



The Town of Fortune

P. O. BOX 159
Temple Street
Fortune, NJ
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EMAIL: fortune@nf.aibn.com

MINUTES
of a regular meeting of Council
of the Town of Fortune
held in the Town Hall, December 16, 2013

Members Present

MAYOR

DEPUTY MAYOR

COUNCILLORS:

Charles Penwell

Corey Parsons

Yvonne Symes-Harris

Dave Holloway

Patrick Parsons

Frazer Smith

Also Present

TOWN MANAGER

BUSINESS DEVELOPMENT OFFICER

Norma Stacey

Linda Collier

Additions to the Agenda:

- GENERAL BUSINESS: 16. Ocean Choice International's Reopening Ceremony
 17. Fire Hall Extension

Additions to Agenda of December 16, 2013 meeting

Mayor Penwell asked for approval of the additions to the agenda of the December 16, 2013 regular meeting.

Motion 2013-12-16-01 SMITH / PARSONS

It was resolved that the additions to the December 16, 2013 agenda for a regular meeting of Council be adopted as presented.

In favour: Mayor C. Penwell
 Deputy Mayor C. Parsons
 Councillors: Yvonne Symes-Harris
 Dave Holloway
 Patrick Parsons
 Frazer Smith

Opposed: 0
Motion carried.



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Minutes

Regular Meeting of December 2, 2013

Mayor Penwell asked if there were any errors or omissions to the Minutes of the regular meeting of December 2, 2013.

Motion 2013-12-16-02 HOLLOWAY / PARSONS

It was resolved that the Minutes of December 2, 2013 regular meeting of Council be adopted.

In favour: Mayor C. Penwell
 Deputy Mayor C. Parsons
 Councillors: Yvonne Symes-Harris
 Dave Holloway
 Patrick Parsons
 Frazer Smith

Opposed: 0
Motion carried.

General Business:

1. (a) **Office Clerk**

It was agreed to hold interviews on January 2, 2014 with an anticipated date of hire for January 6, 2014.

1. (b) **Community Enhancement Employment Program (CEEP)**

Town Manager Stacey advised Council on the approval for funding under the CEEP to insulate the shed and that one individual was hired, at this time. She also indicated the need for canteen services at the Arena noting that several tournaments are scheduled for this season. Town Manager Stacey sought Council's direction as to whether or not the Canteen Operator that was hired last year under a Targeted Wage Subsidy would be hired by Council for this season. This individual is also an eligible candidate for the Community Enhancement Employment Program (ie. needing additional insurable hours). Town Manager Stacey also indicated that the approval funding under the CEEP would enable two individuals employment at the canteen and to assist with the shed.



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1. (b) Community Enhancement Employment Program (CEEP)

Motion 2013-12-16-03 SMITH / HOLLOWAY

It was resolved to hire two individuals for canteen services at the Arena with one of the applicants to be A. Thornhill (last year's Arena Operator).

Prior to vote, several questions were tabled pertaining to the operations at the Arena preceding the end of this project (ex. would A. Thornhill be then hired). During this discussion the motion was rescinded by Councillor Smith and Town Manager Stacey was advised to hire the two individuals as per the guidelines under the CEEP program.

2. Parish Fortune/Lamaline

Deferred

3. Land purchase Sunset Crescent

The inquiry pertaining to the land purchase on Sunset Crescent revealed to be a conflict and Councillor Holloway left the meeting at 7:05 pm.

There were two areas of concern discussed – catch basin and snow clearing/turn around. At the end of the discussion, it was agreed that the Town would move forward with the process for Mr. J. Thornhill to purchase the parcel of land.

4. Planning & Priorities/Operational Review

Councillor C. Parsons acknowledged achievements over the last four years with the past Council, but felt that a brainstorming session would be appropriate for the new Council to discuss future direction on where to go pertaining to infrastructure, etc. It was agreed that a date for the early part of January would be decided at the next Council meeting.

Another item discussed was the communication piece – questioning if the positive outcomes and developments are adequately communicated with the general public. This is also something to address at the brainstorming session.



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1. Planning & Priorities/Operational Review (cont'd)

Councillor C. Parsons referenced discussions with Town Manager Stacey and indicated that he felt both were on the same page with respect addressing the overall operations of the Town. Several issues pertaining to financial transparency, staff training, policy and procedures to ensure the Town is more accountable and efficient were highlight. Town Manager Stacey indicated that through an inquiry with the Town of Grand Bank (who engaged professional consultation pertaining to their operations several years ago), she contacted Mr. John Walsh of J.W. Consulting who suggested a price from \$4,000 to \$5,000 and two nights' accommodations to provide an "operational review"

Motion 2013-12-16-04 SMITH / SYMES-HARRIS

It was resolved to hire J. W. Consulting to do an operational review in early January.

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
Dave Holloway
Patrick Parsons
Frazer Smith

Opposed: 0
Motion carried.

5. Policy for Correspondence

Councillor C. Parsons inquired if a policy was in place pertaining to correspondence provided to the general public and costs associated. Town Manager Stacey provided the costs of an electronic copy such as a technical drawing provided by Engineering company to be \$10 per document (not per page), as it costs the Town. There is no written policy currently in place and other associated costs for correspondence include fax services to be \$1.20 per 3 pages and photocopies at \$0.25 or \$0.10 with customer providing their own paper.



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6. Contract NHL Legends All Stars

Town Manager Stacey indicated particulars surrounding the scheduled event to host the NHL All Stars. There was some discussion surrounding pricing and HST and Councillor P. Parsons questioned if there would be a budget to quick start the organizing committee. He also indicated that Councillor D. Holloway and himself would be attending a meeting on Tuesday (Dec. 17) with the organizing committee. It is anticipated that more details and budget requests would be addressed at the meeting.

Motion 2013-12-16-05 SMITH / PARSONS

It was resolved to enter a contract with the NHL Legends for an event at the Fortune Arena to be held on February 7 at a total cost of \$23,730 with an initial deposit of \$10,000 and the balance of \$13,730 to be paid on January 7, 2014.

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
Dave Holloway
Patrick Parsons
Frazer Smith

Opposed: 0
Motion carried.

7. Requests for:

1) Street Light Senior Housing (Brunette Avenue)

Town Manager Stacey advised Council that the cost to erect a light and pole would be approximately \$18 or \$19 per month.

Motion 2013-12-16-06 SMITH / HOLLOWAY



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7. Requests for:

1) Street Light Senior Housing (Brunette Avenue) – cont'd

It was resolved to purchase a street light for the vicinity of the new senior housing unit.

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
Dave Holloway
Patrick Parsons
Frazer Smith

Opposed: 0
Motion carried.

7. Requests for:

2) Purchase Land

The parcel of land being sought for purchase is accessible from Bayview Street and Brookside Road. It is approximately 10 feet wide and ownership is undetermined, as there is no documentation on Town records. It was also indicated that a waterline may also be located within this parcel of land. It was agreed that the sale of land could not proceed unless the purchaser could provide documentation showing proof of ownership.

7. Requests for:

3) Fortune Canteen Proposal

The applicant of a proposal submitted earlier in the year pertaining to canteen operations was originally declined based on a funding application submitted by the Town. The Department of Advanced, Education and Skill's Targeted Wage Subsidy would have enabled the Town hire a Facilities Operator Coordinator for the Fortune Arena (including operations of the canteen). In wake of this application not receiving approval, the individual proposing to operate the canteen requested the proposal to be reconsidered. Council now has resources through the Community Enhancement Employment Program to operate the canteen; therefore, the proposal will not be reconsidered at this time.



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7. Requests for:

4) Tax Agreement BDF Properties

Town Manager Stacey advised Council that Mr. Rose was inquiring if this Agreement was still in effect for the five housing units. Council revealed that this Agreement is in effect until December 23, 2013.

7. Requests for:

5) Land Exchange Bayview Street

Town Manager provided Council with a visual description of the proposition for land exchange on Bayview Street. Concern pertaining to snow clearing and residential access was discussed. It was indicated that prior to proceeding with approval for the land exchange, residents in this jurisdiction would be contact to ensure no issues of concern exists.

7. Requests for:

6) Curb BDF Properties (Brunette Avenue)

BDF Properties have requested for Council to take out the curb at the new senior housing units. It is anticipated that the purpose for the removal of the curb is to accommodate parking for the residents. Town Manager Stacey indicated that approximately 20 feet will need to be removed, filled up and made level with the road pavement. Work Foreman Thornhill suggested to Town Manager Stacey that this may be difficult to do. There was discussion pertaining to snow removal and needing to push it back more.

Motion 2013-12-16-07 SMITH / PARSONS

It was resolved that approximately 20 feet of the curb at the new senior housing units on Brunette Avenue be removed to provide BDF properties paving parking accommodations for its residents once weather and resources permit.

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
Dave Holloway
Patrick Parsons
Frazer Smith

Opposed: 0
Motion carried.



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8. Damage to Vehicle

Norma advised Council that the issue pertaining to a damaged vehicle as a result to paving repairs has been sent to Insurance company and the cost of repair to the vehicle is \$7,244.68.

9. MMSB Backyard Composting

We currently have composting bins in our inventory for residents to purchase in the amount of \$25.

10. FCM Membership

For information purposes.

11. Quarry Permits

Motion 2013-12-16-08 SMITH / PARSONS

It was resolved that the following Quarry permits be renewed:

Applicant	Location	Permit #
Brenton Investments Ltd.	Cashmere Quarry	127162
Bennett's Construction & Supplies (2011) Ltd.	Southside of Main Rd	126723
Bennett's Construction & Supplies (2011) Ltd.	Behind UC Cemetery	126725

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
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Opposed: 0
Motion carried.



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12. Waste Disposal Fee for Vacant Homes

Town Manager Stacey advised Council on requests from homeowners to waive waste disposal fee when their homes are vacant, and acknowledged that the Town is still responsible to pay the Burin Peninsula Waste Management Corporation. Council suggested to advise citizens that any issues pertaining waste disposal be directed to the Burin Peninsula Waste Management Corporation.

13. Capital Works Applications (Lake Street and Lower Springhill Road)

Motion 2013-12-16-09 SMITH / HARRIS

It was resolved that we accept the costs \$500 each for the preparation of costs estimates for Capital Works Project Applications to include Lake Street and Lower Springhill.

In favour: Mayor C. Penwell
Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
Dave Holloway
Patrick Parsons
Frazer Smith

Opposed: 0
Motion carried.

14. Earth Day

No nominations to put forth.

15. Snow Clearing

Town Manager Stacey suggested that the Development Committee consider meeting with herself and outside workers to discuss issues pertaining to snow clearing such as number of hours to work, availability and scheduling. The Committee advised Town Manager Stacey to seek out any issues from the workers prior to meeting. Other developments from the discussion indicated the need to advertise a casual, call-in Heavy Equipment Operator position that could be a solution to scheduling, etc.



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Councillors Forum:

16. Ocean Choice International

Announcement on Wednesday, December 18th at the OCI Processing Plant starting 1:00 pm with a Community Celebration reception taking place at the Legion starting 6:00 pm.

17. Fire Hall Extension

Town Manager Stacey advised Council that the weather conditions have impacted the installation of footings for the new extension to the firehall. She also indicated, through consultation on design for Municipal Affairs with George Rose, it appears a steel beam has been cut out near overhead door that may compromise the structure. It was suggested to consult with Jake Thornhill to ensure that this had been previously approved by an Engineer many years ago, and to send picture to Bae Newplan to have structural engineers review.

Councillors Reports:

Permits:

Councillor Holloway inquired with respect to a building application for Lamaline Highway and particulars surrounding the *stop-work order*. Town Manager Stacey to check with Services NL.

Bills:

Motion 2013-12-16-10 PARSONS / HOLLAWAY

It was resolved that the bills be paid as presented

In favour: Mayor C. Penwell
 Deputy Mayor C. Parsons
Councillors: Yvonne Symes-Harris
 Dave Holloway
 Patrick Parsons
 Frazer Smith

Opposed: 0
Motion carried.



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Adjournment:

Motion 2013-12-16-11 SMITH/SYMES-HARRIS

It was resolved that the meeting be adjourned at 8:45 pm with the next regular meeting of Council to take place on January 6, 2014.

In favour: Mayor C. Penwell
 Deputy Mayor C. Parsons
 Councillors: Yvonne Symes-Harris
 Dave Holloway
 Patrick Parsons
 Frazer Smith

Opposed: 0
Motion carried.


Mayor


Office Clerk



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AGENDA
Monday, December 16, 2013
6:30 p.m.

Additions to Agenda

Adoption of Minutes: December 2, 2013

GENERAL BUSINESS:

- 1) (a) Office Clerk
(b) CEEP
- 2) Parish Fortune/Lamaline
- 3) Land purchase Sunset Crescent
- 4) Planning & Priorities/Operational Review
- 5) Policy for Correspondence
- 6) Contract Montreal Legends Feb. 2014
- 7) Request for:
 - 1) Street Light Senior Housing Brunette Avenue
 - 2) Purchase Land
 - 3) Fortune Canteen Proposal
 - 4) Tax Agreement BDF Properties
 - 5) Land Exchange Bayview Street
 - 6) Curb BDF Properties-Brunette Avenue
- 8) Damage to Vehicle
- 9) MMSB Backyard Composting
- 10) FCM Membership



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11) Dept. Of Natural Resources Quarry Permit: 1) Brenton Investments, 2) Bennett's Construction, 3) Cluett's Construction

12) Waste Disposal Fee vacant homes

13) Capital Works Applications-Lake Street & Lower Springhill Paving

14) Earth Day

15) Snow Clearing

COUNCILLORS FORUM

COMMITTEE REPORTS

CORRESPONDENCE:

- 1) Mark Jenkins
- 2) Infonotes Nov. 29, Dec. 6

PERMITS:

BILLS: