



# The Town of Fortune

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

TELEPHONE: (709) 832-2810  
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## AGENDA Council Meeting January 29, 2018 6:30 p.m.

### Additions to Agenda

Adoption of Minutes: January 15, 2018

### Delegation:

#### GENERAL BUSINESS:

1. Driveway request Eldon Street
2. Fortune Port Corporation
3. Animal Control
4. Snow Clearing
5. Human Resources Policies

#### COMMITTEE REPORTS

#### CORRESPONDENCE

1. Cutting Edge Figure Skating Club - donation
2. John Burke High School – breakfast program donation
3. Eastern Destination Management Organization - membership
4. Fortune Volunteer Fire Department – members list
5. Montreal Canadiens Alumni Tour

#### PERMITS

#### BILLS

#### CHIEF ADMINISTRATIVE OFFICER REPORT

#### COUNCILLORS FORUM



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Minutes of a regular meeting of council  
Of the Town of Fortune, held at the  
Fortune Municipal Center,  
January 29, 2018 at 3:35p.m.

## *Members Present*

Mayor  
Deputy Mayor

Charles Penwell  
Frazer Smith

## Councillors:

Matthew Woodland  
James Dunne  
Patrick Parsons  
Roy Kendall  
Levi Curtis

## *Also Present*

Chief Administrative Officer

Corey Parsons

## **Delegation**

Nil

## **Adoption of Agenda of January 29, 2018**

Mayor Penwell asked if there were any additions to the agenda & approval of the January 29, 2018 agenda.

Motion 2018-01-29-01

Councillor Dunne / Deputy Mayor Smith

Resolved that the agenda of January 29, 2018 be adopted as presented.

In favour:

Mayor Penwell

Deputy Mayor Smith

Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.

Motion carried.



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## **Adoption of Minute of January 15, 2018**

Mayor Penwell asked if there were any errors or omissions to the minutes of the regular meeting of January 15, 2018 as presented.

Motion 2018-01-29-02                      Deputy Mayor Smith / Councillor Curtis

Resolved to adopt the minutes of the regular council meeting of January 15, 2018 as presented.

In favour:     Mayor Penwell  
                  Deputy Mayor Smith  
                  Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed:     0.  
Motion carried.

## **General Business**

### **1. Driveway Request on Eldon Street**

There was a request by a resident acquiring land on Eldon Street to put an access driveway to the land from the Damn Road. The was consensus of Council to deny the request.

### **2. Fortune Port Corporation**

There was a discussion regarding the recent developments between the Fortune Port Corporation and Canada Border Services Agency.

CAO Parsons expressed concerns with the lack of developments on the wharf upgrades to accommodate the new SPM ferries. He suggested that Council take a leadership role and facilitate a meeting in St. John's with key funding partners, individuals with authority to make a decision in an effort to bring the project to fruition. It was agreed to arrange the meetings for Februray 19<sup>th</sup>.



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### 3. Animal Control

CAO Parsons advised Council that there are efforts underway with a resident of the community to catch stray cats. This individual is in collaboration with our Animal Control Officer.

### 4. Snow Clearing

Deferred

### 5. Human Resources Policies

#### Employee Code of Ethics

Motion 2018-01-29-03

Councillor Curtis / Deputy Mayor Smith

Resolved that the Town of Fortune adopt the Employee Code of Ethics Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

#### Discipline Policy

Motion 2018-01-29-04

Councillor Parsons / Councillor Dunne

Resolved that the Town of Fortune adopt the Discipline Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.



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## Employee Complaint Resolution Policy

Motion 2018-01-29-05 Deputy Mayor Smith / Councillor Curtis

Resolved that the Town of Fortune adopt the Employee Complaint Resolution Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

## Harassment Policy

Motion 2018-01-29-06 Deputy Mayor Smith / Councillor Kendall

Resolved that the Town of Fortune adopt the Harassment Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

## Smoke-Free Workplace Policy

Motion 2018-01-29-07 Deputy Mayor Smith / Councillor Curtis

Resolved that the Town of Fortune adopt the Smoke-Free Workplace Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.



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## Cell Phone Policy

Motion 2018-01-29-08 Deputy Mayor Smith / Councillor Parsons

Resolved that the Town of Fortune adopt the Cell Phone Policy as presented, effective March 1, 2018.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

## Personal Protective Equipment Policy

Motion 2018-01-29-09 Deputy Mayor Smith / Councillor Curtis

Resolved that the Town of Fortune adopt the Personal Protective Equipment Policy as presented.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

## Committee Reports

### Shared Services

Deputy Mayor Smith asked the CAO if he had the minutes from when the Ambulance Committee met with the employee's. CAO Parsons advised that he did not attend that meeting until the end of the meeting. He was going to check with the other Administrator that attended the meeting to see if the minutes were available.

Councillor Parsons suggested that it would be a good idea that when minutes are available for committee's of Council, it would be worthwhile to send to the entire Council. It was agreed.



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*Committee's continued ...*

## Community Services

Mayor Penwell informed Council that ECO Friends are hiring a seasonal manager to manage and operate the Geology Building.  
As well, he noted that Norma Stacey was hired to complete funding applications.

## Correspondence

### 1. **Figure Skating** Donation Request

Motion 2018-01-29-10

Deputy Mayor Smith / Councillor Woodland

Resolved that the Town of Fortune would donate the same amount as last year to the Cutting Edge Figure Skating Club.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

### 2. **John Burke High School Breakfast Program**

Motion 2018-01-29-11

Deputy Mayor Smith / Councillor Parsons

Resolved that the Town of Fortune would donate \$250 to the John Burke High School breakfast program.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.



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### 3. Eastern Destination Management Organization Membership

Motion 2018-01-29-12                      Councillor Parsons / Deputy Mayor Smith

Resolved that the Town of Fortune would approve renewing their membership with Eastern Destination Management Organization for 2018 at a cost of \$150.00.

In favour:     Mayor Penwell  
                  Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed:     0.  
Motion carried.

### 4. Fortune Fire Department Members List

### 5. Montreal Canadiens Alumni Tour Defer to Arena Manager

## Permits

Nil

## Bills

Motion 2018-01-29-13                      Deputy Mayor Smith / Councillor Curtis

Resolved that the Town of Fortune would approve the bills from January 12, 2018 to January 26, 2018.

In favour:     Mayor Penwell  
                  Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed:     0.  
Motion carried.





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## Chief Administrators Report

Referred to the Respectful Workplace Training that took place on January 24, 2018. He felt it was very worthwhile for both staff and Council and believes the content of the session was relevant and useful.

## Councilor's Forum

Councillor Curtis

Gave a report the MNL Eastern Regional Meeting he attended January 26-27.

Councillor Dunne

Nil

Councillor Woodland

Nil

Councillor Parsons

Nil

Council Kendall

Asked if Minor Hockey has made any payments towards their outstanding account. CAO Parsons advised that he will check with staff, but it aware of 2 - \$1,000 payments made in the Fall.

Deputy Mayor Smith

Nil

Mayor Penwell

Nil



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## ADJOURNMENT

Motion 2018-01-29-14


Councillor Kendall / Councillor Dunne

Resolved to adjourn the regular council meeting at 4:40p.m.

In favour: Mayor Penwell  
Deputy Mayor Smith  
Councillors: Woodland, Dunne, Parsons, Kendall, Curtis

Opposed: 0.  
Motion carried.

  
\_\_\_\_\_  
Mayor Penwell

  
\_\_\_\_\_  
Chief Administrative Officer Parsons