



The Town of Fortune

P. O. BOX 159
Temple Street
Fortune, NL

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

Additions/Adoption to Agenda

Adoption of Minutes: April 22, 2019

GENERAL BUSINESS:

- | | |
|--|--|
| 1. Update – Snook’s Road (Irving Property) | 10. Federal Gas Tax Allocation |
| 2. Update – Bugs & Debbie Greene (BGTV) | 11. Planning Session June 6 th
(HRTM/Legendary Coasts) |
| 3. Update – Heat Pump Warranty | 12. Wooden Boat Museum Renewal |
| 4. Date – MNL Round Table Discussion | 13. Proclamation Request |
| 5. Update - Civic numbering costs (911) | 14. Request for garbage bin / stairwell to beach
(planning/development committee) |
| 6. Bridges (Insurance Claim / Special Assistance funding) | 15. Compensation Request - Evergreen |
| 7. PMA June 5-7, St. John’s (| |
| 8. Hayter Street - “kick off” meeting on May 7 th | |
| 9. Fire Protection Vehicle – 80/20 financing | |

FINANCIAL TRANSACTIONS: (April 6-May 3, 2019)

PERMITS/EXEMPTIONS/ADJUSTMENTS:

CABES001	14-18 Bayview Street	FENCE
MULLT002	4-6 Church Street	SHED RELOCATION
KEEPPG003	31 Haddock Road	EQUIPMENT SHED
TAYLW001	7-9 Brookfield Road	SEASONAL GREENHOUSE

Town Property / Bayview (access to beach)

CORRESPONDENCE:

Dated	From	Particulars	Anticipated Action
April 24, 2019	Bill Matthews	Election Notification	For information purposes
April 30, 2019	NAIA	Support / sustainably farmed seafoods	Voice for support
April 30, 2019	MAA	Clar Simmons Scholarship	For information purposes
May 2, 2019	Eugene Nippard	Air Ambulance Group	For information purposes
May 3, 2019	Commissionaires	Shared Community Service By Law Enforcement	For information purposes

COUNCILLOR’S FORUM / COMMITTEE REPORTS: Clarification - Standing Committees of Council

CAO REPORT:

CLOSED Meeting (Human Resources)

Open Public Meeting

ADJOURNMENT / Next Meeting:



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

Members Present:

Mayor	Charles Penwell (via telephone)
Deputy Mayor	Frazer Smith
Councillors	Levi Curtis (via telephone)
	James Dunne
	Roy Kendell
	Patrick Parsons
	Matthew Woodland

Also Present:

Chief Administrative Officer	Linda Collier
Town Clerk	Lacey Symes

Adoption of Agenda:

Mayor Penwell asked if there were any additions to the Agenda of May 6, 2019

16. Youth Ventures
17. Travel Allowance Clarification
18. Discussions outside of Council Meetings

Motion 2019-05-06-01 Councillor Parsons/Councilor Kendell

Resolved that the Agenda for May 6, 2019 be adopted as presented along with the additions.

In favour: Mayor Penwell
 Deputy Mayor Smith
 Councillors: Dunne, Kendell, Parsons & Woodland.

Opposed: 0
Motion carried.

Adoption of Minutes:

Mayor Penwell asked if there were any errors or omissions to the Minutes from the Regular Council meeting held on April 22, 2019 as presented.



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Motion 2019-05-06-02: Deputy Mayor Smith/ Councillor Woodland

Resolved to adopt the Minutes of the Regular Council Meeting of April 22, 2019 as presented.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Dunne, Kendell, Parsons & Woodland.

Opposed: 0
Motion carried.

GENERAL BUSINESS:

1. **Update- Snook's Road** - CAO Collier advised Council that she consulted with Irving Oil and was advised that there were no arranged agreements Trident Construction in regards to the usage of their property located on Snook's Road.

Irving Oil advised CAO Collier that this issue will be resolved.

2. **Update- Bugs & Debbie Greene**- CAO Collier contacted Stewart Mckelvey regarding this issue, the lawyer (Chris Lewis) advised CAO Collier that even though it was a verbal contract between the Town of Fortune & Bugs & Debbie Greene Show he feels as though the Town of Fortune should proceed with a demand letter.

All previous emails/correspondence between the Town of Fortune & Adrian Greene have been forwarded to Mr. Lewis & he will prepare a draft letter for the Town to send to the Bugs & Debbie Greene Show.

3. **Update- Heat Pump Warranty** - CAO Collier advised Council that the Office Staff have been having difficulty trying to retrieve any history/documents from Greentech; however, did come across two typed documents stating Greentech was to give the Town of Fortune 10 years warranty for parts & installation.

Municipal Clerk Mullins contacted Greentech inquiring about the warranty & Greentech responded in saying all of the Daikin mini split heat pumps installed for the Town of Fortune has 5 year commercial warranty on all parts, the warranty is based on the date of installation & there was also a 1 year labour warrant which was also from the date of installation.

Apparently according to other suppliers in the area the company who installs the Daikin heat pumps have 60 days after installation to apply for an extra 5 year warranty.

Office Staff to contact Daikin manufacturer directly & bring back to next Council Meeting.



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4. Date- MNL Round Table Discussion- CAO Collier to target May 27th for the date for the Burin Peninsula Roundtable Discussion & to report back next Council Meeting.

Councillor Curtis entered the Council Meeting via telephone at 6:47 p.m.

5. Update- Civic numbering costs- Received three different quotes, the cheapest quote was \$16.75 + hst per household, it was a consensus of Council to not purchase the numbers for the households, it would be the homeowners responsibility to purchase. Office Staff to send out mass email to encourage residents to number their houses.

6. Bridges- CAO Collier advised Council that the Bridges Tea Room has encountered water damage, the Town of Fortune's insurance policy covers the building. Danielle from Bridge's Employment brought in a special assistance funding application suggesting to apply for funding for the water damage.

CAO Collier suggested on saving the special assistant grant on an issue in the Horsebrook Trailer Park that was previously brought forward regarding issues with the sewer lines. Public Works Employees checked out the issue & advised that the sewer lines are not collapsed, they are settled, the lines need to be disconnected and reconnected, because the lines are under the building sections of concrete will need to be cut as well. CAO Collier asked Public Works Supervisor Caines to get an estimate & timelines regarding repair, Council suggested for CAO Collier to contact Bridges to ask them to obtain three quotes for the repair and then Council will have a discussion on how to move forward, although the cost would be the responsibility of Bridges; however, the Town may be able to assist in funding applications.

Councillor Parsons will take a look at the issue to help with an estimate and timelines with Public Works Supervisor Caines & report back to CAO Collier.

7. PMA June 5-7

Motion 2019-05-06-03: Councillor Woodland / Councillor Kendell

Resolved to approve sending CAO Collier & Town Clerk Symes to the 2019 PMA Annual Convention & Trade Show on June 5-7, 2019.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0

Motion carried.



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8. Hayter Street- Kick off meeting- CAO Collier advised the first official kick off meeting for the Hayter Street Project will be taking place on May 7th, CAO Collier & Public Works Supervisor Caines to attend.

9. Fire Protection Vehicle- 80/20 Financing- Councillors indicated at the announcement for the new Fire Protection Vehicle MHA Haley was referencing a 90/10 % financing, CAO Collier to follow up to see if this option is available.

Motion 2019-05-06-04: Councillor Dunne/ Councillor Woodland

Resolved to accept a maximum of 20% financing for the Fire Protection Vehicle Infrastructure Program, Project No FES-NL190006.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0
Motion carried.

10. Federal Gas Allocation- Yearly breakdown for the Federal Gas Tax Program.

\$28,450.77 Year 12A Allocation
\$34,073.08 Year 12B Allocation
\$36,423.13 Year 13A Allocation
\$36,423.12 Year 13B Allocation

11. Planning Session June 6th- Heritage Run Planning Session on Tourism Development taking place on June 6th 900 a.m.- 3:00 p.m. at the Grand Bank Lion's Club.

12. Wooden Boat Museum Renewal- Council agreed not to register as a member, haven't been a member since 2014.

13. Proclamation Request- It was a consensus of Council to acknowledge May 8th as World Ovarian Cancer Day.



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14. Request for garbage bin/stairwell to beach

Received a request from a resident who voluntarily cleans the beach & has been doing so for year for a donation of a garbage bin.

Motion 2019-05-06-05: Councillor Woodland/ Councillor Kendell

Resolved to donate a garbage bin that was requested to the resident who voluntarily cleans up the beach.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0

Motion carried.

Councillor Parsons left the Council Meeting at 7:17 p.m. due to conflict of interest.

15. Compensation Request- Evergreen Avenue - Back in February a resident reported to the Public Works Employees that they could hear water running in their basement. the Public Works Employees checked out the inquiry and came to the conclusion that there was a leak on the resident's side of the standpipe & the resident would be responsible for the repairs.

The resident hired a plumber to resolve the issue & he verified there was indeed a leak & that he would need to reroute the residents piping which resulted in cutting out sections of the drywall and ceiling in the residents basement in order to run the new pipes. The resident hired someone to dig up for May 1st and the day before called the Town Council to turn off the water for 8 am the following day.

When the Public Works Supervisor went to turn off the water at the residence he advised that the leak was on the Town's end and it was the Town's responsibility. The Public Works Employees repaired the leak & the plumber that was hired finished his job as well.

The residents located on Evergreen Avenue have sent in written correspondence looking to be compensated for the amount of money owing to the plumber that they feel didn't need to completed in the first place if the leak was initially on the Town's end.

Council discussed this matter & decided to defer until we receive a copy of the bill for the requested reimbursement.

Council Parsons returned to the Council Meeting at 7:28 p.m.



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16. Youth Ventures

Motion 2019-05-06-06: Councillor Woodland/ Councillor Dunne

Resolved to exempt taxes, permits, etc for youth businesses.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0

Motion carried.

17. Travel Allowance Clarification - CAO Collier looking for clarification in identifying the amount applicable for incidentals in regards to travel claims, right now the meals per diem is \$48.00 (\$12 breakfast, \$14 lunch & \$22 supper), along with the provincial government rate for travel per km in personal vehicles; however, nothing in place for incidentals.

Council suggested for Office Staff to check with other towns in the surrounding areas to see what travel policy they have in place.

18. Discussions outside of Council Meetings- Councillor Dunne raised a concern of potential leaks from meetings of Council and expressed his upset of false statements being relayed to staff that he had made. CAO Collier revealed statement referenced by Councillor Dunne was reflected at a staff meeting by an employee; however, no such reference implied this statement made by Councillor Dunne arose from any meeting of Council. It was also suggested that the statement implied (comparing work capabilities between staff) may have been a result of employee upset upon recent altercation amongst Public Works staff. Discussion did not warrant any action or disciplinary actions to staff or Council.

FINANCIAL TRANSACTIONS:

Motion 2019-05-06-07: Councillor Curtis / Councillor Woodland

Resolved to approve the bills from April 6 - May 3, 2019.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0

Motion carried.



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PERMITS/EXEMPTIONS/ADJUSTMENTS:

Building Permits:

CABES001	14-18 Bayview Street	Fence
MULLT002	4-6 Church Street	Shed Relocation
KEEPG003	31 Haddock Road	Equipment Shed
TAYLW001	7-9 Brookfield Road	Seasonal Greenhouse

Motion 2019-05-06-08 Councillor Dunne/ Councillor Woodland

Resolved to approve the building permits for CABES001, MULLT002 & TAYLW001; however, to defer approving the building application for KEEPG003 for an equipment shed until receive clarification as to what type of shed the applicant is looking to erect- CAO Collier to write correspondence to applicant.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell, Parsons & Woodland.

Opposed: 0
Motion carried.

CORRESPONDENCE:

•*Bill Matthews- Election Notification-* For Councillor's Information

•*NAIA Support/Sustainably farmed seafoods-*

Motion 2019-05-06-09 Mayor Penwell/ Councillor Parsons

Resolved to write a letter of support to NAIA.

In favour: Mayor Penwell
Deputy Mayor Smith
Councillors: Curtis, Dunne, Kendell & Parsons.

Opposed: Woodland
Motion carried.



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- *MAA- Clar Simmons Scholarship-* For Councillor's Information
- *Air Ambulance Group-* For Councillor's Information
- *Shared Community Service By Law Enforcement-* For Councillor's Information

COUNCILLORS FORUM/COMMITTEE REPORTS

Councillor Kendell

Advised there was a CAC meeting this evening; however, could not attend because it was the same time as the Council Meeting.

CAO REPORT:

CAO Collier looking for clarification to which Councillors were on what specific standing committees, in particular the Planning & Development Committee. Mayor Penwell to look at his list & get back to CAO Collier.

Motion 2019-05-06-10 Councillor Parsons/ Councillor Dunne

Resolved to temporary adjourn the regular meeting at 8:03 p.m.

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

Opposed:
Motion carried.

Motion 2019-05-06-11 Councillor Parsons/ Councillor Dunne

Resolved to reopen the regular meeting at 8:17 p.m.

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

Opposed:
Motion carried.



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Dynamic Air

Motion 2019-05-06-12 Councillor Parsons/ Mayor Penwell

Resolved to rent the arena to Dynamic Air Shelters at a daily rate of \$275.

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

Opposed:
Motion carried.

Seasonal Groundskeeper Position

Motion 2019-05-06-13 Councillor Curtis/ Councillor Woodland

Resolved to send a letter to previous Seasonal Groundskeeper acknowledging his resignation as per the lawyer's recommendation & to also deduct his clothing purchases from pay cheque, unless clothing items are returned.

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

Opposed:
Motion carried.

Motion 2019-05-06-14 Councillor Woodland/ Councillor Curtis

Resolved that upon delivery of letter, Seasonal Groundskeeper position to be publicly advertised on Monday, May 13, 2019.

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

Opposed:
Motion carried.



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ADJOURNMENT:

Motion 2019-05-06-15: Councillor **Kendell**/ Councillor **Dunne**

Resolved to adjourn the Regular Council Meeting at 8:26 p.m.

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

Opposed:
Motion carried.

Deputy Mayor, Frazer Smith

Lacey Symes, Town Clerk