



The Town of Fortune

P. O. BOX 159
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AGENDA - Council Meeting May 31, 2022 @ 6:00 p.m.

Additions/Adoption to Agenda

Adoption of Minutes: May 17, 2022

GENERAL BUSINESS:

1. Snook's Road Erosion
2. MAA- 2023 Assessment Roll
3. Fortune Arena Request
4. Downtown Development- Legion Update
5. Horsebrook Update
6. Asset Management Update
7. Make A Wish- Donation Request
8. 10A Bayview Street Tax Sale Auction

FINANCIAL TRANSACTIONS:

- Payables May 14-26, 2022

EXEMPTIONS/ADJUSTMENTS

- SILVE003 Business Tax Adjustment (Business Closed)

CORRESPONDENCE:

From	Particulars	Anticipated Action
Burin Peninsula Chamber of Commerce	Opportunity Placentia Bay	Invitation
Tract Consulting	Child Friendly Planning & Design	Councillor's Information

PERMITS:

Business Permit Applications (2)

Building Permit Applications:

SILVE003	8 Bayview Street	Wheelchair Ramp
NEWPJ001	4 Inkpen Place	Porch
HILLA003	73 Eldon Street	Fence

COMMITTEE REPORTS:

CAO Report / Councillors Forum

ADJOURNMENT / Next Meeting



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Minutes of a Regular Meeting of Council
Of the Town of Fortune at the Fortune Fire Hall
On May 17, 2022 at 6:00 p.m.

Members Present: Mayor Deanne Hickman
Deputy Mayor Terry Fleming
Councillors Kenneth Keeping
Roy Kendell
Rodney Rose
Jennifer Stacey

Also Present: Town Clerk Lacey Symes
Public Works Supervisor Chris Caines

Additions/Adoption to Agenda:

Mayor Hickman asked if there were any additions to the Agenda of May 17, 2022.

Under #1. Public Works

- French Drain Request
 - Radio Communication Site Visit
20. Permit Application- Fortune Port Authority
21. Burin Peninsula Health Care Foundation Radiothon
22. Resident Request

Motion 2022-05-17-01: Councillor Keeping/Councillor Kendell

Resolved that the Agenda of May 17, 2022 meeting be adopted with additions as presented.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey

Opposed: 0
Motion carried.

Adoption of Minutes:

Mayor Hickman asked if there were any errors or omissions to the Minutes from the Regular Council meeting held on April 19, 2022 as presented.

Motion 2022-05-17-02 Deputy Mayor Fleming/Councillor Rose

Resolved to adopt the Minutes of the Regular Council Meeting of April 19, 2022 as presented.



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In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

GENERAL BUSINESS:

1. Public Works Update:

- Temple Street Sewer Issue: Resident on Temple Street experiencing ongoing sewer issues, CAO Collier approved for Public Works Staff to rent a sewer camera to investigate what was happening to cause the issues. Resident was thinking the sewer line was collapsed; however, Public Works Supervisor Caines advised that the sewer camera proved that the sewer line was not collapsed.

Public Works Supervisor Caines advised that the issue stems from the resident's sewer line going straight into the main line, when his line was installed it initially should of been installed with a radius bend & it is a dry line.

Council questioned whether the Town was responsible for the work to be completed at the Temple Street property, Caines advised that the Town is responsible from the main line in; however, this type of job was completed for a resident on Bunkerhill Road in previous years.

Caines suggested that anytime any resident is repairing their sewer line Public Works Staff should be connecting it to the main line to make sure it is hooked into the main line correctly to prevent issues like this arising in the future.

Mayor Hickman abstained from voting on this specific matter

Motion 2022-05-17-03 Councillor Rose/Councillor Keeping

Resolved for the Public Works Employees to complete the necessary sewer work needed at the property on 24 Temple Street.

In favour: Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

- Harbour Drive Driveway Concern: Correspondence received from resident on Community/Harbour Drive stating since the road was repaved last year their vehicles have been hitting when entering/exiting their driveway. Driveway Concern: pavement is too high/low on the main road – Homeowner's responsibility.



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This matter was previously discussed at a Public Works & Infrastructure Committee meeting & it was agreed that the driveway in question was the homeowner's responsibility as the pavement was completed based on specifications with engineers, CAO Collier to send letter to resident.

-French Drain: Discussed at previous Council Meeting, resident on Sunset Crescent requesting to have a french drain installed on property. Town Clerk Symes advised Council that there was a motion made in October 2021 "Resolved to stop the installation of French Drains on personal property in 2021, as of 2021 French Drains will be the responsibility of the property owner (2021-10-06-04).

It was a consensus of Council that it was not the Town of Fortune's responsibility to install a french drain as per request received from resident on Sunset Crescent based on the motion made in 2021 (motion #2021-10-06-04). CAO Collier to send correspondence to resident.

- Radio Communication Site Visit- SCADA: Public Works Supervisor Caines advised Council that there has been issues with trying to keep the soda ash & chlorine levels balanced & recently had a technician from Cahill come & inspect the system, the technician made a few minor repairs & the communication system for Fortune seems to be running smoothly now.

There is still an issue with the communication between Fortune & Grand Bank system, the signal strength is still very weak, technician is thinking the arrestor and pigtail made need me to replaced & will further update when a price quote is received.

It was a consensus of Council that we need to have any issues regarding the communication levels repaired as it is a major liability & for CAO Collier to reach out to the Town of Grand Bank to see if they are willing to cover 50% of costs associated.

Mayor Hickman asked Public Works Supervisor if everything was working correctly now besides the radio connection between Fortune & Grand Bank, Caines advised yes.

Council thanked Public Works Supervisor for attending the Council Meeting & he left at 6:36 p.m.

2. Gas Tax Application- Paving:

List of priorities provided by the Public Works Department for paving in the estimated cost of \$122,512.50, streets include:

Logwood Road
Confederation Street
Haddock Road
Forest Road
Pushthrough Crescent
Confederation Street (ARENA Road)
Springhill Road

Seeking approval to proceed with application for Gas Tax Funding & advertise for a Request for Quotes.

Motion 2022-05-17-04

Councillor Keeping/Councillor Rose

Resolved to proceed with Gas Tax Funding Application for Paving for various roads in the amount of \$122,512.50.



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In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

Motion 2022-05-17-05 Councillor Rose/Councillor Keeping

Resolved to advertise for Request for Quotes for various paving within the Town of Fortune.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

Councillor Kendell advised that during the Municipal Symposium there was a presentation regarding Canoe Procurement Group of Canada, Canoe is partnered with MNL & can fast track the RFP process. Councillor Kendell suggesting to look further into this.

3. PSD Citywide:

PSD Citywide is a service that will help municipalities stay up to date on all provincial, federal and third party grants, assess criteria to determine if eligible, gather information & can assist with writing/submitted effective grant applications. MNL has partnered with this service for a one year term & can offer a 25% discount on the first year of membership. The service is an annual membership and pricing is based on population size. The price for the Town of Fortune would be \$495 subtract the 25% discount and the first year membership will be \$371.25.

Motion 2022-05-17-06 Deputy Mayor Fleming/Councillor Rose

Resolved to approve PSD Citywide membership in the amount of \$371.25.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

4. World Ovarian Cancer Day- Proclamation:

Date has passed (May 8th).



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5. FCM Membership Update:

Following up from previous Council Meeting regarding costs of Federation of Canadian Municipalities (FCM) & if other surrounding communities are a member.

\$570.33 annually & Town of St. Lawrence & Burin are members.

It was a consensus of Council to not become a member at the moment.

6. Municipal Plan:

Seeking approval to advertise for Request for Proposals (RFP) for the upcoming Municipal Plan.

Motion 2022-05-17-07 Councillor Keeping/Councillor Rose

Resolved to approve to advertise Request for Proposals for the Municipal Plan.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

7. Asset Management Pre-Planning Program:

As per discussed in a prior Council Meeting, 80% of the fee for an asset management plan will be funded by the federal government for towns over 1000 residents, the remaining portion can also be covered under gas tax.

Council was provided packages from Tract Consulting & Biomaxx for review, CAO Collier recommending Biomaxx.

Deputy Mayor Fleming to take a further review.

8. Animal Control Policy- DEFER:

9. Fire Pit Regulations:

Councillor Keeping advised he had a conversation with the Fire Department regarding Fire Pit Regulations & the Fire Department had stated that the Fire Department will go along with any regulations Council wishes.

Agreed to defer to Public Protection Committee.



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10. Lion's Club Cleanup- Donation Request:

Same as last year, Lion's Club is seeking a donation of garbage bags/gloves & they will have a garbage cleanup day around the Town of Fortune, looking to do the cleanup the week before Fortune Day.

Motion 2022-05-17-08 **Councillor Stacey/Councillor Rose**

Resolved to donate garbage bags & gloves to the Fortune Lions Club.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

11. CYN Donation- In memoriam D.M Welsh (GB):

Recently approved via email; however, need a motion to approve the \$50.00 donation made in memoriam of Grand Bank Deputy Mayor Welsh to CYN.

Motion 2022-05-17-09 **Deputy Mayor Fleming/Councillor Rose**

Resolved to donate \$50.00 to CYN in memoriam of the late Deputy Mayor Welsh of Grand Bank.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

12. Horsebrook Title- Legal:

Office Staff had Affidavits of Possessions signed by longtime residents Jacob Thornhill & Earl Rose as provided by Stewart Mckelvey which was thought to be a good root of title for the Town, lawyer had forwarded the affidavits of possession to Newfoundland Power. Newfoundland Power questioned whether lawyer had made an application to the Crown or not. After heated discussion back and forth from the lawyer to NL Power it was advised that the affidavits are not good enough to allow to guarantee title & recommending the Town to move to next steps by contacting Crown Lands to get straightened up.

It was advised by NL Power to obtain a Quit Claim.

It was consensus of Council to advise the lawyer to obtain a Quit Claim, Mayor Hickman advised to let her know when the request is in so she can contact MP Paul Pike to intervene on the Town's behalf as this is impacting employment & tourism in the area.



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13. Downtown Development- DEFER:

Mayor Hickman advised Council had met with Gerry Antle from the Legion & is now awaiting response from them.

14. Street Sweeper Approval:

Motion 2022-05-17-10 Councillor Keeping/Councillor Rose

Resolved to approve to hire Street Sweeper.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

There was a quick discussion regarding the need of Town enforcement within the Community, suggested to do some research on town's with town enforcement/town cop.

15. Land Request (Romanowski/Dunne):

Motion 2022-05-17-11 Councillor Keeping/Councillor Rose

Resolved to approve the land purchase request for Romanowski & Dunne, survey to be completed at the purchasers' expense.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

16. Snook's Road- Erosion Concern:

Awaiting response from MP Churence Rogers as per CAO Collier's email seeking to obtain assistance and/or direction with respect to the deterioration of property behind Snook's Road as it is a coastal erosion issue CAO Collier asked MP Rogers the direction of the Federal responsibility relevant to this concern.

17. Geology Centre Quote- Minor Repairs:

Received quote from Bennett's Construction and Supplies in the amount of \$4990 + HST to complete minor repairs on Ecological Centre Building, it includes replacing two corner boards, caulking, roof repair and painting of vertical siding. Defer until further clarification from Councillor Woodland.



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18. Recreation Month- Proclamation:

Motion 2022-05-17-12 Councillor Kendell/Councillor Rose

Resolved to proclaim June 2022 Recreation Month in the Town of Fortune.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

19. Burin Peninsula SPCA- Donation Request:

Motion 2022-05-17-13 Councillor Kendell/Councillor Rose

Resolved to donate \$100 to the Burin Peninsula SPCA.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

20. Permit Application- Fortune Port Authority:

Received a building permit application from the Fortune Port Authority to build a 6 X 8 extension for public washrooms during the hours of operation for the St. Pierre ferry; however, the extension will only be 1ft from neighbouring property line rather than the required 3 ft/4ft (from eve).

Council discussed this matter and expressed the need for public washrooms; however, cannot go against the building/fire regulations & will explore options available.

21. Burin Peninsula Health Care Foundation Radiothon:

Motion 2022-05-17-14 Deputy Mayor Fleming/Councillor Rose

Resolved to donate \$100 to the Burin Peninsula Health Care Foundation Radiothon.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.



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22. Resident Request:

Received a request from resident Ray Harkness advising he will clean up the beach area/around town if we could provide him with a trash grabber tool.

Motion 2022-05-17-15 Deputy Mayor Fleming/Councillor Keeping

Resolved to purchase a trash grabber tool for Mr. Harkness to assist with trash pickup around the town.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

MOTION TO EXTEND:

Motion 2022-05-17-16 Deputy Mayor Fleming/Councillor Stacey

Motion to extend the Council Meeting an additional 30 minutes until 8:30 p.m.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

FINANCIAL TRANSACTIONS:

Motion 2022-05-17-17 Councillor Kendell/Councillor Keeping

Resolved to approve the financial transactions dated April 15, 2022- May 13, 2022.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.



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PERMITS/EXEMPTIONS/ADJUSTMENTS:

Adjustment:

Grand Bank Recreation Hockey- Dressing Room Adjustment Request

Correspondence received from Grand Bank Recreational Hockey regarding the rate charged for the Arena Dressing Room this season.

There is an issue with paying the full price of the rental(\$750), as there was a delayed opening & according to their records they had paid for a total of 22 rentals when normally during a normal season it would be 40+ rentals. Requesting to have the invoice in the amount of \$750 reconsidered to reflect approximately 55% reduction (reduction of \$412.50, pay \$337.50).

Motion 2022-05-17-18 Councillor Rose/Councillor Stacey

Resolved to adjust the invoice for Grand Bank Recreational Hockey for the dressing room rental 55%, resulting in the new invoice amount being \$337.50 versus \$750.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

CORRESPONDENCE:

Stingray-Spring/Summer Advertising: Consensus of Council to not avail.

Gardiner Centre- Mastering Media Relations: Training Opportunity, no one interested.

Legendary Coasts- Heritage Run Geotour: Invitation/Registration - Mayor Hickman to attend May 30th; however, unable to attend May 31st. Mayor Hickman encouraging any Councillor able to attend to do so & advise Town Clerk Symes for registration.

Drover Financial- Insurance Broker Information: For Councillor's information.

PERMITS:

Building Permit Applications:

LAHIM002	6 Clouter's Lane	Shed
KEEPK001	20 Logwood Road	Ext to Shed
PIERL003	28 Lamaline Highway	Shed
SMITB001	43 Lamaline Highway	Fence
PEACB001	1 Pinchmarsh Road	Ext to Shed
SKINW001	70 Confederation Street	Shed
HILLD003	57 Springhill Road	Patio
PEACT001	11-17 Sunset Crescent	Greenhouse



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Motion 2022-05-17-19 Councillor Rose/Deputy Mayor Fleming

Resolved to approve Building Permit Applications for account #LAHIM002, KEEPK001, PIERL003, SMITB001, PEACB001, SKINW001, HILLD003 & PEACTION001 based on approval from all other regulatory departments.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

Protected Roads Referral
#SYMET001 Lamaline Highway Shed

Motion 2022-05-17-20 Councillor Rose/Deputy Mayor Fleming

Resolved to approve Protected Roads Referral for account #SYMET001.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

COMMITTEE REPORTS:

Human Resources & Administration:

- Social Media Policy
- Public Works Meeting
- PD Day

Human Resources meeting to be scheduled as soon as possible to discuss issues above.

Finance:

- Donation Policy
- Procurement Policy

To be discussed at next Finance Committee Meeting.

Community Services:

- Councillor Stacey advised that the Fortune Day planning is starting to come together, have reached out to businesses/organizations for support/donations, etc. There is a Recreation Commission meeting scheduled for Thursday, May 19th to finalize the schedule.



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- Inquired about Volunteer Appreciation Event. It was a consensus of Council to host the Volunteer Appreciation Event on Thursday, May 26th at 6:00 p.m., BBQ at the Fire Hall. Office Staff to send out invitations, special invitation for former Recreation Commission members Burton Knickle, Marion Wells & Joanne Rose.

MOTION TO EXTEND:

Motion 2022-05-17-21 Councillor Stacey/Councillor Keeping

Motion to extend the Council Meeting an additional 15 minutes until 8:45 p.m.

In favour: Mayor Hickman
 Deputy Mayor Fleming
 Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

COUNCILLOR'S FORUM:

Mayor Hickman:

- Opening of the new St. Pierre Visitor Information Centre was today (May 17th), was advised by Chris Sheppard of Legendary Coasts to reach out to him regarding business tax, etc.
- Human Resources Committee & Public Works Committee both need to meet with the Public Works Employees.
- Haven't responded to correspondence received from resident on Eldon Street yet, was initially waiting until after the HR meeting; however, wondering if it was okay with Council for her to respond prior to HR meeting. It was the consensus of Council for Mayor Hickman to respond to correspondence received from resident on Eldon Street.
- There was a Health Accord meeting on April 21st; however, was unable to attend, Mayor Keating to update.

Deputy Mayor Fleming: NIL

Councillor Kendell:

- Attended the Municipal Symposium, advised there was a presentation regarding regionalization; however, there wasn't much time for feedback afterwards. MNL had rooms booked at the hotel for the symposium at the rate of \$130; however, regular rate was \$120.
- MNL is partnering with Memorial University for a resolution for Wastewater that will be more affordable than current offers.

Councillor Rose: NIL

Councillor Stacey: NIL



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ADJOURNMENT / Next Meeting:

Motion 2022-05-17-22: Councillor Keeping/Councillor Kendell

Resolved to adjourn the Regular Council Meeting at 8:50 p.m., next meeting scheduled for May 31, 2022.

In favour: Mayor Hickman
Deputy Mayor Fleming
Councillors: Keeping, Kendell, Rose & Stacey.

Opposed: 0
Motion carried.

Mayor Hickman

Town Clerk Symes