



# The Town of Fortune

P. O. BOX 159  
Temple Street  
Fortune, NJ

AOE 1P0

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

Minutes of a Regular Meeting of Council  
Of the Town of Fortune, held at the  
Fortune Municipal Center  
December 2, 2019 at 6:30 p.m.

*Members Present* Deputy Mayor Frazer Smith  
Councillors Terence Fleming  
Roy Kendell  
Patrick Parsons  
Matthew Woodland

*Also Present:* Chief Administrative Officer Linda Collier  
Town Clerk Lacey Symes

## Additions/Adoption to Agenda:

**Motion: 2019-12-02-01 COUNCILLOR PARSONS/COUNCILLOR KENDELL**

**Resolved that the Agenda for December 2, 2019 meeting be adopted.**

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried

## Adoption of Minutes:

Deputy Mayor Smith asked if there were any errors or omissions to the Minutes from the Regular Council meeting held on November 18, 2019 as presented.

**Motion 2019-12-02-02 COUNCILLOR WOODLAND/COUNCILLOR PARSONS**

**Resolved to adopt the Minutes of the Regular Council Meeting of November 18, 2019 as presented.**

In favour: Deputy Mayor Smith  
Councillors: Curtis, Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried



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Regular Council Meeting  
December 2, 2019  
Page 2

## **GENERAL BUSINESS:**

### **1. Audit 2018**

Councillor's reviewed the draft 2018 financial statements.

There were a few discrepancies pointed out in the financial statements, they are as follows:

- 1) Auditor's Report (Federal Gas Tax Funding) Pg. 22 "Town of New-Wes-Valley"
- 2) Pg. 7 incorporation date (1946 as opposed to '43)
- 3) Date of the management letter was November 19<sup>th</sup>, we did not receive this until November 29<sup>th</sup>
- 4) Page 1 of the Independent Auditor's Report "Basis for Qualified Opinion" there's reference to Town's events – Seafood Festival and Light the Lamp. The Town of Fortune do not host any such event.

CAO Collier to follow up with auditors regarding Page 11 the monthly loan amount of \$1304.00 –no record of this amount in system.

Because some of the issues referenced in the financial statement are due to lack of accounting skills and understanding CAO Collier is suggesting to Council the possibility of additional training through Town Suite for staff. CAO Collier to explore training opportunities through Townsuite & Common Sense Accounting to obtain a cost quote.

**Motion 2019-12-02-03                  DEPUTY MAYOR SMITH/COUNCILLOR KENDELL**

**Resolved to accept approve the 2018 Financial Statements with the corrections identified.**

In favour:                  Deputy Mayor Smith  
   Councillors: Curtis, Fleming, Kendell, Parsons & Woodland

### **2. List of Doubtful Accounts**

Councillors agreed to approve any balance \$100 & under listed on the doubtful account listing & defer the rest until January.

**Motion 2019-12-02-04                  DEPUTY MAYOR SMITH/COUNCILLOR PARSONS**

**Resolved to approve the doubtful accounting listings for any balances \$100 & under.**

In favour:                  Deputy Mayor Smith  
   Councillors: Curtis, Fleming, Kendell, Parsons & Woodland

Opposed:                  0  
Motion carried.



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Regular Council Meeting  
December 2, 2019  
Page 3

### **3. Gran- For- Line Association Invitation**

Councillor Fleming to attend the Annual Gran For Line Association Christmas Party on behalf of the Town of Fortune.

### **4. Department of Municipal Affairs Inspection Report & Recommendations**

Council review the inspection report & recommendations and advised to have Robert's Rules tabled for January 2020 agenda.

### **5. 2019 Ministerial Approval**

CAO Collier advised Council that the Town of Fortune exceed the projected budget for 2019 because of the loans that were paid out & because the fire emergency vehicle was not budgeted for; therefore, a letter has to be sent to the Minister seeking ministerial approval.

was a consensus of Council to send a letter for Ministerial Approval regarding the 2019 budget.

### **6. Truck Tender**

Received one truck tender from Hickman Chrysler Dodge and Jeep in St. John's in the amount of \$77,000 plus HST.

The delivery date is January 31, 2020.

**Motion 2019-12-02-05                      COUNCILLOR WOODLAND/COUNCILLOR PARSONS**

**Resolved to purchase the truck from Hickman Chrysler Dodge Jeep in the amount of \$77,000 plus HST.**

In favour:            Deputy Mayor Smith  
                             Councillors: Curtis, Fleming, Kendell, Parsons & Woodland

Opposed:            0  
Motion carried.

### **7. Gas Tax/CIP Application (Asset Management/GPS Receiver & CO Gas Detector System**

**Motion 2019-12-02-06                      COUNCILLOR KENDELL/COUNCILLOR WOODLAND**

**Resolved to apply for Gas Tax Funding for asset management training at a cost of \$3,235 (Ipus tax) plus the rental of equipment (interim) at an approximate cost of \$1,800 (plus tax). The receiver that will locate the Town's assets for future input computer software. Overall anticipated costs not to exceed \$13,035.50.**



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Regular Council Meeting  
December 2, 2019  
Page 4

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried

**Motion 2019-12-02-07 COUNCILLOR PARSONS/DEPUTY MAYOR SMITH**

**Resolved to apply for Gas Tax Funding for Biomaxx to complete the smoke testing quoted at \$4450 + HST.**

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried

## **8. Property Clean Up Inquiry**

Received an inquiry from a resident inquiring whether it is permitted to have a contained fire in a bin to clean up property.

Council advised that there wasn't anything in our jurisdiction & to suggest to the resident to contact the Department of Forestry.

## **9. Budget 2020**

**Motion 2019-12-02-08 DEPTUY MAYOR SMITH/COUNCILLOR FLEMING**

**Resolved to increase the Councillor's honorariums \$100.00 per quarter, Deputy Mayor's \$150 per quarter & Mayor's \$200 per quarter for a total of \$850 per quarter to adjust for the loss of the one third tax free.**

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried.

**Motion 2019-12-02-09 COUNCILLOR FLEMING/COUNCILLOR KENDELL**

**Resolved that the 2020 Budget be accepted as presented by the Finance Committee with a balanced budget of \$1,816,906.10.**



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Regular Council Meeting  
December 2, 2019  
Page 5

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried.

**Motion 2019-12-02-10 COUNCILLOR PARSONS/COUNCILLOR WOODLAND**

**Resolved that the Tax Structure as presented in the 2020 Budget be accepted.**

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried.

**Motion 2019-12-02-11 COUNCILLOR KENDELL/COUNCILLOR FLEMING**

**Resolved that the Tax Structure for 2020 be advertised.**

In favour: Deputy Mayor Smith  
Councillors: Fleming, Kendell, Parsons & Woodland

Opposed: 0  
Motion carried.

## FINANCIAL TRANSACTIONS:

**Motion 2019-12-02- 12 COUNCILLOR KENDELL/COUNCILLOR WOODLAND**

**Resolved to approve the financial transactions for November 16, 2019- December 2, 2019.**

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Curtis, Fleming, Parsons & Woodland

Opposed: 0  
Motion carried.



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Regular Council Meeting  
December 2, 2019  
Page 6

●Heritage Run Tourism Association Inc Renewal Info & Invoice

**Motion 2019-12-02- 12                    DEPUTY MAYOR SMITH/COUNCILLOR PARSONS**

**Resolved to approve the renewal for the Heritage Run Tourism.**

In favour:        Mayor Penwell  
                      Deputy Mayor Smith  
                      Councillors: Curtis, Fleming, Parsons & Woodland

Opposed:        0  
Motion carried.

●Santa Clause Parade Donation

**Motion 2019-12-02- 13                    COUNCILLOR WOODLANDCOUNCILLOR KENDELL**

**Resolved to donate \$50.00 to the Fortune Lion's Club Santa Clause Parade.**

In favour:        Mayor Penwell  
                      Deputy Mayor Smith  
                      Councillors: Curtis, Fleming, Parsons & Woodland

Opposed:        0  
Motion carried.

**PERMITS/EXEMPTIONS/ADJUSTMENTS:**

**CORRESPONDENCE:**

**Municipal Assessment Agency- Property Assessment Workshops- for Councillor's information**



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Regular Council Meeting  
December 2, 2019  
Page 7

## COUNCILLOR'S FORUM / COMMITTEE REPORTS:

NIL

## ADJOURNMENT / Next Meeting

Motion 2019-12-02- 14                      COUNCILLOR WOODLAND/COUNCILLOR PARSONS

Resolved to adjourn the Council Meeting at 8:17 p.m., next Council Meeting scheduled for December 16, 2019.

In favour:            Mayor Penwell  
                          Deputy Mayor Smith  
                          Councillors: Curtis, Fleming, Parsons & Woodland

Opposed:            0  
Motion carried.

  
Deputy Mayor, Frazer Smith

  
Lacey Symes- Town Clerk



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AGENDA - Council Meeting  
Fortune Town Council Chambers  
December 2, 2019 @ 6:30 p.m.

## Additions/Adoption to Agenda

Adoption of Minutes: November 18, 2019

### GENERAL BUSINESS

1. Audit 2018
2. List of Doubtful Accounts
3. Gran-For- Line Association Invitation
4. Department of Municipal Affairs Inspection Report & Recommendations
5. 2019 Ministerial Approval (over budget loan payouts)
6. Truck Tender
7. Gas Tax/CIP Application (Asset Management/GPS Receiver & CO Gas Detection System)
8. Property Clean Up Inquiry
9. Budget 2020 (Three Motions: Accept Budget/Accept Tax Structure/Advertise)

### FINANCIAL TRANSACTIONS: (November 16, 2019- December 2, 2019)

- Heritage Run Tourism Association Inc Renewal Info & Invoice
- Santa Clause Parade Donation

### PERMITS/EXEMPTIONS/ADJUSTMENTS:

### CORRESPONDENCE:

Dated	From	Particulars	Anticipated Action
Nov-18/19	MAA	Property Assessment Workshops	Councillor's Information

### COUNCILLOR'S FORUM / COMMITTEE REPORTS:

### ADJOURNMENT / Next Meeting: