



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

## Minutes of a Regular Meeting of Council Of the Town of Fortune via Conference Call On July 14, 2020 at 2:00 p.m.

*Members Present:*

Mayor	Charles Penwell
Deputy Mayor Smith	Frazer Smith
Councillors	Levi Curtis Roy Kendell

*Also Present:*

CAO Collier	Linda Collier
Town Clerk	Lacey Symes

### Additions/Adoption to Agenda:

Mayor Penwell asked if there were any additions to the agenda of July 14, 2020.

10. Port Corporation
11. Asphalt Recycler
12. Horsebrook Trail

**Motion 2020-07-14-01: COUNCILLOR CURTIS/ COUNCILLOR KENDELL**

**Resolved that the Agenda for July 14, 2020 be adopted as presented with the above noted additions.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

### Adoption of Minutes:

Mayor Penwell asked if there were any errors or omissions to the Minutes from the Regular Council meeting held on June 15, 2020 as presented.

**Motion 2020-07-14-02: COUNCILLOR KENDELL /COUNCILLOR CURTIS**

**Resolved to adopt the Minutes of the Regular Council Meeting of June 15, 2020 as presented.**



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 2

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried

## GENERAL BUSINESS:

### 1. Public Works

- **Standpipe Relocation:** CAO Collier seeking clarification whether a resident is charged for a standpipe relocation when requested or not. It was a consensus of Council to deal with each requesting on an individual basis as they arise.
- **Curb Removal:** Received a curb removal request for 10 Miller Road.

CAO Collier advised Council that when the Public Works Employees complete a curb removal a \$115 charge is invoiced to resident; however, the Public Works Employees also install a "low back" after the removal. CAO Collier was inquiring whether we should apply the cost of the "low back" as well & itemizing such on the invoice.

Council agreed for CAO Collier/Public Works Supervisor Caines to prepare a cost analysis & circulate to Councillor's for further discussion.

Request for a curb removal at 36 Springhill Road for access to newly built garage. Public Works Supervisor Caines advised there are no issues with a curb removal at the specific area requested.

**Motion 2020-07-14-03: DEPUTY MAYOR SMITH/ COUNCILLOR CURTIS**

**Resolved to approve the curb removal request for 10 Miller Road at the cost of the property owner.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 3

- **Snook's Road Erosion:** Defer until Public Works Supervisor can attend.
- **Farm Road:** Office Staff completed a poll with residents residing on Farm Road regarding converting the road into a dead end or keeping as is- four votes for dead end, 3 leave as is & 4 no response.

It was a consensus of Council to keep Farm Road as is.

- **Truck Tender:** Received one bid for the dump truck in the amount of \$4800.

**Motion 2020-07-14-04: DEPUTY MAYOR SMITH/ COUNCILLOR CURTIS**

**Resolved to approve the bid received for the dump truck in the amount of \$4800.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

- **Butterfly Valve:** Defer until Public Works Supervisor can attend.
- **Fire Hydrant Relocation- Centennial Street:** Defer until Public Works Supervisor can attend...
- **Mini Home- Confederation Street:** Request to be sent into the Municipal Assessment Agency to split the parcel of land on 30 Confederation Street.

**2. Downtown Development- Frank's Lane:** CAO Collier advised she has been speaking with Ocean Choice International & Jake's Accounting & also received a follow up email from business owners Mark Collins & Brian Rose regarding the closing of Frank's Lane. It was a consensus of Council for CAO Collier to scheduled a meeting with business owners/property owners involved & Council for further discussion.

**3. Ministerial Meeting- Hornhouse Road Quarry :** CAO Collier to try & scheduled with a Council as a full & the Minister of Natural Resources.

# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
AOE 1PO

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210



Regular Council Meeting  
July 14, 2020  
Page 4

**4. Municipal Capital Works Approval:** Received approval for Dixon Street/Femme Road Water & Sewer Upgrades in the amount of \$565,691, with the Town of Fortune's portion in the amount of \$51,299(10%).

**Motion 2020-07-14-05: DEPUTY MAYOR SMITH/ COUNCILLOR KENDELL**

**At the Meeting of the Fortune Town Council on July 14, 2020, Council passed the following motion as it related to Dixon Femme Water and Sewer Upgrades, Project No. 17-GI-21-00067.**

**BE IT RESOLVED to accept cost-shared funding as outlined in the Municipal Affairs and Environment project approval letter dated July 3, 2020 to complete Dixon Femme Water and Sewer Upgrades(17-GI-21-00067) for \$565,691. The Town of Fortune agrees to provide \$51,299 in funding for this project and authorizes Mayor Penwell and CAO Linda Collier to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Fortune.**

**In favour:** Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

**Opposed:** 0  
Motion carried.

**Motion 2020-07-14-06: DEPUTY MAYOR SMITH/ COUNCILLOR KENDELL**

**Resolved to engage Innovative NL for the engineering/consultant services the cost of \$65,210.75 for Dixon Femme Water and Sewer Upgrades, Project No. 17-GI-21-00067.**

**In favour:** Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

**Opposed:** 0  
Motion carried.

**5. Tea Room Building:** Bridges' Employment Corporation has advised the Town Office that they have agreed to the Town of Fortune selling the Tea Room Building.

CAO Collier to contact Bridges' Employment Corporation to get an idea of how much the equipment is worth in the building.



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NL  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 5

**Motion 2020-07-14-07: DEPUTY MAYOR SMITH/ COUNCILLOR CURTIS**

**Resolved to advertise the Tea Room Building(equipment included) on tender after consultation with Bridges' Employment, highest tender not necessarily accepted. Donate the funds received for the Tea Room Building to Bridges' Employment Corporation with the condition that the funds are put back into the Town of Fortune.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

**Burin Peninsula Waste Disposal Site- Dumpsters:** CAO Collier advised Council that the Burin Peninsula Waste Disposal Site has scheduled the dumpsters for the Town of Fortune on August 22, 2020 at the Arena parking lot.

**7. Proposed Land Request Update- Haddock Road:** Councillor Woodland followed up & checked out the area. CAO Collier advised Council that it appears the land would not be for sale under the Town of Fortune as per the Municipal Assessment Agency Annual Assessment Roll. As the Town of Fortune does not deal with land disputes this issue will not require any additional follow up.

**8. Supervisory Management Skills Program:** Previously circulated to Council, a virtual course hosted by Gardiner Centre.

**Motion 2020-07-14-08: DEPUTY MAYOR SMITH/ COUNCILLOR CURTIS**

**Resolved to approve CAO Collier to register for the Supervisory Management Skills Program through the Gardiner Centre.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

**9. Grand Bank- Fortune Ambulance Service Audit:** Correspondence received from the Grand Bank- Fortune Ambulance Service after consultation with the auditing firm is seeking the Town of Fortune's (letter also sent to the Town of Grand Bank) concurrence by accepting each Co-Chair (one from the Town of Fortune; one from the Town of Grand Bank) to affix their respective signatures, as opposed to previous practices by both Mayors.



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 6

**Motion 2020-07-14-09:** /COUNCILLOR CURTIS/ DEPUTY MAYOR SMITH

**Resolved to approve the two Co-Chairs (one from the Town of Fortune; one from the Town of Grand Bank) to sign the audit documents for the Grand Bank- Fortune Ambulance Service as opposed to the precious practices by both Mayors.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

**Motion 2020-07-14-10:** COUNCILLOR CURTIS/ DEPUTY MAYOR SMITH

**Resolved to approve the 2019 Grand Bank- Fortune Ambulance Service Audited Financial Statements.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

**10. Port Corporation:** Mayor Penwell had a conversation with Earl Rose regarding the ongoing wharf construction. Mr. Rose advised Mayor Penwell that the engineers came to inspect the area on Monday & noticed that the road by the customs building/wharf is actually going to be 10-11 inches below; therefore, they will have to lift a couple basins and bring them up about 14 inches. All repairs will be covered by the Fortune Port Corporation.

**11. Asphalt Recycler:** Deputy Mayor Smith advised Council that he had received an inquiry from a resident wondering if the Town of Fortune would be willing to rent the asphalt recycler by the hour & to hire one of the Public Works Employees (outside of work hours) to pave a 10X10 driveway. The Town of Fortune has previously paved patches for residents; however, only up to a maximum of 50 SQ FT.

A discussion surfaced amongst the Councillors present & \$75/per hour to rent the asphalt recycler deemed to be reasonable; however, cost for labour for one of Public Works Employees to operate the machinery would be the responsibility of the resident renting the equipment with no liability on accident or inquiry to the Town of Fortune.

Councillor Kendell recommending sending an email regarding this matter to all Council for their opinion before any approval or decision is made.

CAO Collier to send email all Council seeking their opinions.



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, N.L.  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 7

**12. Horsebrook Trail:** The walking trail needs to be groomed as you cannot properly physical distance. CAO Collier advised that Groundskeeper Simms has been working on the trail throughout the past week & will pass on to him.

## FINANCIAL TRANSACTIONS:

**Motion 2020-07-14-11: COUNCILLOR CURTIS/ DEPUTY MAYOR SMITH**

**Resolved to approve the financial transactions for June 13- July 9, 2020.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

## PERMITS/EXEMPTIONS/ADJUSTMENTS:

### Building Permits:

SMITM001	50 Bayview Street	Ext to Fence
FLEMJ001	20 Centennial Street	Greenhouse
DODGM002	30 Confederation Street	Shed & Fence
NEWF.001	22Confederation Street	Ext on Shed
THORC002	91 Eldon Street	Privacy Fence
FOOTD002	3 Collier Place	Ext to Shed
CHANG001	6 Eldon Street	Fence
SMITF003	13 Snook's Road	Patio
DUNCG001	36 Pinchmarsh Road	Patio
ASHFT001	17 Pushthrough Crescent	Garage
HILLJ012	20 Bradley Crescent	Step

**Motion 2020-07-14-12: COUNCILLOR KENDELL/DEPUTY MAYOR SMITH**

**Resolved to approve the building permits for SMITM001, FLEMJ001, DODGM002, NEWF.001, THORC002, FOOTD002, CHANG001, DUNCG001, ASHFT001 & HILLJ012.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NL  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 8

Opposed: 0  
Motion carried.

Building Permit for account #SMITF003 unable to be approved as it is a conflict of interest for Deputy Mayor Smith; therefore, not enough Councillors present to vote, to be added to the next Council Agenda.

### Exemptions:

ROSE0003 Water/Sewer Tax( water/sewer has been disconnected)

**Motion 2020-07-14-13: COUNCILLOR KENDELL/DEPUTY MAYOR SMITH**

**Resolved to approve the water/sewer exemption for 23 Piercey Street as the service has been permanently disconnected.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried.

### CORRESPONDENCE

**Department of Fisheries & Oceans- Lighthouse Tours:** Received correspondence from the Department of Fisheries & Oceans regarding the Lighthouse Station located at Fortune Head, DFO will be installing signage advising tourists/visitors unable to visit the Light House due to COVID-19. DFO has asked the Town Office to no promote visitors to the site.

**Municipalities Newfoundland & Labrador- Emergency Operational Funding:** MNL sent a template letter for municipalities to send to the Federal & Provincial Governments for Municipal Emergency Operational Funding.

**Royal Canadian Mounted Police- Burin Peninsula RCMP Annual Performance Plan:** For Councillors' Information.

**Burin Peninsula Chamber of Commerce- 2020 Quarterly Newsletter:** For Councillors' Information.

**Federal Canadian Municipalities- Municipal Asset Management Program:** For Councillors' Information.

**Canadian Association of Fire Chiefs- Fire Chief of the Year Awards Nominations:** For Councillors' Information.





# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ  
A0E 1P0

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

Regular Council Meeting  
July 14, 2020  
Page 9

## COUNCILLORS FORUM/COMMITTEE REPORTS:

**Finance Committee:** Meeting scheduled Thursday, July 16th to review the Business Tax Relief Applications.

**Mayor Penwell:** NIL

**Deputy Mayor Smith:** NIL

**Councillor Curtis:** NIL

**Councillor Kendell:** Reminding Councillors & Staff of the disclosure forms needing to be signed.

## ADJOURNMENT / Next Meeting

**Motion 2020-07-14-14:** COUNCILLOR CURTIS /COUNCILLOR KENDELL

**Resolved to adjourn the Regular Council Meeting at 2:57 p.m. & to schedule the next Council Meeting for August 10, 2020 at 6:00 p.m. via Zoom.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis & Kendell

Opposed: 0  
Motion carried

  
-----  
Mayor Penwell

  
-----  
Lacey Symes- Town Clerk



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NL

TELEPHONE: (709) 832-2810  
FAX: (709) 832-2210

A0E 1P0  
AGENDA - Council Meeting  
Conference Call  
July 14, 2020 @ 1:30 p.m.

## Additions/Adoption to Agenda

Adoption of Minutes: June 15, 2020

## GENERAL BUSINESS

### 1. Public Works

- Standpipe Relocation Charge
  - Curb Removal
  - Snook's Road Erosion
  - Farm Road
  - Truck Tender
  - Butterfly Valve
  - Fire Hydrant Relocation- Centennial Street
  - Mini Home Confederation Street
- 2. Downtown Development- Frank's Lane
  - 3. Ministerial Meeting Quarry Hornhouse Road
  - 4. Municipal Capital Works Approval
  - 5. Tea Room Building
  - 6. Burin Peninsula Waste- Dumpsters
  - 7. Proposed Land Request Update- Haddock Road
  - 8. Supervisory Management Skills Program- Virtual
  - 9. Grand Bank- Fortune Ambulance Service Audit

## FINANCIAL TRANSACTIONS: June 13- July 9, 2020

## PERMITS/EXEMPTIONS/ADJUSTMENTS:

### Building Permits:

SMITM001	50 Bayview Street	Ext to Fence
FLEMJ001	20 Centennial Street	Greenhouse
DODGM002	30 Confederation Street	Shed & Fence
NEWF.001	22 Confederation Street	Ext on Shed
THORC002	91 Eldon Street	Privacy Fence
FOOTD002	3 Collier Place	Ext to Shed
CHANG001	6 Eldon Street	Fence
SMITF003	13 Snook's Road	Patio
DUNCG001	36 Pinchmarsh Road	Patio
ASHFT001	17 Pushthrough Crescent	Garage
HILLJ012	20 Bradley Crescent	Step

### Exemption:

ROSE0003 Water/Sewer Tax( water/sewer has been disconnected)

## CORRESPONDENCE:

From	Particulars	Anticipated Action
Department of Fisheries & Oceans	Lighthouse Tours	Councillor's Information
Municipalities Newfoundland & Labrador	Emergency Operational Funding	Councillor's Information
Royal Canadian Mounted Police	Burin Peninsula RCMP Annual Performance Plan	Councillor's Information
Burin Peninsula Chamber of Commerce	2020 Quarterly Newsletter	Councillor's Information
Federal Canadian Municipalities	Municipal Asset Management Program	Councillor's Information
Canadian Association of Fire Chiefs	Fire Chief of the Year Awards Nominations	Councillor's Information

## COUNCILLOR'S FORUM / COMMITTEE REPORTS:

Finance Committee- Business Tax Relief Applications

## CAO REPORT

## ADJOURNMENT / Next Meeting: