time. We do not physically close the playground.

- Funding has been applied for through CPRA to run a fall program for youth.

- Ball hockey will start on Tuesday September 11<sup>th</sup> for ages 5 & up. This will continue as long as possible but cannot conflict with upgrades and painting required.

- A winter JCP is planned under the stadium Committee. The project would possibly include an events assistant, developing storage areas on the second floor above the dressing rooms, and assisting with janitorial duties and canteen.

- An Adult dance is scheduled for September 29<sup>th</sup>, at the stadium – the band RED PLANES will be performing. Tickets are at various locations – VOLUNTEERS are needed.

- CEEP has been applied for. For individuals who did not secure their total amount of insurable hours.

- A senior's social is being discussed but no definite date has been decided.

#### **Other**

- Price quote for propane rate for one year, is going out to businesses selling propane for the 2018/2019 season. This will give equal opportunity to all businesses.

- The Director suggested hiring another staff person to help with the stadium duties once the ice season begins. This individual could be scheduled part time at the stadium and possibly assist in other departments as needed. Cost analysis for this will be submitted with the projections for 2019.

- Preparing recommendations for the 2019 budget of repairs and maintenance for the stadium and the recreation department.

#### **5.4 Fire Services and Public Safety**

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers at 4:30 PM on September 11, 2018. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were, Councillor Sam Rowe, Councillor William Hart and Amanda McGrath, Clerk/Town Manager

Deputy Mayor Paul Torrville called the meeting to order.

The following items were discussed:



#### **Review of Fire Chief Resumes:**

- Committee members completed a review of the seven resumes received. There were three individuals who held the qualifications needed to perform the job; they also noted that an essential job function would be to be qualified to train Firemen. The file will be forwarded to the hiring Committee, with their recommendations.
- As per the hiring policy, the hiring for a Department head consist of the Mayor, Chair of the Committee to which the new hire will report, the Chair of the Human Resources Committee and The Town Manager.
- Interviews will be conducted in the near future.

#### **Review of Minutes:**

- Committee members accepted the minutes of the previous meeting.
- Staff was asked to follow up with the Public Works Department on the repairs needed on the JBA and Fogo Fire Trucks.
- Meeting adjourned at 5:40 PM

#### **Meeting with Fire Chiefs**

A meeting of the Fire Services was held in the Council Chambers at 7:00 PM on September 20<sup>th</sup>, 2018. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were; Mayor Wayne Collins, Councillor Tracey Hart, Fire Chief Darryl Hart, Fire Chief Bobby Parsons, Fire Chief Blaine Broders, Fire Chief Barry Bailey, Fire Chief Randy Budgell, Fire Chief Berkley Sheppard, and Evan Parsons, Reception/Administrative Assistant.

The following items were discussed:

#### **Purchase of washer for Fire Department**

- During the meeting with Fire Commissioner Derek Simmons, it was noted that a commercial washing machine is an essential appliance for a Fire Station. Suits need to be washed regularly to get rid of smoke particles and decontamination of bodily fluids after responding to incidents that involve human rescue like vehicle accidents.
- More information need to be gathered, for example the best location for the washer, who will be responsible for washing the suits and cost of the machine.
- Will discuss with fire commissioner to determine what is the best course of action for this.

#### **Equipment required and/or requested for upcoming 2019 year**

- Applied for funding for new Jaws off Life Cutter and hose, approximately \$6,000. Quotes were received from K & D Pratt and the application for funding was sent in and haven't heard back on it. Staff was advised to check on the status of this application, get a new quote and provide the information to council.
- Before budget process started, fire stations should put together what equipment that they need.

#### **Fire Chiefs Agenda:**

##### **The outlook for the Fogo Island Fire Services**

- Fire Chiefs have many concerns with the new direction of council's decision to go with 3 Fire Stations, Fogo, Joe Batt's Arm and Seldom instead of the original plan at the beginning of amalgamation, to centralize one fire station and have satellite stations in each community.
- Council provided a brief overview of recommendations from the meetings with Minister Andrew Parsons and Fire Commissioner, Derek Simmons. The Fire Commissioner is in support of council's decision.
- If shutting down some of the firehalls, will there be any equipment left in the halls in case of emergencies. Fire Chiefs from the smaller communities felt that there was a lack of support from council for their areas especially in the winter months during snow storms. They felt that maybe

having a piece of snow clearing equipment in each community would be a safer route if fire stations are consolidated.

- Fire Chiefs expressed concerns of training and qualifications of fire fighters. This will be one of the main responsibilities of the new Fire Chief once hired. Multiple Fire Departments cannot continue financially with regards to maintaining equipment or training.
- Concerned about no fire hydrants in Island Harbour and other communities.

#### **Fire Chief Position for the Fogo Island Fire Services**

- What will their role be within the Fire Services
- Applications are being reviewed by council. Recommendations will be reviewed next council meeting and then interviews will proceed after reviewed. The Fire Chief will oversee the operations of all the stations and the current Fire Chiefs.

#### **Cap on Fire Fighters for all departments - 20 per department**

- Cap was 20 as per previous council, as equipment is expensive to purchase.
- Recommendation was made to Committee from the Fire Chiefs to increase the cap to 25.
- When smaller departments are closed, existing members will have the option to combine with one of the other stations. This will help with the feelings of coming together as one Fire Department.
- New Fire Chief will review and provide recommendations for the number of members needed at each fire station.

#### **Fire Prevention Week October 7<sup>th</sup> – 13<sup>th</sup>**

- Try to have an open house and request all fire fighters help out. Display pump house and have food and drink available to purchase. Requesting Iceberg Arena parking lot and/or building if weather doesn't cooperate. Possibly for Tuesday, October 9<sup>th</sup>. Fire Prevention Kit is \$425 per kit. Confirmation of date needed possible time would be 6 PM – 8 PM. Add to social media and website.

Meeting adjourned at 8:26 PM

### **5.5 Public Works**

A meeting of the Public Works Committee was held in the Council Chambers on September 13<sup>th</sup>, 2018 at 4:30 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torraville, Councilor Scottie Hart, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works

The following items were addressed:

#### **Monthly Report**

##### **i. Jennifer Smith Water Issue**

- The residents were notified that the water issue is not a Town issue and will have to be resolved by the home owner.

##### **ii. Ambrose Penton Water Issue**

- The home owner is not home at this time and Superintendent will follow up with him on his return.

##### **iii. Streetlight Request – Freake's Road, JBA**

- Spoke to residents in this area and no concerns were expressed about extra lighting in the area. A work order has been filed with hydro.

##### **iv. Dump Station Report.**

- Dept of Environment has carried out an inspection of all our dumping stations and deficiencies have been identified with all three. Fogo will need a cement pad poured around pipe and



backflow preventers and vents installed on fresh water line, also a proper self-closing cover installed. Seldom will need vents and backflow preventers installed also. Tilting will need all the same upgrades as Fogo. Additionally, we are not allowed to dump directly into a lift station, so we will have to dig and connect to the main sewer line going into the lift station.

- All 3 dumping station were constructed with no permits from Department of Environment

## **2018-211**

### **Rowe/Torraville**

Resolved that all 3 dumping stations be upgraded to Department of Environment standards before tourism season begins for 2019.

Resolution Carried. In favour 7. Against 0.

- Superintendent will investigate further for costs of upgrades to each dumping station.

### **Public Works Position.**

- 3 interviews were completed.

- Superintendent have to complete a follow up Friday with 2 candidates before a decision is made.

❖ Councilor Rowe left the meeting at 8:11 PM

### **Tendered Jobs**

#### Country Road Repairs

R&K Construction - \$7200.00 plus HST

Kings Construction - \$2950.00 plus HST

- Tender was awarded in-office to Kings Construction and work is underway.

#### Collins Road Upgrade

R&K Construction - \$38900.00 plus HST

Kings Construction - \$26800.00 plus HST

## **2018-212**

### **S. Hart/W. Hart**

Resolved that the tender for Collins Road Upgrade be awarded to King's Construction.

Resolution Carried. In favour 6. Against 0.

❖ Councilor Rowe returned to the meeting at 8:14 PM

### **Bleak House Repairs**

- Staff has been working on these problems and installing new shingles.

- Staff will check with Director of Tourism, Heritage and Culture to find out what section of the roof needed the new shingles, whether it was the same section that was done last year and how much more need to be done.

### **New Business**

#### **i. Stadium Update & Old Hospital Site, Fogo**

- Stadium tender was awarded to Young's Industrial Refrigeration Ltd.

- Teleconference for the pre-construction meeting with Engineer, Contractor and Municipal Affairs Representatives has taken place. The contractor is planning to begin work on Monday, September 17<sup>th</sup>, if work proceeds as planned it should be concluded by mid-October.

- Parts are ordered, condensers will be the only parts that may be delayed, but they can be changed out in a day and won't affect the ice.

- Committee inquired about the 2 hot water tanks that were to be installed last year, as far as they know only one was installed. Superintendent will speak with Stadium Manager for update.

- Project for the Old Hospital Site is gone out to tender. Staff has prepared the Department of Fisheries and Oceans Self-Assessment for a Request for Review on the site and determined that a review is not necessary. Letter has been sent in to DFO.

#### **ii. Fire Truck Repairs**

- Repairs on the Fire Trucks in JBA and Fogo were discussed previously; quotes have come in from Central Technical Services  
- Superintendent has talked with both Fire Chiefs about doing some of the minor repairs on the truck and they are not comfortable with doing any of the work.

**2018-213**

#### **Torraville/Rowe**

Resolved that the cost quotes from Central Technical Services for repairs to the Fogo and Joe Batt's Arm Fire Truck be approved.

Resolution Carried. In favour 7. Against 0.

#### **iii. Standing Offer for Mechanic Work on Town Fleet**

- A standing offer for mechanical work done on Town vehicles will be issued and will include yearly inspection for certification on vehicles.

#### **iv. New Vehicle Purchase**

- The purchase of a new truck was already approved by Council and was included in this year's budget. When the Government Purchasing Agency sends out the new contract at the end of September, Superintendent will be preparing the paperwork to purchase.  
- Committee discussed the problems with the Komatsu Loader last year, these have been resolved, and the possibility of getting a good trade value for the machine.  
- Maybe it would be more productive to purchase another Sander Dump Truck in 2019 budget like the one that was purchased earlier this year. The Superintendent is in the process of reviewing the Town's Vehicle Fleet.

#### **v. Update on Beaver Issue**

- Staff informed Department of Natural Resources in Gambo for removal. Service NL, Gander was also contacted to see if we had to be placed on a boil order, however they did not issue one.  
- Beavers have been caught by a local trapper and the dam has been removed from the reservoir.

#### **vi. Old Sander from International Truck**

- Staff looked at the sander on the truck and it will cost a lot of money to repair; the Superintendent don't recommend fixing it up.  
- The department can provide adequate snow clearing services for the upcoming winter season without this truck. They have the new Sander/Dump Truck that was purchased last February, there is a new sander in St. John's waiting to be delivered, along with the old sander that was repaired, which will be use as a stand-by in the case of breakdowns.  
- Committee recommended that the Superintendent make some inquiries on the cost of acquiring a secondhand sander box for the International truck.

- The meeting adjourned at 6:20 PM.

#### **New Business**

##### **Capital Works Priority List**

- Council discussed the current priority list. No notification has been received yet on any new money to be awarded to Fogo Island.  
- Consideration needs to be given to how funding will be used, whether it will be used on one project or divided into separate projects. Department of Municipal Affairs will need to know this information soon.



- Council inquired about the status of the Public Drinking Water Units. The Town is still waiting on approval for its Crown Lands application for the Central site and on the Department of Municipal Affairs and Environment for cost estimates for the site preparation in Seldom. Staff has sent numerous emails with no response.
- Staff was advised to follow up with Crown Lands and Department of Municipal Affairs and Environment.

#### **Co-op Old Building in Deep Bay**

- Tenders going out to remove building.

### **5.6 Policy and Human Resources**

A meeting of the Policy and Human Resources Committee was held in the Council Chambers on September 12, 2018 at 4:30 PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

#### **Review of Minutes**

- Committee members completed a review of the minutes of the previous meeting.

#### **Fire Chief Hiring Committee**

- Councillor Jacobs is unavailable to sit on the hiring committee; Councillor Hamlyn agreed to be on the committee in the absence of the Policy and HR Committee Chairperson.

#### **Councillor Expenses**

- The Committee members reviewed the template for Councillor expenses, that would replace remuneration.

**2018-214**

**Hamlyn/S. Hart**

Resolved that the Town discontinue remuneration for Councilors and adopt Councilors expenses for attending meetings.

Resolution Carried. In favour 7. Against 0.

#### **Proposed Amendment to Municipal Plan and Development Regulations**

- Request to enabling Council to make an overnight park approvable was discussed.

**2018-215**

**Hamlyn/S. Hart**

Resolved that the Town add text to the Municipal Plan and Development Regulations to indicate that an RV park could be considered in the Farm Road and Sandy Cove Restricted Special Area and include any special requirements that would pertain to Council's consideration of such a development as a discretionary approval as suggested by the planning consultant.

Resolution Carried. In favour 7. Against 0.

- This process would thus involve an initial public information meeting, review and release by the Department of Municipal Affairs and Environment, and public hearing under a commissioner.
- Meeting adjourned at 5:00 P.M.

#### **New Business**

#### **Proposed Amendment to Municipal Plan and Development Regulations for Quarry Location.**

- ❖ Councilor Rowe left the meeting at 8:43 PM

- Recent request to council to allow for a new quarry in Shoal Bay. In the Town's Development Regulations the area is zoned as Community Development Area and mineral workings is not a permitted discretionary use.

**2018-216**

**Hamlyn/S. Hart**

Resolved that the Town adopt Amendment No. 1, 2018 to the Town's Development Regulations to allow Mineral Workings in the Central Community Development Area as a discretionary approval of Council provided that the ordinary requirements applicable to the COMMDA Zone are satisfied and as well that mineral workings comply with the requirements applicable to mineral workings in the Rural Zone as stated in Condition 4 in the Rural Zone, except that the words "Community Development Areas" in the table in subsection a) of that Condition are not applicable.

Resolution Carried. In favour 6. Against 0.

❖ Councillor Rowe returned to the meeting at 8:49 PM

## **5.7 Finance**

A meeting of the Finance Committee was held in the Council Chambers on September 12, 2018 at 4:00 PM, on the above date. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

### **New Business / Correspondence**

#### **Financial Reports**

- A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.
- Staff was asked to check out an annual fee charge on a credit card that had been closed.

**2018-217**

**Hamlyn/Torraville**

Resolved that the Town accept the financial reports as presented.

Resolution Carried. In favour 7. Against 0.

#### **Case backhoe**

- As per the Council's resolution the backhoe was leased for additional 6 months and then proceed with a buyout on September 1, 2018; this transaction has been finalized. The total buyout was \$33,711.69, this transaction will appear on September's financial report.

- Meeting adjourned at 4:30 PM.

## **6. Administration**

### **6.1 Crown Lands Application – Old Dock Yard – Shoal Bay Road**

- Request for approval from Crown Lands for a resident to occupy this area for development of a wharf and stage.
- Area was occupied by the Fogo Island Co-Operative Society Ltd. for the building of longliners in the late 60's. Old films of the Fogo Process were done at this location, this is where it all began.
- Used as green space by the residents of Fogo Island and has significant historical value to the Community.
- Very important landmark for Fogo Island residents.



2018-218

T. Hart/Hamlyn

Resolved that this application be denied, due to evidence of prior use by the Fogo Island Co-op, its current use as a green space by the residents of Fogo Island and due to the significant historical value of the area to the residents of Fogo Island.

Resolution Carried. In favour 7. Against 0.

## **6.2 Fall Forum – Staff Update**

- Training sessions included Municipal Capital Works application process and approval to borrow, Municipal tax collection/tax sales and business taxes, Public Procurement Act, Municipal Insurance, Municipal Assessment Agency 2019 Revaluation Numbers for property assessments, Tips to evaluate customer service in municipalities and round table membership discussion.

- One issue discussed at the training sessions was that the Town has no liability to ensure that a business has licences from Service NL. The Town's responsibility is to "tax"; Service NL's responsibility is to issue the licences.

- A written submission on the Training Sessions will be submitted to Council later.

## **7. Community Grant Application – Tilting – Felle**

2018-219

Torraville/S. Hart

Resolved to approve the community grant application for Feile Tilting in the amount of \$500.00.

Resolution Carried. In favour 7. Against 0.

## **8. Correspondence**

### **8.1 Tilting Firemen's Banquet – November 3<sup>rd</sup>, 2018**

- Invitation for 2 members of Council and guests to attend Firemen's Banquet. RSVP date is October 26<sup>th</sup>, 2018.

- Staff will be notified as to who will be attending.

## **9. New Business**

### **9.1 Meeting with Shorefast Foundation- Update**

- A meeting with Shorefast was held on Tuesday, September 25<sup>th</sup>, 2018 at the Fogo Island Inn at 2:00 PM. In attendance were Allan Cobb, Shorefast Foundation, Susan Cull, Shorefast Foundation, Mayor Wayne Collins, Councillor Samuel Rowe and Daphne Coles, Executive Administrative Assistant.

Items discussed included the following

#### **Trademark Rights for Fogo Island Brand Name**

- Companies like Roots and Bed, Bath and Beyond are using the name Fogo Island on some of their products and getting the product from China.

- Shorefast Foundation has already been speaking with lawyers about trademark rights for the name "Fogo Island". Application will have to come from the Town and application fee is approximately \$1500.00. Will have to put the trademark name on one of our buildings or a piece of equipment and send a picture along with the application.

- Companies that are already using "Fogo Island" will be grandfathered into the regulations, but new companies will need permission from the Town to use it and the Town can charge a fee to new users upon approval.

2018-220

Rowe/Torraville

Resolved that the Town pursue Trademark rights for "Fogo Island" branding.

Resolution Carried. In favour 7. Against 0.

### Re-certification of the Fogo Island Airport and Airstrip Feasibility Study

- No response from government officials on the Re-certification of the Fogo Island Airport since the last meeting. Pauline Payne was appointed spokesperson for the committee at the last meeting. She has tried to contact government officials via email for an update on any progress on the re-certification but has received no reply.
- Pauline will also do a follow-up on the Procurement Protection Act process.
- Feel that we should move forward on this as soon as possible. Susan Cull will follow-up with the consultant from ACOA on the cost of the Airstrip Feasibility Study. The Mayor agreed to discuss this with Council at tonight's meeting.

2018-221

T. Hart/S. Hart

Resolved that the Town agree to pursue economic feasibility study with ACOA to support ownership of operations of Fogo Island Airstrip as part of the Economic Development Partnership for Fogo Island.

Resolution Carried. In favour 7. Against 0.

### Ownership of the Land for JBS Community Hall/Fire Hall.

- Mayor provided a brief overview on Council's decision to move forward with 3 Fire Stations for Fogo Island and Joe Batt's Arm Fire Station was one of them.
- As requested from government officials, the Town is now requesting to purchase this land from Shorefast Foundation, as Government is not supportive of a long-term lease on the land.
- Shorefast Foundation has invested huge amounts of funds to restore buildings around the Inn property to help preserve Fogo Islands heritage and promote Fogo Islands reputation all over the world.
- Shorefast has no interest in selling the land to the Town for fear of giving up control over of what can happen to development in the area in the future and risk negative impact to the integrity of the Inn. However, they will support a long-term lease on the land and do whatever is necessary to help the Town get the required funding from Government to do whatever renovations is needed to the JBA Fire Hall to upgrade the building to provide fire services to Fogo Island.

### 10. Date of Next Regular Meeting:

Privileged Meeting – October 30<sup>th</sup>, 2018 at 6:30 PM (If required)

Regular Meeting – October 30<sup>th</sup>, 2018 at 7:00 PM

### 11. Adjournment:

2018-222

S. Hart

Resolved the meeting be adjourned at 10:07 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor





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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Sheldon Hamlyn  
Councillor Tracey Hart  
Councillor Samuel Rowe

Deputy Mayor Paul Torrville  
Councillor Scottie Hart  
Councillor William Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Councillor Barbara Jacobs

**1. Call to Order:**

Mayor Collins welcomed everyone and called the meeting to order at 7:07 PM.

**2. Review of the PDWU Financing**

- Well drilling operations for suitable water sources for the original sites of Island Harbour and Stag Harbour were not successful after drilling 2 wells in both communities.
- After further discussions with Department of Municipal Affairs and Environment it was determined to change locations with one being in Seldom as it has a suitable water source, that being the Town Water Supply and the second one at the Centre of the Island.
- Estimated costs of installing both units is \$257,154.50: Centre of the Island site costing \$166,471 and Seldom site costing \$90,683.50.
- These 2 projects have been on-going since 2015 and Council is in agreement that the project needs to be moved forward. Department of Municipal Affairs and Environment has suggested to combine the remaining funding from both projects to one project and proceed with one site.

**2018-223**

**Rowe/Hamlyn**

Resolved the Town of Fogo Island combine funding from projects #17-MCW-15-00098 and 17-MCW-15-00120 in the amount of \$62,340.38 for one single project and proceed with the installation of the PDWU at the location in Seldom. Further resolved to request the additional funding of \$28,343.12 from Department of Municipal Affairs and Environment. Further resolved to apply for funding for the installation of the Central Site.

Resolution Carried. In favour 7. Against 0.

- Staff was advised to contact Department of Municipal Affairs and Environment to proceed as soon as possible.

**3. Appointment of Alternate Returning Officer – Bi-Election**

- If Returning Officer is unable to be present on the day of the Bi-Election an Alternate Returning Officer has to be appointed.

- ❖ Deputy Mayor Torrville declared himself in conflict of interest and was excused from the meeting at 8:23 PM.

**2018-224**

**T. Hart/S. Hart**

Resolved that the Town of Fogo Island appoint Tracy Torrville, Accounting Clerk as Alternate Returning Officer for the Bi-Election in the event that the Returning Officer is unable to be present.

Resolution Carried. In favour 6. Against 0.

❖ Deputy Mayor Torrville rejoined the meeting at 8:24 PM.

#### **4. Capital Works Project – Old Hospital Site – Resolution to Award Tender**

❖ Councilor Rowe declared himself in conflict of interest and was excused from the meeting at 8:24 PM.

2018-225

S. Hart/Hamlyn

Resolved that the Town of Fogo Island award the tender for the Old Hospital Site Water Drainage Project DMAE# 17-SCF-18-00050 to R & K Construction Ltd in the amount of \$104,782.25 as recommended by Harty Engineering Consultants Limited.  
Resolution Carried. In favour 6. Against 0.

❖ Councilor Rowe rejoined the meeting at 8:32 PM.

#### **5. Other**

##### **5.1 Permit Application – Demolition – 46A Main Street, Tilting**

- Tilting is registered as a National Historic Site of Canada and designated as a Registered Heritage District of the Province.  
- TRACS was notified of this demolition permit application and was asked for input on the application. TRACS does not support this demolition and would like to see the owner make every effort to restore or sell the house to keep the house in the community.

2018-226

Hamlyn/T. Hart

Resolved that the Town of Fogo Island request that the owner make one last attempt to sell the house or offer the house for free with the stipulation that it must be removed with hopes that it might be preserved.  
Resolution Carried. In favour 7. Against 0

##### **5.2 118 North Shore Road, Fogo**

- Property owner is storing and sawing up wood on Town property.  
- Letter was being prepared by Staff.  
- Staff will advised Council when the letter has been delivered via Canada Post.

##### **5.3 New Fire Chief**

2018-227

Torrville/Hamlyn

Resolved that the Town of Fogo Island offer the position of Fire Chief to Anthony Casey as recommended by the Hiring Committee.  
Resolution Carried. In favour 7. Against 0

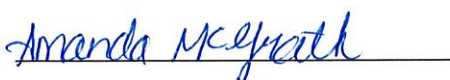
#### **6. Adjournment:**

2018-228

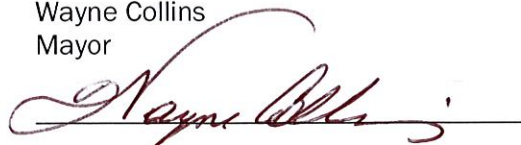
W. Hart

Resolved the meeting be adjourned at 9:05 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor





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

**Councillors Present:**

Deputy Mayor Paul Torrville  
Councillor Barbara Jacobs  
Councillor Sheldon Hamlyn

Councillor Samuel Rowe  
Councillor Tracey Hart  
Councillor William Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Mayor Wayne Collins  
Councillor Scottie Hart

**1. Call to Order:**

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

**2. Review of the Agenda**

- Agenda was reviewed and accepted.

**3. Fogo Water Issues – Installation of Booster Pumps**

- ❖ Councillor Rowe declared himself in conflict of interest and was excused from the meeting at 7:04 PM.

- More clarification is needed from the Contractor regarding the installation of booster pump for new development. Council called the Contractor at home for further explanation.
- Contractor applied to Town for a permit to develop land and connect to Town Water and Sewer System several months ago and permit hasn't been issued yet. Planned to do this work now and deadlines need to be met, with the first one being October 31<sup>st</sup>, 2018.
- Staff has sent email to Contractor outlining what information is required for the approval of the permit; no information has been submitted to obtain the permit.
- Water Resources Management Division of the Department of Municipal Affairs and Environment has request the Contractor to install a booster pump on the main water line to increase water pressure instead of in individual buildings as originally planned, due to low water pressure at the planned site. It was noted that booster pumps can be installed at the beginning of the water supply or another location somewhere in between.
- This could be of high costs and not feasible for the Contractor for such a development. To proceed the Contractor would need a commitment from the Town to install booster pumps on the water supply to provide the required water pressure.
- Council feels that this development is a good investment for the community and the Town, but such a commitment would have to benefit the whole community and not just one development.

2018-229

T. Hart/Jacobs

Resolved that the Town of Fogo Island commit to having an engineering firm investigate the cost of installing a booster pump to increase water pressure for Fogo Water Supply.  
Resolution Carried. In favour 5. Against 0.

**4. Water Drainage Old Hospital Site Project**

- Staff met with the Engineer today regarding the work on the new drainage system. The location of the pipe crossing the roadway had to be changed due to the location of the municipal water line.

- It has been determined that the drain pipe leading up to the old well road is not working properly, the pipe is deteriorating coming down from the catch basin up close to the end of the road and should be replaced for the whole system to work properly.

2018-230

T. Hart/W. Hart

Resolved that the Town of Fogo Island make the request to the Department of Municipal Affairs and Environment to use the full amount of approved funding to extend the storm drainage pipe to an existing storm drain on the old well road.

Resolution Carried. In favour 5. Against 0.

❖ Councilor Rowe rejoined the meeting at 7:52 PM.

## **5. Stadium Delays**

- Pressure testing on Ammonia pipes have been completed and no leaks detected.
- Condenser won't be shipped from Ontario until November 19<sup>th</sup> and the Electrical Panel won't be shipped until November 15<sup>th</sup> and both should arrive within a week of being shipped.
- Superintendent of Public Works is still conducting tests on the equipment to determine a potential startup date and Councilors will be updated by email of the results.
- Conference call with the Engineer, Contractor and Department of Municipal Affairs and Environment is set up for Friday, October 26<sup>th</sup> at 9:00AM.

## **6. Rise in Assessment Values**

- Assessment values are not determined by the Town, this is done by the Municipal Assessment Agency.
- For Fogo Island the Total values have increased by 26.1%; the Total Tenant Value has increased by 39.1% and the Average Residential Value has increased by 24.3%.
- Property values is calculated uses the physical characteristics and property sales.
- Over the past several years the number of properties for sale has increased and in addition the value of those sales has dramatically increased. For example, a traditional salt box house sold from anywhere between \$10,000-\$20,000 twenty years ago; now they are selling for \$100,000-\$200,000. It is the same for vacant land – twenty years ago it sold for \$500-\$1000, now parcels of land is selling for thousands of dollars \$70,000 plus.
- Actual resale assessments for properties are 2 – 3 times higher than the municipal assessment values.

## **7. Selling of Properties in Leu of Taxes Owling**

- This is not a revenue source.
- There are 5 properties on the list for possible sale:
  - 75 Main Street, Seldom
  - 4 Stag Harbour Hill Rd., Stag Harbour
  - 23 Stag Hr Rd North, Stag Harbour
  - 5 Wild Cove Road, Seldom
  - 1 Freake's Lane, Fogo
- Still waiting on the property searches which is being conducted by our lawyers.

## **8. Ways to Increase Revenue for the Town**

- Many of the Town buildings are costing the town money for the maintenance and operational costs. Some buildings are not being used at all, thus not providing any revenue to the town to help offset some of these costs.
- Council needs to proceed with picking a site for the new town building and proceed with selling some of its current structures.



## **9. Property Tax Discount**

- Discussed several times since the 2018 budget with concerns being raised by seniors and Council agreed to review the discount again during the 2019 budget preparation.
- Options are being discussed by the Finance Committee and Staff.

## **10. Update on Court Issues**

- Court proceedings are postponed until January 9, 2019

## **11. Other**

### **10.1 Fogo Fire Station – 2004 Dodge Ram 4x4 Pick-up**

- Truck is currently at Newman's Garage and cannot be repaired.
- Truck was used as accessory vehicle to first respond to fire calls to Deep Bay or Island Harbour. When a fire call came in this Truck would be the first to leave and carried a pump and hose to the scene. This would enable the Firemen to have the pump working with the salt water supply once the Fire Truck got on the scene.
- Contact is being made on getting a replacement vehicle.

### **10.2 Operation 2020 – Firefighter 1 Training, 2018 Edition**

- Program will be delivered in-house by Fire Station trained officers over a period of 14 month or shorter if an individual Fire Station chooses.
- Training is offered through an on-line management system and will permit free access to all of the new Essential 7 curriculum material.

## **12. Adjournment:**

Meeting be adjourned at 9:05 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor



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

**Councillors Present:**

Mayor Wayne Collins	Deputy Mayor Paul Torraville
Councillor Barbara Jacobs	Councillor Janet Langdon
Councillor Samuel Rowe	Councillor Scottie Hart
Councillor Sheldon Hamlyn	Councillor William Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager	Daphne Coles, Executive Administrative Assistant
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**Absent:**

Councillor Tracey Hart

**1. Call to Order:**

Mayor Collins called the meeting to order at 7:00 PM. Mayor Collins welcomed new Councillor, Janet Langdon to Council. Councillor Langdon was sworn in as Councillor on October 25, 2018.

Councillor Langdon's disclosure statement was introduced as on file.

**2. Delegations**

**2.1 Mr. Eugene Bailey, 17 Main Street, Fogo**

- Mr. Bailey thanked everyone for their time. He was speaking on behalf of himself and his neighbor regarding the ongoing issue of a foul odor from the RV Dumping Station while trailers are dumping; the dumping station is located across the street from their homes.
- Mr. Bailey said that this has been an ongoing issue for the past 18 years. This past summer was one of the worse years yet. He even had issues with campers blocking off the driveway to his rental cabin.
- Mr. Bailey and Mr. Walbourne submitted a letter to Premier Ball, letter was copied to the Minister of Municipal Affairs and Environment and to the Town.
- He has been reading the previous council minutes and is pleased with the direction taken to help solve this problem and the discussions to find alternative solutions. They are prepared to let the process develop and willing to work with council to find a satisfactory conclusion for all parties.
- Mr. Bailey was informed that Council is taking their concerns into consideration; with a number of initiatives being looked at. This is still a work in progress and will keep them informed as the process moves along.

**2.2 Mary Decker, 134 Southside Road, Joe Batt's Arm**

- Mrs. Decker had attended council meeting on July 31<sup>st</sup> and presented her issues. Her property dispute is resolved, and she is anxiously waiting for hydro to connect power to her house.
- Mrs. Decker spoke about the following:
  - Aware that there are several property disputes on Fogo Island, with one taking place just across from her property.
  - Aware of the Town's policy to not get involved in property disputes but said that if the Town issues permits, they are getting involved, especially if they issue a permit to one property owner involved in the dispute and not the other.
  - Minutes of July 31<sup>st</sup> stated that only one permit was issued to disputed property. Other permits have been issued. Two permits were issued to the disputed property; one for repairs to a building and the second one for blasting operation and fill which she feels was a big mistake, when the issues involved the property lines.
  - A permit has recently been issued involving another property in the area. Driveway is now in shambles and boat is blocked at the end of the driveway. She indicated that no site visit took



place when this permit was issued, or it hasn't been rechecked to see if the scope of work disrupts the adjacent properties.

- Ms. Decker had compiled a long list of questions that she wanted answers to.

1. Why are permits issued on disputed property to one party and not the other party?

- Municipalities Act talks about fairness and this isn't fairness on behalf of the Town.

2. Why are there Rules and Regulations when issuing permits?

- They are in place but not being followed.

- Property line by driveway disputed at 125 Southside Road and permit to dump fill on the other disputed property has been issued. Disputed property is used to park a trailer this past summer that had a 4-inch hose coming from the back leading down to the ocean dumping grey water and sewer. Made calls to the office with concerns. Was told initially by Staff that dumping of grey water was allowed. After some investigation on the second call to the Town was told that Department of Environment does not allow this dumping and a letter was written to the owner of the trailer to remove the hose. This wasn't done until after Thanksgiving weekend and the trailer was used during the weekend.

3. Asked if residents have to display permits for the public to see, and if so why isn't this happening?

- Permits issued should be completely visible to the public somewhere on the property. When they are not displayed, how are other residents to know if one is issued or not. Public cannot see if the scope of work on the permit is being carried out as it should be.

4. Would like some clarification on property assessments?

- Her assessment on her new house has gone up over \$45,000 this year. Don't understand how this can happen as there hasn't been any changes to her property, she doesn't even live in the house yet.

- Ms. Decker was informed that these property assessments are not prepared by the Town. Council is aware of the many increases to residential properties and this will be reviewed in the 2019 budget preparation when the mil rate is determined.

- Council requested that due to the length of Ms. Decker's presentation and time constraints with a full agenda for the meeting that she document all her issues in an email and forward to Staff and Council and a response will be sent back to her.

### **3. Agenda:**

2018-231

Torraville/W. Hart

Resolved that the agenda be adopted as presented with the following addition:

7.2 New Councilor Appointment to Committees

Resolution Carried. In favour 8. Against 0.

### **4. Minutes:**

2018-232

S. Hart/Hamlyn

Resolved that the minutes of the regular meeting held on September 25<sup>th</sup>, 2018, Special Meeting held on October 9<sup>th</sup>, 2018 and Special Meeting held on October 24<sup>th</sup>, 2018 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

### **5. Business Arising:**

**October 9<sup>th</sup>, 2018**

- There is a request for Staff to meet with property owner to discuss the demolition permit for 46A Main Street, Tilting. No date has been scheduled for the meeting to date.

**October 24<sup>th</sup>, 2018**

- Update on work on new drainage system at Old Hospital Site. Repairs to the existing drain pipe on the road leading up to the old well are not completed yet. Request is sent in to Department of Municipal Affairs and Environment to use remaining funds for these repairs.



- No cost has been determined yet on the Booster Pump for Fogo Water Supply. Staff will check with Superintendent of Public Works for any inquiries.

## **6. Committee Reports**

### **6.1 Transportation Committee**

A meeting of the Transportation Committee was held in the Council Chambers at 1:30 PM, on October 9<sup>th</sup>, 2018. In attendance were Paul Torraville, Deputy Mayor and Committee Chairperson, Mayor Wayne Collins, Samuel Rowe, Councillor and Committee Member, William Hart, Councillor and Committee Member, Clifford Rowe, Committee Member - Trucking Industry Representative, William Miller, Committee Member – Business Representative, John Greene, Committee Member – Fogo Island Co-operative Representative, Eugene Nippard, Committee Member - Concerned Citizen Representative, Pauline Payne, Committee Member - Shorefast Foundation Representative, Amanda McGrath, Clerk/Manager, Daphne Coles, Executive Administrative Assistant.

Also in attendance were Miranda Maddox, Marine Services Manager and Gregg Cuff, Director of Maintenance and Engineering from Department of Transportation and Works and Derrick Bragg, MHA Fogo Island-Cape Freels

#### **i) Request to leave two Vessels in service**

- Decision was made to remove the Beaumont Hamel from service without any consultation with Committee. Requested to leave the Beaumont Hamel in service for another 2 weeks, request was denied.

- Lewisporte Office could have called or emailed the Town earlier for input, but reality is they cannot make decisions or changes on when the boat comes or goes, they just administer the rules. Statistics did not support leaving the boat for October. In correspondence with the Captain, the Veteran handled all the traffic with the Feile Tilting Festival and all traffic was cleared up by the end of each day.

- Wait time in lineup is longer now and this is unacceptable. Emergency trips for the Veteran delay crossings, especially at night and the first crossing don't leave until late and many people miss important appointments.

- In the process of trying to make accommodations for emergency trips and trying to determine why the ferry is used as the first call service. Would prefer to use the Air Ambulance, waiting on the report from the Health Board.

- Beaumont Hamel should at least be tied up on Fogo Island instead of Lewisporte. Boat has a crew onboard, so why couldn't it be used as an emergency vessel.

- Beaumont Hamel is currently getting maintenance work done in Lewisporte, so she is unable to come to Fogo Island. Will see if it is possible to have the vessel docked at Fogo Island, if she isn't required as a swing vessel elsewhere, once maintenance is done, and possibly have her cover emergency trips.

#### **ii) Winter schedule effective October 16, 2018**

- Apparently crew of the Veteran has been notified of the schedule. No consultation with Committee. Indications are that there will be four trips each day with last trip leaving Farewell at 6:20pm.

- This notice was sent out to workers by the union. Schedule will be the same as last year with 3 long days and committee needs to determine which days is best for travelling public. Long days will still be 4 trips per day.

- Committee would like to see the current schedule remain throughout the fall until early in the New Year. Many residents travel off the island for Christmas shopping and there will be people travelling to the island for Christmas holidays.

- Committee is not satisfied with 4 trips, this will require longer wait times between trips and in line up when people don't get on the boat. Committee is requesting 3 long days with 5 trips per day. Short days being Sunday, Monday, Tuesday and Saturday with the last trip leaving Farewell



at 6:00 PM and long days being Wednesday, Thursday and Friday with the last trip leaving Farewell at 8:00 PM.

- Winter schedule needs to be more consistent. Last years was a nightmare and very confusing with almost every day having a different schedule.
- Both Gregg Cuff and Derrick Bragg will strongly encourage Government to implement the 5<sup>th</sup> trip for the 3 long days. Gregg Cuff will be in St. John's next week and he will confirm with the Committee then.

**iii) Veteran engine replacement and relief vessel**

- The obvious replacement vessel needs to be the Legionnaire. Any other vessel isn't adequate for Fogo Island/Change Islands.
- Currently the replacement vessel is the Beaumont Hamel. Veteran will be taken out of service early January, 2019 and may be out of service for 5 to 6 weeks. Work is being carried out at New Dock in St. Johns and parts will be onsite before the Veteran leaves. Latest inspection shows that there are some damages under the hull that needs to be repaired.
- Government had previously agreed that the Legionnaire would be used as the swing vessel for Fogo Island/Change Islands whenever the Veteran is undergoing repairs, but the vessel would be under the Bell Island union regulations and hours of operation.
- Committee is requesting the Legionnaire as the swing vessel. Using the Beaumont Hamel for both islands is not acceptable. Will need 2 vessels, one for each island, the Beaumont Hamel alone won't be able to handle traffic for both islands, people will be missing important appointments.
- Committee is requesting to be notified by December 1<sup>st</sup>, 2018 of the exact date the Veteran will be leaving for repairs.

**iv) Discussion on 2nd vessel for summer of 2019 and arrival/departure time.**

- This past summer the Beaumont Hamel didn't come into service until mid-July due to Bell Island having trouble with one of their vessels and would not take the Beaumont Hamel away.
- This is too late. Tourism season this year started very early and crab season opens in mid-April, with the Crab Plant in operation.
- Committee is requesting that the 2<sup>nd</sup> vessel for 2019 begin service May 1<sup>st</sup> and remain in service until October 31<sup>st</sup>.
- Staff was advised to email Minister of Transportation and Works to provide information to support the demand for the vessel to be in operation for a duration of 6 months.

**v) Discussion on commitment from Minister Hawkins regarding year around schedule**

- This schedule changed under the administration of Minister Crocker. Why our area is treated differently is difficult to accept and as of now haven't been justified by the present administration.
- Year-round schedule will provide consistency for the travelling public with the same number of trips leaving the same time every day.
- This schedule solved a lot of issues with very few complaints. Fogo Island has seen a down grade in ferry services over the years.
- Schedule was presented to the union and declined due to the extra over-time. Many trips in the winter months with very little traffic.

**vi) Loading at Farewell**

- The Committee has made several requests that a system be implemented whereby traffic arriving will be provided a number with the ticket purchase, regardless as to whether it's FI or CI traffic - "First Come, First Serve".
- This request was discussed this morning with Change Islands and they are not in favour with this process, it will create problems for freight trucks coming to the island and residents getting back from hospital appointments.
- Change Island traffic will then have to be in the lineup the same as Fogo Island traffic.



- Committee is requesting that the “First Come, First Serve” system be implemented, effective the same day as the new winter schedule comes into effect. Will only apply to loading traffic in Farewell as this is where most issues occur, and Fogo Island traffic will need priority when leaving Fogo Island on the first crossing in the morning. This will be a fair system for all.
- Trying to implement this process may require a teleconference call with the Mayors of both islands and Government Officials. Town will be notified if this is required.

**vii) Reduction of deck space reserved for Change Islands from 25% to 15%.**

- We have requested this for the past year or more with no response from Government. There hasn't been any change and no reason provided as to why not.
- Our argument has been to compare population and/or stats with respect to the volume of traffic from FI vs CI. Compare stats from June to August which are the busiest months for both islands.
- The only indication of any response was from the Deputy Minister saying that both issues are being addressed.
- Stats will be reviewed again. Decisions like this affect another community and both communities need to be consulted for input, if they are not in agreement, decision will have to be made by higher levels of Government. It is out of their hands.

**viii) Strict enforcement of 30-minute rule at Fogo Island.**

- Crew make the call to Change Islands 30-minutes before departing Fogo Island to see what traffic is in the line-up and then they leave extra spaces in case more traffic comes to the Change Island line-up before the vessel gets there.
- As a result, vehicles have been left on Fogo Island and when they get to Change Islands there isn't enough traffic to fill the spaces left. This is unfair to Fogo Islanders, especially on the first crossing when people may miss important appointments.
- 30-minute rule not being enforced. Who is responsible to enforce this rule, the Captain or the Wharfinger.

**ix) Review rates from Farewell to Fogo Island compared to Farewell to Change Islands, then Change Islands to Fogo Island. In addition, system at Change Islands continues to allow for users to travel free of charge.**

- Current rate for vehicle and passenger to travel from Farewell to Fogo Island is \$25.50. Farewell to Change Islands is \$10.25 and Change Islands to Fogo Island is \$10.00: combined total of \$20.25 and a difference of \$5.25.
- No debit machine at Change Island terminal, so many people are travelling for free, especially when travelling from Change Islands to Fogo Island.
- Rates are set by the Treasury Board, not sure how this difference was determined. Will do further investigation on the rate system.

**x) The existing requirement to have vehicle being used for travel on vessel left in lineup.**

- Many individuals don't have two vehicles or can't afford a taxi to take them back home after leaving a vehicle in lineup and then to take them back the following morning.
- Many people travelling with small children have to transfer car seats and this can be time consuming.
- Didn't think this was a requirement that was put in place by Government. Rule is on the sign put up by Government that is located at the line-up. Will discuss this further with Management and Government.

**New Business**

**i) Letter from Minor Hockey**

- Emailed request to have one of the late days changed to the weekend, preferably Saturday to accommodate travelling hockey teams.
- It was agreed at the previous meeting to make the request to Marine Services for a late trip on Sunday's when the teams are travelling, as needed.



2018-233

S. Hart/Langdon

Resolved that the Town of Fogo Island send a request to Marine Services to have the late ferry crossing on Thursday changed to Saturday to accommodate Minor Hockey teams travelling and an additional trip be added into the normal schedule on Thursday to offset the dangerous goods crossing.

Resolution Carried. In favour 8. Against 0.

-Staff was directed to send an email to members of the Transportation Committee informing them of this change before request is sent in to Lewisporte Marine Services office.

## **6.2 Tourism, Culture and Heritage Committee**

- No committee meeting held. Report prepared by Director on the following items:

### **i) Applications**

- JCP – Winter 2018 – This program has been applied for since the end of September. Projects included will be to help with community hall rentals, community building cleanliness, as well as some upgrades and maintenance for Town Buildings that the Department of AESL will allow (Currently being reviewed).

- Green Development Project – Aimed at reducing the amount of physical waste heading to our transfer station. Researching different ideas including but not limited to: community composting site.

- Checking into funding opportunities for the MIC wharf and cost estimates.

- Researching MANL operational grants that we may have used in the past.

### **ii) Museum shut-down**

- The aim is to have a more thorough shut-down this year. Focusing on moisture control material being distributed, nets, lobster-pots, other exhibit materials being stored out of the weather.

- Putting away tables, bins, and chairs in each community.

- Maintenance and JCP workers to work with Regional Supervisors to address specific concerns.

- Shoring up the Keefe Stage in Tilting for the fall and winter.

- Sections of Bleak House roof have been patched and tarred, making the leaking less prominent (over the back bedroom). The rebuilt section will be re-shingled in the spring, as temperatures will be more conducive to tarring the wooden shingles to the roof.

### **iii) Trails**

- Work was done recently on the Fogo trails for the first time this summer. While there is more to address in Tilting and Joe Batt's Arm, we've addressed a substantial number of hot spots in those regions.

Upcoming tasks include:

- Brush clearing along most trails outlined in the Phase 1 report, with a focus on Tilting wooded sections before the project ends for the season.

- Substantial rot discovered on a section of Lion's Den Trail, to be addressed by the trail crew.

- Mild onset rot in sections of hand rails on Fogo Trails outlined in Phase 1 report. Being monitored and to be addressed.

- Processing warranty and maintenance on trail equipment that has been purchased in the last year, to have functional equipment for the next season of work.

- Trail project concluded on Thursday, October 25<sup>th</sup>, 2018

### **iv) Budget requests**

- Working on requests based on the needs of the department as well as focusing on the needs of visitors. Balancing these perspectives will ensure everyone gets a little of what they need. We want to be able to run the tourism program well for the island, and for the visitors while attempting to increase the number of return visitors.

-To ensure this the budget should focus on investment in revenue generation, tourism promotional materials, and operational/maintenance needs for the Visitor Information Centre and Museums.

**Noteworthy:** Granite sign has been installed in Eastern Tickle, featuring the family from the "Letters from Eliza" documentary

## **6.2 Recreation and Special Events Committee**

- No committee meeting held. Report prepared by Director on the following items:

### **i) Business Arising from Previous Meeting**

- There has been little response in forming a snowmobile association on Fogo Island. The main snowmobile trails have been marked on a map. A copy has been given to the Town Office and one has been given to the RCMP detachment.
- The Deep Bay Community Committee has an approved site for a playground. A letter has been sent to the Town indicating any other requests needed for approval.
- The swimming pool project is still under review. The engineer has been extremely busy but hopes to have a report soon. The pool committee has not proceeded with any other plans until they see the recommendations and cost associated.
- All stadium rental rates have been adjusted showing a 5% increase.

### **ii) Maintenance Update**

- A site visit was completed on Thursday October 4<sup>th</sup> by Harold Fowler of Core Engineering Inc. In attendance was Mark Penton, Superintendent of Public Works; Colette Wells-Coish, Recreation Director; Lary Roebottom, LGR Electrical (Contractor for Young's Refrigeration); Terry Ford, Stadium Maintenance and two staff members of Young's Refrigeration.
- Progress is going well. The pipes in the header work is complete. The lines have been drained, cleared and the brine removed and put back in. The de-superheaters have been installed.
- The water conditioner should arrive next week. The Director recommends having the new water system in place before any flooding. Our main problem last season was the water condition.
- The electrical work is ongoing, and on schedule.
- Hope to prepare ice on schedule as outlined and see improvements to the ice conditions. There was a conference call with Core Engineering on Friday October 26<sup>th</sup>. A representative from Young's was on site for Monday October 29<sup>th</sup> to help with startup and ice making should begin within a couple days if all goes well. Updates will be provided as new information becomes available.
- There will be an additional exit door installed in the Ice plant as a precaution and a safety concern in case of any ammonia leaks. This has been discussed extensively with Service NL and our engineer. It will not be completed under stadium repair project. This is a requirement and will be possibly contracted out.

### **iii) Programs and Services**

- CEEP funding is approved and will employ as many locals who meet the criteria. A Job Creation Project has been applied for under the Stadium Committee. There are two individuals hired under a program for displaced workers. There is another funding opportunity being applied for under the Wellness Coalition. This information was also shared with other community groups to open opportunities for services and events.
- The Adult Dance on September 29<sup>th</sup> went well. There were 101 sold tickets and a good group of volunteers in attendance. Please note that there is planning in progress to do a Canada Day Dance in 2019.

### **iv) Additional Staff**

- The Director has indicated the need for extra staff. A full-time position is required, can work possibly part - time in the stadium and assist other departments as required. This flex person



would be required to do maintenance, ice cleanings, and attendant duties at the stadium. The Individual would have to be flexible and able to work in any area as needed. The Director's position requires much more time in the office, meetings, training and planning events.

- Council commented that any requests for additional staff should be presented to Management and the Finance Committee for review.

#### **v) Update on School Playground**

- The Director met with the School Principal; the project has gone to tender for the second time and has come back over budget. However, they are planning as usual, but are now seeking the assistance from as many resources as possible to complete this playground for the children.
- Principal is requesting if the Town can help in any way with the site preparations, gravel and pea stone.
- Playground will be open to the Family Resource Center and he is confident it will be open to the public after school hours.
- School has a template of a written agreement that can be put in place between the school and the Town. This would outline who would be responsible for inspections and maintenance during the summer months when school is closed.
- The school will need approximately 220 yards of pea stone which will cost \$7,590.00. This does not cover the delivery cost to Fogo Island. The Director suggest we consider this new information and contribute in anyway if possible, to this new playground area.
- Council feels that this request should come from the School Board in writing. Staff will correspond with the Director.

#### **vi) Other:**

- Events are planned for Halloween, Remembrance Day, Bonfire, and Christmas

#### **Possible 2019 Budget Items for Consideration**

- \*Air Exchanger for Stadium
- \*Rink Boards
- \*Storage shed/ Maintenance Work shop
- \*Stage for events
- \*Replace heaters (originals – florescent lights to LED
- \*Showers to automatic – save water & energy

There will be a cost quote prepared for the above suggestions, and other items will be added as this is to be discussed further.

- Council reviewed list, some of these items can be done by staff and will be reviewed further during budget preparation.

#### **vii) New Business**

##### **Deep Bay Community Committee**

- Requested to Council to supply and spread gravel and pea stone for new playground in community.
- Committee did not supply the amount of materials needed or costs involved.

**2018-234**

**Hamlyn/S. Hart**

Resolved that the request from the Deep Bay Community Committee to supply and spread gravel and pea stone for new playground be referred back to the Recreation Committee for more information on the amount of materials required and the cost associated.

Resolution Carried. In favour 8. Against 0.

#### **6.4 Fire Services and Public Safety**

- No committee meeting held.

##### **i) Fogo Fire Department – Truck**

- Working with Nalcor Representative on having a truck donated from their vehicle fleet.

## **ii) New Fire Chief**

The candidate to be hired was unable to accept the position as offered.

## **6.5 Public Works**

A meeting of the Public Works Committee was held in the Council Chambers on October 22<sup>nd</sup>, 2018 at 4:30 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torrance, Councilor Scottie Hart, Amanda McGrath, Clerk/Manager Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works

The following items were addressed:

### **Monthly Report**

#### **i. Fire Truck Repairs**

- Superintendent has talked with Central Technical Services and the Technician should be here by the third week in November.

#### **ii. Streetlight Request – Freake’s Road, JBA**

- Hydro was out but looked at the poles in Fogo instead of JBA as their work order stated “Town of Fogo”. Will be checking the poles in JBA this week.

### **New Business**

#### **i. Damages to Residents Snow Blower - 12 School Road, Joe Batt’s Arm**

- First letter outlining damages done to snow blower was discussed previously at a council meeting.
- Council decided to defer the letter back to the committee until they receive the price quote.
- Resident submitted costs involved in repairing the snowblower and they were reviewed by the committee.

#### **2018-235**

##### **Rowe/Torrville**

Resolved that the Town of Fogo Island pay 50% of the cost incurred for parts and travel towards the costs of repairs to the snowblower for a total of \$327.45.

Resolution Carried. In favour 6. Against 2. Councilor W. Hart and Councilor Jacobs were against the resolution

#### **ii. Update on Water Issue – 89 Main Street, Fogo**

- Resident has been experiencing high amounts of water in back yard. Public Works has investigated the area for water leaks and didn’t find anything conclusive.
- Work has been done by residents in the area to cover and block drainage areas without permits from the Town.
- Removal letters have been sent to the owners requesting that drainage area be restored to previous state.
- Public Works will continue to monitor.

#### **iii. Tender for New Pick-Up**

- Government Purchasing Agency did not provide a contract this year.
- Tender was issued; closing date was October 23<sup>rd</sup>, 2018 - 2 tenders were received.
- Superintendent emailed results to Committee Members and recommendation to Council to purchase the 2019 Chevrolet Silverado 2500HD 4wd Crew Cab 167" at the tendered price of 49,651.00 plus HST. Tender meets all specs.

#### **2018-236**

##### **Rowe/Torrville**

Resolved that the Town of Fogo Island purchase the 2019 Chevrolet Silverado 2500HD 4wd Crew Cab 167" from Riverhead Motors at tendered cost of 49,651.00 plus HST.

Resolution Carried. In favour 8.



#### **iv. Tender for Delivery of Sand/Salt**

- Tender was awarded to R & K Construction

#### **v. Stadium Update**

- Pressure testing on Ammonia pipes have been completed and no leaks detected.
- Condenser won't be shipped from Ontario until November 19<sup>th</sup>, the Electrical Panel won't be shipped from Ontario until November 9<sup>th</sup>, and both should arrive within a week of being shipped.
- Staff is waiting on price quotes for the hot water tanks.
- Committee requested that Staff set up another conference call with the Engineer, Contractor and Municipal Affairs representative to discuss the stadium project. Teleconference took place on Friday, October 26<sup>th</sup>, 2018.

#### **vi. Quote for JBS Hall Furnace**

- Water pipes for the furnace need to be replaced. The original piping is Ky-tek (orange in color) and is discontinued.
- In the past we have experienced problems with the furnace and the Technician is recommending that this pipe be replaced.
- 2 quotes were obtained.

**2018-237**

**Rowe/S. Hart**

Resolved that the Town of Fogo Island accept quote from Emberley's Contracting for repairs to the furnace at Joe Batt's Arm Community Hall/Fire Hall in the amount of \$3012.10.  
Resolution Carried. In favour 8. Against 0.

#### **vii. Quote for Seldom Pump House**

- Quote was obtained to upgrade the electrical panel to provide generator power during power outages. This will enable the use of one pump.
- Committee is recommending the electrical upgrade for Seldom Pump House to enable generator power for the usage of one pump.
- Committee also requested that Staff obtain a quote to upgrade Tilting Pump House.
- Council discussed the new work to be done at each pump house and requested that the Superintendent obtain further quotes before a decision is made to proceed.

#### **viii. Neck Road, Seldom**

- High volume of water coming down over the road during the rain storm this past weekend, washouts occurred in some areas and a drainage issue on an adjacent resident property.
- Public Works have looked at the area and determined that new residential construction has not provided an adequate water drainage system and water is now coming out over the road.
- Culverts will be needed to divert the water across the road and down along the side of the resident's property adjacent to the side of Neck Road to provide access to the culvert crossing Harbour Drive.
- Staff will further investigate the work to be done.

#### **ix. Capital Works Projects**

- Committee discussed the current buildings that the Town owns, the maintenance and operational costs incurred.
- Some buildings are not being used, thus not providing any revenue to the Town.
- Both garage facilities lack lunch room area and office space, and no bathroom facilities in Fogo Garage.

**2018-238**

**Rowe/Torraville**

Resolved that the Town of Fogo Island proceed with selling and/or issuing expressions of interest for both Town Garages located at 19 Garrison Road, Fogo and 222A Main Road, Joe Batt's Arm and reinvest funds to build a central Town garage and salt shed.

Resolved that the Town of Fogo Island proceed with selling and/or issuing expressions of interest for both Town Garages located at 19 Garrison Road, Fogo and 222A Main Road, Joe Batt's Arm and reinvest funds to build a central Town garage and salt shed.  
Resolution Carried. In favour 8. Against 0.

**x. Snow Clearing in Seldom**

- Equipment is ready. Planning to use the Case Backhoe for snow clearing as last year and the new International Sander Truck for sanding.
- Plan to hire additional staff to help with snow clearing, if required.
- Requesting to budget for a new Sander Truck like the International Truck in 2019 budget and will be placed in Seldom as well when we get it.

**2018-239**

**Torraville/S. Hart**

Resolved that the Town of Fogo Island proceed with purchasing new winter tires for the Case Backhoe for snow clearing.

Resolution Carried. In favour 8. Against 0.

**xi. Staff Hiring**

- Interviews have been completed.

- ❖ Councilor Rowe left the council meeting at 8:50 PM due to conflict of interest and Councilor Scottie Hart took over as Chairperson of the Committee.

**2018-240**

**Torraville/S. Hart**

Resolved to enter a privileged meeting from 8:51 PM to 8:55 PM.

Resolution Carried. In favour 7. Against 0.

- Members in the gallery were asked to leave the meeting during this time

**2018-241**

**S. Hart/Torraville**

Resolved that the Town of Fogo Island hire Rick Holmes as Mechanic/Maintenance Worker.

Resolution Carried. In favour 7. Against 0.

- ❖ Councilor Rowe returned to the meeting at 8:56 PM.

**xii) New Business**

- Komatsu Loader is having mechanical problems and displaying codes on the dashboard again, same as it did last year.
- Requested that the Superintendent of Public Works evaluate and assess the equipment fleet and make recommendations for the 2019 budget.

**6.6 Policy and Human Resources**

- No committee meeting held.

**6.7 Finance**

A meeting of the Finance Committee was held in the Council Chambers on October 24, 2018 at 4:00 PM, on the above date. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

**i) New Business / Correspondence  
Financial Reports**



- A review was completed of the financial reports: Accounts receivable, accounts payable and bank balances.

**2018-242**

**Hamlyn/W. Hart**

Resolved that the Town of Fogo Island accept the financial reports as of September 30<sup>th</sup>, 2018 Resolution Carried. In favour 8. Against 0.

- Staff was requested to provide Council with information pertaining to the operations of the Stadium for 2017 and 2018 to date and to check amounts on the Gas Tax funding.

**Approval of Invoice(s)**

**2018-243**

**Hamlyn/Jacobs**

Resolved that the Town of Fogo Island approve payment of invoice Number 908 in the amount of \$14,490 HST included to King's Construction for delivery of stone for road maintenance.

Resolution Carried. In favour 8. Against 0.

## **ii) 2019 Budget Discussion**

### **Property Tax Discount's**

- Committee members discussed different options for property tax discounts and completed a review on the practices of other towns.

- It was agreed to pursue the idea of offering a 10% discount to all individuals with the following stipulations: All prior year's taxes, including Water and Sewer Tax must be paid in full; Current property taxes must be paid by May 31st of current tax year; Applies to one property within the Town, in which the resident lives: permanent place of residence.

### **Taxation of Remote Cabin's**

- This option of generating revenue at a possible minimum charge of \$50 will be explored.

### **Curb stop on/off Fee**

- Some residents have stated that the fees are too high and have suggested to remove the charge completely or reduce the amounts.

- Different options were discussed and Committee members felt to keep the fees in place.

### **Property Assessments and Tax Rates**

- Property assessments have increased; values are calculated using the properties physical characteristics and property sales.

- On Fogo Island the sale of properties has increased over the past number of years and the sale prices have dramatically increased, which has contributed to the increase in assessed values.

- The mill rate will be considered when preparing the budget.

## **7. Administration**

### **7.1 6A Country Road, Fogo**

- Staff presented information to Council regarding a property issue concerning blocking the right of way to resident's property in respect to approving a crown lands application. Adjacent property owner has acquired a portion of the Town's bi-road blocking access to resident's property.

- Crown Lands map provided with the application in 2011 shows that the land applied is on the opposite side of the property that is blocking his right of way.

- Staff is investigating with Crown Lands how the resident obtained ownership off Town owned property without any approval from the town.

### **7.2 New Councillor Appointment to Committees**

- Councillor Langdon was appointed by the Mayor to sit on the Tourism and Heritage Committee and the Finance Committee.

## **8. Correspondence**

### **8.1 Firemen's Banquet – Seldom-Little Seldom Fire Station - November 17<sup>th</sup>, 2018**

- Invitation for 1 member of Council and guest to attend Firemen's Banquet. RSVP date is October 26<sup>th</sup>, 2018.
- Councilor William Hart and guest will attend the banquet and speak on behalf of the town.

### **8.2 Firemen's Banquet – JBS Fire Station - December 1<sup>st</sup>, 2018**

- Invitation for 2 members of Council and guests to attend Firemen's Banquet. RSVP date is October 26<sup>th</sup>, 2018.
- Deputy Mayor Torraville and Councilor Hamlyn will attend the banquet.

### **8.3 Letter – Parish of Fogo Island West**

- Letter was addressed by Council.
- Letter is written on behalf of the Deep Bay Community Committee regarding taxes being charged to the property at Town Hall Road, Deep Bay as this is a not-for-profit organization. Most of the fundraising proceeds is donated to the church and the building is used by the church for its many functions.
- Original Transfer plan provided an exemption from property taxes as stated in minutes of Regular Council Meeting held on July 31<sup>st</sup>, 2017, resolution #2017-199. Tax exemption was later removed in the Regular Council Meeting held on December 20<sup>th</sup>, 2017, resolution #2017-320. Councilors had concerns that if an exemption was being granted for a non-profit that isn't a church and exempted by the Municipalities Act, then a precedent would be set that other non-profits would expect the same treatment.

❖ Councillor Scottie Hart left the meeting at 9:44 PM due to conflict of interest.

- The Committee has acquired a bar license for the building.
- Other businesses on the island hold a bar license and are being taxed. The Committee holds fundraisers and events that are in competition with those businesses. Other businesses will expect to be exempt from taxes as well.

❖ Councillor Scottie Hart returned to the meeting at 9:45 PM

- Requesting a meeting with Council and the Deep Bay Community Committee to discuss the issues for early November.
- Council requested Staff to contact the Parish and offer the opportunity to attend the next council meeting to speak on their concerns.

### **8.4 Letter – Hon. Andrew Parsons – Fogo Dumping Station**

- Letter was addressed by Council. Copy of letter sent to Mr. Bailey and Mr. Walbourne in response to their letter to Premier Ball regarding issues with Fogo Dumping Station.
- Council requested that Staff correspond with Mr. Bailey and Mr. Walbourne to keep them updated on any future decisions regarding work to be done on the dumping station.

### **8.5 Circular – Dept of Municipal Affairs & Environment – 2019-20 MCW & Cost-Sharing Program Applications**

- Letter was addressed by Council.
- Deadline to submit applications is December 21<sup>st</sup>, 2018. No applications have been sent in yet.
- Cost-shared ratios for the Municipal Capital Works and Multi-Year Capital Works programs vary based upon project categories and population.
- New cost-shared ratios have been introduced for new municipal roads and community centre projects under the Investing in Canada Infrastructure Program. Cost share ratios for this new program vary by program stream, population and other criteria.



## **8.6 Letter – Dept of Municipal Affairs & Environment – 2018-19 MCW Applications**

- Letter was addressed by Council.
- No Municipal Capital Works applications for 2018 from the Town were approved.

## **9. New Business**

### **9.1 Letter – 84A North Shore Road, Fogo**

- At a previous council meeting held on May 29<sup>th</sup>, 2018 it was decided to exempt water and sewer taxes on the property beginning January 2018, resolution # 2018-129.
- Owner is requesting that the property be exempt from 2017 water and sewer taxes plus applicable interest charged to the account.

2018-244

Jacobs/S. Hart

Resolved that the property located at 84A North Shore Road be exempt from 2017 water and sewer taxes and associated interest charges, with the following stipulation that all outstanding property taxes and associated interest must be paid in full prior to receiving the exemption. Further resolved that failure to pay your property taxes and associated interest will void any exemptions and no other exemptions will apply.

Resolution Carried. In favour 8. Against 0.

### **9.2 Letter – Fogo Island Co-op**

- Co-op will be holding their annual Co-op Day Skate on December 2<sup>nd</sup>, 2018 at the Iceberg Arena and they are requesting a donation from the Town for the event.
- Council agreed to waive the fee for ice time during the event and advised Staff to prepare a promotional package from the Town with items that have the Town Logo like Town Flags, Lapel Pins, Writing Pens and Flash Drives.

### **9.3 Capital Works Applications – Priority List**

- Council reviewed the application list from previous years and other issues that have arose in the past year that need funding.
- The following priority list was recommended for this years Municipal Capital Works applications:
  1. New Town Building.
    - Start new building. Request meeting with Stantec to discuss report. Council can be available in the next week to have a meeting.
  2. Barr'd Island Water and Sewer – Phase 3
  3. Fogo Water Study
    - Engage Engineering Services for study on clean and safe drinking water and providing adequate water pressure to residents of community.
  4. Additional Funding for PDWU at Fogo Island Central
  5. Stag Harbour Water and Sewer
- Costs of projects to be determined.

## **10. Date of Next Regular Meeting:**

Privileged Meeting – November 27<sup>th</sup>, 2018 at 6:30 PM (If required)

Regular Meeting – November 27<sup>th</sup>, 2018 at 7:00 PM

## **11. Adjournment:**

2018-245

Jacobs

Resolved the meeting be adjourned at 10:27 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor



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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Barbara Jacobs  
Councillor Samuel Rowe  
Councillor Tracey Hart

Deputy Mayor Paul Torraville  
Councillor Janet Langdon (Via Telephone)  
Councillor Scottie Hart  
Councillor William Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Councillor Sheldon Hamlyn

**1. Call to Order:**

Mayor Collins called the meeting to order at 7:11 PM and welcomed everyone.

**2. Delegations**

**2.1 Reverend Kenneth Abbott/Deep Bay Community Committee**

- In attendance was Reverend Abbott, Eugene Nippard Chairperson, Joan Coles Secretary and Irene Nippard Committee Member.
- Reverend Abbott opened the discussion by thanking council members for their work on council and helping to return the Community Hall to residents of Deep Bay. The hall is a benefit to both the residents and the Anglican Church.
- The Good Shepherd Church was initially to take over the hall, however the Diocese would not approve taking over another building, thus the Deep Bay Community Committee was formed on behalf of the residents from the community and the church.
- Eugene Nippard was appointed as spokesperson for the committee.
- Mr. Nippard gave a brief overview of all the meetings and correspondence with previous council and staff that lead up to taking over the Community Hall in Deep Bay.
- The Committee also requested to take over The Old School House with the Hall. Old School has historical value to the community as it was the first school in the community, was used as a church when the first church burned down and later used for the Volunteer Fire Department.
- Committee's main concern is that in the initial agreement with Council they were to be exempt from paying Town taxes that was later revoked and then received invoices for both Commercial Property Tax and Business Tax - Bar. This is a heavy burden as the committee is not-for-profit and fundraising goes towards the church and upkeep of the building with over \$6000 being donated to the church to date. Church gatherings for baptisms, confirmation, and funerals also take place at the hall.
- Staff informed the committee that the Food Establishment/Bar taxes are due to the building being a licensed bar, not the selling of food. This is a grouped category in the budget for business taxes. The Municipalities Act only allows for church owned properties can be exempt from paying property taxes.
- Council requested a copy of Mr. Nippard's notes on all the meetings and correspondence that had taken place with the previous council representatives and staff. Committee Secretary will prepare the notes and forward to Town Staff.
- Council thanked the Committee for coming to the meeting and their concerns will be reviewed.

**3. Agenda:**

2018-246

Torraville/T. Hart

Resolved that the agenda be adopted as presented with the following additions:

6.1 Request for late ferry crossing – Fogo Island Minor Hockey



9.1 Meeting in St. John's with Government Officials  
Resolution Carried. In favour 8. Against 0.

#### **4. Minutes:**

2018-247

W. Hart/S. Hart

Resolved that the minutes of the regular meeting held on October 30<sup>th</sup>, 2018, be adopted as presented.

Resolution Carried. In favour 8. Against 0.

#### **5. Business Arising:**

##### **5.1 Resolution for 2019 Municipal Capital Work Priority List**

- No resolution was passed for acceptance at last meeting.

2018-248

Jacobs/W. Hart

Resolved that the Town of Fogo Island accept and apply for Municipal Capital Works Funding for 2019 under the following priority list with costs of projects to be determined later in the application process.

1. New Town Building.
2. Barr'd Island Water and Sewer – Phase 3
3. Fogo Water Study - Engage Engineering Services for study on clean and safe drinking water and providing adequate water pressure to residents of community.
4. Additional Funding for PDWU at Fogo Island Central
5. Stag Harbour Water and Sewer

Resolution Carried. In favour 8. Against 0.

##### **5.2 Town Municipal Plan – Amendment #1 – Mineral Workings**

- Notice of amendment was advertised in the Central Voice for 2 weeks and on the Town web page. Received 9 submissions.
- Date for public hearing is set for January 15<sup>th</sup>, 2019. Time and place to be determined.
- Council recommended having the Consultant review the submissions for recommendations before the public hearing.

#### **6. Committee Reports**

##### **6.1 Transportation Committee**

- No meeting was held.
- Teleconference meeting with Miranda Maddox, Regional Marine Services Manager and Gregg Cuff, Director of Maintenance and Engineering is set up for Wednesday, December 5<sup>th</sup>, 2018 at 10:00 AM for an update on ferry services.

##### **i. Request for late ferry crossing – Fogo Island Minor Hockey**

- There is a hockey tournament at Harbour Breton this weekend, in which one of Fogo Island's minor hockey teams will be participating. They will not be able to make the 6:00PM crossing on Sunday evening, December 2<sup>nd</sup>, due to time constraints. In addition, there are also 8 individuals participating in a 2-line hockey tournament in Lewisporte this weekend, and again due to time constraints most will not be able to make the 6:00PM crossing.
- Requesting to have an extra late crossing be added for Sunday, December 2<sup>nd</sup>, at 8:00 PM.
- Council advised Staff to email Marine Services in Lewisporte with this request. If there isn't a favourable response by Thursday, to further contact John Baker, ADM Transportation and Works for approval.

##### **6.2 Tourism, Culture and Heritage Committee**

A meeting of the Tourism Committee was held in the Council Chambers at 6:30 p.m. – 7:30 p.m., on November 13<sup>th</sup>, 2018. The meeting was chaired by Councillor Langdon and others in



attendance were Councillor Hamlyn, Councillor Tracy Hart, Nick Wells the Director of Tourism, Culture and Heritage and Amanda McGrath the Clerk/Town Manager.

The following items were addressed:

**i. Request for Proposal – Marine Information Centre Wharf**

- Engineering Study was done on the wharf 2 years ago by Department of Fisheries and Oceans, however the work hasn't been completed.
- Request for Proposal was sent out to look for a suitable company to perform the work, and to procure another quote for the work based on this report. Work would ideally start spring or early summer, World Ocean's Day would likely be impacted, as safety is paramount.

**ii. Tourism Season 2019 Strategy**

- The Tourism strategy was presented to the Tourism Committee. The strategy focuses on laying the foundation for a sustainable tourism program on Fogo Island, for the benefit of Fogo Islanders. The strategy was well received, but the committee unanimously decided to sit on the strategy for one month and discuss it once more before moving to officially support.

**iii. Minister for Tourism and Transportation representative for the region**

- Minister for Tourism for the Federal Government is travelling across country to help promote a new nationwide tourism strategy. As Canada has dropped from 7<sup>th</sup> to 17<sup>th</sup> on the list for most visited countries. The department has reached out to the Honourable Minister's Office, as well as MP Scott Simms' office to facilitate a visit. Additionally, other partners on the Island are pursuing the same goal, which is altogether promising. Updates will be provided as they come in.
- Transportation representative for the region will be contacted regarding the ferry's role in tourism over the coming weeks and months leading into the tourism season.

**6.3 Recreation and Special Events Committee**

A meeting of the Recreation and Special Events Committee was held in the stadium meeting room on November 13<sup>th</sup>, 2018 at 7:30 p.m. In attendance were Councilor Tracey Hart, Chair Councilor Scottie Hart, Councilor William Hart, Colette Wells-Coish, Recreation Director and Amanda McGrath, Clerk/Town Manager.

The following items were addressed:

**i. Business Arising - Last Month's Report.**

- Letter sent to the School Administration regarding the request for the new playground.
- Director was speaking with School Principal today and he is unable to provide a letter as the School Board delegates such issues to the individual schools. The School had to retender for the installation of the playground equipment, so this is delayed now until the Spring.
- Director is recommending that if the Town wants to be able to use the playground for public use during the summer that there should be a contribution made from the Town.

**2018-249**

**Torraville/Rowe**

Resolved that the Town of Fogo Island contribute \$10,000.00 to the School Playground with a written agreement that the Town be permitted to use the playground for public use during the summer months when school is closed, and the playground be completed by the beginning of the summer season 2019.

Resolution Carried. In favour 8. Against 0.

- Deep Bay Community Committee has been contacted regarding their proposed playground area to find out the amount of gravel and pea stone they require.
- A list of items for the budget is being prepared and will be forwarded to the Clerk/Town Manager.



#### ii. Maintenance Update:

- New stadium upgrades are showing positive results. The water softener has improved the ice condition. Salt is being added as needed to the system. This is being recorded to determine how much we are using on a weekly basis. The system is now operating on an automatic temperature control system. This set up requires our brine pump to operate continuously.
- The new condenser and panel are due to be shipped later this month.
- The additional exit door in the ice plant will be installed soon, as an additional safety measure. All permits are now in place to proceed with this work.
- Other repairs being done around the building as needed.

#### iii. Programs and Services

- The Halloween pumpkin carving at the Visitor Information Centre went well. Refreshments were served, and participants dressed for Halloween. Prizes were donated by the Bangbelly café.
- During Fire prevention week, Fire Departments gathered in the arena parking lot and did a demonstration for families with food provided. This was a great event.
- Canada Day application is being done, it has been discussed for possibly an adult dance for that weekend next year.
- The CEEP project has started, with cleaning and minor repairs being done in various community buildings.
- An application has been submitted to the Central Wellness Coalition for funding for social activities.
- Remembrance Day just passed, this required a lot of planning and organizing with many groups and individuals involved.
- Christmas Craft fair is scheduled for December 1<sup>st</sup>.
- There will be a Senior's Social planned, as well as our annual free Christmas Skate and Tree Lighting ceremony, dates to be announced.
- Teddy Bear and Mitten Toss hockey game will be scheduled for before Christmas, all mittens and bears are donated to the Salvation Army. It was suggested to have an adult game this year rather than school age kids.

#### iv. Other

- There will be a daily operating schedule prepared once all groups and time slots have been confirmed. There is plans to offer skating passes this season, individual and senior passes, and some different ideas for skating slots.
- Skate sharpener is now set up at the Stadium.
- Locals have inquired about having a market for vendors and use the stadium common room or another space inside the stadium when available. This is being explored to provide additional services for those interested. It will not interfere with other activities taking place at the stadium. It was suggested we call this a Community Market. This would involve a rental fee for each vendor at \$20.00 per day.
- Interest has been expressed in placing a Skate Board Park in the central area. This is being discussed. An estimated quote will be forwarded and requested in the budget process.
- The Rangers are introducing Junior Rangers to Fogo Island. The Director feels the Town should offer support to this group.
- An additional staff member was discussed to assist with scheduled time at the stadium and be available to assist in other departments as needed. This is being discussed further and will be identified in the budget process.
- Interest has been expressed from a couple of residents to help with after school programs with the youth. There are areas where funding is available for community centers and youth services. The Director asked that they put their ideas in a written proposal for review.

### 6.4 Fire Services and Public Safety

- No meeting was held.



- Deputy Mayor has been in contact with Mr. Earl Ludlow of Nalcor, he is checking on getting a truck for Fogo Fire Station.
- A Candidate was offered the Fire Chief position, however the candidate did not accept the terms of employment. Remaining interviews have been completed. Committee needs to further discuss before a recommendation is made.

## **6.5 Public Works**

A meeting of the Public Works Committee was held in the Council Chambers on November 19<sup>th</sup>, 2018 at 4:30 PM. The following were present, Councilor Samuel Rowe, Chair, Deputy Mayor, Paul Torrance, Councilor Scottie Hart, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works. Absent from meeting was Amanda McGrath – Clerk/Town Manager

The following items were addressed:

### **Review of Previous Meeting Minutes**

#### **i. Update on PWDU Systems**

- Letter has been sent to Department of Municipal Affairs and Environment requesting to combine funds to install the system in Seldom by the chlorine booster station.
- To date there hasn't been any response from Crown Lands or Municipal Affairs and Environment.

#### **ii. Fire Truck Repairs**

- Technician from Central Technical Services is on the island today working on both trucks.

#### **iii. Snow Clearing in Seldom**

- Will be using Case Backhoe for snow clearing. The Superintendent is working on getting price quotes from Madsen Equipment and MNL Tire Program for new winter tires for the Backhoe.

### **Monthly Report**

#### **i. Damages to Residents Snow Blower - 12 School Road, Joe Batt's Arm**

- Resident contacted the Superintendent and expressed his disapproval in the decision to pay half of the repairs incurred on his snow blower. Truck was well in his driveway causing damage to road and resulted in the damage to the snow blower. He would like council to reconsider the decision. Councillors were in agreement that they would not reconsider their decision.

#### **ii. Update on Water Issue – 89 Main Street, Fogo**

- Superintendent had a Contractor onsite last week to remove the material blocking the culvert and two ditches were dug to allow for flow of water. This will be at the cost of the homeowner as this work was done without a permit and they did not adhere to the Removal Order that was previously sent out.
- Property owner was in again and his basement flooded on the weekend, having to get the Fire Department to come and pump out the water to avoid excessive damages.
- Public Works further plans to install an extension on the current culvert to help redirect the water as there is blast rock leading down to the existing culvert slowing the water flow. This should greatly improve the situation in that area.

#### **iii. New Pickup**

- The truck is ordered and should be here in early February.
- Committee is requesting that the Superintendent use this truck and the 2012 GMC Sierra be used by Public Works Staff.

#### **iv. Salt and Sand**

Salt/Sand has been awarded and some has been delivered to Fogo and JBS garages.



**v. Stadium Update.**

- Condenser is shipped from States today, it should arrive at Young's Industrial in approximately ten days. It will be assembled there before being shipped out to stadium. Contractor will coordinate installation, so it can be installed in the least amount of time.
- New alarm system will be shipped tomorrow and installed as early as possible,
- Waiting on brine results and all directives should be completed when Inspector arrives again.
- Painting of the engine room is in progress.

**vi. JBS hall**

The work on the water pipes has been completed by Emberley's Contracting.

**vii. Neck Road, Seldom**

- Ditching is done down along by the side of the road. The culverts for the road are on the Island but with the storm last week and the snowy weather they are not installed yet. This should solve the water drainage problem.
- Old wrecks and wood have been removed.

**viii. Quote for Seldom Pump House**

- Still in progress, Electricians have been contacted and Superintendent is waiting on price quotes.

**ix. New Hire**

- Rick Holmes has accepted the position and started work on November 13<sup>th</sup>, 2018.

**New Business**

**i. BioMaxx Update**

- Superintendent has been in contact with BioMaxx.
- Department of Environment is still in the review process from the data collected in all communities and until this is done the Town will have to continue to monitor flow at the outfalls that are over the daily limits to avoid any legal implications.

**ii. Water Issue – 13 Bryan's Road, Fogo**

- With the excessive amounts of rainfall several weeks ago, a resident had their basement flooded.
- The old culvert at the end of Bryan's Road coming from Foster's Pond was collapsed, workers removed the culvert and trenched out the existing drain at that time to prevent further flooding.
- New culvert will be installed and drain will be trenched down to the ocean.

**iii. Update on New Garage**

- Superintendent is working on getting quotes on prefabricated steel buildings. Nothing has started with the process of selling the 2 garages, hope to begin once we have some definite quotes for the new building.
- New garage and salt shed will be located at the centre of the island near the existing Town Office as we already have ownership of the land.
- Committee recommends the Town engage an Engineering Firm to develop and submit to the Department of Environment for approval, drawings for the new septic system design at the location of the existing Town Office for the new garage and include the new Town Building in that design as well.
- Consultant from Stantec is meeting with Council on Friday, December 7<sup>th</sup>, 2018 to further discuss the Fire Services Report and the location for the new town buildings. Council will defer and discuss this recommendation with Stantec.
- Council also advised Staff to proceed with getting appraisals on Town buildings for resale values. Contact a Real Estate Company to see if they do appraisals and their cost along with other Appraisal Companies.



- After appraisals are complete, Expressions of Interest for the properties may be advertised.

#### **iv. Tilting Pump House – Pump Issue**

- One of the pumps is making a loud noise, pump may be broken and need to be replaced. Workers will be removing the pump from the wet well in the next week for inspection.
- After the power outages in the last week, one of the residents experienced a lot of air pressure on the water lines in his house, workers had to turn on the fire hydrant in the area to release the air and get the water coming through the system. This process may have to be continued in future power outages to prevent damages to resident's water lines.

#### **v. Intersection at Sargent's Cove Road, Fogo**

- Traffic is not stopping at the intersection of Sargent's Cove Road and North Shore Road.
- White line needs to be painted on the pavement at the "Stop Sign" on Sargent's Cove Road.
- This is a safety issue and a vehicle accident could take place.
- Superintendent will check the area and ensure that this is done.

#### **vi. 6 Penton's Road, Joe Batt's Arm**

- While snow clearing on Penton's Road on the weekend, the truck hit the hydro wires leading to the resident's home and meter box was torn off the house causing the resident to lose power. This has never happened before. When Workers from Department of Transportation and Works went to work at 4:00 AM they did not hit the hydro lines with their equipment, so the power lines must have dropped after that time.
- Superintendent checked the area, called in Hydro to disconnect the wires and an Electrician to do the repairs. Power was restored to the resident later in the afternoon.
- Superintendent talked with Hydro at the time and they are not sure who will be responsible for the repairs, a claim will be sent to Hydro once the invoice is received from the Electrician.

### **6.6 Policy and Human Resources**

A meeting of the Policy and Human Resources Committee was held in the Council Chambers on **November 6, 2018** at 4:00 PM. In attendance were Committee Chair, Councilor Barbara Jacobs, Councilor Sheldon Hamlyn and Amanda McGrath, Clerk/Town Manager. Councilor Scottie Hart was absent.

The following items were discussed:

#### **i) Authority to Issue Council Orders**

- Currently Daphne Coles and Amanda McGrath are authorized to issue orders under their previous job titles along with former employees, therefore the authority to issue Council orders needs to be updated.

**2018-250**

**Jacobs/S. Hart**

Resolved that Mark Penton, Superintendent, Public Works; along with Daphne Coles, Executive Administrative Assistant and Amanda McGrath, Clerk/Town Manager be given the authority to issue Council orders under section 404 of the Municipalities Act, 1999 for the Town of Fogo Island.

Resolution Carried. In favour 8. Against 0.

#### **ii) Purchasing Policy**

- The Committee members reviewed the Purchasing Policy and agreed that it needs to be updated as some employee titles have changed. The Public Procurement Act was recently introduced which replace the Public Tending Act, therefore a complete review of the policy needs to be completed.



2018-251

Jacobs/S. Hart

Resolved that in the interim to change the approval spending limit authorities:

- Level 1 Clerk/Town Manager  
Up to \$10,000 (plus HST)
- Level 2 Superintendent, Public Works  
Up to \$5,000 (plus HST)
- Level 3 Other Department Heads  
Up to \$1,000 (plus HST)

Resolution Carried. In favour 8. Against 0.

**iii) Christmas - Office Closure Dates**

- ❖ Deputy Mayor Torrville left the meeting at 8:57PM due to conflict of interest.

- As per the Office/Workplace Coverage Policy, this year the Town office would be closed on December 24 and 31. Staff indicated that they would rather open on December 24 and close the office on the 27<sup>th</sup> and 28<sup>th</sup>. It was noted that December 25, 26, and January 1 are statutory holidays.

- Council agreed that the office could open on the 24<sup>th</sup> until 1:00 PM and could be closed on the 27<sup>th</sup> or 28<sup>th</sup>, provided staff take vacation time. Management will discuss with staff further.

- ❖ Deputy Mayor Torrville returned to the meeting at 9:01PM.

**iv) Staff / Councilor Relations**

Committee members discussed Staff/Councillor relations and wanted to bring the following to the attention of Councillor's;

i. Councilor interference with day to day operations should not be taking place. Staff are becoming stressed, undervalued, questioned, and feeling inadequate. A lot of staff time is being wasted, trying to find answers to questions and issues that have been resolved and/or dealt with, or discussed and agreed upon earlier.

ii. Staff being questioned on their work, their decisions and their authority; this is very bad for staff morale. If Council feels that staff are not performing their work adequately, it would be prudent to address it in an appropriate manner, not during a public meeting and more importantly not discussing HR matters in public. Individual Councilors could be opening themselves to legal action.

iii. Rumors and Assumptions – Councilors should not accept rumors and assumption from the public as fact, they should ask staff and Council for clarification, so it can be addressed.

iv. Conflict of Interest – Any and all interactions both inside and outside Council chambers are considered in conflict of interest. Outside includes speaking on the telephone, in person and via email. If the Councilor is in Conflict of interest inside the Council Chambers, he/she is in conflict during all discussions.

V. Individual Councilors are not permitted to direct staff, it is Council as a whole, who directs staff.

vi. Councilors should ensure that they are prepared, they should ensure that they have reviewed and read the meeting package, prior to a meeting. If they have any questions, it can be directed to staff/Council for clarification prior to the meeting.

vii. Human Resources issues should be brought to staff and/or the HR Committee.

Management asked that if Council has an issue with an individual staff member to bring it to their attention for it to be corrected, not wait until a situation is out of control.

- During major storms and/or power outages when issues arise many residents contact members of Council for information. To follow up on the concern, Councillors then call Staff for information, especially if cell phones and internet are out of service.
- Council advised Staff that during major storms or power outages there should be a reporting system organized to inform everyone of any major issues that arise.

**v) Maximum Meeting Time**

**2018-252**

**Jacobs/Langdon**

Resolved that the maximum meeting should be 2 ½ hours and all other items on the agenda be deferred.

Resolution Carried. In favour 8. Against 0.

**vi) International Institute of Municipal Clerks Membership and Certifications**

The Clerk/Town Manager asked Councils approval to become a member of the International Institute of Municipal Clerks to work towards Certified Municipal Clerk and Master Municipal Clerk Designations.

Founded in 1947 the International Institute of Municipal Clerks is the leading professional nonprofit association of Municipal Clerks, Secretaries and Records from cities and towns around the world.

IIMC sponsors continuing education programs, engages in research on common problems, and fosters a spirit of mutual assistance and good fellowship among Clerks everywhere. Its 10,000 members represent municipalities with less than 2,500 to more than 10 million people.

Benefits of Membership: Municipal Clerks are continually asked to produce more with less. There are always too many questions and not enough answers. IIMC is a Source for educational programs, technical support, resources and publications. Membership opens many doors:

☐ Networking ☐ Resource Center ☐ Publications ☐ Education ☐ Professional Support ☐ Certification Programs ☐ Advanced Academy ☐ Annual Conference

IIMC helps you find solutions to everyday problems, enhance critical professional skills and improve your performance at work. As a member, you and your municipality can rely on IIMC to help you become more efficient and productive.

- Full Member - Population up to 20,000 is \$170

**2018-253**

**Jacobs/S. Hart**

Resolved that the Town of Fogo Island become members of IIMC and that the Clerk/ Town Manager register work towards Certified Municipal Clerk and Master Municipal Clerk Designations.

Resolution Carried. In favour 8. Against 0.

**6.7 Finance**

- No meeting was held.
- Finance reports were reviewed.

**2018-254**

**Jacobs/W. Hart**

Resolved that the Town of Fogo Island accept the Finance Reports for October as presented.

Resolution Carried. In favour 8. Against 0.



## **7. Administration**

### **7.1 Letter – Benedict & Julianne Adams**

- Resident has claimed ownership of a parcel of land on the southside of Joe Batt's Arm leading out to Ethridge's Point that is between the Fogo Island Co-op Shed and the JBS Ballfield/Festival Grounds. Area claimed is over a Town road and is blocking access to homes in the area, an Artist Studio owned by the Shorefast Foundation and Municipal Property/Assets including the Softball Field, Playground, Festival Site and hiking trail. They are requesting that the 2 structures belonging to the JBS Recreation Committee that are used for Ticket Booths during the festival be removed as they are on his land.
- Much of the existing shoreline has been filled in over the past few years by the Town and the Fogo Island Co-op/DFO.

2018-255

Torraville/Langdon

Resolved that the Town of Fogo Island submit an objection letter to Crown Lands opposing the application submitted by Mr. Adams. Further resolved to contact the Town Lawyer and write letter to Mr. Adams advising that the Town has submitted an objection to Crown Lands and is soliciting its legal team for advice.

Resolution Carried. In favour 8. Against 0.

## **8. Correspondence**

### **8.1 Letter – Fire Services Commissioner – Derek Simmons**

- Letter was addressed by Council.
- Request for financial assistance to purchase a new cutter and hose for the Jaws Of Life has been denied.
- Staff was advised to obtain an updated price quote on the equipment and write a letter to all Fire Stations suggesting that they organize a fundraiser to pay for the equipment or cost-share the price based on community population. Town is willing to participate in the cost-shared ratio.

### **8.2 Letter – 660 Main Road, Shoal Bay**

- Spring of 2012 property owners had their basement flooded, they requested the help of the Fire Departments in pumping out their basement and their request was refused. They recently noticed that a resident in their area experienced flooding and the Fire Department aided in pumping out the basement.
- Inquiring if the policy has been changed since 2012 and if other residents can avail of this service.
- Staff was advised to respond to letter informing them that the policy has changed, and any resident can avail of this service from their local Fire Station.

### **8.3 Letter – Shorefast Foundation – Trademark Process**

- Letter was addressed by Council.
- Staff has responded by email advising Shorefast to proceed with their lawyer to prepare the application for the "Official Mark" to protect the name "Fogo Island" on behalf of the Fogo Island Economic Development Partnership.

### **8.4 Central Newfoundland Waste Management – Tipping Fee Schedule, 2019**

- Letter was addressed by Council.
- There is an increase in the collection fees from \$79.00 to \$81.00 per household. No increase in the tipping fees for 2019.

## **9. New Business**

### **9.1 Meeting in St. John's with Government Officials**

- Meeting scheduled for Monday December 3<sup>rd</sup> at 10:00 AM at the Confederation Building in St. John's for members of Council and Staff to meet with Minister Graham Letto, Department of Municipal Affairs and Environment and Minister Steve Crocker, Department of Transportation.

**10. Date of Next Regular Meeting:**

Privileged Meeting – December 18<sup>th</sup>, 2018 at 6:30 PM (If required)

Regular Meeting – December 18<sup>th</sup>, 2018 at 7:00 PM

**11. Adjournment:**

2018-256

W. Hart

Resolved the meeting be adjourned at 9:54 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor





A Meeting was held on the above date at 1:30 PM with the following in attendance:

**Councillors Present:**

Mayor Wayne Collins  
Councillor Sheldon Hamlyn  
Councillor William Hart

Councillor Samuel Rowe  
Councillor Tracey Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Deputy Mayor Paul Torraville  
Councillor Janet Langdon

Councillor Barbara Jacobs  
Councillor Scottie Hart

**Also Present:**

Nick Herder, Stantec Architecture Inc

**Call to Order:**

Mayor Collins welcomed everyone to the meeting and introductions were done.

**Review of Stantec Report:**

- Initial purpose of the report was to provide development plans to accommodate 3 Town buildings: Town Hall, Community Hall and Fire Hall and determine possible central site location.
- The Fire Services Report prepared by Emergency Management Training Inc recommended 3 Fire Stations: Joe Batt's Arm, Fogo and Seldom. The report further addressed the needs for improvements in all three existing Fire Stations as they were reviewed and evaluated to provide efficient fire services to the Island.

**Site Location:**

- Current location of the existing Town Office building was reviewed, however access and area congestion for 3 buildings could be a problem.
- Determined that the best location was on Shoal Bay Road between the Transportation Depot and Newman's Garage. This is a large site area that would be easily accessible from the highway and can accommodate all three buildings. This site is currently owned by Crown Lands and it could take a long time to acquire the land. At the park site the current septic system may need some upgrading.
- Council has made a resolution to proceed with the Town Hall as funding for 3 buildings would be a huge undertaking for the Town, approximately \$9 million, and could be quite time consuming to acquire this amount of funding from Government, delaying the project for several years.
- Municipal Town Hall is priority one on the list for Municipal Capital Works for government funding. There is approximately \$340,000 dollars remaining from the previous approved government funding that can be used toward the new Town Hall.
- The current location of the Town Hall is already owned by the Town and is a big area of land that could accommodate the Town Hall, Town Garage (not included in the report) and possible future expansion for the Community Hall and Fire Hall.
- Another suggested alternative would be to have the Community Hall and Fire Hall at the new location.
- Building at the new site would alleviate demolition costs of current Town Office, provide an upgraded septic system and landscaping for all buildings.
- Mr. Herder advised the need to decide on the location for the Town Hall, he will have a walk around the land here by the office before he leaves today.

**New Town Hall Costs:**

- Current projected costs are approximately \$2.2 million dollars.
- After reviewing the Building Area outline it was determined that some areas could be reduced in size, combined or eliminated, thus reducing the size of the building from 382 square meters to 260 square meters and reducing the cost by approximately \$500,000 dollars.
- Mr. Herder provided a rough drawing of the floor plan.
- Council requested that Stantec provide the revised cost figures for the Town Hall for the Municipal Capital Works applications, along with a more developed floor plan of the building.

**Adjournment:**

Meeting be adjourned at 3:10 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor





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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Janet Langdon  
Councillor Scottie Hart  
Councillor Tracey Hart

Deputy Mayor Paul Torrerville  
Councillor Samuel Rowe  
Councillor Sheldon Hamlyn  
Councillor William Hart

**Staff:**

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

**Absent:**

Councillor Barbara Jacobs

**1. Call to Order:**

Mayor Collins called the meeting to order at 7:02 PM and welcomed everyone.

**2. Delegation – Ryan Holmes – Fogo Island Health Care**

- Mr. Holmes was present representing the people of Fogo Island on a very important issue with health care and Doctors.
- Fees for Service was introduced in 2016 within the Regional Health Authorities in Newfoundland, where Doctors were forced to pay \$2,400 a month for office space and other associated costs. Doctors for Fogo Island were exempt from this fee due to no signing bonus or isolation pay for living on an island.
- This fee is now being implemented on Fogo Island and other areas in the Central Health Region. Our current Doctor's will leave the island if they are forced to pay this fee. Dr. Tarik has been here for approximately 10 years and as we are on an island it is very difficult to retain doctors for our hospital that want to stay here for any length of time.
- Mr. Holmes has sent emails and text messages in the past two days to Mr. Michael Jones, Director of Health Services, Ms. Natasha Decker, Manager, Client Care Services and Dr. Haggie, Minister of Health with no reply. He has also requested on Facebook for people of Fogo Island to also send in their concerns.
- Mr. Holmes was notified today that Mr. Jones was at the hospital for a meeting. With short notice he gathered about 20 – 25 people to demonstrate at the hospital and met with Mr. Jones and our two doctors. Mr. Jones assured the group that they are working on the issue.
- Mr. Holmes is requesting that Council support this very important cause and help in any way possible as Fogo Island cannot risk losing these Doctors.
- Mayor Collins informed him that on behalf of Council a letter was delivered to Dr. Tarik and copied to MHA Derrick Bragg for more information. The Mayor spoke with Dr. Tarik today and Dr. Tarik has agreed to provide Council with the details of the meetings.
- Council assured Mr. Holmes that they will get Council's full support to help in any way possible. If needed a meeting with Minister Haggie can be arranged.

**3. Agenda:**

2018-257

W. Hart/S. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 8. Against 0.

**4. Minutes:**

2018-258

Langdon/Hamlyn

Resolved that the minutes of the regular meeting held on November 27<sup>th</sup>, 2018 and the meeting with Stantec held on December 10<sup>th</sup>, 2018 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

## **5. Business Arising:**

### **5.1. November 27<sup>th</sup>, 2018 Meeting**

- ❖ Councilor Scottie Hart left the meeting at 7:20 PM due to conflict of interest.
- Council discussed tax exemption request from Reverend Ken Abbott and Deep Bay Community Committee. Copy of Mr. Nippard's meeting notes and correspondence was brought forward and emailed out to councilors for review.
- Council decided to defer request to the Finance Committee for further review and recommendation at the next meeting of Council.

❖ Councilor Scottie Hart returned to the meeting at 7:22 PM.

- Report has not been received from HMJ Consulting Ltd on the submissions received on the Mineral Workings Amendment. Staff was advised to email Consultant for an update on the report.
- Letter of Approval has been received from Department of Municipal Affairs and Environment to combined funds for the completion of the Potable Drinking Water Unit in Seldom. However due to the cold weather temperatures work cannot be completed now, if they proceed with the work in the cold weather costs for the project will be much higher.
- Letter of Approval from Crown Lands for the land applied for, to install the unit at the central location was received. It was noted that the land must be surveyed, and the fees must be paid to Crown Lands prior to doing any work on the land.
- Staff was advised to contact Terra Nova Water Services for an approximate date for work to begin at the Seldom location.

### **5.2. Meeting with Stantec**

- Staff hasn't received any new information from Mr. Herder on the new quote for the Town Hall. Several calls and emails have been sent with no reply.
- After the meeting, Mr. Herder had a look at the land around the current Town Office and he was quite confident that this was a good location for the new buildings, however further investigation will need to be done.

## **6. Committee Reports**

### **6.1 Transportation Committee**

A teleconference meeting of the Transportation Committee was held in the Council Chambers at 10:00 AM, on December 5<sup>th</sup>, 2018, with the following in attendance: Wayne Collins, Mayor, Samuel Rowe, Councillor and Committee Member, Clifford Rowe, Committee Member - Trucking Industry Representative, William Miller, Committee Member - Business Representative, John Greene, Committee Member - Fogo Island Co-operative Representative, Eugene Nippard, Committee Member - Concerned Citizen Representative, Pauline Payne, Committee Member - Shorefast Foundation Representative, Amanda McGrath, Clerk/Manager and Daphne Coles, Executive Administrative Assistant. Absent from the meeting was Paul Torraville, Deputy Mayor and Committee Chairperson and William Hart, Councillor and Committee Member.

#### **Department of Transportation and Works – Via Teleconference:**

Miranda Maddox, Marine Services Manager  
Gregg Cuff, Director of Maintenance and Engineering

#### **Call to Order:**

- Before Teleconference began, Mayor gave a brief overview from the meeting in St. John's this past Monday, December 3<sup>rd</sup>, with Honorable Steve Crocker, Minister of Transportation and



Works and John Baker, Assistant Deputy Minister, Air and Marine Services. Meeting was attended by Mayor Wayne Collins, Councillor Samuel Rowe, Transportation Committee Member and Amanda McGrath, Clerk/Town Manager.

- Teleconference call began at 10:02 A.M. Miranda Maddox welcomed everyone to the meeting and introductions were done.

The following items were discussed:

#### **1. Request to Change Late Trip**

- Request was made by Town Staff via email to change the late trip on Thursdays to Saturdays to accommodate Minor Hockey travelling for hockey tournaments with an extra trip added during the day on Thursday's due to dangerous goods trip. Schedule was changed on Thursday, December 13<sup>th</sup>, transferring the late trip on Thursday to Saturday.
- A second request was made on Wednesday, November 28<sup>th</sup>, for an extra late trip at 8:00PM for Sunday, December 2<sup>nd</sup>, to accommodate Minor Hockey teams travelling home from a hockey tournament on the South Coast and were unable to make the 6:00PM crossing due to time constraints. This request was denied unless they switched one of the late day crossings to Sunday. Committee understood from a previous meeting with the Minister that this request would be approved as an extra trip as this trip would only be required on rare occasions,
- Department is willing to trade one of the late days, but they will not add an extra trip on Sunday with the current 3 late days.
- Mr. Cuff advised that the schedule will be changed to accommodate the late trip on Saturday as requested, with the late day crossings taking place on Wednesday, Friday and Saturday. He further advised to still send in the request for the late crossing on Sunday's as required and the decision will be made by the Minister or the Assistant Deputy Minister. Impress upon Government the number of people that will be travelling on this trip and that the late trip is not only requested due to accommodations costs, the players will be absent from School on Monday if they are unable to return to the island on Sunday evening.
- Make sure the request is sent in by Wednesday to ensure time for it to go through the proper departments.
- Travel Statistics for the last month were requested at Monday's meeting in St. John's for the Committee to review before the Teleconference and they were only received late yesterday evening by email. Committee requested to Mr. Cuff to provide the Travel Statistics for Bell Island Service for review and comparison.
- It was requested to review the Travel Statistics for the late crossing on Saturday again in a month to see how many people are using the late run compared to Thursday's. Mr. Cuff will provide the statistics for December and meet early in the new year to review.

#### **2. Veteran engine replacement and relief vessel**

- Veteran was out of service on Tuesday, December 4<sup>th</sup> for safety inspections and underwater hull inspection. Damages are done to the rear of the hull by the Skeg and Propellers. Damages may have been done by backing in to the wharves during extra low tides, no definite reason for damages has been determined.
- Veteran is still expected to leave for repairs and maintenance by mid-January 2019 and should be out of service for approximately 6 weeks. Replacement of the engine will be carried out in Lewisporte; however, the hull damages need to be done in St. Johns. Engine is due to be shipped from Germany by early December.
- Government is currently looking at the Beaumont Hamel and the Sound of Islay as the replacement vessels when the Veteran is out for repairs and maintenance. Beaumont Hamel was in service yesterday to replace the Veteran and wasn't able to handle the traffic. Government added an extra trip and the last trip left Farewell at 10:00 PM leaving almost a load of vehicles behind, many people walked on.



- At the meeting with the Minister it was relayed that Fogo Island needs the Legionnaire while the Veteran is out of service for repairs and maintenance, however there was no response to the request.
- Committee is requesting that the Legionnaire be sent as the replacement vessel, if she is not available then use the Flanders and the Beaumont Hamel. Sound of Islay cannot handle any amount of traffic especially big tractor trailers.

### **3. Reduction of deck space reserved for Change Islands from 25% to 15%.**

- We have requested this for the past year or more with no response from Government. There hasn't been any change and no reason provided as to why not.
- Mr. Cuff advised that there will be a meeting set up early in the new year with Fogo Island, Change Islands and Government Officials. Stats will be prepared and reviewed again at this meeting.

### **4. Loading at Farewell**

- The Committee has made several requests that a system be implemented whereby traffic arriving will be provided a number with the ticket purchase, regardless as to whether it's FI or CI traffic - "First Come, First Serve". Change Island traffic will then have to be in the lineup the same as Fogo Island traffic, however they will still be required to use a separate line-up for loading purposes.
- This can all be directed by the Worker in the Ticket Booth.
- Will also eliminate the use of percentage capacity for Change Islands.
- This request was discussed with Change Islands previously and they were not in favour with this process, it will create problems for freight trucks coming to the island and residents getting back from hospital appointments.
- Mr. Cuff suggested that we incorporate this new idea in with the meeting in the new year and implement it as a pilot project to see how it works.

### **5. Strict enforcement of 30-minute rule at Fogo Island.**

- 30-minute rule still not being enforced. Captain is not aware of the rule.

### **6. Announcements.**

- Announcement still not changed for docking at Change Islands.

### **7. Update on Air Strip**

- Committee member received email from Joe Dunford, ADM – Operations, Transportation and Works on November 28<sup>th</sup>. Tender has been awarded for Consultant to prepare evaluation of Air Strip to see what needs to be done and prepare the reports needed for re-certification

## **6.2 Tourism, Culture and Heritage Committee**

- No meeting was held. The following report was submitted:
- Like to remind council that the preliminary tourism strategy has been presented and mostly agreed upon. In January we will be finalizing and tweaking the strategy and likely move to recommend the changes and investments.
- Young Canada Works applications have been submitted (student work program), a Green Initiative program has been submitted, and we are currently working on a Career Focus program for youth 15-30 years of age.
- List of maintenance issues for the heritage buildings and work plan for the trails are being compiled for the summer 2019 season.

## **6.3 Recreation and Special Events Committee**

- No meeting was held. The following report was prepared by the Director.
- There has been further discussion regarding the new playground at the school and an agreement is being written to present to council.



- There is additional funding awarded under the CEEP funding
- Another brine leak occurred and experienced some issues with the Zamboni. Both repairs were done at the same time. Additional repairs were required for the Zamboni when parts arrived that caused some down time.
- The completion of the work by Young's is scheduled for Tuesday December 18<sup>th</sup> and to conclude on Wednesday December 19<sup>th</sup>. An inspector will be here Wednesday to do a pressure test.
- Tree lighting and free skate was held on December 6<sup>th</sup>, and a Teddy Bear Skate was on December 14<sup>th</sup>. Proceeds from this are sent to the Salvation Army. Senior's social is planned for December 17<sup>th</sup> in the JBA town hall, everyone is welcome to attend.
- Council discussed the schedule for the Stadium. Concerns were expressed about workers being paid while the stadium is not being used. Previous studies with stadiums in communities close to the size of Fogo Island have shown that even though there are no activities taking place in the buildings there are still workers present. Stadium Staff have now changed their hours to coincide with the stadium activities. Project workers usually start at 8:00am daily, however their schedule is arranged to accommodate evening and weekend activities when needed.

**2018-259**

**W. Hart/T. Hart**

Resolved that there be a review of the Stadium Ice schedule to coincide with the hours that the Stadium Workers are being paid and provide information to Council for review.

Resolution Carried. In favour 8. Against 0.

#### **6.4 Fire Services and Public Safety**

- No meeting was held this past month.
- A committee meeting needs to be arranged with the Fire Chiefs of each Fire Station to determine who wants to register for Firefighter Level 1 fire training. They have to be registered before January 7<sup>th</sup>, 2019. Registration can be done online.
- New Fire Chief is not hired yet. Hiring Committee will require another meeting to further discuss the interviews and candidates reference checks before a recommendation to hire is brought to council.
- Seldom Fire Station is requesting to purchase 4 new pagers. Quote from Hi-Tech is provided.

**2018-260**

**Torraville/Hamlyn**

Resolved that Seldom Fire Station purchase 4 new pagers from Hi-Tech Communications at the quoted price of \$2879.37, HST included on a 60/40 cost-shared basis with the Town of Fogo Island.

Resolution Carried. In favour 8. Against 0.

#### **6.5 Public Works**

- No meeting was held this past month.
- Some water pressure testing has been done on North Shore Road in Fogo and it is below normal range. Staff will be doing more investigations in the area. Engineering Study is on the priority list for Municipal Capital Works and a Special Assistance Grant has been submitted to Department of Municipal Affairs and Environment that is currently under review.

#### **6.6 Policy and Human Resources**

- No meeting was held this past month.

#### **6.7 Finance**

- No meeting was held.

##### **6.7.1 Financial Report**

- Finance reports were reviewed.

2018-261

Hamlyn/W. Hart

Resolved that the Town of Fogo Island accept the Finance Reports for November as presented.  
Resolution Carried. In favour 8. Against 0.

#### **6.7.2 2019 Budget Review**

- Due to the increase in the Municipal Assessment property values for 2019 property assessments there were some minor changes to the new budget to try and offset tax increases.
- Council advised Staff to request a meeting with the Municipal Assessment Agency to further understand the new assessed property values and how they are determined.
- Council reviewed spreadsheets provided by Staff.
- Council deferred passing the 2019 Budget until early January to further review the information presented. A meeting is set up for January 10<sup>th</sup>, 2019 at 7:00pm.

#### **7. Administration**

- No issues were presented for review.

#### **8. Correspondence**

##### **8.1 Municipal Assessment Agency – Amendment, Bill 34**

- Letter was addressed by Council.

##### **8.2 Municipal Assessment Agency – Meeting Update**

- Letter was addressed by Council.

##### **8.3 Island Harbour Slipway**

- George Squires was contacted back in June 2018 to provide a full quote for the entire scope of work needed for the slipway.

❖ Councilor Samuel Rowe left the meeting at 8:33PM due to conflict of interest.

- Quote for scope of work from R & K Construction was addressed by Council.
- New slipway in Deep Bay can be easily accessible by Island Harbour residents.

2018-262

Hamlyn/S. Hart

Resolved that the Town of Fogo Island will not approve funds for a new slipway in Island Harbour. Further resolved that the Town of Fogo Island will not invest any further funds for the construction of slipways on Fogo Island.

Resolution Carried. In favour 6. Against 1. Councilor William Hart was against the resolution.

❖ Councilor Samuel Rowe returned to the meeting at 8:40 PM.

##### **8.4 Junior Canadian Rangers Program**

- Email from Corporal Randy Budgell, Canadian Rangers requesting Council's support to the Canadian Rangers to form a Junior Canadian Rangers Program on Fogo Island for youth ages 12-18 years of age. This could include volunteers, occasional free hall rentals and presentations from council.
- This program will be very beneficial to our youth as it will teach them survival skills, knowledge of our traditional ways of living and the heritage of Fogo Island, along with many other activities.

2018-263

T. Hart/Hamlyn

Resolved that the Town of Fogo Island will fully support the Canadian Rangers in forming a Junior Canadian Rangers Program on Fogo Island.



Resolution Carried. In favour 8. Against 0.

### **8.5 Dept of Municipal Affairs & Environment - Potable Drinking Water Units**

2018-264

Hamlyn/S. Hart

Resolved that the Town of Fogo Island accept the transfer of funds from Project No. 17-MCW-15-00098 in the amount of \$33,472.00 to Project No. 17-MCW-15-00120 and proceed to complete the project.

Resolution Carried. In favour 8. Against 0.

2018-265

Torraville/Langdon

Resolved that the Town of Fogo Island proceed to apply for additional funding under Municipal Capital Works to complete Project No. 17-MCW-15-00098 in the amount of \$369,719.00.

Resolution Carried. In favour 8. Against 0.

### **9. New Business**

- No new business to discuss.

- ❖ Council entered into a Privileged Meeting from 8:50 PM to 9:07 PM. Members in the gallery were asked to leave the meeting.

### **10. Date of Next Regular Meeting:**

Privileged Meeting – January 29<sup>th</sup>, 2019 at 6:30 PM (If required)

Regular Meeting – January 29<sup>th</sup>, 2019 at 7:00 PM

### **11. Adjournment:**

2018-266

W. Hart

Resolved the meeting be adjourned at 9:07 PM.

Amanda McGrath  
Clerk/Town Manager



Wayne Collins  
Mayor

