



The Town of Fortune

P. O. BOX 159
Temple Street
Fortune, NH
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AGENDA Council Meeting April 3, 2017 6:30 p.m.

Additions to Agenda

Adoption of Minutes: February 13, 2017
March 6, 2017
March 22, 2017

GENERAL BUSINESS:

1. Capital Works

- Arena 17-SCF-17-00032
- Snook's Road 17-CWWF-17-00014
- 2016 Paving 17-MCW-16-00051
- Brookfield Rd 17-MCW-12-11071
- 2017/2018 Municipal Capital Works Applications

2. Ice Control Materials 2017-2018

3. Take Charge of Your Town Initiative

4. Professional Municipal Administrators Annual Convention

5. Access to Information and Protection of Privacy Office Training

6. Property Issues

7. Ocean Choice International

8. Gas Tax Funds Availability

COMMITTEE REPORTS

CORRESPONDENCE

1. Department of Municipal Affairs – New Funding Formula
2. Department of Municipal Affairs – Year End Claims
3. Department of Municipal Affairs – 2017 Imposition of Taxes Deadline
4. Burin Peninsula Health Care Foundation - Radiothon

PERMITS

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,
April 3, 2017 at 6:30 p.m.

Members Present

Mayor	Charles Penwell
Deputy Mayor	Frazer Smith
Councillors:	James Dunne
	Dave Holloway
	Roy Kendall
	Pat Parsons

Also Present

Chief Administrative Officer	Corey Parsons
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Adoption of Agenda of March 6, 2017

Mayor Penwell asked if there were any additions to the agenda & approval of the March 6, 2017 agenda.

Councillor Holloway requested to add Downtown Development as #9 under General Business.

Motion 2017-04-03-01 Deputy Mayor Smith / Councillor Dunne

Resolved that the agenda of April 3, 2017 be adopted with the new addition.

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

Opposed: 0.
Motion carried.



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Adoption of Minutes February 13, 2017

Mayor Penwell asked if there were any errors or omissions to the minutes of the regular meeting of February 13, 2017 as presented.

Motion 2017-04-03-02 Councillor Parsons / Councillor Holloway

Resolved to adopt the minutes of the regular council meeting of February 13, 2017

In favour: Mayor C. Penwell
 Deputy Mayor F. Smith
 Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

Adoption of Minutes March 6, 2017

Mayor Penwell asked if there were any errors or omissions to the minutes of the regular meeting of March 6, 2017 as presented.

Motion 2017-04-03-03 Deputy Mayor Smith / Councillor Dunne

Resolved to adopt the minutes of the regular council meeting of March 6, 2017

In favour: Mayor C. Penwell
 Deputy Mayor F. Smith
 Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.



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Adoption of Minutes March 22, 2017

Mayor Penwell asked if there were any errors or omissions to the minutes of the regular meeting of March 22, 2017 as presented.

Motion 2017-04-03-04 Deputy Mayor Smith / Councillor Holloway

Resolved to adopt the minutes of the regular council meeting of March 22, 2017

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

General Business

1. Capital Works

Arena 17-SCF-17-00032

The construction phase had been awarded to Bluebird Investment Ltd. For \$1,362,750.
CAO Parsons is hoping to have the preconstruction meeting scheduled before end of this week.

Snook's Road 17-CWWF-17-00014

Tender closed on March 24, 2014
Correspondence from CAP Management to award the project to the lowest bidder.

Motion 2017-04-03-05 Deputy Mayor Smith / Councillor Dunne

Resolved that the Town of Fortune accept the recommendation from their consultant, CAP Management, and award the project (17-CWWF-17-00014) to Wally Drake's Trucking in the amount of \$420,113.98.



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In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

2016 Paving 17-MCW-16-00051

This project is completed. There is a balance remaining of \$29,590.17.

Brookfield Rd 17-MCW-12-11071

This project is completed. There is a balance remaining of \$27,996.31.

Motion 2017-04-03-06

Deputy Mayor Smith / Councillor Dunne

Resolved that the Town of Fortune make a written request to the Minister of Municipal Affairs to transfer the funds available in project 17-MCW-12-11071 to project 17-MCW-16-00051 and to include in the scope of work, paving at the Fortune Arena parking lot.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

2017/2018 Municipal Capital Works Applications

CAO Parsons advised Council that applications are now open for new municipal capital projects. His recommendation is to make application for Bunkershill Road Phase 1 which would include Cabot Place estimated at \$862,179.41, Bunkershill Road Phase 2 which would include Gautois Place estimated at \$704,005.10, and Haytor Street estimated at \$326,480.32.



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Motion 2017-04-03-07

Deputy Mayor Smith / Councillor Kendall

Resolved that the Town of Fortune will make an application under the 2017/2018 Municipal Capital Works Program for the following projects:

Bunkershill Phase 1	Estimated at \$862,179.41
Bunkershill Phase 2	Estimated at \$704,005.10
Haytor Street	Estimated at \$326,480.32

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

CAO Parsons also advised that resolutions to borrow are also required for each project.

Bunkershill Phase 1 Estimated at \$862,179.41

Motion 2017-04-03-08

Deputy Mayor Smith / Councillor Kendall

Resolved that the Town of Fortune request to borrow the Towns 10% share of the Bunkershill Road Phase 1 project, estimated at \$86,217.94.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

Bunkershill Phase 2 Estimated at \$704,005.10

Motion 2017-04-03-09

Councillor Holloway / Deputy Mayor Smith

Resolved that the Town of Fortune request to borrow the Towns 10% share of the Bunkershill Road Phase 2 project, estimated at \$70,400.50.



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In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

Haytor Street Estimated at \$326,480.32

Motion 2017-04-03-10 Councillor Parsons / Councillor Dunne

Resolved that the Town of Fortune request to borrow the Towns 10% share of the Haytor Street project, estimated at \$32,648.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

2. Ice Control Materials 2017-2018

CAO recommends ordering 150 ton of salt from the Department of Transportation and Works

Motion 2017-04-03-11 Deputy Mayor Smith / Councillor Dunne

Resolved that the Town of Fortune order 150 ton of salt from the Department of Transportation and Works for the 2017-2018 winter season.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.



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3. Take Charge of Your Town Initiative

CAO Parsons advised Council that the attached Town of Fortune proposal has been submitted to Newfoundland Power under the Take Charge of Your Town program. The winning Town will be announced in the Spring, receiving \$7,500 to use towards energy efficiency upgrades.

4. Professional Municipal Administrators 2017 Annual Convention

Motion 2017-04-03-12

Deputy Mayor Smith / Councillor Holloway

Resolved that the Town of Fortune approved CAO Parsons to attend the Professional Municipal Administrators 2017 Annual Convention in Gander from April 5-8, 2017.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

5. Access to Information and Protection of Privacy Office Training

Mayor Penwell indicated that he has received an email from the Commissioner, Donovan Molloy, inquiring to see if there is any interest from Council in receiving training.
Council request the CAO to inform the Commissioner's Office that the Town of Fortune would have 2-3 attend training once organized.



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6. Property Clean Up Orders

The following properties with dilapidated structures received notices in 2016 to repair to acceptable standards or be removed, but failed to comply. Council approved for the final time issuing 30 day orders to the property owners below to comply with the said orders, otherwise necessary action will be taken by Council to structures removed.

97 – 103 Eldon Street

Motion 2017-04-03-13

Deputy Mayor Smith / Councillor Holloway

Resolved that the Town of Fortune issue a final 30 Day Order to the property owner(s) of 97-103 Eldon Street to have fences and structures repaired to an acceptable standard or be removed. The Order will provide the property owner the opportunity to address the issues with a plan of action by contacting the CAO within the 30 Days.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

24 Bayview Street

Motion 2017-04-03-14

Deputy Mayor Smith / Councillor Holloway

Resolved that the Town of Fortune issue a final 30 Day Order to the property owner(s) of 24 Bayview Street to have the structures repaired to an acceptable standard or be removed. The Order will provide the property owner the opportunity to address the issues with a plan of action by contacting the CAO within the 30 Days.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.



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38 Bayview Street

Motion 2017-04-03-14

Deputy Mayor Smith / Councillor Holloway

Resolved that the Town of Fortune issue a final 30 Day Order to the property owner(s) of 38 Bayview Street to have the structure repaired to an acceptable standard or be removed. The Order will provide the property owner the opportunity to address the issues with a plan of action by contacting the CAO within the 30 Days.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

11 Snook's Road

Motion 2017-04-03-15

Deputy Mayor Smith / Councillor Dunne

Resolved that the Town of Fortune issue a final 30 Day Order to the property owner(s) of 11 Snook's Road to have the structure repaired to an acceptable standard or be removed. The Order will provide the property owner the opportunity to address the issues with a plan of action by contacting the CAO within the 30 Days.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

7. Ocean Choice International

CAO advised Council that there is still no resolution to the OCI proposal. We understand that the FFAW has met with the Provincial Fisheries Minister and is awaiting another meeting with the company. The Town did start a petition about 3 weeks ago endorsing the proposal of 3 years of employment for a minimum of 15 weeks, in lieu of minimum processing requirements.



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Motion 2017-04-03-16

Deputy Mayor Smith / Councillor Dunne

Resolved that the Town of Fortune write a letter to Minister of Fisheries & Land Development, for the Government of Newfoundland & Labrador, presenting him with the petition from the Fortune OCI plant workers endorsing the companies proposal which includes a guarantee of a minimum of 15 weeks yearly employment for 2017, 2018 and 2019 for the removal of minimum processing requirements for yellow tail and American plaice for the same time period. The Fortune Town Council supports the position of the local workers and company, and is requesting that the Minister resolve the issue at the earliest opportunity.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.

8. Gas Tax Funds availability

CAO Parsons advised Council that the Town of Fortune has \$205,797 available up to March 2019. He is seeking direction from Council. CAO presented the following as options to consider: engage a consultant to development an updated policies, procedures and regulations handbook, RAMS enhancements, energy efficiency initiatives, paving of Legion Road, and holding for future projects.

Council request the CAO obtain prices on a consultant to update and development a new regulations manual, and enhancements to the RAMS system. Further decision will be made later with the intent to save some for future projects.

9. Downtown / Waterfront Development Plan

Councillor Holloway raised concerns about the lack of information and who will be paying for the recommendations. There was consensus among Council that the Town will not be contributing to items such as wharf upgrades and parking lots. Council's involvement would be on items such as traffic flow, signage and beautification initiatives.

Council requested the CAO to arrange a meeting with the partners and funding agencies.



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Committee Reports

Councillor Parsons requested setting up a Water Committee Meeting.

Mayor Penwell requested setting up an Ambulance Committee Meeting.

Correspondence

1. Department of Municipal Affairs – New Funding Formula
2. Department of Municipal Affairs – Year End Claims
3. Department of Municipal Affairs – 2017 Imposition of Taxes Deadline
4. Burin Peninsula Health Care Foundation - Radiothon
The Town will promote via the Town Mass Email List.

Permits

Harbour Drive

Fishing Shed

Motion 2017-04-03-17

Councillor Parsons / Councillor Dunne

Resolved to approve the Building Development application for a Fishing Shed on Harbour Drive, as recommended by the Building Committee.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: Dunne, Holloway, Parsons, Kendall

Opposed: 0.
Motion carried.



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Chief Administrators Report

Nil

COUNCILLOR'S FORUM

Councillor Dunne

Asked the CAO if he has heard from Bugs & Debbie Green Show. The CAO is currently trying to arrange a meeting time.

Mayor Penwell

Advised Council that he received an email from Mary Browns regarding a skating event taking place in the arena this weekend in support of the Peach Committee, raising funds to construct a new dressing room.

ADJOURNMENT

Motion 2017-04-03-17

Councillor Parsons / Deputy Mayor Smith

Resolved to adjourn the regular council meeting at 7:58p.m.

In favour: Mayor C. Penwell
Deputy Mayor F. Smith
Councillors: J. Dunne, D. Holloway, L. Curtis

Opposed: 0.
Motion carried.



Mayor Penwell



Chief Administrative Officer Parsons