



The Town of Fortune

P. O. BOX 159
Temple Street
Fortune, NL

A0E 1P0

TELEPHONE: (709) 832-2810
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AGENDA - Council Meeting Fortune Firehall - November 16, 2021 @ 6:30 p.m.

Additions/Adoption to Agenda

Adoption of Minutes: November 3, 2021

GENERAL BUSINESS

1. Fortune Port Corporation Tax Agreement/Land
2. Capital Works Motion
3. Burin Peninsula Waste Disposal Increase

FINANCIAL TRANSACTIONS:

- Payables November 2, 2021 - November 12, 2021

PERMITS/EXEMPTIONS/ADJUSTMENTS:

Poll Tax Exemption:

HILLT014

CORRESPONDENCE:

| From | Particulars | Anticipated Action |
|-----------------------------|--------------|------------------------------|
| Municipal Assessment Agency | News Release | For Councillor's Information |

CAO REPORT

COUNCILLOR'S FORUM / COMMITTEE REPORTS:

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 November 3 2021 at 6:15 p.m.

Members Present:

| | |
|--------------|--|
| Mayor | Deanne Hickman |
| Deputy Mayor | Terry Fleming |
| Councillors | Kenneth Keeping Roy Kendell Rodney Rose Jennifer Stacey Matthew Woodland |

Also Present:

| | |
|-------------|---------------|
| CAO Collier | Linda Collier |
| Town Clerk | Lacey Symes |

Additions/Adoption to Agenda:

Mayor Hickman asked if there were any additions to the Agenda of November 3, 2021.

CORRESPONDENCE:

MADD- Bernard Pike
United Towns Minor Hockey- Letter from President Steve Hillier
ATIPPA- Virtual Meet & Greet

GENERAL BUSINESS:

7. Christmas at the Park

Motion 2021-11-03-01: Councillor Keeping/Councillor Kendell

Resolved that the Agenda of November 3, 2021 meeting be adopted as presented with additions.

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

Opposed: 0
Motion carried.



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GENERAL BUSINESS:

1. Purchase of Tablets/IPADS:

CAO Collier suggested the option to purchase tablets for Councillor's as there is funds allocated in the budget for Council Chamber upgrades, new chairs have been purchased; however, it was a consensus of Council that it was not necessary to replace the tables.

It was initially discussed to amend the motion approving the purchase of new Council Chamber equipment; however, it was a decision made within a Finance Meeting.

Motion 2021-11-03-04: Councillor Woodland/Councillor Kendell

Resolved to purchase tablets/ipads for Councillors to utilize for Council Business replacing the need to print several packages.

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

Opposed: 0
Motion carried.

2. Request for Land- Port Corporation:

Land requested to purchase/lease by the Fortune Port Authority located on Harbour Drive (behind & across from Collins' Cloverfarm).

The Planning & Development Committee has previously reviewed this request at a committee meeting & it was recommended to not sell the land requested by the Fortune Port Corporation.

Motion 2021-11-03-05: Councillor Woodland/Councillor Kendell

Resolved to deny the request from the Fortune Port Corporation seeking the purchase of land on Harbour Drive.

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

Opposed: 0
Motion carried.



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There was a discussion regarding the option to lease the land to the Fortune Port Authority.

Motion 2021-11-03-06: Councillor Rose/Councillor Keeping

Resolved to explore the options of a leasing agreement with the Fortune Port Authority regarding the parcel of land located on Harbour Drive, depending on what the intentions of use are.

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

Opposed: Woodland
Motion carried.

Forsey Road Request:

Received an inquiry from a resident on Community Street requesting to place a trailer dumpster on Forsey Road for approximately 2-3 weeks as they are going to be conducting home renovations & there isn't any space available to place the dumpster on their property located on Community Street.

Motion 2021-11-03-07: Councillor Woodland/Councillor Rose

Resolved to not allow the use of Forsey Road to place the dumpster trailer as per requested.

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

Opposed: 0
Motion carried.

4. HR Clarification (Public Works):

CAO Collier advised that in the Collective Agreement Amendment it is stated under section 5:01 B "June 1 to September 30, finishing time will be 4:15 p.m. rather than 5:00 p.m. having an half (1/2) hour lunch break rather than the normal one hour (1) lunch break and waiving the 15 minute afternoon break."



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As the duration of this period has exhausted Public Works Supervisor Caines had advised CAO Collier that the Public Works Employees are still not taking their 15 minute afternoon break & leave at 4:15 rather than 4:30. CAO Collier wanted to seek opinions of Council.

Motion 2021-11-03-08: Deputy Mayor Fleming/Councillor Stacey

Resolved to be acceptable to continue with section 5:01 B of the Collective Agreement for the interim until the weather worsens and at that time an active snow clearing crew will be needed & the 15 minute afternoon break will become mandatory.

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

Opposed: 0
Motion carried.

5. Fortune Head Eco Friends- MOU:

CAO Collier advised that at the last Council Meeting there was an inquiry with respect to the Fortune Geology Centre building regarding who is responsible for the building, after review it was clarified that the Town of Fortune as the owner of the building is the insurer.

Community Services Committee will be reviewing the MOU within the next couple of weeks and will be re-examining the terms of the MOU in consultation with Councillor Woodland (committee member of Fortune Head Eco Friends(FHEF)).

At the last Finance Committee meeting there was a requested received from FHEF requesting an adjustment pertaining the insurance invoiced for the Fortune Geology Centre invoiced in 2021.

Motion 2021-11-03-09: Councillor Keeping/Councillor Stacey

Resolved to adjust the invoice in the amount of \$2487 issued to Fortune Head Eco Friends for 2021 insurance.

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

Opposed: 0
Motion carried.



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6. Girl Guides Request:

Received a request from Girl Guides of Canada (Fortune/Grand Bank) to utilize the upstairs classroom for weekly gatherings/lessons for Sparks & Brownies.

Disclosure form will need to be signed prior to use.

Motion 2021-11-03-10: Councillor Woodland/Councillor Keeping

Resolved to donate the upstairs classroom to the Fortune/Grand Bank Girl Guides of Canada.

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

Opposed: 0
Motion carried.

7. Christmas at the Park:

Councillor Woodland advised that last year the Feller From Fortune Festival(FFF) had decorated two stages at the Wade Drake & Burch Nash Memorial Park for the Christmas season & is seeking permission to do so again this year.

Councillor Woodland also suggested to advertise to seek any other groups interested in taking part in decorating a section of the park as well.

Mayor Hickman suggested the idea of having a "Christmas Extravaganza" type of event again this year & it was then suggested to form a Special Events Committee which could include members of different committees throughout the town(i.e. Council, Recreation Commission, FFF, Lion's Club, etc)

Committee to discuss further.

Motion 2021-11-03-11: Councillor Rose/Councillor Kendell

Resolved to approve permission to the Feller from Fortune Festival to decorate the stages at the Wade Drake & Burch Nash Memorial Park for the Christmas season.



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

Opposed: 0
Motion carried.

Deputy Mayor Fleming advised he would be interested as a business owner within the municipality to make some kind of contribution into light up the park/downtown area, he would be willing to step forward and make a contribution- suggesting to get feedback from other business owners within the town.

CAO Collier advised this will be discussed at the Community Christmas meeting tomorrow evening.

FINANCIAL TRANSACTIONS:

Motion 2021-11-03-12-: Deputy Mayor Fleming/Councillor Woodland

Resolved to approve the financial transactions October 19, 2021- November 1, 2021.

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

Opposed: 0
Motion carried.

PERMITS/EXEMPTIONS/ADJUSTMENTS:

PERMITS:

Crown Lands- ATV Association:

CAO Collier advised Council that the Town Office received a Municipal Recommendation request for a Crown Lands application on behalf of the ATV Association, the contact person was the previous ATV Association president; therefore, CAO Collier had contact current president Bruce Thorne seeking information whether the ATV Association is still pursuing the application or not.

ATV Association President advised CAO Collier that the application has been withdrawn.



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CAO Collier to inform Crown Lands that the recommendation was not approved as the Town Office was advised that the application has been withdrawn.

H. Cousins Crown Land Application:

Motion 2021-11-03-13-: Councillor Woodland/Councillor Kendell

Resolved to approve the Municipal Recommendation Crown Lands application for H. Cousins on Lamaline Highway.

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

Opposed: 0
Motion carried.

It was pointed out that H. Cousins will need a permit for development, this approval was only for the Municipal Recommendation form for Crown Lands.

Poll Tax Exemption:

HILLT014- DEFER as sufficient documentation was not provided.

CORRESPONDENCE:

Ocean Frontier University/Memorial- Aquaculture Employment on BP: For Councillor's Information

Legendary Coasts- New Board of Directors: For Councillor's Information

Dept of Municipal and Provincial Affairs- Resources and Supports Available: For Councillor's information, CAO Collier advised Councillors that the Municipal Handbooks should be ready within the coming weeks.

MADD- Awareness Campaign: November 10th, 2021 at 2:30 p.m., seeking representation from Council. Councillor Rose may be available to attend.

United Towns Minor Hockey- Letter from President (Steve Hillier): Looking for an update regarding the status of the arena, Mayor Hickman advised she was speaking to Andrew Warren (Livewire) prior to the Council Meeting and he had advised all of the materials are on the roof & it will take approximately six business days to complete(weather permitting).



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CAO Collier advised that it is important to note that when a response is sent to Mr. Hillier the delay in the arena opening isn't solely based on Livewire & the status of the roof, it is also required to have a government inspection from Service NL on the arena chiller. The arena opening date is targeted for November 22nd, which is comparable to any other year.

ATIPPA- Virtual Meet & Greet: November 24th 9:30- 11:00 a.m. , for Councillor's information.

Councillor Keeping had to leave the Council Meeting due to work commitments at 7:45 p.m. , Mayor Hickman asked if he had anything he would like to discuss prior to leaving.

Councillor Keeping: Wondering if it would be possible to have Council Meeting's every second Tuesday rather than Wednesday.

It was a consensus of Council to have Council Meetings every second Tuesday rather than Wednesday, Code of Conduct be revised.

Councillor Keeping left the Council Meeting at 7:45 p.m.

CAO REPORT:

- Conducted research on total remuneration payable to Council & it is possible to increase.
- There was an inquiry pertaining to volunteers & liability insurance within the Town of Fortune, CAO Collier advised that Town Clerk Symes had contacted the Town's insurance company & was informed that volunteers operating on behalf and at the direction of council are covered under the liability sections of the town's policy same as Town employees and Council members. If another party made a claim against the Town for an injury for example and also named one of the volunteers in that claim the Town's policy would respond for both as per policy terms and conditions. With respect to an injury to the volunteer themselves there is a section under the General Liability that provides for some basic out of pocket type of expenses but is limited. There is separate coverage for the volunteers, the insurance company would need to know the number of volunteers and a list of activities that they are doing on behalf of the Town as well as number of times they are "volunteering" in order to obtain a quote.

It was a consensus of Council that anyone looking for rental of town property will need to provide proof of liability insurance (i.e. Dynamic Air Shelters).

- CAO Collier asked Councillor Rose if he is available/interested in participating in the Community Advisory Committee in place of Councillor Kendell as Councillor Kendell have been on the Committee for four years.



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- Councillor Rose is unable to participate as per work schedule. CAO Collier advised she can participate in the interim & in the event she cannot participate Councillor Woodland will try to attend.

COUNCILLOR'S FORUM / COMMITTEE REPORTS:

COMMITTEE REPORTS:

Planning & Development Committee Update:

- Resident seeking to purchase a piece of property (approximately 40X40) on the corner of Dixon Street & Brunette Avenue.

CAO Collier advised there were no objections with the Public Works department & Planning & Development Committee is recommending to proceed with sale of the land at \$0.50/square foot and cost of survey will be the purchaser's responsibility.

Motion 2021-11-03-14-: Councillor Woodland/Councillor Kendell

Resolved to purchase 40 X 40 parcel of land on the corner of Dixon Street & Brunette Avenue at the cost of \$0.50/square foot and the cost of the survey be the responsibility of the purchaser.

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

Opposed: 0
Motion carried.

- Lighthouse Trail: Councillor Woodland met with Jeri Graham from the Department of Natural Resources (Wilderness and Ecological Reserves), she had a tour of the trail, there will be public consultation with Wilderness and Ecological Reserves & advised for the Town to keep on radar about posting public consultation regarding the Lighthouse Trail Development.
- CAO Collier advised that there will be a grass cutting policy at some point in the near future. in the meantime if any Councillors seek or are made aware of any property that is not up to substandard to identify the property & Office Staff can follow up for cleanup request process.
- CAO Collier stated that Livewire is current performing repairs to the steel structure on the Burin Peninsula Marine Service Center and was wondering if we should invoice for development permit. As the repairs is on an existing structure a permit is not needed.



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Finance Committee:

- Met with budget groups. groups came forward with budget request (Recreation Commission, Fire Department, FFF, etc).
- Met with the Fortune Port Corporation regarding their tax agreement expiring at the end of December 2021. The Finance Committee is recommending another three year tax agreement with the Fortune Port Corporation in the amount of \$15,000 per year & \$816 per year for Water & Sewer.

Motion 2021-11-03-15-: Deputy Mayor Fleming/Councillor Kendell

Resolved to accept the Fortune Port Corporation three year Tax Agreement as recommended by the Finance Committee in the amount of \$15,000 + \$816 Water & Sewer per year.

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

Opposed: 0
Motion carried.

Human Resources Committee:

- Meeting was held with employee Chris Simms, Simms was given a Letter of Offer regarding the Casual- Call in position for the Arena in which he had concerns regarding the offer & did not accept. Simms is seeking an additional \$1.00/hour wage increase.

Simms had previously signed a three year agreement, in which the wages for 2022 has already been signed off on that agreement; he is receiving benefits, clothing allowance & RRSP contributions- which is normally not offered for Casual- Call in positions.

CAO Collier advised she had reissued a letter advising of his wages & benefits & Simms currently has a deadline to respond by the end of this week.
- Committee to review wages for Municipal Clerk at the next committee meeting.



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COUNCILLOR'S FORUM:

Mayor Hickman:

- Virtual Health Accord meeting tomorrow night, November 4th at 6:30 p.m. regarding the concerns for the health care on the Burin Peninsula.
- The Annual Autism walk is going ahead on Sunday, November 7th @ 2:00 p.m. if anyone is interested in attending.
- Advised she is a member of the Victoria Hall Committee, wondering is there a conflict where she is a member of Council, wondering if she should excuse herself from the committee.

Councillor Woodland inquired whether there was a deadline when initially offered for the Victoria Hall- may need to look into extending.

CAO Collier advised that when it comes to seeking funding from Council she should refrain herself from meeting with Council regarding that request, as for being on the Committee there shouldn't be any conflict.

Deputy Mayor Fleming: NIL

Councillor Keeping: NIL

Councillor Kendell:

- Expressed a concern with using facebook messenger as communicating for Council business- would much rather be using the new email addresses specifically for Council.
- The current Code of Conduct is not gender friendly. Municipal Clerk to revise.

Councillor Rose: NIL

Councillor Stacey: NIL

Councillor Woodland: NIL



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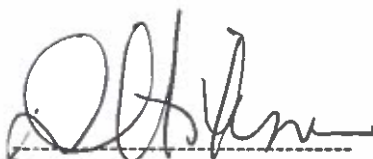
ADJOURNMENT / Next Meeting:

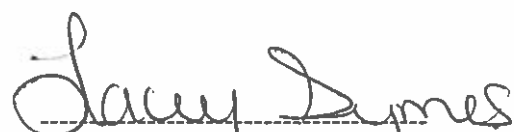
Motion 2021-11-03-16-: Deputy Mayor Fleming/Councillor Kendell

Resolved to adjourn the Regular Council Meeting at 8:27 p.m., next meeting scheduled for Wednesday, November 16, 2021 at 6:30 p.m.

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

Opposed: 0
Motion carried.


Mayor Hickman


Lacey Symes- Town Clerk