
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, Town Clerk/Treasurer

Other:

Mike Chaulk, Principal, Practice Lead - Water Treatment, CBCL Limited

Absent:

Councillor Janet Langdon

Daphne Coles, Executive Administrative Assistant

1. Call to Order:

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

2. Fogo Water Study Presentation:

- Mike Chaulk gave a presentation to Council on the water quality study completed for the Community of Fogo.

- The study included:

- ☐ Preliminary treatment plant design capacity.
- ☐ Preliminary requirements for treated water storage (i.e. reservoir/tank size).
- ☐ Treatment objectives and preliminary treated water quality requirements.
- ☐ Raw (source) water characterization and alternatives.
- ☐ Land requirements associated with a treatment plant.
- ☐ Potential treatment processes and compliance with applicable standards.
- ☐ Capital cost budgets including contingency.
- ☐ Operating cost budgets based on appropriate ranges of treatment process.

- The presentation included parameters of the water system, solutions to correct the discoloration, reduce Trihalomethanes (THM) and Haloacetic acids (HAAs) and increase the flow throughout the Community.

- THM's are a group of four chemicals that are formed along with other disinfection by products when chlorine or other disinfectants used to control microbial contaminants in drinking water react with naturally occurring organic and inorganic matter in water.

- HAA's are a type of chlorination disinfection by-product that are formed when the chlorine used to disinfect drinking water reacts with naturally occurring organic matter in water.

- Mr. Chaulk spoke about an alternative that some Towns are exploring; using Peroxide instead of Chlorine; this alternative does reduce THM's however it does not correct water colour and in some cases does not work well.

- The two solutions presented that are the best options to correct the water quality in the Community; a Membrane Process and a DAF Process.

- ☐ Membrane processes are pressure-driven sieve process that separate particulates by moving water through pores in the membrane and collecting the particulates on the membrane surface.
- ☐ DAF processes use coagulation and flocculation to precipitate the colour from the water and condition it for removal).

- The capital cost is approximately \$4.2 million with operating cost from \$148,000 for the Membrane Option and \$204,000 for the DAF Option.

- Alternative water sources would not be more economically as the source may have the same water quality issues as Freeman's Pond, and the cost to extend the piping to an alternative site would most likely be the same.
- Mayor Collins thanked Mr. Chaulk for his presentation and he departed the meeting at 8:30 PM.

3. Fire Chief:

2019-113

Hamlyn/Torraville

Resolved that the Town of Fogo Island hire Tommy Simpson for the position of Fire Chief as head of the Fogo Island Fire Department.

Resolution Carried. In favour 8. Against 0.

4. Adjournment:

2019-114


Torraville

Resolved the meeting adjourn at 8:40 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 Sheldon Hamlyn
Councillor William Hart

Deputy Mayor Paul Torraville
Councillor Janet Langdon
Councillor Scottie Hart
Councillor Tracey Hart

Staff:

Amanda McGrath, Clerk/Town Manager
Tommy Simpson, Fire Chief

Daphne Coles, Executive Administrative Assistant

1. Call to Order:

Mayor Collins called the meeting to order at 7:06 PM and welcomed everyone. Gallery was full to the capacity of 23 people and apologies were made for the lack of space to accommodate all the public. The windows were opened for spectators outside to listen to the proceedings.

2. Delegation

2.1 Denny & Jeanette Newman

- Mr. & Mrs. Newman presented information to Council on the following properties:

➤ Newman's Gas and Diesel

- They moved home four and a half years ago to operate the family business, which has provided services to the Town for over 20 years. They were available for callouts anytime of the day or night and always gave priority to fixing Town equipment when it came to the garage.
- In the past year the Town has made changes to their level of service; first by requesting a Standing Offer for mechanic services from the garages on the island and Newman's was awarded the standing offer so rates were kept at the same level. Shortly after, the Town hired a full-time mechanic, therefore their services were no longer required, with no explanation why this was done creating a major loss in revenue for the business.
- Council's Mechanic/Maintenance Person position fulfills several job functions and was a huge cost savings for the Town, because many times Town equipment had to be sent off island for repairs.

➤ Old Drug Store, Main Street Fogo

- They were approached last Spring by several residents to rent the building for a Flea Market. They had approximately 8 people willing to sell their crafts and home baked goods, however when they approached the Town Office, they were discouraged with information on business taxes and other regulations and felt as if they were shunned upon and indicated that someone was even threatened to have the RCMP called. The rental was cancelled. Later they see the ad for the Flea Market at the Stadium.

➤ Harbour View Suites, North Shore Road, Fogo

- Building houses 2 units with a fully equipped kitchen, bathroom and one bedroom. It is rented monthly during the slow season and nightly during the summer. The last 2 years one unit was rented to a Teacher for 10 months of the year.
- Provided discussion on the different mill rates that is being charged to other businesses that are providing similar services. Some businesses are charged 15mils and others are charged 10mils; Harbour View Suites is in the 15mil category along with the Hotels, Motels, Inns and Efficiency Units; same as the Fogo Island Inn. Provided a definition for an efficiency unit verses a vacation home. They feel that they are operating a vacation home.
- Have paid all taxes to date except for the business tax and these won't be paid until Council reviews and provides valid information as to why Harbour View Suites is categorized as an efficiency unit rental. Mayor Collins urged the importance of paying their business taxes and if any changes are to be made their account will be adjusted and reimbursed if needed.
- Wondered how the Town can distinguish between the businesses and use different categories and inquired as to who makes the decision for the mil rates charged. Mayor informed them that the

finance committee, management and council is responsible for the budget preparation along with information supplied from the Municipal Assessment Agency. Categories were determined in 2015 and haven't changed since, mil rates have changed slightly.

- Mayor Collins thanked them for their presentation and advised that their concerns would be noted however they should follow-up with their concerns in writing. Staff will do a thorough investigation and let them know when a decision is made.

2.2 M'Liz Keefe

- Speaking on behalf of the committee formed for Small Home-based Business Tax Reform called HOME BASE with approximately 30 members.

- Committee was formed opposing the small home-based business tax after some residents received a letter from the Town informing them that if they were operating a small home-based business to please register their business with the Town for taxation purposes.

- Information was presented by Ms. Keefe on the following items:

- Brief introduction on the committee, its commitments and benefits to the island and the people who make it unique.
- The adverse effects of this tax. Taxing small-time entrepreneurs, artists/artisans, craftspeople etc, would be the wrong thing to do. Implementing this tax will discourage entrepreneurship, innovation and economic growth. It will affect the participation in community events like festivals, craft fairs and community yard sales with the disappearance of Fogo Islands legacy and heritage.
- Who is actually being taxed? The elderly/seniors who built everything they needed to survive by hand both in the fishery and everyday life and now share their life-time wisdom and historic knowledge of life skills. Bakers, jam makers, knitters, sewers, quilt makers, carpenters and fishermen who want to share their legacy. Our youth must be nurtured, encouraged and thought the traditional way of life for Fogo Island
- Urgent economic times. Many believe that we are facing an economic crossroads that requires our urgent and immediate attention. The fishery is maintained by an aging labor force and the island's population is in a decline with smaller families.
- Petition. Presented a petition with 295 signatures to support deferment of the small home-based business tax and the creation of a round table of all stakeholders to create fair and equitable policies.

- Council thanked Ms. Keefe for her presentation and informed her that the Town is bound by the Municipalities Act, 199 for taxation. The committee's presentation and requests will be further investigated by Staff and Council in conjunction with our lawyers and Municipal Affairs before a decision can be made.

3. Agenda:

2019-115

W. Hart/Hamlyn

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

8.6 Dept of Municipal Affairs & Environment – Municipal Capital Works Application Status

Resolution Carried. In favour 9. Against 0.

4. Minutes:

2019-116

S. Hart/Torraville

Resolved that the minutes of the regular meeting held on June 25th, 2019 and the Special Meeting held on July 3rd, 2019 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

5. Business Arising:

5.1 Proposed Municipal Plan Amendment #1-2019 – Sandy Cove Park – Date for Public Meeting

- Next step is to start the public consultation process with a public meeting. Date for the public meeting was set for Tuesday, September 10th, 2019.

6. Committee Reports

6.1 Transportation Committee

- No meeting was held.

6.2 Tourism, Culture and Heritage Committee

A meeting of the Tourism Committee was held in the Tourism Boardroom on July 9th, 2019 from 7:42pm to 9:13pm. The meeting was chaired by Councillor Janet Langdon and others in attendance were, Councillor Tracey Hart, Evan Parsons Director of Tourism, Culture, & Heritage and Amanda McGrath, Clerk/Town Manager. Absent was Councillor Sheldon Hamlyn.

The following items were addressed:

i. General Updates

Trail Project

- Project workers have been working on Turpin's, Waterman's Brook, Joe Batt's Point, and Brimstone Head Trails. Crew have been busy with installing retaining walls, transportation of materials, fixing damages, and brush clearing. Change Islands are starting to initiate their upgrades in the next week or so. Currently working on "Courting Trail" in Deep Bay.
- From the assessment done by Green Leaf Resources "The Turpin's Trail inland section which is roughly 1.5 km in length requires major surface upgrades and from a tourism perspective does not have major appeal. An argument could be made as to whether this 1.5 km section should be upgraded or dismantled and closed." It was noted that this section of trail is indeed used by residents and tourist and more though should go into the possible closure of this section.
- Director is actively searching for a used ATV (and trailer) that the Town can purchase for use on the trails. An ATV is desperately needed for trails maintenance and upgrades as it means the ease of transporting materials and workers to a trail which will cut travel and transport of materials by hand immensely. Council feels that this should have been researched during the past winter so it would have been available when the workers started work this season.

Museums

- Students have been hired and trained.
- Museums have been doing well with the admission-based model and museum passes. To date sales are up from last year however, visitor numbers were down, but June was a poor month weather wise. Residents can visit the museums for free, this was posted on the Town's social media.
- Permission has been granted to install two brochure racks in each ferry terminal. Tourism maintenance will install these brochure racks. Racks have not been installed yet.
- The Town received permission to use power from 4 Post Office Lane again this year, for electrical hook-up in the Old Post Office for the video display. Museum Coordinator, Joan Foley will touch base with Dan Murphy to gain access to house.

ii. Maintenance Updates

- A price quote was sent out for repairs at the Marine Interpretation Centre's wharf area and work has begun. A new assessment must be completed on the Marine Interpretation Centre as a whole, Director has reached out to get a list of possible companies to provide this assessment.
- Tourism Maintenance Worker has been working on fixing broken yard equipment, cutting grass, repairing and installing flags, installing glass in windows, installing plexiglass in a showcase, and also working on making a door at Dwyer Premises.
- Council feels that some of the work is not being done as it should, especially keeping the grass mowed maybe someone could be hired and it was mentioned that some of the sites are still not open on a full-time basis. With no JCP workers and fewer student positions approved it is hard for one maintenance worker to keep up with all the work. Once work is identified the Town Worker should give this a priority

to get it done, if they are unable to get the work completed, maybe the Director and Committee should look at getting another worker, either by contract or part-time basis.

iii. Other

- Susan Cull from Shorefast has inquired about possibly adding a hiking trails map to the EDP Community Guide. Susan also asked, once they have them printed, how many Community Guides the Town would need. They haven't decided on a price for them but approximate \$3 - \$5 per guide.
- Shorefast has offered to place the Quilt Panels that the Town has in the St. John's Church in Joe Batt's Arm for visitors to view. They will have a student at the church 1-2 hours a day. Also, they added that they will not sign an agreement for damages if anything happens to them and have offered this as a courtesy. Alternatively, perhaps we can place them at one of our many heritage sites either for the tourist season or during a set time. Update – the panels are now on display at the Winds and Waves.

6.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held at the council chambers on July 9, 2019 from 6:30pm to 7:30pm with the following present: Councillor Chairperson Tracey Hart, Councillor Scottie Hart, Recreation Director Colette Wells – Coish, Amanda McGrath, Clerk/Town Manager. Councillor William Hart was absent.

i. Business arising from Council Meeting

- The agreement for the new school playground has been signed and accepted. The Director did speak to the School Administration, that Council suggested placing a camera in the playground area. Council requested that Staff contact Ms. Jackie Crane with the School Board for information on the Town putting in a camera system for the playground.
- The recreation committee recommends placing the new inclusive swing in the school playground.

ii. Community Market Program

- The Coordinator started the position on Saturday, July 13th. There was a meeting scheduled for July 9th, at 8pm for those interested in having booths. There were several comments made regarding the small home-based business tax. However, if this issue arises individuals will be directed to call the Town Office for further information. The initial purpose of this program is to encourage social, and physical involvement for residents and visitors of all ages. The wellness of our people is the focal point.

iii. Summer Update:

- There was discussion on summer camp times and ages. These programs will run for 6 weeks.
- There are presently 5 students with summer jobs at the stadium; under different programs.
- There are different opportunities available for different age groups. Posters are placed in local businesses and on Facebook and individuals can call for more details.

Other

- Funding was awarded in the amount of \$25,000 from Farm Credit Canada, to replace the lighting in the dressing rooms and on the exterior of the stadium. Further details will become available when we get them.
- The Director is working on a new policy for Ammonia Release or Leak for the stadium.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers from 7:00PM to 8:35PM on July 4, 2019. The meeting was chaired by Deputy Mayor Paul Torrville and others in attendance were Councilor Sam Rowe, Councilor William Hart, Fire Chief Tommy Simpson, Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant.

Call to Order: Chairperson Deputy Mayor Torrville called the meeting to order at 7:05PM and Committee welcomed Fire Chief Simpson to his position with the Town.

- Fire Chief Simpson thanked the Committee for the opportunity of being the Fire Chief of Fogo Island Fire Department and he looks forward to building modern and safe fire services for our communities and Fire Fighters. He presented a brief overview of his plans moving forward and goals for the next 3 months to include the following:

- First and foremost is meeting with the current Fire Chiefs and Firefighters, getting to know them and begin building team spirit, especially with the stations that are closing out to include them with the existing 3 stations. Discuss the role they will play in improving Fire Services for Fogo Island.
- Better radio system and pager system, one that will have all members on the same system and move toward an automatic response for all members when a call comes in; i.e. I AM RESPONDING PROGRAM.
- Equipment testing; i.e. trucks, hoses, ladders, truck pumps and portable pumps. Review PPE (Bunker Suits, Helmets and Boots) and try to replace if needed. Start the groundwork for a new fire truck be it a pumper, tanker or pumper tanker.
- Develop a training program. Equipment training to include hose stream patterns and advancing, ladder training, BA training with a local smoke house, car fire evacuations and jaws of life. Work towards Pro Board Certification. Has already been in contact with Instructors for pricing on training courses and has brought with him a large library of study material that is available for use.
- Work with Council and Staff to develop a budget for training to get our members up to a safe and confident standard.
- Records for gear checks and annual maintenance, all station call outs and training exercises. Develop an accountability system for the fire ground to keep track of who is doing what on the fire scene.
- Get the information on the (CISM) Critical Incident Stress Management for our Firefighters and First Responders.
- Fire Service Rebranding.
- Plan to work with the Public Works Department to get pressure tests and flow tests on all the hydrants.

- Committee was very pleased with the presentation.

- Fire Chief provided an update on work that has been done since he has been hired. Council commended the Fire Chief for the progress that has been made to date.

i. Training & Equipment

- Fire Chief has visited all Fire Stations and have met with members of Tilting, JBS and Seldom Fire Stations. Fire Trucks have been checked, hose testing has been done and some were busted up during testing. PPE Gear is checked and is in good condition. He has also contacted Fogo, Island Harbour and Stag Harbour Fire Station and plans to meet with these stations soon.

- On September 27th, 2019 Chris Christy is coming to the island for Extrication Training with the Jaws-of-Life equipment in New Car Technology course.

- Breathing Apparatus' have been tested and 8 have failed testing and must be removed. New ones will need to be purchased; Fire Chief has done some research on cost figures. Council requested that the Fire Chief meet with Clerk/Town Manager to review the budget expenditures to date and if funding is available to proceed with purchasing the new breathing apparatus.

- All training and equipment maintenance are now being recorded.

ii. Fire Trucks

Donation

- Fire Chief has a 1993 GMC Fire Tanker donated from Cape Breton Regional Municipality.

- Tanker has a 1500-gallon tank.

- Truck will need to be inspected before leaving Cape Breton. Repairs are minimal.

2019-117

Torraville/Rowe

Resolved that the Town of Fogo Island accept the donation of a 1993 GMC Fire Tanker from Cape Breton Regional Municipality, providing the inspection repair costs are not in excess of \$5000.00.

Resolution Carried. In favour 9. Against 0.

1976 International Pumper – Tilting Fire Station

- Pumper is not in service.

2019-118

Torraville/Rowe

Resolved that the Town of Fogo Island place the 1976 International Pumper on tenders and use the proceeds from the tender to purchase new breathing apparatuses for the Fogo Island Fire Department.

Resolution Carried. In favour 9. Against 0.

6.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on July 22, 2019 from 7:00 PM to 8:15PM. The following were present; Councilor Samuel Rowe, Chair, Deputy Mayor Paul Torrville, Amanda McGrath, Clerk/Town Manager, and Mark Penton, Superintendent of Public Works. Councilor Scottie Hart was absent.

The following items were discussed:

Business Arising from Previous Minutes

i. Pump House Electrical

- Both pump houses have the generator panels installed.

ii. PH system for Fogo

- The tender for the PH system went through the St John's Office and is scheduled to close this Wednesday July 24. Tenders have closed, no response from Municipal Affairs to date.

iii. Water sample from Shoal Bay Brook.

- The sample has been dropped off to Government Services; waiting for the results.

iv. Access road

- The land has been applied for through crown lands and now awaiting approval. Ownership of land must be approved before obtaining some of the necessary permits.

v. Signage in Park

- "No Cutting" signs are up in the park reminding residents this is a no cutting area.

vi. ADWS

- The ADWS for Seldom has been put in place and the next step is to get the electrical permit to connect.
- The Contractor is having trouble getting the permit number from the subcontractor in St. John's and will be contacting Service NL directly. In addition, a new pole will have to be erected on site and hydro has the placement marked.

- It is anticipated that the unit will be operational by the 3rd week in August.

New Business

i. Lift Stations

- Individuals have been flushing wipes, rags and other materials into the sewer system causing breakdowns and damage to the lift stations.

- Committee recommended to post a notice to residents asking them not to flush wipes, rags, etc. into the sewer system. Staff has prepared notice and it has been sent out to businesses and posted on the Town's social media sites.

ii. Turnaround areas for Foleys Lane and School Hill Road

2019-119

Rowe/Torrville

Resolved that the Superintendent of Public Works proceed with getting price quotes to have turnaround areas installed on Foley's Lane and School Hill Road.

Resolution Carried. In favour 9. Against 0.

iii. Park

There are a lot of windfalls out in the park that needs to be removed.

2019-120

Rowe/S. Hart

Resolved to have the windfalls throughout the park area cut down and removed. A plan will be put in place, through Expression of Interest to have them removed; the trees will be identified prior to allowing anyone permission to cut.

Resolution Carried. In favour 9. Against 0.

- If more than one submission is received, then the area will be divided in sections.

iv. Town Garage

- Committee recommends putting the new garage on Town land near the stadium and further recommends that this be dealt with by this fall. Financing the project will be done through the sale of the current Town garages and bank funding if required.

- After Council discussion it was recommended that Staff engage an Engineering Firm to prepare detailed cost figures to have the garage in this area before a decision is made.

2019-121

Rowe/Torraville

Resolved that the Town of Fogo Island issue an Expression of Interest for the sale of the two Town garages and that they be sold at fair market value.

Resolution Carried. In favour 9. Against 0.

v. RV Dumping Station

2019-122

Rowe/S. Hart

Resolved that the Town of Fogo Island pursue an area to install a dumping station in the Community of Joe Batt's Arm.

Resolution Carried. In favour 9. Against 0

vi. New Operator/Maintenance Worker

- Superintendent has some concerns on filling the position. Previous worker was a resident of Fogo and he was the equipment operator for snow clearing in that community.

- Council indicated that if the new hire is from another community on the Island, how will the Town deal with an emergency during the winter if there is a snowstorm overnight. If a storm is forecasted, the new hire may need to plan to stay in the community overnight.

- Town cannot discriminate from hiring an individual based on the community they live in.

vii. Island Harbour Slipway

- Item was brought to Council last December and request was denied. Land title and quote for the work was supplied.

2019-123

W. Hart/Langdon

Resolved that the Town of Fogo Island pursue costs and engineered drawings to put a slipway in Island Harbour.

Resolution Carried. In favour 9. Against 0

- Council requested that Staff contact the Island Harbour Slipway Committee to confirm that the existing quote for completion of work will still be honored by the Contractor.

- ❖ Councillor Scottie Hart departed the meeting at 8:45PM.

6.6 Policy and Human Resources

A meeting of the Policy and Human Resources Committee was held in the Council Chambers on July 23, 2019 from 4:05PM to 5:13PM. In attendance were Committee Chair, Councillor Barbara Jacobs, Councillor Sheldon Hamlyn and Amanda McGrath, Clerk/Town Manager. Councillor Scottie Hart was absent.

The following items were discussed:

i. Fire Hydrant Connection Policy

- Committee members recommended adopting the revised Fire Hydrant Connection Policy.
- Council discussed the policy with Fire Chief Simpson and Deputy Fire Chief Torrville and the time delays that can arise for the Fire Department during a fire emergency if a water line is connected to a fire hydrant.
- Fire Chief Simpson requested that it be noted that he will not be held liable for any issues or accidents that occur during a fire callout as a result of having a waterline connected to a fire hydrant.

2019-124

Jacobs/Hamlyn

Resolved that the Town of Fogo Island discontinue the fire hydrant connection policy and install a seasonal curb stop to the main water line by the fire hydrant for residents to connect and the same fees will apply as per the fire hydrant connection policy.

Resolution Carried. In favour 8. Against 0

ii. Sale of Property to Community Organizations

- Committee members reviewed Section 5 in Schedule B of the Sale of Property contract.

2019-125

Jacobs/Hamlyn

Resolved that Section 5 in Schedule B of the Sale of Property contract remain in the contract as is.

Resolution Carried. In favour 7. Against 1. Councilor William Hart was against the resolution.

- Section 5, states that the Town has the first right of refusal to the building if the group no longer wishes to retain ownership; the building would become the property of the Town again for the same value as initially transferred (\$1.00) and the cost of maintenance or upkeep will be given consideration on a depreciated value providing all expense incurred are supported by documentation, up to a maximum of 25% of sale value.

- This clause was added to the agreement to prevent the organization for purchasing the property for \$1 and then immediately reselling it for profit. If the property were to be transferred back to the Town and the Town were to resell it, then the group would receive up to 25% of the sale value if they have supporting documentation for the maintenance cost, they incurred. For example, if the property sells for \$100,000, then the group would be given \$25,000 if they have supporting documentation of repairs and maintenance.

Seldom Town Hall

- Staff met with the operators of Wild Cove Wellness to discuss the sale of the hall.

2019-126

Jacobs/Hamlyn

Resolved that the Town of Fogo Island sell the Seldom hall to Wild Cove Wellness for \$1, as per section 5 in schedule B noted above and that the Fire Department/Firettes be permitted to use the building free of charge, be available to the public for rent and that Municipal Taxes will apply.

Resolution Carried. In favour 7. Against 1. Councilor William Hart was against the resolution.

- Council requested Staff notify Seldom Fire Station and Firettes of the sale and the conditions within the sale.

iii. Small Home-Based Business Tax

- Committee members discussed the small home-based business tax and the incorrect information some individuals are portraying to the public. This tax was implemented this year as a result of verbal and written complaints from the business community, that individuals are operating businesses, are not paying taxes and are taking business away from their established business. Under the Municipalities Act, 1999 if an individual is operating a business, they must notify the Town. The Town was advised by their lawyer that when the Town becomes aware of an individual operating a business, even small home-based businesses, they must investigate and are obligated to tax the business, by not doing so would be considered discrimination.

- Committee members recommend the following definitions, to avoid confusion by the public:

Small Home-Based Business

An undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Minimum business tax of \$25, maximum of \$400, at 2.5% of Gross Revenue. Individuals are asked to please advise the Town of your Gross Sales and your appropriate taxes will be applied.

- Council requested that this Item be deferred until further review of the presentation from the HOME BASE Committee can be completed.

6.7 Finance

A meeting of the Finance Committee was held in the Council Chambers on July 24, 2019 from 5:15 PM to 6:07PM. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs, Councillor Janet Langdon and Amanda McGrath, Clerk/Town Manager.

The following items were discussed:

Business arising

i. Combining Properties

- The Committee reviewed the article from the Municipal Assessment Agency with regard to joining parcels at the request of the municipality provided certain criteria were met:

- The parcels are adjoining
- The parcels are owned by the same person or company
- The owner had no objection
- The parcels to be joined had similar use or zoning.

2019-127

Hamlyn/Jacobs

Resolved that the Town of Fogo Island utilize the practice of combining properties as a means of saving money both for the property owner and the Municipality.

Resolution Carried. In favour 8. Against 0.

ii. Removal of Recreational Stages and Wharfs

- The requests were sent to the Municipal Assessment Agency to have all Recreational Stages and Wharfs removed from the roll. The Agency stated that they are obligated to assess all real property in the boundary of Fogo Island. Therefore, they are unable to complete our request to remove "wharfs and stages" from the Assessment Roll.

- For our benefit, they provided the following information:

The "Assessment Act" provides the following direction in relation to the assessment of real property:

Assessment of real property

Section 3. (1) Where a tax is imposed on real property by the city or a council, all the real property in the city or a municipality, whether or not it is subject to taxation, shall be assessed in accordance with this Act,

Section 1.2(S) of the "Municipalities Act" defines "real property" as,

- (i) land or an interest arising from land, and includes land under water,
- (ii) land and buildings, structures, improvements, building service systems and storage facilities and fixtures erected or placed upon, in, over or under land or affixed to land,
- (iii) a building that is erected on land under a lease, licence or permit, but does not include the land upon which the building is erected, and
- (iv) a mobile home;

And subsection (2) directs that: All docks, quays, wharves and structures touching the boundaries of a municipality and all ships attached either permanently or temporarily to a dock, quay, wharf, ship or structure shall be considered to be within and to be a part of the municipality.

- Committee recommends that Recreational Stages and Wharfs be exempted from Property Taxes starting the 2019 taxation year.
- Council requested that this Item be deferred until further review with the Municipal Assessment Agency to clarify how the Municipal Assessment Agency makes the distinction between a recreational stage and wharf compared to commercial fishing stages and wharfs.

New Business / Correspondence

i. Financial Reports

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

2019-128

Hamlyn/Jacobs

Resolved that the Town of Fogo Island accept the financial reports as presented.
Resolution Carried. In favour 8. Against 0.

ii. 2018 Audit

2019-129

Hamlyn/Jacobs

Resolved that the Town of Fogo Island accept the 2018 Audit and further recommends that the auditor be requested to present to Council either in person or via teleconference.
Resolution Carried. In favour 8. Against 0.

- Council requested Staff to check with the Auditor to see if the audit can be presented at the next council meeting on August 27, 2019 and how much time he would need.

iii. Email – Diane Strickland – Grandfathering In

- Ms. Strickland email regarding her business being "grandfathered in" for exemption from business tax, same as the Fogo Island Lions Club is, was discussed.
- This matter was investigated with former staff and Councillors of the former Town of Fogo, it was adamantly expressed that under no circumstances was her business exempted from Business Tax and that if it was not taxed it was in error.

iv. Letter – Bradley Sargent – Request for exemption on Business Taxes

- Mr. Sargent's letter requesting to be exempt from business tax, as his business is closed was discussed.

2019-130

Hamlyn/Jacobs

Resolved that Progressive Auto Care Ltd. business taxes and accumulated interest, under section 111. (1) of the Municipalities Act, 1999, be written off in the amount of \$3,933.70, under the condition that

confirmation can be made that business had closed at the time specified by the owner and that the Town obtain a signed copy of the Accountant records to confirm the closure date of the garage. Resolution Carried. In favour 6. Against 2. Deputy Mayor Torrville and Councilor Rowe were against the resolution.

v. Letter – M'Liz Keefe

- Ms. Keefe's letter regarding the letter she received from the Town with regard to registering her artist studio was read.

- It was noted that there was an error in the letter regarding naming her studio.

2019-131

Hamlyn/Jacobs

Resolved that a response letter will be forwarded to Ms. Keefe apologizing for the error in naming her artist studio.

Resolution Carried. In favour 8. Against 0.

vi. Letter's from residents – Small Home-Based Business Tax

- The Committee members discussed the letters received and the petition posted with regard to the Small Home-Based Business Tax.

- The Town's lawyer has stated the Town has a duty to tax individuals that provide goods or services and not be discriminative. It is also the individual's responsibility to notify the Town that they are operating.

- Many other Town's across the Province are experiencing the same problems with individuals operating businesses and not notifying the Town or obtaining permits to operate.

7. Administration

- No items for discussion.

8. Correspondence

8.1 Letter – SID (Stag Harbour, Island Harbour & Deep Bay) Action Group

- Group expressed concerns regarding the road conditions to Deep Bay-Island Harbour intersection, shortage of long term and acute care beds at the Fogo Island Health Centre, financial support for Deep Bay playground, combination of fire services for Fogo Island and gravel pits.

- Council requested the Staff respond to the letter.

8.2 Dept of Municipal Affairs & Environment – Emergency Services Division

- The Regional Emergency Management Planning Officers position has been filled by Derek Tilley.

8.3 Dept of Municipal Affairs & Environment – 2020 Budget & Municipal Taxation

- Reminder that municipalities are required to implement taxation in accordance with the Municipalities Act, 1999.

- Unsupported taxation and failure to link taxes, fees, or adjustments with the necessary legislative authority under the Municipalities Act, 1999 may expose council to unnecessary litigation and/or financial liability.

- Municipalities may be asked to provide additional information to confirm they are correctly billing and reporting budget revenue.

8.4 Dept of Municipal Affairs & Environment – Project Funding Approval – PWDU for Central
2019-132

Hamlyn/Langdon

Resolved that the Town of Fogo Island accept the cost-sharing funding as outlined in the Municipal Affairs and Environment project approval letter dated July 23, 2019 to complete Potable Drinking Water Unit 17-GI-20-00005 for \$194,814.00. Town of Fogo Island agrees to provide \$17,666.00 in funding for this project and authorizes the Mayor and Clerk/Town Manager to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Fogo Island.

Resolution Carried. In favour 8. Against 0.

8.5 Dept of Municipal Affairs & Environment – Provincial Solid Waste Management Strategy Review

- This is the first comprehensive review of the strategy since it was announced in 2002.
- Feedback gathered during the public consultations period will provide valuable information and insight into local, regional and provincial waste management issues and be important in informing the work of the review.

8.6 Dept of Municipal Affairs & Environment – Municipal Capital Works Application Status

- Applications for Stag Harbour Water and Sewer Phase 1 and Barr'd Islands Water and Sewer Phase 3 were not successful in obtaining funding this year.
- Deadline for new applications for 2020 funding is September 30, 2019. Council urged everyone to consider any new projects for this year's priority list for Municipal Capital Works.

9. New Business

9.1 Community Grant – Fogo Island Codversations

2019-133

Hamlyn/Jacobs

Resolved that the Town of Fogo Island approve a \$500.00 grant for the Fogo Island Codversations for the development and promotion of the local newspaper.

Resolution Carried. In favour 8. Against 0.

10. Date of Next Regular Meeting:

Privileged Meeting – August 27th, 2019 (If required)

Regular Meeting – August 27th, 2019 at 7:00 PM

11. Adjournment:

2019-134

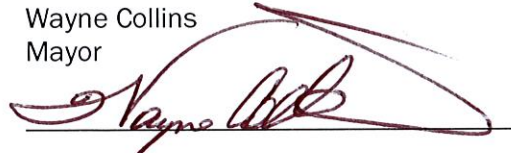
Langdon

Resolved the meeting be adjourned at 10:00 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 Torrville
Councillor Janet Langdon
Councillor Sheldon Hamlyn
Councillor William Hart

Absent:

Councillor Scottie Hart

Staff:

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

1. Call to Order:

Mayor Collins called the meeting to order at 7:06 PM and welcomed everyone. Gallery was full to the capacity of 23 people and apologies were made for not changing the venue to accommodate the public. Four residents were asked to leave due to capacity for fire regulations. Meeting was aired on the town Facebook page for anyone to listen, as a last-minute option.

2. Delegation

2.1 Pauline Brown – Fogo Island Partridgeberry Harvest Festival

- Ms. Brown is the Director for the Fogo Island Partridgeberry Harvest Festival. She provided a brief history of the festival. The festival started in 2008 as a Shorefast Foundation initiative, by 2012 it became an independently run and self-sustainable festival. Festival is held at the Iceberg Arena every October at Thanksgiving, celebrating the harvest and promoting Fogo Island's cultural arts and heritage. It has become one of the Island's largest most popular events.

- Purpose of the presentation is to ask for the Town's support and she described the huge impact that the home-based business tax is having on this year's festival. Many regular vendors are having second thoughts about participating this year because the Town is implementing this tax. Without the vendors, there is a possibility of no festival.

- Feels that the Town has not been very supportive of the Fogo Island Partridgeberry Harvest Festival over the past years. No Town presence of either Town Staff or Council members, Mayor has never been present, to give greetings at opening ceremonies, lack of financial support or volunteering, high rental costs of the stadium and now implementing the small home-based business tax on the hobbyists, young entrepreneurs and our aging crafters. This all threatens the life of the festival.

- Requesting that the Town defer the small home-based business tax immediately.

- Council thanked Ms. Brown for her presentation on behalf of the Fogo Island Partridgeberry Harvest Festival and advised that Council will review her presentation and Staff will follow-up with correspondence.

3. Agenda:

2019-135

Langdon/W. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 8. Against 0.

4. Minutes:

2019-136

Hamlyn/Torrville

Resolved that the minutes of the regular meeting held on July 30th, 2019 be adopted as presented.

Resolution Carried. In favour 8. Against 0.

5. Business Arising:

5.1 26 North Shore Road, Fogo – Mil Rate Review

- Council and Staff review the current mil rate categories for accommodations. Changes were made during the budget review for 2015. No changes will be made for this year however, Council and Staff will do further review in preparation for 2020 budget.
- Council requested that Staff write a letter to the property owner.

5.2 Small Home-Based Business Tax

- Both Council and the Finance Committee have further reviewed the Small Home-Based Business Tax and has decided to proceed with the taxes for the small home-based businesses. Under the Municipalities Act, 1999, the Town shall impose Business Tax on businesses operating in the municipality and home-based business tax has been introduced by many other municipalities in the province.
- Definitions that will be used are as follows:

Small Home-Based Business

An undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Minimum business tax of \$25, maximum of \$400, at 2.5% of Gross Revenue. Individuals are asked to please advise the Town of your Gross Sales and your appropriate taxes will be applied.

Direct Sellers

Consultants/Representative's such as Tupperware, Mary Kay, Avon, Scentsy, etc., the Business Tax rate is set at \$25.

- The onus will be on the individual to come to the office and register their business, Staff will not be policing the public for who has a business. Once the office receives complaints however, it is their responsibility to act on them.

5.3 Deep Bay Community Committee – Old School House

- Committee has contacted the Clerk/Town Manager and they have agreed to take over the Old School House under the conditions of the existing contract.
- Clerk/Town Manager will make arrangements to get the contract signed.

6. Committee Reports

6.1 Transportation Committee

- No meeting was held.

i. Power Outage at Farewell

- Staff recently received a complaint about a power outage at Farewell for at least 2 hours in duration. There was a big crowd in the line-up for the ferry and many people were without washroom facilities during this time as there wasn't any water to the terminal.
- Staff emailed Lewisporte office for any information and suggested that other arrangements be made in the future during scheduled power outages for the travelling public to have use of washroom facilities, maybe a generator system could be onsite to provide water to the washrooms or porta potties for use as many people were forced to go behind the building to use the washroom.
- Response from Director of Marine Services, was that they were not given prior knowledge of the power outage and did not find out until the power went out. They have contacted NL Hydro and they will be calling to inform them of planned outages going forward so alternate arrangements can be made. In going forward they will make every effort to have an alternate power source in place or the outage scheduled outside of Ferry operating hours.

ii. Letter – SID Action Committee

- Copy of letter sent to Mr. Ches Crosbie, PC Leader was forwarded to Council. Concerns were expressed regarding an incident that occurred where the Hearse was coming to Fogo Island to pick up a body and the hearse owner was also in his own personal vehicle. The Captain on shift gave permission for both

vehicles to have priority boarding. Another concern was the 25% - 75% deck space allocation for Change Islands versus Fogo Island.

- Council is waiting on a date for a meeting with Minister Crocker and these concerns will be addressed.

6.2 Tourism, Culture and Heritage Committee

In-lieu of a meeting for August, the Director of Tourism, Culture, & Heritage has provided the Tourism Committee a monthly update including general, maintenance, and trail updates.

The following items were addressed:

i. General Updates

- The Old Post Office Museum has a new extension cord so that the video presentation system can display properly.
- Approval has been given for the winter Job Creation Program (JCP). We have been approved for 7 positions for 8 weeks (3 Tourism Maintenance Workers / 4 Tour Guides). Job ads have been posted on social media, the Town's website, and faxed out to local businesses.
- We have had complaints about the Marconi Site sign at the premises. Tourists are confused as to where the Marconi Site is. To help alleviate confusion the Director has suggested to move the sign to an alternate site. One site would be in front of the building overlooking Fogo so that you can notice it from the road, the alternative would be to place it at the bottom of the lane leading up to the Marconi Site close to the sign that's already there.

ii. Maintenance Updates

- The Marine Interpretation Centre wharf work has been completed. The land was back filled, and wharf has been levelled and stabilized. The Director has sent off requests for quotes for engineering assessments for the structural integrity of the building and the wharf. The quote must include a diver's report so we can understand how to fix the washout problem that we have been experiencing.
- Brochure racks have been installed at both ferry terminals. The Fogo Island ferry terminal will be checked every week as long as we have staff at the Visitor's Information Centre and the Farewell terminal will be checked whenever possible. This also gives others the chance to place some material in the racks as well.
- Tilting Firehall washrooms have had some electrical issues. It was checked and the tourism maintenance worker has completed work on replacing an exhaust fan, vent cover, and some drywall.
- The Marconi Centre has some electrical issues as well, it will be assessed this week and followed up after an assessment has been completed.

iii. Trail Updates

- The weather has been very good in completing our trails on the island. Currently Brimstone Head, Deep Bay, Fogo Head, and most of Waterman's Brook trails have been completed for repairs. Lion's Den trail is currently being worked on and following Lion's Den trail the trail crew will focus on finishing up Joe Batt's Point trail and Turpin's Trail. The main work will be on Turpin's Trail as it does need a great deal of work to complete.
- Director and Foreperson from the trails crew went to Change Islands to assist in the hiring process of their trails crew. A Foreperson and three trail workers were hired.
- Director is continuing to search for an ATV for the trails crew and for future use on the trails.

iv. Correspondence

- A resident has brought forward concerns over the storyboards and information related to the Beothuk. They mentioned that the stories don't portray the Beothuk's appropriately and it is worth going over the stories to provide more accuracy and a more neutral story. The Director will investigate this and reach out to Beothuk historian's in Newfoundland and Labrador in the fall.
- A resident has asked the Director to look into the old wishing well that used to be in Fogo at Brimstone Head. The resident has asked that the original wooden wishing well be made and installed back to the original place. There is a rock well currently in the spot where the old wooden well used to be. The Director has brought this to his tourism committee to decide what's the best course of action.

6.3 Recreation and Special Events Committee

No regular Recreation meeting held this month. The following report has been provided to give a brief update on summer events.

i. Business Arising from Council Meeting

- The new playground is progressing at the school. The Director has talked to the school administration regarding cameras in the playground and will follow up in September on this issue once the new school year begins.
- Concerns were expressed that the pea-stone hasn't been spread on the playground yet. School is opening soon, and the playground should be ready for the children to play on. Council requested that Staff check with the Principal for an update.

ii. Summer Maintenance

- The summer maintenance position has been extremely busy with regular repairs and safety issues. There has been little time for beautification work in many areas, safety concerns are addressed first.
- This summer there wasn't any JCP recipients available. Two projects were advertised and neither had enough response to proceed. This made a huge difference to the amount of work accomplished in our sites around the island. Safety issues of working alone should also be considered.
- The system with work orders for the maintenance worker worked well. Many items were repaired and continue to be done as needed. However, concerns and opinions of the duties required of the maintenance staff were presented, a clear understanding of what is expected and accomplished by one maintenance worker for several sites is needed as everyone is wanting similar jobs completed at the same time. This issue has been brought to my attention by the maintenance staff as well. This maintenance worker is also a call-in staff for the arena. Director is requesting that the rate of pay for the Maintenance Worker be reviewed by Council.

iii. Community Market Program

- This program is going well every Saturday. Various vendors participate. Locals and visitors enjoy the services available. There is interest in continuing the market throughout the fall at another location once the stadium opens for ice activities. The common room will be considered but they will be looking for another site if this is not feasible.

iv. Summer update:

- Summer programs are going well. Enrollment varies from week to week. There are many new activities for kids at camps this summer, including basketball, football, rock painting, cooking, gardening and more. There were many visiting families who participated in the activities as well.

v. Events/Activities:

- Seniors Garden Party – July 17th
- Special Fun Day – July 30th
- Campfire/ Sing a long – August 7th

Note:

- September 4th -5th – Fireman's Fishing Derby at the Stadium
- September 13th – Tennie Bopper Dance
- September 14th – Adult Dance – Band "Mandown" – volunteers appreciated.
- September 29th – Fireman's demonstration – Jaws of life – at Stadium.
- A Seniors Prom is being planned for the fall however no date confirmed.

vi. Gas Detection Unit

- Council reviewed the attached quotes for the required Gas Detection Unit and requested that the Superintendent of Public Works review the quotes before a decision is made. Installation costs is not included on one of the quotes.

vii. Other

- A thank you card has been sent to the original soccer committee thanking them for their monetary donation. The ride on tractor has been purchased and the field will be fertilized in the fall.
- The contract for the grant of \$25,000.00 for new LED lighting for the front of the stadium and its interior rooms, under the Farm Credit Funding has been sent and moving forward.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers from 6:00 – 7:00PM on August 22nd, 2019. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Fire Chief Tommy Simpson, Mayor Wayne Collins, Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant. Absent from the meeting were Councilor Sam Rowe and Councilor William Hart (6:50PM).

The following items were discussed:

i. Review of Fire Chief's Report

- In this report you will see changes to the Fogo Island Fire Service, I would like to thank the Departments who took the time to work with me since I arrived in this position and look forward to the challenges ahead to improving the services we provide. Some of the changes are as follows:

- Developed systems for record keeping in the following: fire calls, training, PPE, truck maintenance,
- A chain of command for Fogo Island Fire Department
- Vision and mission
- Ethics and new policies for Fogo Island Fire Department
- Developed new Standard Operating Guidelines for the Thermal Imaging Camera (TIC)
- Respiratory Protection Program
- Breathing Apparatus log
- Cylinder Log
- Fire Department Progress Report
- Regional Fire Chiefs Team
- Took possession of Defrag Unit
- Took possession of new BA and Cylinders
- Took possession of Thermal Imaging Camera
- Took possession of CO Detector
- Tested hose and main pumpers
- Initiated new fundraising campaign for equipment fund.

2019-137

Torraville/Rowe

Resolved that the Town of Fogo Island open a new bank account with Scotiabank for any funds raised by the Fogo Island Fire Department for an Equipment Fund. This account will be separate from other accounts with the Town and Fire Stations.

Resolution Carried. In favour 8. Against 0.

- Set limitation on passengers in fire dept. cube van (Safety issues)
- Working with HiTech Communications on improving paging system, moving towards 1 paging response for island, and improving communication between stations on a call.
- Completed 3 building inspections
- Confirmed date for Jaws of Life course - September 29, 2019 – Beginning @ 7:30AM.
- Confirmed date for Drug Course - September 25, 2019 – Beginning @ 7:00PM.
- Working on the list of fire prevention activities
- Worked with Deputy Chiefs on 1 Firefighters' Ball on October 5, 2019 at the Stadium

- Changed static water supply location with Superintendent of Public Works due to lack of water and cost efficiency. Moved from the original site to the rails on the Fogo highway.
- Located and marked the static water supply in Stag Harbour at the Stag Harbour pond.
- Meeting with Deputy Fire Commissioner, Linus Tremblett.
- Completed the new Emergency Management Plan with changes and updates as per boats, council, new staff.

2019-138

Torraville/Rowe

Resolved that the Emergency Management Plan be “Approved in Principle” and sent to Fire and Emergency Services for review and approval.

Resolution Carried. In favour 8. Against 0.

- Working on a special funding grant with MHA to receive up to 80% funding for frontline equipment.

2019-139

Torraville/W.Hart

Resolved that the Fire Chief proceed with applying for a Special Assistance Grant to help cover the cost of purchasing the new defrag system, breathing apparatus, cylinders and hoses.

Resolution Carried. In favour 8. Against 0.

ii. NL Fire Services Annual Fire Convention, Gander – September 27-29, 2019

2019-140

Torraville/Rowe

Resolved that the Town of Fogo Island give approval for Fire Chief Simpson and 3 Members of the Fire Department to attend the Fire Convention in Gander from September 27th – 29th, 2019.

Resolution Carried. In favour 8. Against 0.

- These advancements would not be possible without support of the fire department and council working together and team building has been very positive with the changes put forward.

- I believe to move ahead we can't be stuck in the past, regarding equipment, training, or even feeling towards council. November 30, 2019 will begin a new positive chapter for the Fogo Island Fire Service. With many exciting advancements and lots of interesting discussions.

6.5 Public Works

No Public Works Committee meeting held during August. Update on the following issues for the past month.

1. Engineering consultant quote

- Received 3 quotes for the development and septic design for the proposed area for the new garage and shed. They are as follows

Cecon	\$7452.58 (HST included)
DMG Consultants	\$12,524.19 (HST included)
EECL consulting	\$11,195.25 (HST included)

2019-141

Rowe/Torraville

Resolved that the Town of Fogo Island accept the quoted price of \$7452.58 from Cecon for the development and septic design for the proposed area for the new garage and shed.

Resolution Carried. In favour 8. Against 0.

2. Advance Drinking Water System

- As of August 20, 2019, the Chief Electrical Inspector for the province has granted permission to LGR electrical to proceed with a new permit. Once the permit and hookup are complete, we can commence with the final steps of water hookup and training.

3. Dilapidated Buildings

- Demolition notices have been placed on four buildings in the community of Stag Harbour. The fee is \$136.00 per ton to dispose of the demolition material at our central site. The problem arises whereby the facility can't handle all this waste at one time and may limit the loads to 2 or 3 a day since all material must be combined with normal garbage that's shipped to Norris Arm for burial. This delays demolition and higher contracting expenses are incurred due to loads being limited on a day basis. The other option would be to transport material directly to Norris Arm via contractor. An average bungalow estimated cost is \$3000.00 dollars for waste fees.

- Council discussed the removal of these buildings and the issues with disposal. The demolition material cannot be stockpiled at the Fogo Island site due to limited space. With having to transport the material off the island the Town is incurring a huge expense to remove the dilapidated buildings that may not be recoverable. Council Representative with the Central Newfoundland Waste Management Board will have these issues discussed at the next meeting and as a solution, impress upon the Board to use bigger trucks for transporting the materials off the island and they pay the trucking fee. The Town's cost should remain at \$136.00 per ton.

4. PH system

This file is in the hands of Municipal Affairs due to an appeal by a one of the companies that tendered on the work. There seems to be confusion on what was tendered and what was in the spec. Will have to wait for a ruling from Municipal affairs.

6.6 Policy and Human Resources

- No meeting was held.

6.7 Finance

- No meeting was held.

New Business / Correspondence

i. Financial Reports

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

2019-142

Hamlyn/Jacobs

Resolved that the Town of Fogo Island accept the financial reports as presented.

Resolution Carried. In favour 8. Against 0.

ii. Community Grant – Fielle Tilting

2019-143

Hamlyn/Langdon

Resolved that the Town of Fogo Island approve a \$500.00 grant for the Fielle Tilting.

Resolution Carried. In favour 8. Against 0.

7. Administration

7.1 PMA Fall Forum – Gander - September 19-20, 2019

2019-144

Hamlyn/Langdon

Resolved that the Town of Fogo Island give approval for the Clerk/Town Manager and the Executive Administrative Assistant attend the PMA Fall Forum in Gander on September 19th and 20th, 2019.

Resolution Carried. In favour 8. Against 0.

8. Correspondence

8.1 MNL Convention – St. John's - November 14-16, 2019

- Council requested that any Councilors who are interested in attending the Convention submit their names to Staff. If more than 2 Councilors are interested then Council will decide on who attends.
- 2 Councilors expressed an interest in attending the Women's Leadership Summit in St. John's on November 13th, 2019. This is not part of the MNL Convention however it is being held the day before the convention starts.
- Council requested that they send a copy of the agenda to Council and it will be reviewed at the next meeting.

8.2 MNL Central Regional Meeting – Gander - September 20-21, 2019

- Mayor Collins and Councilor Rowe were scheduled to attend this meeting last Spring however it was cancelled. Both are still interested in attending.

8.3 MNL Emergency Meeting – Wastewater – September 6, 2019 St. John's

- Results of the discussions from this meeting is on the agenda for the MNL Central Regional Meeting in Gander so Councilors attending that meeting will get an update at that time.

8.4 Prostate Cancer Awareness Month – September 2019 2019-145

Torraville/T. Hart

Resolved that the Town of Fogo Island declare September 2019 as Prostate Cancer Awareness month for Fogo Island.

Resolution Carried. In favour 8. Against 0.

8.5 Letter – SID (Stag Harbour, Island Harbour & Deep Bay) Action Group

- In response to letter from the Town dated August 7th, 2019 the group expressed concerns that the answers to their questions regarding the road conditions to Deep Bay-Island Harbour intersection, shortage of long term and acute care beds at the Fogo Island Health Centre, financial support for Deep Bay playground, and the combination of fire services for Fogo Island were to brief.
- Councilor expressed concerns for Island Harbour Slipway not being approved. Staff contacted a committee member by telephone and requested that they confirm with the Contractor if the price quote on file from last Spring for scope of work would still be honored, there was no response on this request. Councilor will check for the price of the work to complete the slipway. Also expressed concerns on Deep Bay Playground. The Committee done all the work and paid all the expenses of landscaping why would council request that the playground be inspected by the Town Playground Inspector. Council only offered the services of the Playground Inspector as a safety precaution; Committee did not have to do it if they didn't want to.
- Council requested that Staff contact the Committee and request an agenda for the meeting with the Fire Services Committee before a date is set for the meeting.
- Council discussed their concerns and requested the Staff respond to the letter.

8.6 Sculpture Donation – Father Anthony Aikins, Roman Catholic Priest

- Father Aikins requested to donate a sculpture for display at the new Town Office.
- Council agreed to accept the donation as it represents the determination and strength of the residents of Fogo Island.
- Council requested that Staff respond with a thank you letter for the sculpture.

9. New Business

9.1 Street Light Request – JBA Festival & Recreation Committee

- Committee has requested that the Town install 2 new LED streetlights in the area of the War Memorial in Joe Batt's Arm. Area is very dark between the Fishermen's Lodge and the next property. New lighting would help anyone walking in the area and light up the memorial site.
- Council approved the 2 new streetlights and requested that the Superintendent of Public Works look at the area to see the best location for the lights.

10. Date of Next Regular Meeting:

Privileged Meeting – September 24th, 2019 (If required)

Regular Meeting – September 24th, 2019 at 7:00 PM

11. Adjournment:

2019-146

Langdon

Resolved the meeting be adjourned at 8:28 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	Deputy Mayor Paul Torrville
Councilor Janet Langdon (via Telephone)	Councilor Scottie Hart
Councilor Tracey Hart	Councilor William Hart
Councilor Barbara Jacobs	Councilor Samuel Rowe

Staff:

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

Absent:

Councilor Sheldon Hamlyn

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 7:03 P.M.

2. Agenda:

2019-147

W. Hart/T. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 8. Against 0.

3. Municipal Capital Works Priority List 2020:

- Deadline to submit applications for Municipal Capital Works for 2020 is September 30, 2019.
- Council discussed the remaining projects from last year's priority list that need funding.
- The following priority list was recommended for this year's Municipal Capital Works applications:

1. Barr'd Island Water and Sewer – Phase 3, Hewitt's Point

2. Stag Harbour Water and Sewer – Phase 1

2019-148

S. Hart/W. Hart

Resolved that the Town of Fogo Island apply for Municipal Capital Works Funding for 2020 under the following priority list with costs of projects to be determined later in the application process.

1. Barr'd Island Water and Sewer – Phase 3

2. Stag Harbour Water and Sewer – Phase 1

Resolution Carried. In favour 8. Against 0.

- Council further discussed the following projects as a priority list for future applications and requested Staff to proceed with costing and preliminary drawings for each.

1. Chlorine Booster Station – Fogo Water Supply

2. Water and Sewer Extension

a) Seldom to Little Seldom

b) Main Street towards Central

3. Fire Station Upgrades

4. Air Compressor – Fire Department

Martin's Fire Safety – Single Phase - \$31,000 + 2,700 plus HST and Installation

Three Phase (Used) - \$8700 plus Electrical and Installation

Fire House - \$11,500 – HST and Delivery included. No installation needed.

Plug in to outlet.

2019-149

Torrville/Rowe

Resolved that the Town of Fogo Island purchase the Air Compressor from Fire House Service & Supply at the quoted cost of \$11,500.00, HST and delivery included
Resolution Carried. In favour 8. Against 0.

2019-150

Torraville/W. Hart

Resolved that the Town of Fogo Island apply for a Municipal Assistance Grant to cover the cost of purchasing an Air Compressor from Fire House Service & Supply at the quoted cost of \$11,500.00, HST and delivery included
Resolution Carried. In favour 8. Against 0.

5. CO Detection System – Stadium

- Superintendent of Public Works has reviewed the quotes.

Control Pro - \$12,456.00 plus taxes

Enviro Med - \$11,400.00 plus taxes and commissioning.

2019-151

S. Hart/Torraville

Resolved that the Town of Fogo Island accept the quote from Control Pro at the cost of \$12,456.00 plus taxes for the CO Detection System for the Stadium.

Resolution Carried. In favour 8. Against 0.

❖ Councilor Langdon departed the meeting at 7:52PM due to another commitment.

6. Town Garages

- Council reviewed the land documents for the garages in Fogo and Joe Batt's Arm and requested that Staff proceed with advertising the "Request for Proposals" for the garages in Fogo and Joe Batt's Arm as planned.

- The amount of land included with the sale will be determined when the proposals are received. Council requested that the Superintendent of Public Works do some measurements on the land around Fogo garage to determine what needs to be left with the Rec Centre. Will need a copy of the land documents from Harbour Authority to see where their boundaries end.

7. Committees of Council

- The Rules of Procedure for the conduct of meetings requires that committee members must change after 2 years of service.

- Council discussed the purpose of the committees and may change the way they work.

- Item was deferred to next regular council meeting.

8. Adjournment:

2019-152

Jacobs

Resolved the meeting adjourn at 8:45 PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor



A Regular Meeting of Council was held on the above date at the Fogo Island Central Academy Cafeteria with the following in attendance:

Councillors Present:

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

Deputy Mayor Paul Torraville
Councillor Janet Langdon
Councillor Scottie Hart
Councillor Tracey Hart

Staff:

Amanda McGrath, Clerk/Town Manager

Daphne Coles, Executive Administrative Assistant

1. Call to Order:

Mayor Collins called the meeting to order at 7:03PM and welcomed everyone.

2. Delegation

2.1 Lee Danisch – Concerned Resident of Barr'd Islands

- The objective of his presentation was to foster continuous improvement of relations between concerned citizens, who are primary stakeholders and the Town Council. Mr. Danisch presented the following issues:

➤ Strategy

- As part of a strategic plan the town should be concentrating on larger and more generic issues other than taxation of the home-based businesses. Should be sticking to already-agreed town goals of protecting the outport way of life and supporting entrepreneurs as a united community. Enhancing our strengths will be more productive and will generate more taxes than expending efforts on futile tasks.

➤ Already a great place

- Fogo Island has a relatively modern infrastructure that is running smoothly, diverse communities with strong cultural roots, a strong Cooperative Society and high visibility as a tourist destination.
- Fogo Island has a strong Economic Development Partnership with clear goals "...protecting and enhancing Fogo Island's outport way of life, while encouraging and supporting an entrepreneurial culture that will strengthen the vision and goals of the three partners: the Town of Fogo Island, the Shorefast Foundation and the Fogo island Co-operative Society."

➤ Already Getting Better

- Mr. Danisch thanked the Town for arranging a more public venue for the regular council meeting which was held at the cafeteria at the school. Also thanked the Finance Committee for inviting him and a representative from Home Base to their committee meeting for discussion on taxation issues.

➤ How the Council System Works (For Benefit of Stakeholders)

- Delegations can provide input to Council at the monthly council meeting, however this is not a place for debate or immediate decision-making regarding the delegation. There is provision for some questions from Councillors. However, there is provision for interaction with Committees that include Councillors and Stakeholders for the purpose of forming recommendations to Council.
- The Clerk/Town Manager acts at the direction of Council to perform administrative functions and provide continuity.

➤ Improvement Ideas, Take Aways and Recommendations

- Following the Municipal Council Handbook as a reference to municipal leadership. This handbook also encourages the improvement principles that have become commonplace in a multitude of other organizations.
- Formation of advisory committees including Stakeholders/Consultants/Mentors.
- Attending training events is important for all members of the Town.
- Public engagement is strongly encouraged.
- Allowance for more attendance at council meetings. Providing an audio and/or visual feed is not enough.

- Work together with residents throughout any process of developing regulations, committee activity with stakeholder participation is one way to accomplish this.
- Concentrate on positive goals such as improving the viability of the economy.
- Mayor Collins thanked Mr. Danisch for his presentation. Mayor Collins also explained that Council cannot commit to using this venue monthly, cost is not the only issue with using the School, there is also time limits in place that meetings must be over at a certain time. This will be further investigated by both Council and Staff. A new Town building will hopefully correct this issue for everyone.

3. Agenda:

2019-153

W. Hart/Hamlyn

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 9. Against 0.

4. Minutes:

2019-154

Torraville/Langdon

Resolved that the minutes of the regular meeting held on August 27, 2019 and the special meeting held on September 12, 2019 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

5. Business Arising:

5.1 Response Letter – Denny & Jeanette Newman

- After reviewing the information presented by Mr. and Mrs. Newman at the July 30th council meeting, Staff responded to their concerns. They were informed of the cost saving measures for the Town and its residents by hiring a Mechanic/Operator, who also performs other duties including water and sewer maintenance, snow clearing, and road maintenance.
- An explanation was also provided for the statement concerning the Old Drug Store property not being rented because the individuals who were interested in renting this building were threatened with the RCMP by Town staff. This statement was misunderstood and is incorrect. During the telephone conversation with a group member, they had inquired what they needed to do to start up a new business and how the Town would enforce the order if someone didn't obtain the necessary permits. In answering the first question, they were informed to apply for a Permit to Operate from the Town and it would have to include Fire & Life Safety and Accessibility Permits from Service NL for the building they were intending to use. With the second question they were advised that the Town would enlist the help of Service NL, Government and maybe the RCMP, there wasn't any threatening of the RCMP against the individual. If this statement were true, why would this group use another building?
- With the tax rates for their rental property, there will not be any changes for this year, however they were informed that Council will be reviewing the business categories and tax rates for nightly rentals during the 2020 budget process.

5.2 Response Letter – Pauline Brown – Fogo Island Partridgeberry Harvest Festival

- Correspondence was forwarded to Ms. Brown with assurance that the Town and its Staff fully supports the festival by attendance and support for its vendors. As for the Mayor extending greetings on behalf of the Town, the current Mayor hasn't received an invitation during his tenure for the last 2 years and staff cannot recall any requests ever being forwarded to the office. When an invitation is extended and the Mayor is unable to attend, arrangements are normally made for the Deputy Mayor or some other Councilor to bring greetings.
- There is financial support through the Stadium with a \$500.00 rent subsidy, along with 2 or 3 days before the festival for setting up and 1 or 2 days after for dismantling and cleanup. As for chair rental, the festival has never been charged a rental fee.
- With respect to the small home-based business tax being a deterrent for potential participants, it is not the Town's intention to tax individuals who participate in such a festival as a one-time event, only groups or individuals who are continuing to provide a service or sell products on an ongoing basis will be subject

to this tax. All indications from the Community Market is that they have a good number of participants involved who are in the same category as those participating in the festival.

- Unfortunately, during this weekend many Councilors and Staff are away for family events therefore are unable to make a commitment and it is also the dates that the Municipalities NL Convention is held in which Councilors and Staff have participated in the past. Over the past years the Town of Fogo Island has provided much financial support for this festival and plan to continue this in the coming years.

5.3 Email Correspondence – Home Base

- Email correspondence was received from several members of Home Base, the Committee for Home-based Tax Reform with regards to their petition and a motion that was passed by Council at the June 2019 regular meeting for a public meeting to be held. One of the emails was sent to members within the Department of Municipal Affairs and Environment.

- Emails were addressed by Council. Home Base has met with the Finance Committee for discussion on the small home-based business tax.

- Staff has been in contact with Sandy Hounsell, Director of Municipal Support with the Department of Municipal Affairs and Environment and he don't recommend that council provide an exemption from this tax.

5.4 Committees of Council

- Council felt that the current committee structure wasn't working. Most committees met once a month and meetings were taking up too much time dealing with day to day operations. Recommendations were coming to council for approval and were being referred to the committees again as Council did not know all the information to make a decision, thus slowing down the decision-making process.

2019-155

W. Hart/T. Hart

Resolved that the Town of Fogo Island abolish the current committee structure and proceed with a Department Head meeting every 1 or 2 months, (depending on the issues that arise), for all Councillors to attend. Further resolved that a committee of council can be appointed as they are needed and then abolished.

Resolution Carried. In favour 9. Against 0.

- Council requested that Department Heads prepare reports and email to Councillors prior to the meeting for review.

6. Committee Reports

6.1 Transportation Committee

- No meeting was held during the past month. There is a meeting arranged for Wednesday, September 25, 2019 with Minister Steve Crocker, Department of Transportation and Works and Minister Derrick Bragg, Department of Municipal Affairs and Environment.

6.2 Tourism, Culture and Heritage Committee

A meeting of the Tourism Committee was held in the Tourism Boardroom from 7:24PM to 8:30PM on September 9th, 2019. The meeting was chaired by Councillor Janet Langdon and others in attendance were, Evan Parsons Director of Tourism, Culture, & Heritage and Amanda McGrath, Clerk/Town Manager. Absent were Councillor Sheldon Hamlyn & Councillor Tracey Hart.

The following items were addressed:

i. General Updates

- Fogo Island Trails Project - Lion's Den Trail is almost completed and within the next week they will continue work on Turpin's Trail West.

- Change Islands are starting to initiate their upgrades and they have received the bulk of their materials. They have completed clearing the necessary sections of debris and in the process of starting to replace sections of their boardwalks and installing new ones.

- The Director has presented a few different types of ATVs to the committee for review. The ATV is desperately needed for trails maintenance and upgrades as it means the ease of transporting materials and workers to a trail which will cut travel and transport of materials by hand immensely.
- The museums have been soft closing as we have a reduction in number of staff. All museum Coordinators have been given signs to post on the buildings advising tourists of this and a number to call to book a tour.
- The Tourist Information at the Visitors Information Centre has been relocated to The Marine Interpretation Centre for the duration of the season and the Marine Interpretation Centre has also implemented scheduled tours. The building will be opened every day from 9:00 AM – 5:00 PM with scheduled tours at the following times: 9:30 AM, 1:00 PM, and 3:00 PM.
- The Marconi Centre will be opened every day from 9:00 AM to 5:00 PM.
- Museum Coordinators and other staff will alternate between the Marine Interpretation Centre and the Marconi Centre to ensure that we keep both buildings open as many days as we can.
- New design of the tourism maps has been discussed and the Director will continue to work on the tourism maps during the fall season for the new maps to be ready for next season. Director will also investigate producing hiking trail maps to assist tourists and visitors whose focus is hiking on the island.
- The Fogo Island Heritage Advisory Committee recently held a meeting, first one in 2 years to discuss some important issues with the heritage properties. The committee is requesting to meet with Council for further discussion. Council suggested that another meeting be set up with the Heritage Committee and the Fogo Island Heritage Advisory Committee and other Councillors can attend that meeting.

ii. Maintenance Updates

- Electrical repairs will commence at the Marconi Centre within the next week or two once we receive the parts.
- Tourism Maintenance has been busy working on multiple items including:
 - Finished installing the Dwyer Premises door including staining the door
 - Water issues at the United Church washroom.
 - Replacing garbage can in back cove that was taken
 - Replacing toilet handle and taps on women's washroom at the Marconi Centre
 - Replacing taps at Experience Fogo washroom, toilet issues have been identified to be a lift station problem and Public Works has been notified. An out of order sign has been posted until issues are fixed.
 - Marconi Centre front door is broke. New screws were installed in hinges, but the door will need to be replaced as stripping from underneath. Weather stripping will need to be installed. The door will need to be replaced eventually, before the next season starts.
 - Fixed broken lawnmower that was in Fogo, but it has since broken again. While this is being repaired again, a replacement is made available if needed.
 - An assessment has been done by tourism maintenance of the Brett House. They have identified multiple repair issues and the Director will seek assistance through different committees and groups on the island to help repair some of the identified issues and will be researching different funding sources to help with the financial costs of repairing the building.

6.3 Recreation and Special Events Committee

A meeting of the Recreation and Special Events Committee was held at the council chambers on September 09, 2019 from 6:40PM to 7:20PM with the following present: Councillor William Hart, Town Manager/Clerk Amanda McGrath, and Recreation Director Colette Wells – Coish. Absent was Chairperson, Councillor Tracey Hart, and Councillor Scottie Hart.

Business arising from report:

- The Gas Detection Unit has been approved by Council and ordered from Control Pro.
- The new school playground was open on September 4th. The Director has been in contact with the principal regarding placing cameras in the playground and he is looking into this. Any new information will be forwarded to the town. The new inclusive swing donated by the Town is installed.
- Summer Maintenance: this issue was discussed, and a decision should be made soon.

Repairs and Maintenance:

- There are regular checks being done of the stadium and playgrounds. There are no major issues to date to report.

Activities and Events:

- There are several family events planned for the fall. Please check the daily schedule at 266-1112 for updates and events.

Other:

- The current design of the fence in Fogo Playground has no gate. This was a concern for an individual. The area was reviewed by the Playground Inspector, the opening is located to the side, not at the front facing the street. Council discussed the area and some of the town playgrounds don't even have fences around them, even the new school playground has the gate open at all times.
- Guardrail in the front of the stadium parking lot has been discussed and it should be done this fall.
- Startup date for the ice plant at the arena will be after the Thanksgiving weekend. The tentative start up would occur after the long weekend.

6.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers 7:30PM to 9:30PM on September 11th, 2019. The meeting was chaired by Deputy Mayor Paul Torraville and others in attendance were Councilor Sam Rowe, Councilor William Hart, Fire Chief Tommy Simpson, Amanda McGrath, Clerk/Town Manager and Daphne Coles, Executive Administrative Assistant.

The following items were discussed:

Review of Previous Minutes

i. New Bank Account for Fire Equipment

- Request is sent to the bank for the new bank account.

ii. Emergency Management Plan

- Plan is sent to Fire and Emergency Services for review. Waiting to hear from Derrick Tilley.

iii. Special Assistance Grant

- The application has not been sent in yet; currently waiting on price quotes and approval for Air Compressor. Speaking with MHA Derrick Bragg and he said to include the cost of the Air Compressor in the grant request.

Review of Fire Chief's Report

i. Fire calls

- Department responded to 6 fire calls during the last month.

ii. Fire Inspections:

- Fire Chief completed fire inspections on 2 commercial buildings.

iii. Station update:

- Fire Chief was able to meet with the members of Stag Harbour Fire Station to discuss the upcoming changes. They believe they will have zero members willing to stay on with Fogo Island Fire Department. They asked to keep their 1963 fire truck in the community as a piece of the community history. They also gave the Fogo Island Fire Department, bunker gear and helmets. Fire Chief will try to get their equipment maintenance complete by midmonth.
- When the Fire Chief was able to do the truck check at Island Harbour Fire Station, only one member was available to let him in the station to get the truck. Upon inspection, the truck needed major repairs.

U

- Members from the core stations of Fogo, Seldom and Joe Batt's Arm are working well together. There is little response from the members of the closing stations of Stag Harbour, Island Harbour and Tilting with little or no attendance to training activities and meetings.
- Little or no interest from the members of the closing station to combine with their corresponding core station. Island Harbour Fire Station may have a few members that are willing or have shown interest to join with the Fogo Fire Station, however if they do not participate in the training activities, they will not be able to remain with the department.
- A mail out to community residents informing them of the upcoming changes and provide them with the phone number for fire protection whether it be 911 or a new local number for the whole island will need to be distributed in the upcoming months before the stations close out. Emergency contact information will need to be decided on before the information is sent to residents. Fire Chief is planning to meet with Bell Technician to discuss this.

vi. Visa Card and Spending Limit for Fire Chief

- Fire Chief has requested a Visa Card and an increase in the approval limit for spending within the department. Current approval limit for the Fire Chief is set at \$1,000.00 and many purchases within the department are above this amount.

2019-156

Torraville/Rowe

Resolved that the Approval Spending Limit for the Fire Chief be increased to \$3,500.00 and a Town Visa Card be provided.

Resolution Carried. In favour 9. Against 0.

vii. After Hour Emergency Services

- Fire Chief has concerns regarding snow issues after hours for emergency services. It is important that the Department of Transportation and Works be on stand-by for call-in during the winter months especially during snowstorms.
- Council has discussed this with the Public Works Superintendent, to develop a plan using the Town equipment. Council is also arranging a meeting with the Minister of Transportation and MHA Derrick Bragg and this is on the agenda for discussion.

viii. Station Upgrades Update

- Fire Chief and Superintendent of Public Works have visited the 3 Fire Stations and reviewed the upgrades that are recommended in the Stantec Report.

Fogo Fire Station: This station needs a full facelift and expansion. The Stantec report shows expansion off the back and off the main door side. Agreed with all suggestions except space for compressor room since the compressor will be housed at the Joe Batt's Arm station. Recommend a change for the showers be separate for men and woman. It is agreed that there would be very little site work needed to start this project.

Seldom Fire Station: This station like the Fogo station has the same recommendations from Stantec. and the same recommendations for this building apply. No compressor room, and male and female showers. The groundwork would be minimal at this station, their plan calls for extension off the back however would request the extension come off the front. And lose the grade transition from bay to bay.

Joe Batt's Arm Fire Station: This project depends on the land issue with Shorefast, the public works building could work with an expansion off the back of the building. To accommodate their fleet and equipment.

New Business

i. Community Committee Meeting Requests

- Several community committees have requested to meet with Council and/or the Fire Services Committee.
- Fire Chief is compiling information before these meetings can be arranged.
- It was suggested that if a committee wants to meet with Council, they can attend a regular council meeting as a delegation.

ii. Jaws-of-Life Equipment

- All Fire Stations have provided some funding to purchase new Spreaders for the Jaws-of-Life from CODE 4 at a cost of \$12, 900 plus HST. Money from fundraising events will be used to help cover the purchase.

2019-157

Torraville/W. Hart

Resolved that the Town of Fogo Island provide the remaining funds to purchase the Spreaders and the money will be repaid to the Town when the fundraising is done.

Resolution Carried. In favour 9. Against 0.

iii. Firefighter's Banquet – October 5, 2019

- Members have agreed to hold one Firefighter's Banquet this year at the Stadium. A committee has been formed to organize the event. Committee has requested that Council provide a donation to help cover some of the costs.

2019-158

Torraville/W. Hart

Resolved that the Town of Fogo Island provide a \$1000.00 grant to the Fogo Island Fire Department for the Firefighter's Banquet.

Resolution Carried. In favour 9. Against 0.

6.5 Public Works

A meeting of the Public Works Committee was held in the Council Chambers on September 11, 2019 from 6:30PM – 7:46PM. The following were present; Councilor Samuel Rowe, Chair, Deputy Mayor Paul Torrville, Councilor Scottie Hart Amanda McGrath, Clerk/Town Manager, Daphne Coles, Executive Administrative Assistant and Mark Penton, Superintendent of Public Works.

The following items were discussed:

Business Arising from Previous Council Minutes

i. Land for New Town Garage

- Cecon has been notified that their bid has been accepted by the Town and to start work as soon as time permits.
- Scope of work to include costing for site plan, road access, and septic design.

ii. Streetlight Request

- Rita Penton has requested that two streetlights be installed around the War Memorial in Joe Batt's Arm.
- Superintendent will check the area for the best location on the new lights.

iii. CO Detection for Stadium

- Quotes are as follows

Control Pro - \$12,456.00 plus HST

Enviro Med - \$11,400.00 and commissioning (\$1,760) for a total of \$13,160 plus HST

A third quote has been requested from Martin's Fire Safety however nothing has been submitted to date.

- Superintendent has reviewed the quotes.

- Committee and Superintendent recommends that the Town of Fogo Island accept the quote from Control Pro at the cost of \$12,456.00 plus taxes for the CO Detection System for the Stadium.

- Item will be discussed at a Special Meeting of council being held on Thursday September 12, 2019.

vi. Advanced Drinking Water System in Seldom

- Hydro has the new pole up and work is proceeding with the electrical hookup.

New Business

i. Temporary/Full-time Seasonal Worker – Winter Operations

- Did not hire from the job posting for the Full-Time Operator/Maintenance Worker Position.

- Superintendent has reviewed the position and the workload for Public Works Department and feel that the position would be more appropriate to hire as a temporary/full-time seasonal position for winter operations.

- Tentative work schedule to be early January to mid-April, 2020. Superintendent is confident that the current public works staff can handle the workload until then.

ii. Water Intake at Tilting Pump House.

- Experienced some issues with the water intake getting plugged with ice slush early last winter. This has not been fixed. Superintendent is requesting permission to have a Diver inspect the intake to see what can be done with the water intake to avoid it from happening again. This can be done while Staff cleans out the wet well in the Fall.

- Committee advised the Superintendent that when this issue occurred originally, that divers from Central Diving were onsite and can provide information on the intake system. Superintendent will contact Central Diving.

iii. Streetlight Requests – Island Harbour

- After the council meeting at the end of August a resident from the community contacted the office and inquired about the Town taking over payment for their streetlight that is currently in their garden. The homeowner had requested that the Town install the streetlight in their garden several years ago when they moved to the property however their request was denied due to distance from the main road.

Public Works Staff visited the property again and the streetlight is located over 200 feet from the road.

- Before amalgamation, the former Towns had disconnected some of the streetlights that were a long distance from streets.

- The Town do not pay for any streetlights to light up resident's gardens or driveways, the purpose of streetlights is to light up the streets.

- Resident also requested that the Town install streetlights in an area of Island Harbour; between Payne's Harbour and the Old School property. This is a very dark area. Superintendent has looked at the area and there are 15 light poles between these locations and adding a streetlight on every third pole, would require 4 – 5 streetlights.

2019-159

Rowe/Torraville

Resolved that the Town of Fogo Island install the streetlights needed for the area between Payne's Harbour and the Old School in Island Harbour.

Resolution Carried. In favour 9. Against 0.

iv. Curb Stop Installations – Fire Hydrants

- Town has several fire hydrants that have water lines connected to them to provide a water supply for seasonal residents. At a previous council meeting this was discussed, and the Fire Chief requested to discontinue this service as this use is not permitted for fire hydrants and can be a safety issue especially

during an emergency. Council decided to install new curb stops at the fire hydrants so residents can connect to the curb stop.

- Superintendent has determined that these curb stops will need to be connected to the main water line outside the fire hydrant valve and will need to be done by a Contractor. As most seasonal residents will soon be disconnecting their waterline from the fire hydrant, the work can be done in the Spring before they want to connect again.

v. Water Supply for Central – Fire Services

- After review with the Fire Chief, it has been determined that the swimming pond on the highway to Fogo is a better location for a central water supply. Area will require a small amount of fill to level the area leading to the pond for truck access.
- The crown lands application for the easement to the pond below the RCMP Station is still awaiting approval, will still proceed with this area as a secondary supply.
- Committee requested that the Superintendent proceed with getting price quotes for work at the swimming pond site on Fogo Highway before the next council meeting.

vi. RV Dumping Station

- No work has been done yet to upgrade the dumping station in Fogo, waiting on Crown Lands for approval on Easement application.

vii. MNL Emergency Meeting - Wastewater

- Superintendent along with the Mayor attended the meeting in St. John's. Main discussion at the meeting was on compliance with the Federal Wastewater System Effluent Regulations with outfalls. Town has 3 outfalls that are being monitored by BioMaxx and they are not compliant with these regulations.
- There are 197 non-compliant municipalities in NL. Gander, St. John's and Marystown are the only 3 municipalities in NL that are compliant. Meeting the requirements of these regulations are quite costly and many municipalities cannot afford this cost.
- Seven of the provinces MP's attended the meeting. Many Councils are upset with these regulations as councilors and staff can be held liable for millions of dollars in fines and possible jail time and they voiced their concerns at this meeting.

viii. After Hour Emergency Services

- Fire Chief has concerns regarding snow issues after hours for emergency services.
- Superintendent has reviewed the equipment and with just 2 Loaders in the fleet, one being in Fogo and the other in Joe Batt's Arm, it is important that the Department of Transportation and Works be on stand-by for call-in during the winter months especially during snowstorms.
- Council is also arranging a meeting with the Minister of Transportation and MHA Derrick Bragg and this is on the agenda for discussion.

6.6 Policy and Human Resources

- No meeting was held.

6.7 Finance

A meeting of the Finance Committee was held in the Council Chambers on September, 2019 from 4:00 PM – 5:25PM. The meeting was chaired by Councillor Sheldon Hamlyn and also in attendance were Councillor Barbara Jacobs, and Amanda McGrath, Clerk/Town Manager. Councillor Janet Langdon was absent.

The following items were discussed:

Delegation

- M'Liz Keefe and Lee Danish, representative from the Committee for Small Home-Based Business Tax Reform were present to discuss taxation of small home-based businesses.

- The Committees request is for Council to defer taxation of small home-based businesses. It is Councillors understanding that the Town Council is not in agreement with deferring this tax.
- Want to set up a committee with their group and Council to discuss taxation, economic development; members from Council possibly include Finance and Tourism department. It would be to boost the economy and try to advance how operations work.
- There was a discussion on the tax rate and the definition Councillors put forth at the last Council meeting.

Small Home-Based Business - An undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency. Minimum business tax of \$25, maximum of \$400, at 2.5% of Gross Revenue. Individuals are asked to please advise the Town of your Gross Sales and your appropriate taxes will be applied.

- The onus will be on the individual to come to the office and register their business, Staff will not be policing the public for who has a business. Once the office receives complaints however, it is their responsibility to act on them.
- The Town is obligated to investigate, when they are notified of a business operating within the Municipality or when the Town becomes aware when individuals openly advertising. More importantly Council don't want to put the Town at risk to be sued, which consequently will filter back to its residents as a financial burden.
- The committee requested that a minimum amount of sales be set, prior to individuals being recognized as operating a business. Councillors feel that this would be hard to control and be solely based on truthfulness.
- Revenue Canada's minimum of \$30,000 for businesses to collect and remit HST was suggested. This is a tax that is collected directly from customers and remitted to Revenue Canada, it is not a determination if someone is operating a business.
- A set rate for the tax was discussed and possibility could work.
- Many other Municipalities across the province tax home-based businesses, the tax rates are much higher than Fogo Island's and most are having difficulties with individuals not registering with the Town. Some Towns have staff who continually check online for businesses that are operating.
- Councillors advised the group that any individual can request an exemption, by writing Council, if they feel that they are not operating a business or for other reasons.
- It was also noted that these small home-based businesses are taking business away from registered businesses.
- The group were also advised that they should contact the Gander and Area Chamber of Commerce and invite them out for a discussion.
- The Finance Committee thanked Ms. Keefe and Mr. Danish for meeting with them.

Business arising

i. Traditional and Recreational Stages and Wharfs

It is the Committees intent that traditional and recreational stages and wharfs be exempt from property tax; if it is a commercial operation it would be listed as a tenant in the Municipal Assessment Roll book for taxation purposes.

2019-160

Hamlyn/Jacobs

Resolved that the Traditional and Recreational Stages and Wharfs be exempted from Property Taxes starting the 2019 taxation year.

Resolution Carried. In favour 9. Against 0.

New Business / Correspondence

i. Office Equipment

- The office computers need to be replaced as they cannot be upgraded and will not be able to operate the Town's accounting program starting January 2020.
- The price for the replacement of the 5 computers that are required is approximately \$6,000 plus HST, which is below the budgeted amount for office equipment.

2019-161

Jacobs/Langdon

Resolved that the Town of Fogo Island purchase 5 new computers for the office.

Resolution Carried. In favour 9. Against 0.

ii. Financial Reports

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

2019-161

Hamlyn/Jacobs

Resolved that the Town of Fogo Island accept the Financial Reports as presented.

Resolution Carried. In favour 9. Against 0.

7. Administration

- No new business to discuss.

8. Correspondence

8.1 Clean Harbours Initiative

- A group created to deal with harbour and ocean pollution within the province. They are encouraging municipalities and harbour authorities to take a lead role to assume the responsibility of this particular problem by including in future budgets money necessary to cover the costs of such cleanups through working partnerships with government funding agencies and DFO.

- They are requesting to meet with Council to present a 20-minute power-point presentation documenting some of their findings.

- Council requested that Staff respond with an invitation to attend a regular council meeting as a delegation.

8.2 Sexual Violence Awareness Week

- This week is dedicated to raising public awareness on sexual violence that occurs in our province.

- September 16th – 20th was designated as Sexual Violence Awareness Week.

8.3 Canadian Union of Postal Workers

- Letter was addressed by council.

- With the Federal Election in process, the Canadian Union of Postal Workers is requesting that municipalities question the political parties on their intentions for Canada Post and request that they make public commitments with issues regarding establishing postal banking to offset the loss of financial services, creating an ambitious climate change action, maintaining door-to-door mail delivery, preserving the public postal service and maintaining rural post offices.

8.4 Kids Eat Smart Radiothon – November 6, 2019

- Requesting a donation for the Kids Eat Smart Radiothon that is taking place on November 6, 2019 on all stations of VOCM/Big Land FM Radio Network VOCM, live at the Avalon Mall from 9am to 1pm.

Donation will go towards providing breakfast to children in our school system.

2019-162

Jacobs/Torraville

Resolved that the Town of Fogo Island donate \$300.00 to the Kids Eat Smart Radiothon for Fogo Island Central Academy.

Resolution Carried. In favour 9. Against 0.

8.5 Dafna Mildenberger – Table Speakers for Council Meetings

- Residents who attend the regular council meetings are finding it very difficult to hear the table discussion and when the meeting was aired on the Town Facebook page the sound was very muffled.

- A resident provided some information on a table speaker system to help solve the issue. System is good for 14 to 20 people and is provided by Logitech, approximate price between \$700-\$1400 depending on the components that are needed.
- Council will review the information and see what is needed for the Town meetings.

8.6 2019 Fall Training Schedule

- The Department of Municipal Affairs and Environment (MAE) has provided a Municipal Training Circular listing training and development opportunities available to municipal administrators and elected officials throughout the fall of 2019.
- Registration is free and the Municipal Training Financial Assistance Fund is available to provide travel subsidies.
- List was provided to Councillors for review. Councilor Langdon has requested to attend the Municipal Budget presentation in Grand Falls on October 16th, 2019.

8.7 RCMP – School Zone Speed Limit

- RCMP with the Fogo Island Detachment has contacted the Town with concerns over the current speed limit of 50km/hour within our School Zone.

2019-163

Jacobs/Langdon

Resolved that the Town of Fogo Island request to the Department of Transportation and Work that the current speed limit of 50km/hour within the School Zone be reduced to 30km/hour.
Resolution Carried. In favour 9. Against 0.

9. New Business

- No new business for discussion.

10. Date of Next Regular Meeting:

Privileged Meeting – October 29th, 2019 (If required)
Regular Meeting – October 29th, 2019 at 7:00 PM

11. Adjournment:

2019-164

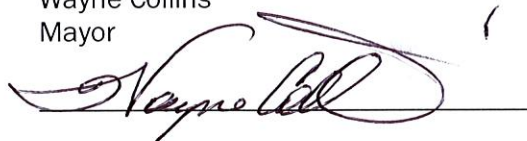
S. Hart

Resolved the meeting be adjourned at 8:30PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor



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

Councilors Present:

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

Deputy Mayor Paul Torrerville
Councilor Scottie Hart
Councilor Janet Langdon

Staff:

Amanda McGrath, Town Clerk/Treasurer

Absent:

Councilor Barbara Jacobs

Councilor William Hart

1. Call to Order:

Mayor Collins welcomed everyone and called the meeting to order at 8:05 P.M.

2. 2019 Single Axle Dump Truck –Resolution to Borrow:

2019-165

S. Hart/Rowe

Resolved that the Town of Fogo Island borrow \$226,346.51, to purchase a 2019 Single Axle Dump Truck, from the Bank of Nova Scotia at a rate of 4.2% to be financed for a 5-year term, with a 5-year amortization period.

Resolution Carried. In favour 7. Against 0.

3. Human Resources – Wage Review:

2019-166

Langdon/S. Hart

Resolved to accept the wage review results and recommendation as discussed at a privileged meeting.

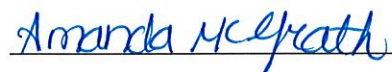
4. Adjournment:

2019-167

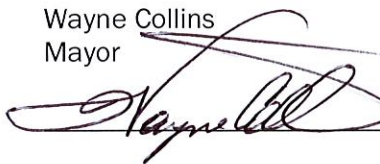
S. Hart

Resolved the meeting adjourn at 8:40 PM.

Amanda McGrath
Clerk/Town Manager

A handwritten signature in blue ink, reading "Amanda McGrath", written over a horizontal line.

Wayne Collins
Mayor

A handwritten signature in dark ink, reading "Wayne Collins", written over a horizontal line.

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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councillor Barbara Jacobs (7:39PM)	Councillor Samuel Rowe
Councillor Sheldon Hamlyn	Councillor Tracey Hart
Councillor William Hart	

Staff:

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

Councillor Janet Langdon	Councillor Scottie Hart
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1. Call to Order:

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

2. Delegation

2.1 Mikaela Kautzky

- Council welcomed Ms. Kautzky to the table and introductions were done.
- Purpose of her presentation is to speak about creating recreational programs for youth, specifically through skateboarding.
- She has hosted free skateboarding lessons in the community of Fogo throughout the past summer and held one event at the Iceberg Arena, all with a good response from those involved.
- Have built 2 small ramps that can be used by the community and can be moved around. She understands building skateboards and has raised some money for this initiative.
- Ms. Kautzky feels that there is good potential on the island to proceed with the skateboarding proposal throughout the winter and into next Spring and Summer. She is inquiring if there is an indoor space available from the Town that can be used during the winter, building would need a concrete foundation/floor and an open space. Won't require much heat. She has already been speaking with the committee that is taking over Fogo Rec Centre, this would be an ideal place.
- Council thanked Ms. Kautzky for her presentation and informed her that Skateboarding is an idea that the Town has been looking at options for over the past year and her ideas has provided excellent information for review and her expertise in this will definitely be a good asset to the Town.

3. Agenda:

2019-168

W. Hart/Hamlyn

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 6. Against 0.

4. Minutes:

2019-169

W. Hart/Torrville

Resolved that the minutes of the regular meeting held on September 24, 2019 and the special meeting held on October 7, 2019 be adopted as presented.

Resolution Carried. In favour 6. Against 0.

5. Business Arising:

Fire Protection

Meeting with Department of Transportation and Works

- Inquired if meeting has been arranged with Department of Transportation and Works to discuss after hours emergencies for fire protection once the Fire Stations close in Stag Harbour, Island Harbour and Tilting. Minister Crocker advised at that the 24-hour dispatch number was available for any emergencies, 709-292-4444.

- Staff has sent an email to the Superintendent at the Fogo Island Depot requesting a meeting with no reply yet. Superintendent will be off until Friday, November 1st.

Fire Hydrant Hookups

- Inquired about the new curb stop connections that are to be installed at the Fire Hydrants that are being used for water services to some residents, whether a quick disconnect would be a better solution.
- This will still require having to close the hydrants before disconnection and can still cause delays.

6. Department Reports

6.1 Transportation

A meeting of the Transportation Committee and the Department of Transportation and Works, Lewisporte Division was held in the Council Chambers from 10:00 AM to 12:00 noon, on September 25th, 2019, with the following in attendance:

Committee Members Present:

Wayne Collins, Mayor, Paul Torraville, Deputy Mayor and Committee Chairperson, Samuel Rowe, Councillor and Committee Member, William Hart, Councillor and Committee Member, Pauline Payne, Committee Member - Shorefast Foundation Representative, Clifford Rowe, Committee Member - Trucking Industry Representative, William Miller, Committee Member – Business Representative and John Greene, Committee Member – Fogo Island Co-operative Representative.

Staff:

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

Also In Attendance:

Mr. Derrick Bragg - MHA Fogo Island/Cape Freels, Minister of Municipal Affairs and Environment, Hon. Steve Crocker, Minister of Transportation and Works, Miranda Maddox, Marine Services Manager, Lewisporte Office and Gregg Cuff, Director of Maintenance and Engineering.

The following items were discussed:

Potential Meeting between Fogo Island and Change Island Committee

- A meeting request has been sent to Change Islands several times and no response has been received.
- Lewisporte Office has tried to set up the meeting, every time a date has been arranged Change Islands always cancelled out.
- Want to set up the meeting before the Beaumont Hamel leaves and there is only one vessel to serve both islands. MHA Bragg suggested contacting the Mayor on Change Islands instead of the Transportation Committee. Only 2 representatives from each committee will attend the meeting; the Mayor and Chairperson of the Transportation Committee.

Loading at Farewell

- Implementation of the First Come, First Serve scenario did not come into effect. This will only need to be in effect with the one-boat schedule.
- There has been no change to loading at Farewell pending the meeting with Change Islands. Thinks there may be issues with loading vehicles.
- Still waiting for discussion with Change Islands.

Reduction of Deck Space Reserved for Change Islands from 25% to 15%

- Fogo Island have continued to request a change whereby the existing 25% be reduced to 15%. There has been no change to deck space pending the meeting with Change Islands.
- Still waiting for discussion with Change Islands.

Implementation of a System whereby all Ferry Users are paying for crossings.

- Presently in some areas where no debit machine is available individuals without cash are traveling free. There are also several occasions where debit machine isn't working and there is no system in place to

ensure users pay. In addition, employees of Government are exempt from paying. This is being abused to extended family members and additional vehicles being used unnecessarily. We are reminded frequently of the subsidy for ferry operations. Changes to ensure collection of applicable fees is paramount.

- Minister Crocker is in full agreement that this process must change, they have been trying to work out a better system, but it is very difficult.
- When the debit machine is out of service there is forms onboard the boat for billing, however they are not being used and people are getting on for free.
- It is in the Union Collective Agreement that workers and immediate family members can board for free.
- System is poorly managed, and this is not fair to other people using the service that must pay.
- If they went with a system where all users must pay, then anyone or groups requesting free crossing would have to send their request to Lewisporte Office, this is basically what is happening now.

Schedule

- We have continually requested a year around schedule. This we feel is essential to the traveling public and especially for consistency within our Tourism industry. The need to further address this with the Union in anticipation of arranging same is crucial.
- Schedule must be flexible year-round due to the difference in number of people travelling throughout the seasons. There is no benefit to operating a vessel with no passengers, wearing out ramps and equipment.
- With different schedules, Fogo Island still get to determine when the late trips take place and a second vessel is provided during summer months.
- Passenger count is down in all services across the province due to population decline and people using other methods of travel, especially the airlines.
- Work hours are based on the Union Collective Agreement; government has requested that the union use the same number of hours (213 hours) for summer and winter before but it didn't change.
- More hours of use for the vessel, will require more maintenance.

2nd Vessel

- With the Veteran operating this summer with very few maintenance issues we are suggesting the possibility of a smaller vessel for Change Islands. It appears when this run is incorporated into the schedule the Veteran is subject to much more mechanical issues. The reasoning could be the design of dock, water depth, and/or more frequent use of ramps and other moving parts.
- There haven't been any confirmed findings that the issues with the ferry are due to docking in Change Islands. Captains have some issues with docking in high winds occasionally as the wind push the vessel up against the wharf.

Update

- Since the meeting with the Ministers, the MV Beaumont Hamel has left and the MV Veteran is doing the service for both islands. The Veteran has incurred mechanical issues and will need to go to St. Johns for repairs. Staff has been in contact with the Lewisporte office and have requested that the Legionnaire be the replacement vessel for the Veteran, however no decision has been made.

Emergency Trips

This is still a huge problem with expectations of causing much disruption in schedule when the Beaumont is taken of the run. Dialogue with Central Health to emphasize the concerns surrounding this is very important. Using air ambulance will become more essential when a one vessel schedule is implemented.

- Need to discuss with Central Health, if the patient can wait until the next day then that is what they should be doing as the hospital makes the decision on when the patient leaves Fogo Island and what mode of transportation is used. Government is just the provider of the service, don't have any say on when it is used.
- In many cases using the ferry is much faster than using the Air Ambulance, as they need a flight medical team for Air Ambulance.

Ferry Users having Medical Conditions

- We have individuals who travel to receive medical treatment and find it very difficult to go to passenger's lounge. Some should not be in contact with other users due to chemo and other treatment. We must find a way to allow such individuals to remain in vehicle or have a secluded area for such users.
- An independent study was performed last year by a consultant and it confirms that the government is doing right by having all passengers go to the lounge. This is a safety issues for passengers and employees. Government do not want to be responsible for any unsafe practices in case of injury and fire.
- Lewisporte office has been in contact with Central Health to find out what is required in this room; ie bed, equipment and sanitization. Government has to see how this extra room will fit in their budget; a secluded room may result in a portion of the passenger lounge being used.

After Hour Emergency Services

- Concerns have been expressed regarding snow clearing issues after hours for emergency services. With the Town closing 3 of the smaller fire stations, it will be difficult to reach the communities of Tilting, Stag Harbour, Island Harbour and Deep Bay. Superintendent of Public Works Department has reviewed the town's equipment and with just 2 Loaders in the fleet, one being in Fogo and the other in Joe Batt's Arm the Town won't be able to provide access to those communities if an emergency occurs for Fire and Ambulance Services. It is important that the Department of Transportation and Works Staff be on stand-by for call-in during the winter months especially during snowstorms.
- Department of Transportation and Works and municipalities have always had a good working relationship. Minister Crocker recommended to use the 24-hour Dispatch Line for any emergency that occurs after hours. Whenever the department is needed, they will provide the service.
- Winter hours start on October 17, 2019 and Dispatch is available 24/7.
- Minister Crocker will speak with Joe Dunford, Assistant Deputy Minister, Operations, Transportation and Works on this issue.
- MHA Minister Bragg advised that he will set up a meeting with the local Depot for discussion on this issue, if they will not meet then he will set up a meeting with Grand Falls office.

Paving

- We have made representation over the past years for new paving on highway leading from Seldom to Center of Island. This area is in very bad condition and we request your department to address this as soon as possible. In addition, the section leading from Stoneville to last placement of new paving is in urgent need of new paving.
- Plans are for Stoneville road be paved in the 2020 budget. Fogo Island pose different challenges as the paving company would have to come to the island. Government is working on a plan to get the Seldom road done in 2020 as well, there is 7.4kms of road and the approximate cost is 4 – 5 million dollars.

Other

i. Ferry Maintenance

- Veteran is going out for maintenance later in the fall, no date is set yet. There is one engine down now and this will be about 2-3 weeks for repairs. There was no commitment for the Legionnaire as the replacement vessel however, the Legionnaire will be going for maintenance before the Veteran.

ii. Announcements.

- Announcement still not being done as they should, tourists don't know when they reach Fogo Island. One announcement is played before docking and there are times when the Captain will make the announcement that the vessel is docked. This was supposed to have been corrected when the Veteran was on dock last Spring.
- All announcements are on the boat, Lewisporte Staff will check with the Captain on their return trip this afternoon.

6.2 Tourism, Culture and Heritage

General Updates

Another season has ended. In my opinion, we have done the very best we could do with the available staff and resources at our disposal. The merchandise and museum passes have gone over well, there will be a full detailed report completed in the next few weeks. This report will detail specific focus areas, our coordinators reports (minus Tilting as our coordinator had to leave due to a family emergency), details on sales of merchandise and museum passes, heritage property statistics, areas for improvements, and recommendations for the upcoming season.

Maintenance Updates

- Tourism Maintenance has been working with Public Works to get the heritage buildings shutdown, seasonal equipment stored, and winterizing the necessary buildings. Work on these items should be completed this week.
- Weather pending, they will be working on installing side shingles on the Brett House Museum.
- A resident from Fogo has inquired again about the Wishing Well that they said was “destroyed by Council” a few years back. They have inquired if Council will consider helping rebuild (either by providing materials and/or labour) the Wishing Well so that it could be restored to its original wooden state. The Director recommends that if Council assists the Fogo Heritage Committee in rebuilding the Wishing Well then, the Fogo Heritage Committee should be solely responsible for the upkeep and maintenance of it in the future.
- The Wishing Well was damaged by the Trail Project during the first year of the project and it was replaced with a rock structure. Council requested that the Director work with the Fogo Heritage Committee to get the old well restored to its original state.

Trail Updates

- The Trails Crew has been working steadily and hard on Turpin’s Trail the past few weeks. They had closed a section of trail (Wild Cove section) as it was a safety concern and has since been opened again to the public. The Director has done a weekly report with the foreman since they have started this season and are available at the Town Office for viewing. Before they finish work for this season, the foreman will provide all notes and stats on the trails to the Director.
- The Trails crew should be finishing up as of October 25th, 2019 as the temperature has dropped and the ground is starting to become harder to work with.
- It is hoped that an ATV will be purchased before next season to bring in supplies rather than the workers doing it. Council suggested that it could be a good idea for the Director to get someone to take materials in during the winter by skidoo.

Museum Updates

- The museums closed as of October 11th, 2019. Coordinators, with the exception of one has provided end of season reports which will be included in the Director’s full end of season report in the next few weeks. This report will be emailed and uploaded to the iCloud Drive for viewing.

Proposals for repairs at the Marine Interpretation Centre are as follows:

1. The AFN engineering assessment has been estimated at \$23,000 which includes:
 - o Site visit
 - o Assess condition of wharf and building foundation (assessment includes underwater diving investigation)
 - o Produce report of findings, including recommendations for upgrades
2. The DMG engineering assessment has been estimated at \$5,698 which includes:
 - o Site visit
 - o Inspection & initial review
 - o Building measurements
 - o Site survey
 - o As-built drawing sketches
 - o Analysis of structural elements
 - o Assessment report & recommendations

Estimated cost for repairs to the building would be approximately \$86,500. Based on the 2018 cost estimate. We will apply to Heritage NL for funding to help with the cost of repairs. The breakdown is as follows:

o Demo, replacement of clapboard and trimming (4000 sq/ft)	\$35,000
o Refurbish 23 windows and doors	\$25,000
o Demo and replacement of roof and eaves	\$15,000
o Foundation	\$15,000
o 20% Contingency	<u>\$18,000</u>
	\$108,000

- Heritage NL pays 50% of eligible window and door related expenses and 30% other eligible restoration expenses up to the maximum grant.
- Main priority would be the foundation, then followed by the remaining windows, doors, clapboard, roofing, eaves, etc.
- Council requested Staff check with Heritage NL to find out if there is a larger percentage coverage for expenses and the Director get a quote for repairs to the building from a local Contractor.

❖ Councillor Jacobs joined the meeting at 7:39PM

Tourism Maps

- There was a meeting about the Tourism Map design on October 10th, 2019. The changes will be implemented this fall in collaboration with a graphic designer. The tourism maps should be ready and sent to the printer in March 2020. Distribution of new tourism maps will commence in May 2020.
- All accommodations will be removed from the map. Reasoning behind this is that it will eliminate our maps only being available on the island. Trying to prove TAP compliance for accommodations with no enforcement is very cumbersome.
- All non-tourist essential businesses will be removed from the front side of the map and there will be a business directory located on the back of the map. Some examples of businesses that would be considered essential for tourists would include restaurants, gas stations, and grocery stores, etc.
- Places like liquor, restaurants, grocery stores, etc. will be labelled with a symbol instead of a number. If there are more than one business in a community such as Fogo, then there will be a symbol and a number next to it to reference it on the back of the map.
- The back side of the maps will have a similar feel, the background picture will be updated, standard information left, and the items will be sectioned off per community as it is already.
- Emergency services, i.e. police, hospital, etc. will have a larger symbol next to the building indicating it as an emergency service.
- Additions to the front side of the maps would include picnic areas, lookout points, old cemeteries, full hiking maps showing the length of the trail and difficulty. The map will also have a map scale which will help tourists when understanding how long it will take to get to one community to the other.
- Deletions to the front side of the maps would include Change Islands as this was only there because the original map had an enlarged section of Change Islands which has since been replaced by Fogo Island Central.
- Councillors were in agreement with the proposed changes.

6.3 Recreation and Special Events

Business Arising from the Council Meeting:

- A new policy for an ammonia escape plan was prepared by the Director. It has been accepted by council and a copy will be placed near the entrance to the ice plant at the stadium. This policy will be discussed with all staff and used when necessary.

2019-170

T. Hart/W. Hart

Resolved that the Ammonia Emergency Plan for the Iceberg Arena be adopted as presented.
Resolution Carried. In favour 7. Against 0.

Maintenance Update:

- The painting required to start the refrigeration system is completed. There were two workers hired as requested by Council. The refrigeration unit has been replenished with calcium and turned on. The second day of running an electrical problem was discovered in the panel installed last fall. An electrician was called to the stadium to access the problem. It is being further investigated and cooling is continuing and working fine. Staff are working as effectively as possible to get things operating as soon as possible.
- Stadium rentals began on October 29th with minor hockey rentals.
- The gas detection unit has been installed by Control Pro.
- The winter maintenance staff is back for the seasons and has expressed his concern for working alone on most occasions. This is a common concern in many stadiums and as safety is the number one concern at worksites the Director is requesting that this be further discussed by Council. Staff has forwarded some information from OH & S regarding working alone in the workforce. Worker may need some extra training and a Work Alone Policy will have to be developed.
- The Zamboni repairs will be completed on schedule.
- A wish list is currently started, and quotes are being gathered for several items for the budget.

Events Update:

- The Seniors Prom on September 18th was a success. This event took place under funding for seniors. If done again a heat source would need to be brought in. Some individuals were a little cold during the meal.
- The Mayor's March went ahead with seven participants involved. A total of \$222 was forwarded to Heart and Stroke.
- We had a Teeny Bopper Dance on September 13th with 64 kids attending.
- We had an Adult dance on September 14th - the band Mandown were great entertainers.
- There have been three birthday parties in September and two in October in the Common Room and surface.
- This fall the first combined Fireman's Banquet for the Fogo Island Fire Department was held on October 5th at the Stadium, which went very well.
- The 12th annual Partridgeberry Harvest Festival was held on Thanksgiving weekend. Their volunteers start set up on Wednesday to get all work required done on schedule.

Other Business:

- In 2014 council changed the stadium manager position to the Director of Recreation and Leisure Services. This became a permanent position to organize and bring new events for all ages. It should also provide time to partner with other community groups and committees to inform them of funding opportunities, plan events and strengthen our services. To date there has been many different ideas and activities that require time and planning. However, every fall the focus must turn directly back to the stadium. This has been challenging with limited staff and volunteers, but it has been very rewarding as well. Every fall there are many questions and comments that arise. Individuals even wonder what the position involves. There are always new ideas too but there is only so much one person can accomplish. This has become very frustrating and sometimes it appears as a personal attack.

Below is a list of events that were planned and took place over the last six months:

- April 2019: A volunteer breakfast and brunch, funding provided
- Attended Recreation NL Annual conference in Grand Falls-Windsor from Thursday – Saturday.
- Annual flea market/yard sale at stadium. Also open to groups or vendors to set up and sell items.
- June 2019: partnered with the school and did a kid's fun day with physical activities and healthy lunch, applied for funds for kids k-6. A final report was required.
- In June a Teenie Bopper Dance was held and an Adult Dance. Great numbers and a good time were had by those who came along.
- In June 200 new chairs was purchased under funding received to accommodate events and activities. They are also available to rent. A rental policy is in place and was done through the stadium during the summer.

- July 1st was Canada Day with family activities and fireworks. Funding was applied for and businesses sponsored fireworks. A final report was required.
- July 2nd - August 16th: Summer jobs started. There were two students with the Food and Fun camp funded by the Community Healthy Living grants; applications are applied for in January and money received in April. Also, groceries were funded by the Wellness Coalition. A final report is required.
- There were 3 other students hired under Canada Summer jobs and Green Initiatives to do summer sports and green ideas. This year we received funding to purchase basketball units, and backboards to place in other areas. There were sports enjoyed 5 days a week at camp. Also, kids planted flowers, vegetables and went on field trips to the park. We also placed flowers this summer in every community. A final report was required.
- There were also several community clean ups done involving the Director, community groups and volunteers who were available on the dates.
- Community Market Program - this program provided work for one coordinator, and an opportunity for vendors to display weekly their talents. It brought people out, helped with physical, mental and social barriers. It was a very positive experience and it generated some extra revenue for everyone. Also, during this time, a flea market/yard sale took place inside the stadium that many enjoyed visiting. All funding was provided, and a final report required.
- A Seniors Garden Party was held in conjunction with Central Health. Funding was provided by Community Healthy Living for food and entertainment.
- July 30th, we had a family campfire night and sing along in conjunction with the Fire Department.
- Every Tuesday from 9am - 12noon there was green thumbs time. It was a time to plant, watch and learn new ideas about growing, plants, flowers and vegetables. This was for adults as well as kids.
- Soccer was offered every Tuesday at 6:30 pm and ball hockey every Wednesday at 3:00PM.
- Also, from May - September there was one adult working under the displaced workers program. We have two individuals starting with us on October 21st under the same program. These individuals require supervision and guidance. It is a very important program and it is very beneficial to these individuals.

Funding:

- There was \$25,000.00 awarded under FRCC for lighting. This is progressing, the contract has been signed.
- A summer JCP application was done and approved but due to lack of participants the project did not go ahead.
- A \$2,000.00 grant was awarded to do beautifications to the park.
- A \$1,500.00 grant was received to do a 6-week program for youth and seniors to teach basic artwork such as rug hooking, and painting.
- The Community Enhancement Employment Program project has just been approved for \$30,000, which will start by the end of October.
- There was a new inclusive swing purchased under funded money which was donated to the school playground.
- Application was made under "Take Charge for LED Bulbs" this was received, the bulbs were given to the Minor Hockey executive who passed them out to kids who registered to distribute to their families.

Other activities planned each year:

1. Halloween event
2. Remembrance Day Service
3. Christmas Tree Lighting/ free skate
4. Christmas social for seniors

This does not mention the daily activities of answering emails, deposits, phone calls, drop-ins, community gardens, interviews, staff discussions, playground checks, and so on. I have offered my assistance to any department when asked. I do my best to get my work done as effectively and as possible. I treat coworkers and customers with respect and professionalism.

6.4 Fire Services and Public Safety

Fire Calls

- 1 garbage fire in Joe Batt's Arm
- 1 alarm in Shoal Bay

Inspections

- 1 Home Inspection for Medical o²

Community Education

- Mail out for use of the 911 phone number to all communities along with reminder for civic numbers to be posted on properties.
- Fire prevention information "Not Every Hero Wears A Cape" on web site and community channel.
- Beavers and Cub's demonstration.
- Seldom battery exchange for homeowners.

Upcoming Community Education

- School inspection, k-3 junior firefighter program and fire extinguisher training.

Development in Merging of Fire Stations

- The Firefighters Banquet had a great turnout from Seldom, Fogo, JBS, Tilting, and one person from Island Harbour, 0 from Stag Harbour. Long Service Awards were handed out, along with membership pins for people with 5-10-15 years' service. MHA Derek Bragg and MP Scott Simms were also in attendance. The meal was cold plate, and everyone had positive comments about the meal and the dance.
- Firefighters Memorial service was held in Church of the Holy Spirit with 4 members of the Fogo Island spiritual community on the alter this was a very nice evening to pay tribute to the past and say thank you to the present members. The lunch was served by the ACW at no charge, the fire stations will make a donation to the group.
- Contact was made with Tanya Vokey at 911 Newfoundland, she is the Tech Manager, the changes have been made for the Department Contact for emergencies;
 - Emergency calls to Island Harbour - 911 will now page Fogo,
 - Emergency calls to Stag Harbour - 911 will be paged with Seldom,
 - Emergency call to Tilting - 911 will call Joe Batt's Arm.
 - Emergency call to Deep bay - 911 dispatch will continue to call Fogo

Truck Maintenance Update

JBS: Water level sending unit in tank
 Calibrated and sized new sender
 Air brake valve.

Fogo: New Tachometer
 New large intake gauge

The mechanic was to replace leaver rods on all pumpers but broke his machine while on site. Island Harbour truck is booked for service in Gander on October 31st.

Sale of the Tilting Pumper

- Truck was sold for \$1253.00 plus tax to Brian Coates
- The Fogo ½ ton Pickup will be on tender next.

Equipment update:

- The breathing air compressor will be shipped the week of the 21st.
- The Tanker Truck in Seldom is working fine.

Training:

- With the firefighter's ball and memorial service along with fire prevention week we will be able to get back on track with basic education.
- I have received permission from Fire and Emergency Services to teach and quiz the 20/20 program, just waiting on Mr. Tremblett to come out and go over the course curriculum.
- Members will be required to take the Air Brake Endorsement in order to drive the tanker and pumpers with air brakes.
- Would like to have a Water Shuttle Test on November 2nd from the rails to the stadium.

Recruitment /Retention Program:

- Program has started with ads on social media, web site and community channel for new members, both male and female.

6.5 Public Works

ADWS Update

- Payment has been sent to hydro for the new pole that has to be installed for the Seldom location. When the pole is erected then electrical hook-up can take place. Following this Keith Harding will be out to provide training on the unit.
- Preparations are being made for a well to be drilled at the centre of the island just up from the hospital. Municipal Affairs and Environment is currently tendering for a well drilling company and the Town will be constructing an access road to the drill site.
- Hydro pole is now up and waiting for Hydro to hookup the building.

New Sander/Plow Truck

- The truck is currently being fitted with snow attachments and should be ready for delivery around second week in November.

Streetlight Request.

- Applications for streetlight request has been sent to hydro.

Land Development for Garages

- Spoke with Cecon Engineering and reports will be ready this week.

Part-time Hire for Winter Operations.

- The position has been posted and will close on October 24, 2019. Interviews for position will follow shortly after.

Water Supply for Central Firefighting.

- The tender has been awarded to Kings Construction and work at the site will start this week.

Update

- Work has been done on the area, Council requested that a guard rail or maybe big rocks is needed on the outside where the area is built up for safety purposes as the edge is now a drop of several feet and the water is very deep there.
- Staff will discuss this with the Fire Chief.

New Business

Pumphouse Generators

- Inquired if Public Works Superintendent has checked the new generator hookups at the Seldom and Tilting pumphouses to ensure that they are working properly.
- Staff will discuss with the Superintendent.

6.6 Policy and Human Resources

- No report was presented.

6.7 Finance

Financial Reports

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

2019-171

W. Hart/Jacobs

Resolved that the Town of Fogo Island accept the Financial Reports as presented.
Resolution Carried. In favour 7. Against 0.

Request to Combine Properties – 63-65 Main Street Fogo

2019-172

W. Hart/Hamlyn

Resolved that the request to combine the properties at 63-65 Main Street, Fogo be denied as they are not similarly used and there is no cost saving to the Town.

Resolution Carried. In favour 7. Against 0.

Air B & B, Walbourne's Road, Fogo – Request for Business Tax Exemption

- Owner has requested a business tax exemption for a portion of the year as the house is not used as a full time B & B and is normally winterized from early December to the end of April.

- It was noted that it is essentially impossible to police what months a business is open or closed, and additionally no way to monitor this for all businesses in a fair and impartial manner.

2019-173

Hamlyn/Rowe

Resolved that request for a business tax exemption for a portion of the year for the AIR B & B, Walbourne's Road, Fogo be denied.

Resolution Carried. In favour 7. Against 0.

7. Administration

- No new business to discuss.

8. Correspondence

8.1 Municipal Assessment Agency

- Update on the meeting of the Board of Directors held in St. Anthony on August 23, 2019.

- Letter was addressed by Council.

8.2 Stag Harbour Recreation Committee

- Committee is requesting to take over the Fire Hall once the station is closed for use by the volunteer committees so the building can remain a part of the community. They are willing to pay for all upkeep on the building including heat and light.

2019-174

Torraville/Rowe

Resolved that Town of Fogo Island work with the Stag Harbour Recreation Committee to transfer the Fire Hall to the Committee for use as a meeting place for groups in the community and the building be available to Fogo Island Fire Department/Firettes for free rental after the Fire Station is closed on November 30th, 2019.

Resolution Carried. In favour 7. Against 0.

- Upon acceptance of the building, Staff will prepare an agreement like the ones used for other buildings that are being transferred to committees in other communities.

8.3 Gander International Airport Authority

- Seeking expressions of interest from individuals to join the Board of Directors.
- Letter was addressed by Council

8.4 SID Action Committee

- Committee still has some concerns with the water units for Stag Harbour and Island Harbour, Roads and Island Harbour Slipway.
- Council request that Staff respond to the letter with updates on those concerns again.

8.5 Donation Request for Brent Broaders, World Junior Ball Hockey Championship

- Brent Broaders has been selected to play in the Team Canada 'World Junior Ball Hockey Championships' for the 3rd time, game to be held in Switzerland from June 21st- 29th, 2020. This will be his 3rd World Championship and they won Gold in the first 2 games. Along with winning, he also scored the winning goal in the Gold Metal game in Sheffield, England, the first year; had the most points in the tournament in Mount Pearl and declared as the "Top Junior Ball Hockey Player" in Canada last year.
- Request for donation to help cover the cost of travelling to Switzerland.

2019-175

T. Hart/Torraville

Resolved that Town of Fogo Island donate \$500.00 to Brent Broaders to attend the World Junior Hockey Championship in Switzerland in June 2020.

Resolution Carried. In favour 7. Against 0.

8.6 26 North Shore Road, Fogo

- Owner is requesting a reimbursement of interest charges as late payment occurred due to the mil rate issue. They have indicated that their business does not operate as a "All Year Around" business. Only operate as a nightly rental from June to September, and then operate as a monthly rental, specifically to teachers who move in the unit in September and move out again in June.

2019-176

W. Hart/Rowe

Resolved that Town of Fogo Island deny the request for exemption of interest charges incurred on the business tax for 26 North Shore Road, Fogo.

Resolution Carried. In favour 7. Against 0.

8.7 Stag Harbour Fire Truck

- Council has received a request from an individual to purchase the Stag Harbour Fire Truck when the station is closed.
- Stag Harbour Fire Department has requested to the Fire Chief that the 1963 Fire Truck be allowed to stay in the community of Stag Harbour after the Fire Station is closed to be used for heritage as a piece of community history.

2019-177

Torraville/W. Hart

Resolved that Town of Fogo Island donate the 1963 Fire Truck to the community of Stag Harbour for heritage use, truck will be decommissioned before it is transfer over to the community. Further resolved that the committee will be responsible for the upkeep of the truck, if this not adhered to and it becomes rusty and dilapidated, the Committee will be responsible to dispose of the truck.

Resolution Carried. In favour 7. Against 0.

9. New Business

9.1 Stadium Canteen.

- An Expression of Interest was issued for an interested party to rent and operate the Canteen at the Stadium. This is normal protocol for the Town to tender for goods and/or services. Over the years there has been several other vendors who have rented and occupied this space.
- Tender has been awarded for canteen rental for this season. Some questions were raised over the operations of this business.

- The business is registered with the Town and has been for some time, the kitchen is approved by Service NL. It was noted that the tender was advertised to operate a canteen, not a commercial restaurant and should only be open when the stadium is open.
- Council requested that Staff discuss this with the Stadium Director.

10. Date of Next Regular Meeting:

Privileged Meeting – November 26th, 2019 (If required)

Regular Meeting – November 26th, 2019 at 7:00 PM

11. Adjournment:

2019-178

Hamlyn

Resolved the meeting be adjourned at 8:40PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councilor Barbara Jacobs (Via Telephone)	Councilor Janet Langdon
Councilor Samuel Rowe (Via Telephone)	Councilor Sheldon Hamlyn
Councilor Tracey Hart	Councilor William Hart

Staff:

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

Councilor Scottie Hart

1. Call to Order:

Mayor Collins called the meeting to order at 7:03PM and welcomed everyone.

2. Agenda:

2019-179

W. Hart/Langdon

Resolved that the agenda be adopted as presented with the following addition to Finance "Donation Request - Central Icepak, Peewee Division".

Resolution Carried. In favour 7. Against 0.

3. Minutes:

2019-180

Torrville/W. Hart

Resolved that the minutes of the regular meeting held on October 29th, 2019 be adopted as presented.

Resolution Carried. In favour 7. Against 0.

4. Business Arising:

4.1 Removal of Dilapidated Buildings - CNWM Fees

- Still in discussion with Central Newfoundland Waste Management.
- Requesting that CNWM provide the Town with a Tractor Trailer when the buildings are being demolished. The demolition materials will then be transported to Norris Arm with CNWM paying the transfer fee instead of the Town taking the material to the Transfer Station on Fogo Island and CNWM transferring it to Norris Arm.
- Another meeting is scheduled for early December.

5. Department Reports

A Department Meeting with Council and Department Heads was held on November 19th, 2019 at the Town Office at 7:00PM. In attendance were: Mayor Wayne Collins, Deputy Mayor Paul Torrville, Councilor Barbara Jacobs (Via Telephone), Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart, Councilor William Hart, Amanda McGrath, Clerk/Town Manager, Daphne Coles, Executive Administrative Assistant, Evan Parsons, Director, Tourism, Culture & Heritage, Colette Wells-Coish, Director, Recreation & Leisure Services, Tommy Simpson, Fire Chief, Fogo Island Fire Services (8:05PM), Mark Penton, Superintendent (7:50PM). Absent from the meeting was Councilor Sheldon Hamlyn.

5.1 Transportation

A meeting with Department of Transportation and Works, Fogo Island Division was held in the Council Chambers at 1:30 PM, on November 14th, 2019, with the following in attendance: Deputy Mayor, Paul Torrville, Councilor Scottie Hart, Councilor William Hart, Amanda McGrath, Clerk/Manager, Daphne Coles, Executive Administrative Assistant, Fire Chief, Tommy Simpson, Mark Penton, Superintendent of Public Works. Also, In attendance was Marie Lane, MEPS Department of Transportation & Works.

The following items were discussed:

Snow Clearing

Afterhours Emergency Snow Clearing

- Council wishes to have confirmation that the Department will be available to snow clear in the event of emergencies.
- Council met with the Minister Steve Crocker and MHA Derrick Bragg on September 25, 2019 and Minister Crocker recommended to use the 24-hour Dispatch Line for any emergency that occurs after hours. He stated that whenever the department is needed, they will provide the service.
- Winter hours start on October 17, 2019 and Dispatch is available 24/7.
- Ms. Lane requested that for Fogo Island, in case of an emergency it would be more efficient to call the Superintendent's cell phone rather than the 24-hour dispatch line. The Superintendent on shift must be available 24/7 and is always required to answer this phone.
- The Superintendent will contact the Plow Operator for the area with the emergency. When storms are forecasted, they normally have a truck in Fogo, Joe Batt's Arm and Seldom and the closest truck will be dispatched to clear the roads for the emergency vehicles.

Snowclearing of sites for the Fire Trucks

- Sites have been identified in Central, Deep Bay, Island Harbour and Stag Harbour, for the fire trucks to avail of water in the event of fires. The Town wishes to have the support of T/W to keep those areas clear of snow.
- Site for Central is located on Fogo Highway known as the "Rails Swimming Pond", fill has been placed on the area for access. Area will not be cleared until after the snowstorm and Transportation Workers are doing snow cleanup. This is a high drift area and the main priority is to open all roads first. Town will erect a post to mark the area where the water is deepest for drafting so maybe the plow operator can avoid piling snow in that area.
- Site for Deep Bay is located at the Fish Plant wharf. Workers are unable to plow out on the wharf for safety issues however, Superintendent will speak with the workers to see what can be done in the area to clear access to the wharf.
- Site for Island Harbour is located up near the end of Harbour View Drive where area is selected for boat launch. This area is in the departments "Right of Way" so workers will be able to push the snow back to clear the area when doing the roads.
- Site for Stag Harbour is located at Stag Harbour pond. It is unlikely that the plow truck will be able to access the area due to problems with getting off the main highway.
- Superintendent will discuss these areas with the plow operators to see what can be done, no area will be plowed in intentionally.

Winter Storm's

- As experienced in 2017, the Department of TW removed their equipment off the roads - It took 4 days before all the roads were open.
- Who decides to take the equipment off the road? Transportation & Works Superintendent on shift will make this decision. Major drift areas are Rails on Fogo Highway and French Head on Joe Batt's Arm highway. These areas have extremely bad white out conditions and there are storms that workers cannot control the snow drifting to keep the road clear. Depends on wind direction as many areas around the island are different.
- Transportation Workers are on shift daily from 4:30AM to 9:30PM. If weather conditions clear before 9:30PM, the plow will go out to clear the roads however if weather conditions clear after 9:30PM roads will not be cleared until 4:30AM the next morning unless there is an emergency call.
- Town inquired about hiring a Floater Call-In Worker that could be called in to do snow clearing for afterhours especially after a snowstorm clears. This decision must be made at a government level, not by the Transportation Superintendent. Council requested that Staff write a letter to the Minister of Transportation and Works with this request detailing that after a big snowstorm it could take hours to clear the roads especially in the high drift areas and if an emergency occurs, emergency vehicles will not be able to get through .

- How long does the road have to be blocked before a contractor is called in? This depends on the level of the snowstorm and accumulation of snow. A contractor is called when the Department of Transportation and Works employees are unable to control the snow to get the roads open.
- Who decides to call in contractors? Normally the decision should come from the Transportation & Works Main Office, however the decision is usually made at the Fogo Island Depot, as the Main Office would be closed due to the storm.

Speed Limit's

School Zone

- Request was made to have the speed limit reduced from 50km/hr to 30km/hr – Can you provide an update.
- RCMP has also contacted at the Depot with the same request.
- No information has come to the Fogo Island depot from government. These changes are made by Highway Designs as this department is responsible for signage locations.
- Superintendent will review the School Zone speed limits and contact the office.

Speed Limit request's made on previous occasions

- Request an update on previous requests.
- Highway signage is completed by Highway Designs and certain signs are designated for specific areas and cannot be changed by the Fogo Island Depot.
- Superintendent will forward the contact information for Highway Designs to the office.

5.2 Tourism, Culture and Heritage

- Meeting began at 7:00PM with Evan Parsons, Director, Tourism, Culture & Heritage in attendance.
- Director presented the end of season report for 2019 previous for Council review.

The following items were discussed from the report:

Overall Season

- This season was full of changes. We initiated an admission-based system for our museums and started selling F.U. Trading Company and Town of Fogo Island branded merchandise from both the Marine Interpretation Centre and Visitor Information Centre.
- This change has led to an impressive season regarding sales. We were lower with donations but higher with admissions. Visitors weren't simply browsing the heritage properties unguided. Those who paid admission expected to get their money's worth which resulted in more guided tours; implying that more visitors were immersed in Fogo Island's culture and heritage.

Museum Coordinator Training

- Director is recommending and looking into cost for our Museum Coordinators to receive more training when it comes to museum knowledge. Training courses are available for them to take through MANL and I believe this would be an added benefit for them, especially when it comes to staging heritage properties and proper care for artifacts.
- Council agreed that the Museum Coordinators should be well trained and requested that the Director investigate if the training can be done on-line.
- The Visitor Information Centre Coordinator position worked out excellent as this position is a necessity so that the VIC receives the proper care and dedication it needs during the busy tourism season. The Director recommends making this position a permanent seasonal position like the Museum Coordinator positions.

Trails

- The trail crew started on June 17th, this delay was due to the ground not being fully thawed which would hinder their ability to dig and secure any posts and finished up on October 25th, 2019.
- ATV will be purchased by next Spring to help transfer materials to sites so workers will not have to do it by hand. The Director, with help from the Superintendent of Public Works has been checking into some prices from dealerships in Gander of both new and used bikes.

Heritage Building Maintenance and Repairs

- All museums need repairs. Repair costs for the heritage buildings are high, especially for the Marine Interpretation Centre, Bleak House and the Brett House.
- The Marine Interpretation Centre needs the foundation, windows, doors, clapboard, and roof completely repaired. Foundation at the Marine Interpretation Centre can be a safety issue with high winds as the building shakes with the wind. Director has had discussions with ACOA regarding the funding approved for the Marine Interpretation Centre and ideas of applying for additional funding. Council will need to make the decision to apply funds to this immediately as this building's foundation is deteriorating rapidly.
- The Brett House Museum needs repair work as outlined in Maintenance Worker assessment. Repairs include replacement of shingles and eaves on roof, some shingles around walls of the building are broken and need replacing/repair, main door to house is showing signs of rot and would require a replica for replacement, chimney repairs, fence repairs, repairs to the well and cellar, painting and other minor maintenance repairs. Buildings and outbuildings need paint and repair. The Brett House Committee is onboard with assisting in repairs. They are in the process of trying to have a few windows installed. Our tourism maintenance worker has completed the installation of the side shingles under the lower front window as of October 23rd.
- The Bleak House Museum repairs includes shingles, replacement of windows, new flagpole installed, fireplace repair, painting and other minor maintenance repairs. The Bleak House Committee would like to assist in repairs and has asked about having more authority when it comes to making such repairs. They would keep the Town informed of everything that happens and would need approval for major repairs.
- Director discussed funding opportunities with the Heritage Committees in different communities as they can avail of project funding from government on an individual basis, much easier than the Town can.
- Council requested that the Director proceed with getting a price quote from Contractors on the Engineering Assessment for the heritage buildings and put out a tender for repairs to the foundation at the F. U. Trading Centre. Request a timeframe from the Contractor as to how long it would take to do the work listed.

Recommendations for Next Season

- A full-time tourism/recreation maintenance worker. This would benefit 3 departments as Public Works would be able to use this worker for additional assistance when tourism/recreation are in their slower parts of the year.
- A secondary tourism/recreation maintenance worker. This can be either someone hired on seasonally or just during the busier part of the season July/August. This person can be a student or an adult.
- Museum Coordinators hired back a week before June 1st to help clean and stage the properties.
- VIC Coordinator hired back the week before the May 24th weekend so that they are ready for tourists during that time. Also, to keep them until the museums shutdown to help with covering the Marine Interpretation Centre and help with shutting down the museums.
- A Tourism Administrative Assistant hired on during the busier July/August season. The main responsibilities of this position would include taking over the tourism social media during the summer, taking requests and appointments, creating work orders, providing additional support, updating schedules of events, promotional and marketing of events items throughout the season and filing. Director have reached out to the CNA campus to see if they can provide us with a work term student (non-payable work term). There can be a possibility of extending their 6-week work term to assist us throughout the rest of the season, possibly an additional 6-8 weeks at a relative wage.
- Heritage meeting concluded at 7:36PM and the Director of Tourism, Culture & Heritage left the meeting at this time.

5.3 Recreation and Special Events

- Meeting started at 7:36PM with Colette Wells-Coish, Director, Recreation & Leisure Services in attendance.
- Director submitted the report for November previously for Council review.

- The following items were discussed from the report:

Arising from Council Meeting

- The ammonia escape policy has been reviewed by staff, and a copy placed outside the entrance to the ice plant at the stadium.

Maintenance Update:

- Council had recommended the seasonal stadium maintenance worker will return to work by mid September in 2020.
- An emissions test was conducted on the Olympia Zamboni and there were no issues.
- The second cylinder head was replaced on the Zamboni. Currently there is issues with the front drive shaft, the Zamboni is still in operation however it is only operating in 2-wheel drive. The mechanic has identified the actual problem and replacement parts are being ordered.
- Council inquired if the damages were a result from the incident that occurred several weeks ago when a staff member had trouble getting the Zamboni off the ice. Council was assured that this was not the case and it has happened over time; a written report was submitted by the Mechanic on the front drive shaft. A written report was submitted on the incident.
- Council requested that Staff further review the incident report with the Superintendent and Town Mechanic and forward report to Council.
- Superintendent of Public Works provided information on the condenser issues at the Ice Plant. Condenser is operating on automatic and working fine, however there has been some issues with the frequency drive. Upon investigation it was found that there was a foreign object located inside the fan that came from the manufacturer. A section of the fan was destroyed and had to be removed. Superintendent is waiting on the warranty report from the Contractor.
- The guardrail for the stadium parking lot has been discussed. A sign "CAUTION EMBANKMENT" will be placed in this area. This issue will be reviewed again in the spring to determine if barricades are necessary.

Other Stadium Issues

- Council has received complaints regarding some ongoing concerns about the ice time and ice cleaning. These concerns were not reported to Senior Management prior to this meeting. Management Staff will investigate.
- The decision to cancel ice rentals is never easy, but safety of the users is of utmost importance. The outside temperatures have a tremendous impact on the ice conditions. The refrigeration unit is working fine and has been and is operating on automatic. With warm outside temperatures, condensation and humidity effects the ice quality and in turn is a safety concern. In addition to this the water quality still has high traces of calcium. The building has 4" of insulation of the roof which was designed for a natural ice surface. The dates activities were cancelled not only had poor ice conditions, but water was also on the floors in the public walking areas.

Events Update:

- A Halloween skate for all ages with treats was held on October 30th.
- The Remembrance Day service was at the Fogo Island United Church and Seldom Cenotaph. Refreshments were prepared by the Seldom Firettes but purchased by the Town. A thank you note was posted on Facebook and the Town web site thanking all those who helped with the service.
- The Christmas Craft Fair is scheduled for November 23rd at the Common Room in the stadium.
- The Town Christmas Tree lighting and Free Family skate with Santa is scheduled for Thursday, November 28th. Fogo Island Fire Services will be helping with this event.
- A Christmas social for Seniors is being planned but no definite date has been set.
- Teddy Bear and Mitten toss hockey game.

Programs and Applications:

- The CEEP Project has started this will continue until mid March and will employ individuals who were not successful in obtaining enough insurable hours for EI. There will be work done at various sites.
- There are two individuals working under the displaced workers program.

- The Canada Day application is being completed.
- The Community Healthy Living application is being completed.

Other Business:

2020 Budget

- A list of possible items or suggestions for budget is being prepared. Items of priority are:
 1. Dehumidifiers for stadium (estimated \$20,000.00 + installation fee)
 2. Storage shed 20' x 20'
 3. Additional maintenance staff to be flexible in all departments
 4. Pea stone for Fogo and Seldom playgrounds.
 5. Additional signage for playgrounds
 6. Community Beautification – establish a site in those communities that currently do not have a Town square or picnic area and develop.
 7. Skateboard ramps and possible park area.
- This list is tentative, and quotes are being gathered.
- Council requested that the Director gather price quotes and submit to management and council for review before budget preparation.

- Councillor Rowe joined the regular meeting at 7:27PM via telephone.

Stadium Hours of Operation

- Council discussed the hours of operation for the stadium and the activities that are taking place during the mornings. Stadium opens daily at 9:00AM and currently there are 2 skating sessions that take place on Monday and Wednesday mornings. Some Councillors expressed concerns on the Directors activities when no activities are scheduled.
- The Director has many administrative duties that must be performed like work schedules, invoices, bank deposits, planning and preparing for recreational events, preparing project applications and reports supervising staff and many more daily activities that need to be done. Most of this work is completed during ice downtime.

2019-181

W. Hart/T. Hart

Resolved that the Iceberg Arena open at 12:00 noon from Monday to Friday and the Director adjust for any morning ice rentals and work schedules.

Resolution Carried. In favour 5. Against 3. Mayor Collins, Councilor Jacobs and Councilor Hamlyn were against the resolution.

Stadium Canteen

- Canteen Operator has requested permission to have canteen open after stadium hours, mainly Friday and Saturday nights to serve takeout to the general public through the outside window. Public would not be permitted to enter the building.
- Council discussed the request, Expressions of Interest was for the operation of the stadium canteen, not a restaurant.

2019-182

W. Hart/Langdon

Resolved that the Town of Fogo Island deny the request for the stadium canteen to be open after Stadium hours.

Resolution Carried. In favour 8. Against 0.

- Due to being prohibited from using residential deep fryers, the Canteen Operator is requesting that the Town review their monthly rental fee or consider investing in the proper equipment as per section 3.3.1.2 (2) of the national building code of Canada, as well as the 4.1.1 of NFPA 96 Standard for ventilation control and fire protection of commercial cooking operations. Operator has also noticed a loss in sales as well.

- Council discussed these requests and feel that it is unfortunate that they have been prohibited from using fryers and the cost of purchasing the required ventilation system is extremely high and cannot be accommodated within the town budget.
- Council requested that Staff notify the Canteen Operator that both requests have been denied.
- The Director would like to commend the remarkable work ethic and dedication shown by Kevin Coffin. His entrepreneurial skills and talents set a great example. We are very proud of his recreational hobbies, that have found him success and he is an example for others.
- The Recreation and Special Events meeting concluded at 8:09PM.

5.4 Fire Services and Public Safety

- Meeting started at 8:10 PM with Fire Chief Tommy Simpson in attendance.
- Fire Chief submitted the report for November previously for Council review.

- The following items were discussed from the report:

Fire Calls:

- 1 chimney fire
- 1 Motor Vehicle accident. Council expressed concerns over Traffic Safety once the Fire Department and the RCMP was on scene. Fire Chief Simpson will speak with the RCMP on this issue as they are responsible for traffic control.

Community Education, upcoming events

- School visit was completed, thank you to Fogo and Joe Batt's Arm Firefighters
- Plans are in progress for a field trip with grade Kindergarten and grade 1 to the fire station with a morning of fire education.
- Working with the 50 Plus Club on a safety evening.
- Staff education on use of fire extinguishers.

Merging of Fire Stations

- This is on-going with constant progress.
- Joint training will be the way to move forward, for example there will be different training times in each community, so if someone from JBS cannot attend a session than they can get it in Fogo or Seldom, and once a month all stations will get together to go over the months education.
- The Provincial 20/20 Training Program will start in the new year this has come from the Fire Commissioner. Will need to decide whether training will be done as a whole group or at individual stations. One group will be a big class and may cause confusion.

Truck Maintenance

- Both front line pumpers have their certification with all mechanical work finally complete.
- The Tanker in Seldom was ran hard and put through its paces with no issue. This truck is standard and a ruxel shift and air brakes. Driver training is needed for this vehicle, I have spoken to FES on this and he said he will get us the air brake course. As we know, individuals who do not have air brake endorsement should not operate a vehicle that has air brakes. The past practice was that you could drive it to the Emergence Scene but not back. This is not condoned by FES and I don't believe it is a safe practice.
- Island Harbour fire truck is in Gander getting maintenance work completed and will be ready by next week.

Equipment Update

- We received 1 - 2 1/2inch and 1-1 1/2inch nozzle.
- Took ownership of scene lighting (cost shared 50% Stations/50% Fundraising Account), this will provide great lighting for night calls or interior calls. They are LED telescopic that will last up to 40 hours on battery power.

- The new Compressor and Defrag Unit has arrived. All our cylinders have been hydro tested. The Compressor and Defrag Unit will be installed by the end of this week, a major step in the right direction for fire service.
- Fire Chief Simpson provided Council information and a price quote on acquiring one radio system compatible for all 3 Fire Stations for review; cost is over \$132,000.

Recruitment and Retention:

- Since we started this program, we have had some interest, we have 2 new members on JBS and 2 applicants for Fogo Stations. I am very happy to announce that for the first time in Fogo Island History we have a lady who joined, another positive step for our fire service.

Other

- Fire Chief provided new information for purposed building renovations to Fogo and Seldom Fire Stations for Council review.
- The rails project has been completed to provide a water supply for Central area.
- On Thursday November 28 fire services in cooperation with the stadium will work together on a "Skate with Santa" and tree lighting.
- Awarded a \$17,000 Special Assistance Grant from Derrick Bragg, Minister of Municipal Affairs and Environment and MHA to offset some of the cost incurred by the Town to purchase new up to date fire equipment.

New Business

Public Meeting Request – Tilting Fire Services Committee

- Tilting Fire Services Committee has requested a public meeting with Council members and MHA Derrick Bragg to discuss the Town's decision to move forward with the closure of Tilting Fire Station.
- Due to the timing of this request and the closing date of November 30th, 2019 only a week and a half away it would not be possible to have a public meeting under such short notice. Council has been in contact with MHA Bragg and he may not be available until December, he will notify Council with a date if he can attend.
- Council feels that a Mediator/Commissioner will be required to lead the meeting.
- Council requested that Staff reply to the committee that Council is waiting on a response from MHA Bragg.

Stadium Canteen

- Fire Chief Simpson informed Council that a complaint has been filed against the Stadium Canteen operator regarding the use of residential deep fryers in a commercial setting. After much research and recommendations from Fire and Emergency Services this system is not permitted without a commercial range hood.
- A letter from the Fire Chief will be delivered to the Owners informing them that the use of residential deep fryers is prohibited.

Fire Station Closures

- Council had a meeting with Minister of Municipal Affairs and Environment, MHA Derrick Bragg today at the Town Office. Closures of fire stations in Tilting, Stag Harbour and Island Harbour was discussed.

2019-183

Torraville/T. Hart

Resolved that the date November 30, 2019 for the closure of the Fire Stations in Tilting, Stag Harbour and Island Harbour be extended to March 31, 2020. This will allow adequate time for Council to have further discussions with Government Officials and Communities, with the intent to pursue enhanced fire services for Fogo Island. All options available will be discussed including new infrastructure for storage of firefighting equipment.

Resolution Carried. In favour 6. Against 2 Councilor William Hart and Councilor Hamlyn were against the resolution.

**Funding for New Fire Truck
2019-184**

Torraville/W. Hart

Resolved that the Town of Fogo Island apply for funding for a new fire truck through Fire and Emergency Services.

Resolution Carried. In favour 8. Against 0.

- The Fire Services and Public Safety meeting concluded at 8:47PM and Fire Chief Simpson left the meeting.

➤ Councilor Jacobs departed the meeting at 8:10PM.

5.5 Public Works

- Meeting started at 8:47PM with Superintendent of Public Works, Mark Penton in attendance.
- Superintendent submitted the report for November previously for Council review.

- The following items were discussed from the report:

New Truck

- The latest update from Western Star is the truck should arrive November 15th and be ready to pick up early next week after their PDI. Plans are to take the current plow truck in for warranty service when the new truck is ready for pickup.

Generator Backup System.

- Tilting pump house has been successfully tested with the back-up system and Seldom will be tested next week.

Temporary Winter position.

- Interviews have been completed. Staff will check with the Superintendent to find out if he has been in contact with the candidates.

General Update.

Fall Operations

- With the fall season closing fast we still have some outside work that requires our attention. Mainly some water issues and minor road work.
- Fire hydrants that need to be winterized is done. Public Works plans to mark these hydrants with flags so the Fire Department will know which ones are winterized.

Winter Operations

- With the addition of a new plow/sander truck the Town of Fogo Island will be equipped with three trucks that can plow and sand which will increase our ability to sand and plow in a reduced time frame. The loaders are in good working order as is the case backhoe with some preventative maintenance work left to be performed.

Water and Sewer.

- This area of operation is fine with all pumps and chlorination systems in operation. Currently maintaining 52 pumps throughout the whole system.

New Business.

Foley's Lane, Tilting

- To put a turnaround on this road will be a bigger job than originally anticipated. There is a shed where the turnaround is supposed to be was not removed, owner was supposed to remove the shed, but it isn't done yet. Without a turnaround the lane is a safety hazard for our operators as water runoff comes down over the road that freezes in the winter. Operator had an accident there last year where the truck slipped off the road.

- Another option is to enter through Hall Road and connect the 2 roads on the back to come down Foley's Lane. Fire hydrant will have to be moved back and road will still have to be upgraded to standard.

- When Council agreed to take over Foley's Lane, removal of the shed was one of the conditions that had to be met so there would be room for the turnaround.
- Superintendent will speak with the owner of the shed.

Water issue in Tilting.

- Currently have a water main leak in the system. Water usage is averaging over 100 gallons per minute and normal usage averages 35 gallons per minute. Workers have determined to be in the Post Office area again.
- Work will have to be contracted out, and as this is Department of Transportation & Works highway anyone performing work on their roads must be CORE certified.
- After the Department Head Meeting Council suggested that Councilor Rowe was in conflict of interest on this discussion and he should leave the meeting. Councilor Rowe felt that this was only a general discussion on the problem, and he would not be in a conflict of interest as no decision was being made, however Councilor Rowe departed the department meeting at 10:20PM due to conflict of interest.
- Council discussed the issue and work should be completed as soon as possible. Council requested that the Clerk/Town Manager discuss the issue with the Superintendent of Public Works the next day to determine when the work will begin and to get a price quote from Contractors if time permits. Superintendent did put out a request for price quotes and the quote has been awarded, digging will start tomorrow.
- This may be some of the problem with the Intake blocking up with ice slush, without a screen on the intake, the high flow of water may be causing more velocity during high winds. Superintendent has been talking with Central Diving and they don't have any records from their visits. Superintendent is recommending that the Town hire Central Diving to do another inspection and construct a screen for the intake.

Municipal Capital Works – Ph System – Fogo Water Supply

- Department of Environment is requesting that the project be retendered as they are requiring that two pumps be included in the new tender instead of one pump. This will cause the project to be over the limit of approved funding. Department of Municipal Affairs and Environment is requesting a letter from the Town realizing the overage costs and that the Town will be responsible for the extra funding.
- Council requested that Staff follow-up with the Department of Municipal Affairs and Environment to apply for the extra funding required for the second pump. Also requested that Staff check with the Department of Environment to find out who is responsible for making this request.

Island Harbour Streetlights

- Work order is sent to Hydro for 2 streetlights for the area between Payne's Harbour and the Old School. These two new lights will more powerful than the regular streetlights and we will monitor how they light up the area. Most of the poles in the area are in the woods, far away from the main highway, this is most likely why there was never any streetlights there in the first place.

Public Drinking Water Unit in Seldom

- Town has all the work done that we are responsible for, waiting on Hydro to connect building and then the electrician can install the meter. Once building has power, the contractor will hookup the pumps and provide 2 to 3 days training for Public Works Staff.

Municipal Building Engineering & Appraisals

- Town has several municipal buildings in its inventory that need to be sold or transferred to a community committee. There are also plans to extend on the Fire Halls in Fogo and Seldom and build a new town garage. Town will need appraisal information if these buildings are to be tendered and sold and an Engineering Firm to help determine the costs of suggested upgrades to the fire halls and the new garage.
- With engineering costs, it would be more beneficial to have a breakdown of what is required for each building and price quotes for the completion cost of doing each building that would include water, sewer and construction.

- Council requested that Staff contact an Appraisal Firm to determine the appraisal information for Town Garages in Fogo and Joe Batt's Arm, Community Hall in Seldom, Community Hall/Fire Hall in Joe Batt's Arm and Fire Halls in Island Harbour and Tilting. Also requested that the Superintendent of Public Works in conjunction with the Fire Chief issue a tender for the proposed work on the JBA, Fogo and Seldom Fire Halls.

- Meeting adjourned at 9:20PM. Mark Penton and Colette Wells-Coish departed the meeting.

5.6 Policy and Human Resources

- No report was presented.

5.7 Finance

- Meeting started at 9:22PM.

- Finance report was submitted previously by Clerk/Town Manager for Council review.

Financial Reports

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

2019-185

Hamlyn/Torraville

Resolved that the Town of Fogo Island accept the Financial Reports as presented.

Resolution Carried. In favour 7. Against 0.

Approval to Pay Control Pro – Gas Detection System - \$12,456 plus HST

2019-186

Hamlyn/Langdon

Resolved that the Town of Fogo Island approve payment to Central Pro for the Stadium Gas Detection System for \$12,456 plus HST.

Resolution Carried. In favour 7. Against 0.

Approval to Pay Western Star – Snowplow/Dump Truck - \$249,660 HST included

2019-187

Hamlyn/W. Hart

Resolved that the Town of Fogo Island approve payment to to Wester Star for the Snowplow/Dump Truck for \$249,660 HST included.

Resolution Carried. In favour 7. Against 0.

Request for Donation – Central Icepak for AAA Bantam Hockey

- A Minor Hockey Player that is playing with the Central Icepak AAA Bantam Hockey Team is requesting a donation to for a Player Sponsorship. Can be a minimum of \$250 to a maximum of \$500. Player's team will place a sponsor bar on the back of the player's hockey jersey that will be worn in all games that the player participates, and Town will be recognized during all Home Games and Tournaments.

- Six players from the Fogo Island Minor Hockey League are playing in the AAA Hockey League this year in Bantam and PeeWee Leagues.

- Councillors were asked to review the information on the Community Grant Policy before the next council meeting.

Request for Donation – Central Icepak for AAA PeeWee Hockey

- A second donation request was received from Central Icepak AAA Peewee Hockey Team since the Department Meeting last week for Council's review.

- All money budgeted in the Community Grant has been used in this year's budget. A donation made to another player was considered in the Community Grant Policy under Special Circumstances as he was

representing our Province and Country. Council realize the importance of supporting the youth on the Island, however approving donations like these requests can allow other groups to feel that they are in the same category and use up the entire amount budgeted.

2019-188

Hamlyn/Langdon

Resolved that the Town of Fogo Island deny requests for donations to the Central Icepak AAA Bantam and PeeWee Hockey Teams.

Resolution Carried. In favour 7. Against 0.

- Departmental meeting adjourned at 10:00PM.

5.8 2019 Laurentic Forum and MNL 2019 Convention

2019 Laurentic Forum – Sustaining Coastal Communities

- Mayor Collins attended the forum as part of economic development for Fogo Island.

- The conference was very informative with many options discussed to stimulate rural economic development. There were approximately forty individuals in attendance with seven to ten from Newfoundland. Many rural areas of Ireland are facing the same issues as Fogo Island with respect to declining population and the difficult challenge of encouraging new business growth or improvements to existing business.

MNL 2019 Convention

- Convention was attended by Mayor Collins and Councilor Tracy Hart. Mayor Collins gave a brief overview of the Convention.

- Very informative with over 800 municipal leaders in attendance consisting of both Councilors and Staff.

- Daily sessions were very informative and the Trade Show involved many exhibitors that are associated with municipalities with a “Meet and Greet” where you had the opportunity to converse with exhibitors and other municipal leaders.

- At the Annual General Meeting many resolutions were submitted that affect many towns. Some to include:

- Crown Land Authority to towns to handle requests for land applications.
- Taxing of Air BnB's throughout the province
- Asset Management
- Wastewater Effluent System monitoring be deferred, and fee be eliminated for monitoring systems. Also lobby Federal Government to extend period for compliancy.
- Continuation of double Gas Tax Funding for municipalities.

- Women's Leadership Summit held on November 13th, 2019 was attended by Councilor Langdon and Councilor Tracy Hart.

- Sessions were very informative and dealt with many issues that are being face by many women in today's working society.

- “Space for Everyone, Communities Supporting Breastfeeding” was one of the topics of discussion held with discussions involving ways to municipalities more breastfeeding friendly and a Breastfeeding Policy was introduced.

2019-189

T. Hart/Langdon

Resolved that the Town of Fogo Island adopt the Breastfeeding Policy.

Resolution Carried. In favour 7. Against 0.

6. Correspondence

6.1 Central Newfoundland Waste Management – CRSB 2020 Budget

- Information on the Board, Operational Budget and Tipping Fee Schedule for 2020 was addressed.
- Beginning January 1, 2020 curbside collection fee will increase by \$2.00 to \$83.00 per household per year.

6.2 Students on Ice

- Students on Ice will be sponsoring a Fogo Island Youth to take part in this year's expedition and they are working with the school on the eligible criteria.
- With someone on the ship from the Island, they would like to dock on the island for a one day stop, July 7th or 8th, 2020. There will be 220 people on board. They will need activities planned for the day and they are happy to help organize.
- Council discussed the event and feel that this is a good tourism opportunity for Fogo Island. Staff will correspond with Director of Recreation.

❖ Councilor Rowe departed the meeting at 9:00PM.

9. New Business

- No new business for discussion.

10. Date of Next Regular Meeting:

Privileged Meeting – December 17th, 2019 (If required)
Regular Meeting – December 17th, 2019 at 7:00 PM

11. Adjournment:

2019-190

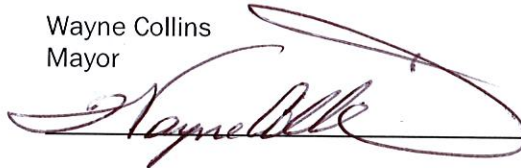
Torraville

Resolved the meeting be adjourned at 9:13PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor



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

Councillors Present:

Mayor Wayne Collins	Deputy Mayor Paul Torraville
Councillor Barbara Jacobs (Via Telephone)	Councillor Janet Langdon
Councillor Samuel Rowe	Councillor Scottie Hart
Councillor Sheldon Hamlyn	Councillor Tracey Hart
Councillor William Hart	

Staff:

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

Mayor Collins called the meeting to order at 7:04PM and welcomed everyone.

2. Agenda:

2019-191

W. Hart/Hamlyn

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

Public Works – Municipal Site-Specific Health & Safety Plan and Update on Fogo PH System

Correspondence - 6.3. Email from Elizabeth Keefe – Essential Services

Resolution Carried. In favour 9. Against 0.

3. Minutes:

2019-192

Hamlyn/Rowe

Resolved that the minutes of the regular meeting held on November 26th, 2019 be adopted as presented.

Resolution Carried. In favour 9. Against 0.

4. Business Arising:

4.1 Town Property Appraisals

- The Town has requested a price quote from Cecon Engineering Ltd for appraisals on the following buildings:

- 19 Garrison Road, Fogo – Town Garage
- 222 Main Road, Joe Batt's Arm – Town Garage
- 222 Main Road, Joe Batt's Arm – Community Hall/Fire hall
- 110 Main Street, Seldom- Community Hall
- 155 Main Street, Tilting – Fire Hall
- 57 Harbour View Drive, Island Harbour

- To do the six properties at the same time the cost would be \$2,500.00 per property plus HST and includes travel for a total of \$15,000.00 plus HST. To do the properties separately the cost would be \$3,000.00 plus travel and HST.

- Council requested that 23 Garrison Road, Fogo – Rec Centre be added to the list.

2019-193

S. Hart/Hamlyn

Resolved that the Town of Fogo Island proceed with Cecon Engineering Ltd for appraisals of the above town properties with the addition of 23 Garrison Road, Fogo – Rec Centre to the list.

Resolution Carried. In favour. Against 0.

- Council further requested that Staff contact Cecon Engineering Ltd and seek engineering costs for completion of new Town Garage, Storage Shed and Swimming Pool/Recreation Room. Costs to include site and building designs, foundation and building completion. Location of development will be the area of land behind the stadium.

- Cost figures have already been prepared for the site preparation and septic design.

5. Department Reports

5.1 Transportation

- No Report presented.

Minor Hockey Request

- Minor hockey has requested by email that the last trip for the ferry on Saturday's be changed back to the late trip rather than having the late trip on Sunday's. Email was sent out to the Transportation Committee with only one response. Most families that leave the island for minor hockey are returning on Sundays and the late crossing for Saturday would only be needed on a few occasions so there should be flexibility with the late crossing for Saturday and Sunday.
- Council requested that Staff reply to Minor Hockey and request that they give the Town advance notice if they need a late crossing on a Saturday evening and the Town will lobby Government Officials to implement the late crossing for Saturday evening, hopefully without any interference with the Sunday evening crossing.

Veteran Update

- Staff informed Council that an email was sent to Lewisporte office for an update on when the Veteran would be returning. No reply has been received to date. Council suggested that if there isn't any response from Lewisporte, to email Officials in St. John's.
- Council requested that Staff email Lewisporte office requesting that the recording on the Legionnaire be changed to include the name of the port they are docking at as some people are still getting of confused with the location and are thinking that they are at Fogo Island when they are only in Change Islands. Also notify Lewisporte that there has been some issues with vehicles transferring from the second lineup to the first line when the ferry is loading.

5.2 Tourism, Culture and Heritage

- Report was prepared by Director of Tourism, Culture and Heritage and presented to Council prior to council meeting for review.

Maintenance Update:

- Tender was issued for the foundation at the Marine Interpretation Centre (F.U. Trading Company). Issues arose that not enough information was provided with regards to the scope of work. Interested parties were given all information and a copy of the building assessment completed by Wisemen's Engineering.
- Email was sent to Stephen Wiseman from Wiseman Architecture who completed the building assessment in 2018 inquiring about more information on the recommendations that were listed and if he could provide us with more in-depth information. Director is waiting for a reply.
- Received an engineering quote from CECON regarding the foundation and wharf for the Marine Interpretation Centre. The total quote is \$18,975.00.

Updates:

- Research was done with regards to training for our museum coordinators. There are a variety of courses and conferences available typically in March and October. Costs range from \$85 to \$130 per person per course (MANL member pricing) but you are required to be there in person. Director has emailed a member of MANL to see if there are any courses offered online. Will need to coordinate with the Museum Coordinators to document which courses they have completed in previous years.
- Heritage NL Grant was updated with scope of work for the foundation at the Marine Interpretation Centre and faxed to Heritage NL on December 2. Awaiting a reply.
- An email was sent to Scott Simms's office regarding having faster internet and why a dropped fiber optic line (connection to the mainland) would be beneficial to our island. Awaiting a reply.
- Met with Alex Ferko about Tourism Maps, he will provide proofs in the next coming weeks as to what the new maps should look like.

New Business

- Government signage is still up at the Experience Fogo Site from the project done last year with the water drainage system in the area. Staff will check to see if the signage can be taken down as most government projects require that their signage be left up for a period of time after the project is completed.

5.3 Recreation and Special Events

- Report was prepared by Director of Recreation and Leisure Services and presented to Council prior to council meeting for review.

Arising from Council Meeting

- Concerns regarding ice rentals, and other daily operations have been addressed with all staff. Any issues or concerns of groups will be brought forward by executives and or presidents and addressed at the stadium office.

Maintenance Update:

- The CAUTION EMBANKMENT sign has been placed in the stadium parking lot.
- The Zamboni parts have arrived, and work will be done when staff are available.
- The issue with the condenser was covered under warranty.

Events Update:

- The annual Town Christmas Tree Lighting and Free Skate was held on Thursday November 28th. Refreshments provided in conjunction with the Town and Fogo Island Fire Services.
- The Craft and Hooking Project for seniors, youth and those of interest started on Tuesday November 27th; Winds and Waves has partnered with us. They have offered to provide space and instructional time. This program is for a minimum of six weeks.
- A Christmas Social for Seniors was held on December 10th at the Common Room.
- The Annual Teddy Bear and Mitten Toss just for Fun Hockey game was rescheduled to December 13th due to weather and road conditions.
- Plans are being discussed with the Stadium Committee for the annual Iceberg Cup Men's Hockey Tournament.

Programs and Applications:

- The CEEP Project has started and will continue until mid-March. To date we have employed six individuals who were not successful in obtaining enough insurable hours for EI. There has been work done in the VIC, Fogo Fire hall, clean up in Seldom Community hall, and Tilting Fire hall. There are other sites that will be painted, cleaned and have repairs completed under this project.
- A grant for \$2,000.00 was presented last week for Park Beautification for the spring of 2020.

Other Business:

Dehumidifiers for Stadium and Insulate Building.

- Estimated \$20,000.00 per dehumidifier + installation fee.
- There are different ways to insulate which will have to be given further thought and consideration, but it is necessary to avoid the high levels of humidity and condensation we have been experiencing with mild temperatures. Contact has been made with several contractors for quotes. This is a priority item and the Director is continuing to search for opportunities for funding for these items.

Business Arising from Last Meeting

Stadium Hours

- Council discussed the resolution passed at the last meeting (2019-181) that the Iceberg Arena open at 12:00 noon from Monday to Friday and the Director adjust for any morning ice rentals and work schedules and how this resolution has not been carried out. After meeting with the Director, Staff sent an email to Council with reasons why the Stadium hours should not be changed.

- Council recently met with Edison Goodyear, Regional Director, Municipal Affairs and discussed this. Mr. Goodyear informed them that if Council has made a resolution then Staff must carry it out, unless there are extenuating circumstances for not doing so. These reasons were stated in the email from Staff.

2019-194

Jacobs/Hamlyn

Resolved that the Town of Fogo Island revoke Resolution #2019-181.

Resolution Defeated. In favour 3. Against 6. Deputy Mayor Torraville, Councillor Scottie Hart, Councillor William Hart, Councillor Rowe, Councillor Tracey Hart and Councillor Langdon were against the resolution.

5.4 Fire Services and Public Safety

A meeting of the Fire Services and Public Safety Committee was held in the Council Chambers on December 2, 2019 from 7:00 to 9:07PM. The meeting was chaired by Mayor Wayne Collins and others in attendance were Deputy Mayor Paul Torraville Councillor Sam Rowe, Councillor William Hart, Councillor Janet Langdon, Fire Chief Tommy Simpson and Daphne Coles, Executive Administrative Assistant. Absent from the meeting was Amanda McGrath, Clerk/Town Manager.

Purpose of the meeting is to meet with 2 members of the Island Harbour, Stag Harbour and Tilting Fire Stations to discuss new information that arose after a meeting with Minister of Municipal Affairs and Environment, MHA Derrick Bragg and Council on Tuesday, November 26th, 2019 and discuss the process of moving forward.

The following agenda was discussed with each Fire Station:

1. The November 30, 2019 date for closure of Fire Station's in Tilting, Island Harbour, and Stag Harbour have been extended to March 31, 2020.
2. This extension will allow adequate time for Council to have further discussions with Government Officials and Communities, with the intent to pursue enhanced fire services for Fogo Island.
3. With Government's commitment, new infrastructure for a storage shed will be installed in Tilting, Island Harbour and Stag Harbour.
 - a. The sheds will be approximately 16' X 24', for containing firefighting equipment; pickup truck, pump, hose, suits, etc.
 - b. There will be an electrical supply to allow a heating/lighting source only.
 - c. There will be no bathroom facilities.
4. Need a minimum of 8 members from the Community
5. Members will become part of their designated Fire Station; Tilting members to join Joe Batt's Arm Station, Stag Harbour members to join Seldom station, Island Harbour members to join Fogo station.
6. Members must follow the chain of command of their designated station.
7. Members must be committed to do training.
8. Members must be committed to do fundraising.
9. "Safe" fire practice, as set out by the Fire Chief must be followed.

Island Harbour Fire Station

- Meeting began at 7:00 and was attended by Deputy Fire Chief Barry Bailey and Shawn Squires, Captain.

- Committee explained that the decision to close Fire Stations wasn't an easy decision for Council and has come with many concerns for Council and the corresponding Fire Stations like longer response times and winter storm conditions.

- Provided a brief overview of the meeting with Minister Bragg, reviewed the new information for moving forward and explained that Council cannot pursue with the building if their station doesn't have the essential members who are dedicated to training and fundraising. This new option is available to all 3 communities with Fire Station closures.

- Fire Chief reviewed the training process. Island Harbour members will have to train with Fogo members however training will be combined so if a member cannot attend the designated training at Fogo, they will be able to attend at either Joe Batt's Arm or Seldom. Most training will be hands on training, will not be concentrating solely on the book and it is up to the member if they want to write the certification

exam. The training is legislation however the member only must be qualified, not certified to be with the Department.

- There are currently 12 members with their station and with many members being older, they are concerned with the training, especially with the certification exam.
- Both members from Island Harbour felt that this was a good decision and would take it back to their members. It is now Island Harbour's decision if they want something in their community to help provide Fire Services to the community and it will ease the mind of many residents to know that it is there. Their only concern is with an aging community, many members are now between the ages of 40 to 65 with the majority in their mid-50's and 60's.
- Committee suggested that maybe some residents in the community of Deep Bay would be interested to work with Island Harbour. Deputy Fire Chief Bailey requested that Staff post on the Town's Social Media that Island Harbour is recruiting new members.
- it was further explained that if Island Harbour can commit to these requirements, once the new Garage is built the current Fire Hall will either be transferred to a community committee if there is an interested party or the building will be sold.
- There was further discussion on possible locations within the community for the new Garage.
- Meeting with Island Harbour members adjourned at 7:35PM.

Stag Harbour Fire Station

- Meeting began at 7:38 and was attended by Deputy Fire Chief Berkley Sheppard and Newman Coish, Treasurer. Mayor Collins welcomed them to the meeting.
- As with Island Harbour, the Committee explained that the closure of Stag Harbour Fire Station wasn't an easy decision for Council and provided an overview of the meeting with Minister Bragg and reviewed the new information for moving forward with fire services for Stag Harbour.
- Fire Chief reviewed the training process. Stag Harbour members also had concerns with writing the certification exam as many members are older.
- It was further explained that there must be commitment and interest from the members who decide to stay, if not building and equipment will be removed from the community.
- Both members agreed that they would take this new information back to the community and its current members. They will try to arrange a meeting as soon as possible and forward the results to the Fire Chief.
- Meeting with Stag Harbour members adjourned at 7:57PM.

Tilting Fire Station

- Meeting began at 8:17PM and was attended by Deputy Fire Chief Edmund Reardon and Joe Bryan, 1st Assistant Deputy Fire Chief. Mayor Collins welcomed them to the meeting.
- As with the other 2 Fire Stations, the Committee reviewed the purpose of the meeting and the process for moving forward for Tilting Fire Station.
- Deputy Fire Chief questioned why the Town is building a garage with the existing Fire Hall there in the community and the type of building structure. Committee informed them that a small garage is what was requested by Government as they have done this in other rural communities facing the same issues as Fogo Island and the building may be a steel building. A steel building may be an issue for Tilting as it is designated as a Heritage Community and may not be allowed. This will have to be further investigated by Staff and may look at other options if necessary.
- Discussion on the existing Fire Hall if the Community Group took over the building with regards to the washrooms in the building now open for public use for tourism, this requires that the heat be left on during the winter months; who would be responsible for this extra cost. Community group would not be able to winterize the building without closing the washrooms.
- Deputy Fire Chief inquired if the cap of 20 Firefighters per station has now been lifted with the combining of stations as there are still residents in Tilting that want to join. Council will investigate this further with Staff and let them know.
- Deputy Fire Chief also requested that Council make an inquiry regarding the light on Tilting Tower being turned off, the town should lobby to get it turned back on. This light has been used as a safety beacon by many fishermen at sea and individuals lost in the woods. Fire Chief Simpson has already been in contact with the Fire and Emergency Services Coordinator on this issue.

- Deputy Fire Chief stated that this is what the community of Tilting has been fighting for since they received notice of their station closing. He feels that this is a much better solution, especially for Tilting as their Fire Station is still active with many members who are willing to train and have already participated in training with Joe Batt's Arm. They will organize a meeting with their station members and the community.

- Meeting with Tilting members adjourned at 9:00PM.

Fire Services Report

- Report was prepared by the Fire Chief and presented to Council prior to council meeting for review.

Fire Calls – 1

Inspections - 1

Community Education/ Events

- Fire Service participated in the tree lighting and skating event, provided the treat bags and hot dogs.
- Fire Service was able to help Public Works with the water issue in Tilting by providing fire hose and pumper whenever needed.

Merging of Stations

- Province came through with funding to help the communities that were allotted to be closed by providing funding for storage units in each community to store a pump, hose and truck. This will only work if there is a commitment made by the stations to reach all stipulations set out by council as per membership, training, etc. We have received positive feedback from all stations.
- We need to investigate amalgamating bank accounts and move forward in group purchasing.

Truck Maintenance

- Island Harbour truck has been repaired, need the portable pump serviced to be able to put it back in service and a new foot valve is needed. Emergency lights and siren need to be wired in the truck properly.
- Stag Harbour will need a ¾ ton truck as the 1965 Fire Truck is not safe for the road.
- Tilting ½ ton truck will need servicing.

Training Update

- This month covered breathing apparatus, search patterns, search for fire/ victims, and jaws of life training, where we cut 2 cars, 1 truck and 1 SUV. Covered cascade system training. Joint training has started with Joe Batt's Arm and Tilting, went over all gear tested pumps and started working on pump operations.
- Firefighters planning on staying in the fire service should plan on at least 3 hours a week training and once a month for gear checks.

Equipment update:

- The compressor/defrag/and cascade cylinders have all been activated and are working excellent. The six-month time limit is up for all air cylinders, they have been dumped and refilled (as per NFPA standard). The Air quality in our compressor is in conformance with CSA standard.
- All pumps and tools have been checked.
- The cylinder log and compressor log are up to date.
- All vehicles need to be taken out at least once a week.
- Portable pumps in Seldom and Fogo, require parts and batteries

Recruitment Retention:

- Haven't lost any firefighters this month, we gained two new members, one in Fogo Station and one in Joe Batt's Arm station.

Building Update:

- Spoke to Cecon about buildings upgrades. We must find the most suitable piece of property for our new fire storage units in each community.
- We were able to access some funding from the Community Enhancement Project and have Fogo station painted (walls and floors) and now working on Joe Batt's Arm.

Update on Truck Purchase

- Applied for two pre-owned pumpers (no older than 5 years), either used or new, Minister Bragg seems to be very positive for the Town to receive funding next year.

Budget 2020

- We need to budget for new Breathing Apparatus.
- Upgrades to our communication system. Looked at the I AM RESPONDING app for the cell phone system.
- Prepare equipment for new truck(s). Hand tools, axe, halogen lights, nozzles, pike poles and pressurized water extinguishers. Although a great amount of money has been spent over the last year to upgrade our equipment to a safe standard, more upgrades are needed to improve our department. Our gear was and is in such poor shape it will take a few years to get it where it should be, but by being fiscally responsible and having a 5-year plan we should obtain these goals.
- Proper station wear uniforms (Shirts-pants)
- Plan to change Stag Harbour fire pumper to a ½ ton truck.
- Developing a cascading program for bunker gear and start replacing it, so we don't run into a larger problem down the road. The following are cost estimates on pieces of PPE:
 - Helmet \$350
 - Hood \$100
 - SCBA \$5,000 - \$10,000(dependent on company programs)
 - Bunker Gear \$2,300
 - Boots \$350 and up
 - Gloves \$150

Fire and Emergency Services Update

- Fire Chief will meet with Fire and Emergency Services to discuss the following items:
 - The 20/20 program to be prepared for the new year
 - Air brake endorsement
 - The changes in the fire service on Fogo Island
 - Upgrades to our breathing air system
 - New Breathing Apparatus
 - Training
 - public education in Newfoundland
 - Service reports on equipment
 - New fire apparatus
 - And the direction we are moving for a positive evolution for Fogo Island Fire Department.

5.5 Public Works

- Report was prepared by Superintendent of Public Works and presented to Council prior to council meeting for review.

ADWS Update.

- Power was connected to unit on December 12th. Keith Harding is scheduled to arrive Sunday December 15th to complete their work, which should take a few days with training for Public Works Staff to possibly begin on Thursday, December 19th. When the water testing is completed and approved by Service NL the unit will be ready to put into service.

Streetlights.

- Followed up with Hydro on the work orders and it could be in January before the work is completed due to scheduling.

New Sand/Plow Truck

- The Truck has been picked up and ready for service. Dump capacity is larger than the other truck so it will be able to carry more material especially sand/salt.
- The 2019 GMC Silverado truck was in for its 20,000 km warranty service.

Tilting Water Intake

- Experienced major intake freeze up and water lose to the community on several occasions in the last few weeks. Acquired the services of a diver to do an inspection of the intake. The intake has deteriorated to the point where the cement has crumbled, and 1 side and a part of the other has fell away. At this time there's not much that can be done until the ice thickens and can access the intake through the ice. After much research the best options are a new intake or modify the existing. The Superintendent has been consulting with an engineer and a diver about the repairs. A Tee Intake Screen is recommended at an estimated cost of \$20,000 - \$25,000.
- Staff has been in contact with Gas Tax Administration to find out if this can be covered under the Gas Tax Capital Investment Plan.

2019-195

Torraville/Jacobs

Resolved that the Town of Fogo Island proceed with installing a Tee Intake Screen for the Intake at Tilting Water Supply and obtain an Engineer to prepare drawings and costs. Further resolved that the project be covered under the Gas Tax Capital Investment Plan if applicable.
Resolution Carried. In favour 9. Against 0.

Tilting Water Leak

- Initially thought that the leak was by the post office, however this was due to a malfunctioning valve isolating Kelly's Island. Excavated the valve by the post office and replaced the bell which was broke about 3 or 4 feet in the ground. Dug up and replaced the valve for Kelly's Island. Following this Staff tested the flows and determined the leak to be on Kelly's Island Road. A significant water flow was found going out in the cove at the end on Kelly's Island Road, however after digging it up nothing was found to indicate a leak over 50 gal/min. Since this Staff has been continuously checking the area and found the leak at the end of a 2-inch pipe servicing 4 houses. This was confirmed by closing the 2-inch curb stop coming off the main. Plans are made to correct the leak.

Fogo Water leaks

- Since last spring we repaired 4 significant leaks which has resulted in about 40 to 50 gal/min less being used by the Town. Just last week we recorded a flow 102 gal/min. which is comparable to the flows seen at Joe Batts arm.

Three Test Wells

1. Soccer field - on site flows 12 litres per minute
 2. Main Road - on site flow 33 litres per minute
 3. Town Office - on site flows 5 litres per minute
- Water quality testing is currently ongoing.

Update on Fogo PH System

- Staff has been talking with Municipal Affairs in St. John's and they are recommending that the 2nd pump not be included in the specs and taken out of the tender. This recommendation came from Municipal Affairs in Gander for use as a spare pump and Government will not pay for spare parts.
- Government has requested that the PH System be retendered without the spare pump. Staff has been in contact with the Engineer to retender the project as soon as possible.

Municipal Site-Specific Health & Safety Plan

- Requested by the Department of Transportation & Works for the pickup of ice control materials from their depot.

2019-196

Hamlyn/S. Hart

Resolved that the Town of Fogo Island approve the policy for the pickup of ice control materials from the Department of Transportation & Works as outlined within their Municipal Site-Specific Health & Safety Plan.

Resolution Carried. In favour 9. Against 0.

5.6 Policy and Human Resources

- No report was presented.

5.7 Finance

- Finance report was submitted previously by Clerk/Town Manager for Council review.

Financial Reports

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

2019-197

Hamlyn/W. Hart

Resolved that the Town of Fogo Island accept the Financial Reports as presented.

Resolution Carried. In favour 9. Against 0.

Approval to Pay Invoice from Xylem Canada

- Invoice for purchasing a new sewer lift station pump.

2019-198

W. Hart/Langdon

Resolved that the Town of Fogo Island approve payment of invoice from Xylem Canada in the amount of \$11,536.31, HST included.

Resolution Carried. In favour 9. Against 0.

6. Correspondence

6.1 Eating Disorder Awareness Week

- The Eating Disorder Foundation of Newfoundland and Labrador is celebrating Eating Disorder Awareness Week from February 1st to 7th, 2020. Several events will be taking place throughout the province during this week.

2019-199

T. Hart/Torraville

Resolved that the Town of Fogo Island proclaim February 1st to 7th, 2020 as Eating Disorder Awareness Week.

Resolution Carried. In favour 9. Against 0.

6.2 Stag Harbour Recreation Committee

- Received 2 letters regarding dilapidated properties and car wreck within their community. One letter addressed for the Town and the second was a copy of the letter forwarded to Shorefast Foundation asking what their intentions are with respect to restoring the 2 dilapidated properties owned by their foundation. With tourism so important to Fogo Island, these old buildings are an eyesore within their community.

- Committee has been in contact with the Town many times over the past 2 years with very little being done to the properties in question. They are now requesting that the Town take action to demolish the dilapidated buildings within the next 2 months. If no progress is seen, they will be holding a public community meeting and inviting Minister of Municipal Affairs & Environment, MHA Derrick Bragg.

- Council discussed the letter and understand their frustrations for cleaning up their community. Staff has been working on these concerns with registered letters being sent to the property owners. Two

property owners have responded, and they plan to restore the buildings, in the near future and most of the old car wrecks in the community were taken to the transfer station either by the Town or the owners. The old bus shelter was removed by the Town during Spring Cleanup. Staff is still investigating the removal of some of the dilapidated buildings for ownership and removal. There has also been discussion with Central Newfoundland Waste Management regarding the cost and ways to transfer the demolition material to the transfer station in Norris Arm.

- Council requested that Staff contact the Lawyer regarding our rights and responsibilities for removing the dilapidated buildings and recovering the cost associated with removal.
- Council also requested that Staff respond to the Committee to explain the avenues that have been taken to date and that further investigation will follow.

6.3 Email – Elizabeth Keefe – Essential Services

- Many rural ambulance services are not categorized as an Essential Service although most residents think that it is an essential service. Therefore, if ambulance workers were to decide to not provide the ambulance service and go on strike, government cannot mandate them to go back to work.
- Beginning this week VOCM Radio will be announcing that the ambulance services are not deemed an essential service. They are asking everyone to contact their local MPs and MHAs to fight to get ambulances designated as an Essential Service.
- As both a member of the public and an ambulance attendant Ms. Keefe is requesting that council correspond with Federal and Provincial Government regarding this important issue.

2019-200

S. Hart/Langdon

Resolved that the Town of Fogo Island lobby the Federal and Provincial Government to designate rural ambulance services an essential service.

Resolution Carried. In favour 9. Against 0.

7. New Business

7.1 Ambulance Services

- Ambulance depot is located in Stag Harbour. This service should be located at the centre of the island at or near the hospital to avoid delay in response time for emergency calls.

2019-201

T. Hart/Torraville

Resolved that the Town of Fogo Island lobby Government and Central Health to have Ambulances Services for Fogo Island relocated to Fogo Island Central.

Resolution Carried. In favour 9. Against 0.

7.2 Committees of Council

- Council feels that some of the Committees of Council need to be reinstated as there are some important needs and issues that have to be dealt with on a committee level before being presented to Council for approval.

2019-202

T. Hart/Langdon

Resolved that the Town of Fogo Island reinstate the Finance Committee and the Policy and Human Resources Committee.

Resolution Carried. In favour 9. Against 0.

- Finance Committee members will consist of Councilor Hamlyn, Councilor Langdon, Councilor Scottie Hart and Councilor Rowe.

- Policy and Human Resources Committee will consist of Deputy Mayor Torrville, Councilor Tracey Hart, Councilor Hamlyn and Councilor William Hart.

7.3 Tender Opening

2019-203

Torrville/S. Hart

Resolved that 2 members of Council are to be present during the opening of Tenders.

Resolution Carried. In favour 9. Against 0.

7.4 109 Iceberg Arena Road

- Council and Staff have been in discussions with the owners regarding purchasing the property at 109 Iceberg Arena Road.
- Council will not be proceeding with the purchase. Staff will notify the owners of councils decision.

8. Date of Next Regular Meeting:

Privileged Meeting – January 28th, 2020 (If required)

Regular Meeting – January 28th, 2020 at 7:00 PM

9. Adjournment:

2019-204

S. Hart

Resolved the meeting be adjourned at 9:02PM.

Amanda McGrath
Clerk/Town Manager



Wayne Collins
Mayor

