



The Town of Fortune

P. O. BOX 159
Temple Street
Fortune, NL
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TELEPHONE: (709) 832-2810
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AGENDA - Council Meeting Fortune Firehall - November 3, 2021 @ 6:30 p.m.

Additions/Adoption to Agenda

Adoption of Minutes: October 20, 2021
October 28, 2021 (Special Meeting)

GENERAL BUSINESS

1. Purchase of Tablets/Ipads
2. Request for Land- Port Corporation
3. Forsey Road Request
4. HR Clarification (Public Works)
5. Fortune Head Eco Friends- MOU
6. Girl Guides Request

FINANCIAL TRANSACTIONS:

- Payables October 19, 2021- November 1, 2021

PERMITS/EXEMPTIONS/ADJUSTMENTS:

- Crown Lands Application- Trail Development

Poll Tax Exemption:

HILLT014

Crown Lands Application

H. Cousins

CORRESPONDENCE:

From	Particulars	Anticipated Action
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 REPORT

COUNCILLOR'S FORUM / COMMITTEE REPORTS:

- Planning & Development Committee Update
- Marine Service Center Development

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 October 20, 2021 at 6:15 p.m.

<i>Members Present:</i>	Mayor	Deanne Hickman
	Deputy Mayor	Terry Fleming
	Councillors	Kenneth Keeping Roy Kendell Jennifer Stacey Matthew Woodland
<i>Absent with Regrets</i>	Councillor	Rodney Rose
<i>Also Present:</i>	CAO Collier Town Clerk	Linda Collier Lacey Symes

Additions/Adoption to Agenda:

Mayor Hickman asked if there were any additions to the Agenda of October 20, 2021.

14. Road Closure Request- RJG Construction
15. Conduct of Meetings to be amended
16. Brighter Futures Halloween Walk
17. Meet & Greet- RCMP
18. Christmas Function

Motion 2021-10-20-01: Councillor Keeping/Councillor Woodland

Resolved that the Agenda of October 20, 2021 meeting be adopted as presented with additions.

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

Opposed: 0
Motion carried.



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Adoption of Minutes:

Mayor Hickman asked if there were any errors or omissions to the Minutes from the Regular Council meeting held on October 6, 2021 as presented.

Add Councillor Parsons under the "Absent with Regrets Section"

Motion 2021-10-20-02: Councillor Woodland/Councillor Keeping

Resolved to adopt the Minutes of the Regular Council Meeting of October 6, 2021 as presented with the above noted revisions.

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

Opposed: 0
Motion carried.

GENERAL BUSINESS:

1. Burin Peninsula Regional Service Board- Nomination of Members:

Motion 2021-10-20-03: Councillor Woodland/Councillor Keeping

Resolved to nominate Councillor Roy Kendell to run in the election for the Burin Peninsula Regional Service Board.

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

Opposed: 0
Motion carried.

2. Burin Peninsula Chamber of Commerce- Call of Nominations:

No interest expressed at this time.



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3. Legendary Coasts Annual General Meeting/Nomination of Members:

Motion 2021-10-20-04: Councillor Keeping/Councillor Kendell

Resolved to nominate Councillor Matthew Woodland to run in the election as a director for the Legendary Coasts of Eastern Newfoundland Board.

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

Opposed: 0
Motion carried.

4. Municipal Assessment Agency- Eastern Region Director Call for Nominations:

No interest at this time.

5. Call for Applications- 2022-2023 Municipal Infrastructure Program:

Motion 2021-10-20-05: Councillor Kendell/Councillor Fleming

Resolved to resubmit as per the upcoming deadline of November 19, 2021 applications for Bunkerhill Phase I & Bunkerhill Phase II for the 2022-2023 Municipal Infrastructure Cost-Shared Funding Program & to seek resources from Innovative NL in application preparations.

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

Opposed: 0
Motion carried.

6. MNL Conference & Trade Show/Premier's Forum- November 2-6, 2021:

No interest at this current time.



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7. Professional Municipal Administrators(PMA)- Eastern Regional Forum/Procurement Training:

Motion 2021-10-20-06: Councillor Keeping/Councillor Stacey

Resolved to approve for CAO Collier & Town Clerk Symes to attend the Professional Municipal Administrators Regional Meeting & Procurement Act Training on December 2nd & 3rd in Clarenville.

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

Opposed: 0
Motion carried.

8. Canada Community Building Fund- Eligibility of Fire Station Infrastructure:

Correspondence received from the Department of Municipal and Provincial Affairs advising that the Federal Gas Tax Agreement now considers fire halls and fire station infrastructure as eligible investments under the program through a new investment category, Fire Halls.

Forward to Public Works & Infrastructure Committee & Fire Department.

9. John Deere Loader Specifications:

Defer- Public Works & Infrastructure Committee to review/discuss.

10. LW Consulting Proposal- Councillor Orientation Session:

Agreed to not participate at this time as Councillor's are receiving Councillor Orientation training through the Department of Municipal Affairs.

11. Fortune Port Corporation:

Defer for Planning & Development Committee

12. Healthy Communities Initiative Update (Heat Plate Exchanger Application):

Application for Heat Plate Exchanger for the Healthy Communities Initiative was not approved.



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13. NL Vaccine Passport Update:

CAO Collier participated in a Recreation NL VaxPass Update on October 20th & provided Council with a brief overview.

- Municipal offices are considered government services, as per provincial health guidance, members of the public entering spaces offering government services are not required to show proof of vaccination.
- Participants at the arena between the ages of 12-18 years of age is not required to show proof of vaccination, only spectators
- When the municipality is running an event in these spaces, the municipality is responsible for checking vaccination. When the space is rented to a third party, it is the third party's responsibility for checking for proof of vaccination.
- Volunteers who are 19 years of age or older have until December 17th to be fully immunized.
- Rental groups can be made responsible for checking vaccination passports and ID's in rented facilities.
- Regular Rental groups can be responsible to maintain a list of participants who have been previously verified (i.e., Minor Hockey, Figure Skating, etc)

14. Road Closure Request- RJG Construction:

RJG was awarded the Fortune Wharf Reconstruction project for the Department of Fisheries & Oceans, as per process of the construction a portion of Harbour Drive will needed be closed to complete.

RJG provided the Town of Fortune with a Traffic Plan based on the traffic control precautions/procedures and traffic control set up.

Jersey barriers will be placed by the Fortune Harbour Authority Building with no exit by Community Street Intersection.

It was noted that the Town Office will need to be provided one week notification prior to road closure.

CAO Collier to review Traffic Plan prior to approval.

15. Conduct of Meetings to be amended:

Conduct of Meetings to be amended , change of "Meeting Day" from Monday to Wednesday & change "Title" from Town Manager to Chief Administrative Officer.

Motion 2021-10-21-07: Councillor Woodland/Councillor Keeping

Resolved to approve the revisions to the Conduct of Meetings document.



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

Opposed: 0
Motion carried.

16. Brighter Futures Halloween Walk:

Received a request from Brighter Futures seeking 1-2 representatives from Council to take part in the Halloween Walk scheduled for Monday, October 25th at 10:00 a.m.

Mayor Hickman & Councillor Stacey to attend.

17. Meet & Greet- RCMP:

Invited to Meet & Greet at St. Gabriel's Hall in Marystown on Monday, October 25th at 6:30 p.m.

It was determined that the Meet & Greet is an event of the Burin Peninsula Chamber of Commerce which will be dealing with businesses within the Burin Peninsula rather than municipalities.

CAO Collier advised that she do receive a monthly "Mayor's Report" from the RCMP that she can send out to all Council if acceptable to Mayor Hickman.

Mayor Hickman was in acceptance of sending the monthly RCMP Report to all Council.

18. Christmas Function:

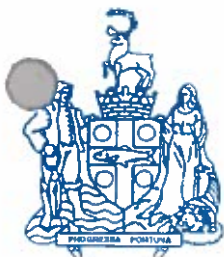
Consensus of Council to invite past Councillors of 2021, current Council, staff and spouses.

Date & venue to be determined.

FINANCIAL TRANSACTIONS:

Motion 2021-10-20-08: Councillor Woodland/Councillor Kendell

Resolved to approve the financial transactions for October 7, 2021- October 18, 2021.



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

Opposed: 0
Motion carried.

PERMITS/EXEMPTIONS/ADJUSTMENTS:

SAVOV001	66 Springhill Road	Shed
POWEB002/SAVOC001	44 Bunkerhill Road	Dwelling
STRIF004	28 Pinchmarsh Road	Porch

CAO Collier suggested when moving forward regarding the approval of Building Applications that the application should be brought to a Council Meeting to be approved prior to releasing an actual Permit to the customer.

Council felt it wasn't necessary to wait until a Council Meeting to approve all Building Applications, only applications that are more complex than normal (i.e., new builds, rebuilds, etc).

Motion 2021-10-20-09: Councillor Woodland/Councillor Kendell

Resolved to approve the Building Permit Applications for SAVOV001, POWEB002/SAVOC001 & STRIF004 based on approval from all other regulatory departments.

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

Opposed: 0
Motion carried.

CORRESPONDENCE:

Town of Grand Bank- RCMP Coverage for our Area:

Motion 2021-10-20-10: Councillor Kendell/Councillor Woodland

Resolved to write a letter of concern to RCMP Newfoundland & Labrador as per correspondence received from the Town of Grand Bank dated October 1, 2021.



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

Opposed: 0
Motion carried.

Eastern Regional Wellness Coalition- Monthly E- Bulletin: For Councillor's Information

Kids Eat Smart Foundation- Donation:

Motion 2021-10-20-11: Councillor Woodland/Councillor Keeping

Resolved to donate \$200 to the Kids Eat Smart Radiothon for Lake Academy.

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

Opposed: 0
Motion carried.

Municipalities Newfoundland & Labrador- Save \$150 Winter Tires: For Councillor's Information

CAO Collier to add Councillors to the MNL distribution list so they can receive newsletters from MNL directly.

Recreation Newfoundland & Labrador- 2021 Webinar Series: Webinar is expired.

CAO REPORT:

- **Mayor's Cell phone:** CAO Collier advised that the Mayor always had a cell phone, it was agreed with the previous Council that when the Mayor finished the last term to take the cell phone/number with him. CAO Collier is looking for Council's opinion on providing Mayor Hickman with a cell phone allowance of \$65/month to go towards her own cell phone bill rather than starting a new contract.

Mayor Hickman advised she would rather receive a cell phone allowance rather than have two separate cell phones.

Motion 2021-10-20-12: Councillor Kendell/Councillor Fleming

Resolved to approve to provide Mayor Hickman with a \$65/month cell phone allowance.



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

Opposed: 0
Motion carried.

- **Maintaining Hornhouse Road:** Received an inquiry from Dawn Boutilier from the Department of Fisheries and Oceans (DFO) regarding the maintenance of their portion of Hornhouse Road, seeking how the Town of Fortune would feel with a user agreement, DFO would pay the Town of Fortune an annual fee to maintain their portion of the Hornhouse Road.

It was suggested to bring forward to Planning & Development Committee & obtain some clarification with DFO prior to discussion.

COUNCILLOR'S FORUM / COMMITTEE REPORTS:

COMMITTEE REPORTS:

Human Resources Committee:

- **Arena Manager:** CAO Collier advised Council that the Human Resources Committee met regarding the Arena Manager position as per recommended by the previous Council, it was suggested to offer current Arena Attendant Paul Tulk the temporary position of Acting Arena Manager. The reasoning for temporary is to investigate if the Town of Fortune is required to hire someone that has a refrigeration course.

Motion 2021-10-20-13: Deputy Mayor Fleming/Councillor Stacey

Resolved to offer current Arena Attendant Tulk the temporary position of Acting Arena Manager for this ice season at a rate of an extra \$2.50/hour on current wage.

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

Opposed: 0
Motion carried.



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Position of Casual/Call- in Arena Attendant will be offered to employee Chris Simms as in previous years, wages will be reflective as per previous Letter of Offer.

- National Day of Truth & Reconciliation: CAO Collier advised that it was discussed further at the Human Resource Committee meeting that the National Day of Truth & Reconciliation is listed as a labour standards holiday; therefore, staff were paid for the holiday & will be listed under statutory holidays moving forward.
- Strategic Plan: CAO Collier advised pointed out that a strategic plan is crucial for any organization, Council in particular, a session identifying the strategic planning process is needed, following with applying for funding, choice of facilitators, etc. A facilitator will guide on what the strategic plan involves., possibly get together & do a plan & seek what is available to us.

Motion 2021-10-20-14: Councillor Woodland/Deputy Mayor Fleming

Resolved to move forward with submitting an application for Strategic Planning Funding.

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

Opposed: 0
Motion carried.

Motion 2021-10-20-15: Councillor Woodland/Councillor Keeping

Resolved to extend the Council Meeting an additional 15 minutes.

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

Opposed: 0
Motion carried.



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Finance Committee:

Deputy Mayor Fleming advised Council that the Finance Committee had met last night, October 19th to review the 3rd quarter financials, an update was presented with the finances with no general concerns.

- Ocean Choice International Tax Agreement: As per recommended by the previous Council, the Finance Committee is recommending to approve the following 10 year Tax Agreement for Ocean Choice International:

\$71,500	2 Years
\$73,500	4 Years
\$75,000	4 Years

Water @ the rate of \$0.50/1000 gallons at a cap of \$20,000 per year.

Motion 2021-10-20-16: Deputy Mayor Fleming/ Councillor Woodland

Resolved to approve the ten year Tax Agreement for Ocean Choice International as recommended & presented by the Finance Committee.

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

COUNCILLOR'S FORUM:

Mayor Hickman: Had an inquiry emailed from Councillor Rose as he was approached by a resident wondering if there was a possibility to have a cross walk/speed bump installed on Bayview Street by C&S Central & the entrance of Brookside Road.

This would be the responsibility of the Department of Highways - they normally contact the Town Office in the spring seeking any requests- follow up in the spring.

Deputy Mayor Fleming: NIL

Councillor Keeping: NIL

Councillor Kendell: Has been a member of the Community Advisory Committee (CAC) & Mental Health & Awareness Coalition for the past four years & is seeking another member of Council to be a representative on behalf of the Town of Fortune in his place.



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CAC normally meets on Monday evenings & Mental Health & Awareness Coalition meets on Thursday mornings, both meet once a month, normally. CAO Collier suggested maybe a Councillor that is on the Shared Services Committee.

Mayor Hickman advised she is available to take part in the Mental Health & Awareness Coalition; however, unable to commit to the CAC as she is unavailable on Monday evenings.

CAO Collier to check with Councillor Rose to see if he would be interested in the Mental Health & Awareness Coalition.

Councillor Stacey: NIL

Councillor Woodland: Inquired about the MOU between the Fortune Geology Centre & the Town of Fortune as there are issues with the roof at the Centre & was seeking to see if the Town is responsible for those repairs. CAO Collier to check the MOU & advise.


Wondering a date when the Public Works Employees would be able to take down the signage on the trail, CAO Collier to check with the outside workers to get a date.

ADJOURNMENT / Next Meeting:


Motion 2021-10-20-17: Councillor Kendell/ Councillor Keeping

Resolved to adjourn the Regular Council Meeting at 8:45 p.m., next meeting scheduled for Wednesday, November 3, 2021 at 6:30 p.m.

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



Mayor Hickman



Lacey Symes- Town Clerk