

A Public Meeting of Council was held at the Town Office on January 30th, 2024 with the following in attendance.

Councillors Present:

Mayor Andrew Shea
Councillor David McKenna
Councillor Lary Roebbotham

Deputy Mayor Alexander Crawford
Councillor Damian Roebbotham
Councillor Adam Young

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

Absent:

Councillor Mark Budden

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:05PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-001

Crawford/D. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-002

McKenna/Crawford

Resolved that the minutes of the Regular Public Meeting held on December 19th, 2023, be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects

- No Committee meeting held during January.

5.2. Recreation & Tourism

- No Committee meeting held during January.

5.3. Planning & Public Works

- No Committee meeting held during January.

5.4. Enforcement/Permitting

- No Committee meeting held during January.

5.5. Public Safety – Fire Services

- No committee meeting was held for the month of December.

5.6. Transportation Advisory Committee

- No Committee meeting held during January.

5.7. Finance and Administration presented by Councilor Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on January 25, 2024, at 5:30PM. In attendance were Chairperson Councilor Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during December 2023

2024-003

L. Roebbotham/Crawford

Resolved that Council adopt the cheque register from December 1st – 31st, 2023 in the amount of \$240,387.22.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for December 2023

- i) Breakdown of Receipts
- ii) Quick Statistics Summary
- iii) Detailed Income Statement
- iv) Bank Reconciliation

2024-004

L. Roebbotham/Young

Resolved that Council accept the Financial Reports for December 2023 as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. Approval to Pay Invoice #FB36877

2024-005

L. Roebbotham/McKenna

Resolved that Council approve payment of Invoice #FB36877 to Allnorth in the amount of \$27,460.28, HST included.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Accounts Receivable Statements – Request for Legal Action

- a) Account #KINGR001
- b) Account #KING0002
- c) Account #KINGR003

2024-006

L. Roebbotham/D. Roebbotham

Resolved that Council approve to proceed with legal action through Small Claims Court for the collection of the following accounts:

- a) Account #KINGR001
- b) Account #KINGO002
- c) Account #KINGR003

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Elimination of Poll Tax

- Due to conflict-of-interest Councilor Damian Roebbotham left the meeting at 7:10pm.

2024-007

L. Roebbotham/Young

Resolved that with the implementation of Bill 54 coming into effect this year to replace The Municipalities Act 1999, that the Town of Fogo Island eliminate the collection of Poll Taxes from the Municipal Budget as of 2024.

Resolution Defeated. In favour – 1. Councilor Young. Against - 4. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham,

- Councilor Damian Roebbotham returned to the meeting at 7:18pm.

VI. Approval to Purchase Two Town Trucks

- a) These two trucks will replace the 2008 Sterling Truck and the 2012 Dodge Ram 5500 Flat Bed Truck, both of which are up for tenders and also replace the 2013 GMC Sierra pickup which is in poor condition and unsafe for driving.

- i) 2023 Dodge Ram 2500 Tradesman

2024-008

L. Roebbotham/Young

Resolved Council approve allocation in the 2024 Municipal Budget the cash purchase of a 2023 Dodge Ram 2500 Tradesman Truck in the amount of \$77,414.85, HST Included from Hickman Chrysler, St. John's.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- ii) Purchase of 1500 Series Pickup

2024-009

L. Roebbotham/Young

Resolved Council approve allocation in the 2024 Municipal Budget for the cash purchase of a 1500 Series Truck costing approximately \$70,000.00 to be used by Recreation and Tourism and Public Works Departments.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VII. Approval of 2024 Municipal Budget and 2024 Tax Rates

- a) Highlights of the 2024 Municipal Budget include:
 - i) 2024 Budgeted Income & Expenses \$2,993,000.00 with an increase over 2023 budgeted Expenses by \$72,000.00 or 2.4%
 - ii) No increases in taxes and service charges for 2024.
 - iii) Purchase of 2 Pick-ups \$130,065.00
 - iv) Purchase of dump trailer \$25,000.00
 - v) Used Vehicle Purchase for Fire Services Station \$40,000.00 pending review of Fire Services Equipment
 - vi) Allowance for Seldom Water MCW \$10,000.00
 - vii) Allowance for Stag Harbour Slipway \$70,000.00

viii) Municipal Operating Grant increased \$54,000.00

2024-010

L. Roebotham/Crawford

Resolved that the Town of Fogo Island approve the 2024 Municipal Budget in the amount of \$2,993,000.00 with revenues equaling expenses. Further resolved to approve the 2024 Tax Rates as presented with the various tax rates, fees, due dates, and expenses including pay rates as presented in the budget be implemented as listed:

2024 Tax Rates

Residential Property Tax: 7.25 mils, minimum \$340

Commercial Property Tax: 7.75 mils, Min. \$415

Non-Residential – Small Structure Property Tax: 7.75 mils, minimum \$100

Vacant Land Property Tax (additional property): 7.75 mils, minimum \$150

Business Tax Rate: Minimum \$410, per business

Class mil Rate:

12 mils	Accommodations 1– B & B's, Air B & B's, Boarding Homes, Vacation Home Rentals, Efficiency Units, Campgrounds
17 mils	Accommodations 2 – Hotels, Motels, Inns, Personal Care Homes, Other Fishers
22 mils	Personal and Consumer Services - Crafts/Arts/Textiles, Museums, Consumer Services, Hairdressers, Taxation Office, Personal Services, Daycares, Dental
27 mils	Taxis, Boat Tours, Bus Companies
32 mils	Food/Beverage Services – Restaurant, Take out, Grill, Bars, Lounges, Cafeteria, Bakeries, Coffee Shop, Ice Cream Shop, Mobile Food Services; Fish Processors
37 mils	Retail - Hardware, General Stores, Furniture/Clothing, Pharmacies, Convenience Store, Grocery Store, Convenience Store & Gas Bar; Service Station/Auto Repair
52 mils	Construction Companies, Small manufacturing, Freight Companies, Contractors & Road Transport, Funeral Homes
62 mils	Utilities - Propane Services, Oil Delivery Companies, Electrical Contractors, Plumbing & Heating
132 mils	Oil Company - Tank Farm
232 mils	Banks

Business with no fixed address: 2.5% Gross Revenue

Utility Tax: 2.5% Gross Revenue

Peddlers: \$20 per day / \$125 per Season

Direct Sellers \$25 - Consultants/Representative's such as Tupperware, Mary Kay, Avon, Scentsy, etc.

Small Home-Based Business

- Minimum business tax of \$25, maximum of \$400, at 2.5% of Gross Revenue.
- Individuals are asked to please advise the Town of your Gross Sales and your appropriate taxes will be applied.
- A small Home-based business is defined as an undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Residential Water/ Sewer Tax: \$410.00 per Unit

- i) Water only, 60% of rate
- ii) Sewer only 40% of rate
- iii) Churches, Church Halls & Lion's Club
- iv) Subsidiary Apartments \$410.00 per year
- v) Apartment Bldgs. Up to 20 units \$410.00 per unit
- vi) Cottages & vacation homes - Residential rates
- vii) B & B's and Vacation Rental Properties - \$410.00 per year for first three (3) rooms, \$130 per every additional room thereafter.

Commercial Water/Sewer Tax

- i) Basic: \$460.00 per unit per year
- ii) Water only 60% of rate
- iii) Sewer only 40% of rate
- iv) Senior Care residences \$460.00 per 4 restrooms
- v) Efficiency units \$460.00 per year for first unit, every additional unit \$140 per unit
- vi) Hotels & Motels \$6,000.00 per year
- vii) Fish Processors: \$110,000.00 per year
- viii) Fish offloading facilities: \$3,000.00 per year

Poll Tax: \$275.00 per Year

Residential 10% Property Tax Discount:

- a) All prior year's taxes, including Water and Sewer Tax must be paid in full.
- b) Current property taxes must be paid by May 31st of current tax year.
- c) Applies to one property within the Town and will apply to all residents (permanent and seasonal).
- d) Will not apply to residential properties that are used for rentals or nightly rentals.

Permit Fees:

- | | |
|----------------------------------------------------------------------------------------------|-----------------------------|
| a) Residential Permit – New Construction or Moved to new lot | \$150 |
| b) Residential Shed, Fence, Deck | \$25 |
| c) Renovations/Extension | \$25 |
| d) Demolition Permit – Residential or Commercial | \$25 |
| e) Commercial Permit - New Construction or Moved to new lot
\$1,000 of construction value | \$250 Minimum, plus \$5 per |
| f) Commercial Permit – Renovations/Extension/Fencing
\$1,000 of construction value | \$100 Minimum, plus \$5 per |
| g) Ditching and Relocation and hard surfacing of driveways | \$25 |
| h) Landscaping | \$25 |
| i) Curb Stop Installation: | \$100 |
| j) Permit to Operate | \$50 |

Curb Stop Fees:

- a) During Business Hours \$50
- b) After Business Hours and Holidays \$100

- Fire Inspection's
 - Commercial \$300
 - Residential \$100

Cutting of Pavement (Town Roads) Cost Recovery

Other Fees and Charges:

- All other fees remain unchanged or at cost recovery and are subject to change within the year.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VIII. Donation to Daffodil Place

2024-011

L. Roebbotham/McKenna

Resolved Council approve a donation to Daffodil Place in the amount of \$250.00 in memory of Honorable Minister and MHA Derrick Bragg

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IX. Revisions to Community Grant Program Policy

2024-012

L. Roebbotham/D. Roebbotham

Resolved that the Town of Fogo Island adopt the revisions to the Community Grant Program Policy as presented by the CAO effective February 1st, 2024.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Correspondence

6.1 Proclamation – Purple Day for Epilepsy

- Purple Day is a global effort to promote Epilepsy Awareness in countries around the world and is celebrated annually to increase understanding, reduce stigma, and improve the quality of life for people living with epilepsy throughout the country and globally.

2024-013

Crawford/L. Roebbotham

Resolved that the Town of Fogo Island proclaim March 26th, 2024 Purple Day for Epilepsy.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.2 Proclamation – National 211 Day

- 211 Day is a public awareness initiative for the award-winning 211 service that helps guide individuals and families through the complex network of human services by phone, online, live-chat and email.

2024-014

Crawford/D. Roebbotham

Resolved that the Town of Fogo Island proclaim February 11th, 2024 as 211 Day.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.3 Letter of Support – Air Ambulance Medical Transport Advocacy Group - Recommendations for Air & Road Ambulance in our Province

2024-015

L. Roebotham/McKenna

Resolved that the Town of Fogo Island write a letter of support to the Air Ambulance Medical Transport Advocacy Group in support of having Air Ambulances based in Central Newfoundland with medical personnel and will be closer to patients to minimize the time it takes to get them to the specialized care they need, rather than having 4 Air Ambulances based in St. John's as referenced in the Request for Proposals for Newfoundland and Labrador Integrated Ambulance Services, RFP# 122012024.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebotham, and Councilor Young. Against - 0.

6.4 HAF Agreement

2024-016

Young/Crawford

Resolved that the Town of Fogo Island enter into a HAF Agreement with Canadian Mortgage & Housing Corporation (CMHC).

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Lary Roebotham, and Councilor Young. Against - 0.

7. New Business

- No New Business for discussion.

8. Date of Next Regular Meeting:

- Public Council Meeting – February 27th, 2024 @ 7:00pm.

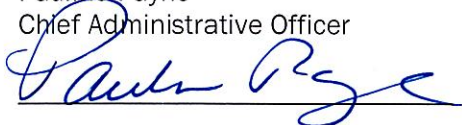
9. Adjournment:

2024-017

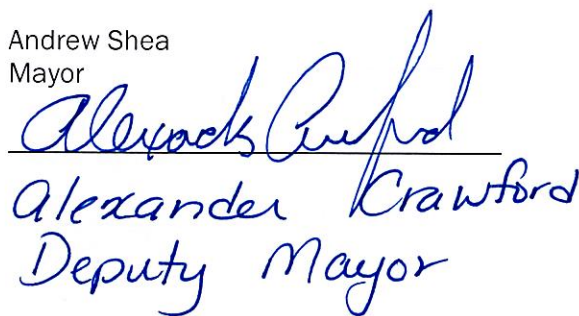
Crawford/D. Roebotham

Resolved the public council meeting of January 30, 2024, be adjourned at 8:15PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor



Alexander Crawford
Deputy Mayor

A Public Meeting of Council was held at the Town Office on February 27th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea
Councillor Mark Budden
Councillor Damian Roebotham
Councillor Adam Young

Deputy Mayor Alexander Crawford
Councillor David McKenna
Councillor Lary Roebotham

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:10PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-018

Crawford/Budden

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

3. Minutes:

2024-019

D. Roebotham/Young

Resolved that the minutes of the Regular Public Meeting held on January 30th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Young

A meeting of the Economic Development & Special Projects Committee was held at the Town Office on February 21, 2024, at 6:00 PM with the following present: Chairperson, Councilor Adam Young, Councilor Lary Roebotham, CAO Pauline Payne, and EDO Cheryl Gardner.

A. Assistant Project Coordinator Role:

- I. The economic development department has proposed a new role to assist with a special project that the town has received funding for and which is yet to be officially announced.
 - a) The Assistant Project Coordinator will be a full-time position and will report to the Economic Development and Special Projects Coordinator
 - b) The term will be ending January 31st, 2025, with an opportunity to renew with demonstrated project success and continued funding.

2024-020

Young/McKenna

Resolved that Council approve the Assistant Project Coordinator position and allow the Economic Development and Special Projects Coordinator to begin the recruitment process.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. The Department of Municipal and Provincial Affairs opened the 2024 Special Assistance Grant application window this month.

- I. The fund will contribute 90% of project costs to a maximum of \$20,000.00.
 - a) The Town of Fogo Island has applied for this funding to complete our accessible Central Park project around Town Hall
 - b) To date, we have resurfaced the trail with accessible surfacing, developed a viewing platform at the pond's edge and developed a parking area. To date, the park development has been completed with the Provincial Accessible Communities Grant that we were awarded in 2023.
 - c) The current funding application is for solar lighting for the parking lot, solar bollard lighting along the trail and for benches along the trail for rest periods.
 - d) The project budget is \$22,117.00. The grant contribution of 90% of the project costs is \$19,905.00 and the Town on Fogo Island contribution will be \$2,212.00.

2024-021

Young/D. Roebbotham

Resolved that Council approve the Special Assistance Grant application's scope of work costing \$22,117.00 on a cost shared basis of 90/10 with the Town of Fogo Island's contribution of \$2,212.00, should our application be successful.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

C. The Gander and Area Chamber of Commerce and the Fogo Island Chapter

- I. The Fogo Island Chapter of the GACC was successfully formed on February 6th.
 - a) The Fogo Island Chapter currently has eighteen members and is growing.
 - b) The GACC Executive Director, Jennifer Mills, has committed to working on Fogo Island a minimum of one day a month, to continue to nurture and support the Fogo Island business community.

D. Business Community Learning and Workshop Series

- I. The Economic Development Department released its second quarterly Business Newsletter on February 1st.
- II. The Economic Development and Special Projects Coordinator is planning to roll out the program in April 2024

E. Business Inventory, Value-chain, and Labour Market Analysis

- I. Planning is underway to begin a business inventory, value-chain, and labour market analysis.
- II. The goals of this project are:
 - a) Identify market gaps and opportunities.
 - b) Identify opportunities for new industry development.
 - c) Identify opportunities for current industry diversification.
 - d) To understand our labour market needs to support business and industry growth.
- III. The Economic Development and Special Projects Coordinator will be finalizing the scope of work, identifying industry partners and funding partners.
 - a) Once the project is fully developed, it will be reviewed with Council for final approval.

5.2. Recreation & Tourism presented by Deputy Mayor Crawford

A meeting of the Recreation and Tourism Committee was held at the Town Office on February 20th, at 2:00PM. In attendance were Chairperson, Councillor Alexander Crawford, Councillor Adam Young, Pauline Payne, Chief Administrative Officer, and Colette Wells – Coish, Director of Recreation, and Tourism.

A. Recreation

- I. The Family Resource Centre has funding to do a winter story walk. However, with the Park Project not completed, we cannot permit any public activities. We will suggest they use another location until the area is officially open.
- II. World Ocean Day is scheduled for June 8th at the stadium. Planning started with our first session was February 01, with Shorefast GIS Programmer, Gabbie Ledesma. We have also met with Dr. Bill Montevecchi, PH.D University Professor who will be participating this year.
- III. The Annual Men's Recreation Hockey Tournament took place February 2-3 at the iceberg Arena. During the opening ceremony there was a dedication to well-known committee member Neville Penney, who passed away in 2022. His hockey jersey was hung in his memory.
- IV. A Fire Emergency Escape Plan and Policy for the stadium is being developed.
- V. Fundraising initiatives for Heart and Stroke are ongoing and there are many ways to fundraise, support and get involved. We are registering the Town to participate again this year, but as a new event we will be planning a Councillors Walk in the spring. All funds go directly to the Ronald McDonald House in St. John's.
- VI. Staff attended the regular CAC- Community Advisory Committee of Central Health on January 16th. This meeting includes a virtual presentation on topics such as
 - a. Addictions and Substance Abuse
 - b. Dementia
 - c. Poverty in our province and area
- VII. The Director participated in Recreation NL VIRTUAL WORKSHOP January 31, this included topics such as arena operators training that will soon be announced, insurance and rental policies that are changing and vandalism in dressing rooms, and other operational topics.

B. Tourism

- I. Participated in a virtual session with the Museum Association of Newfoundland and Labrador on January 4th.
- II. The JCP – Job Creation Partnership Program finished on December 31, 2023. There were three individuals working on that project. Duties included digitizing all information from the heritage sites, reviewed signage on the buildings, and we will be replacing broken or faded signs later in the Spring.
- III. The Community Enhancement Program will conclude on February 24. We were able to employ six individuals this year.

C. Other.

- I. Several funding opportunities are ongoing.
- II. Provincial student jobs deadline February 22, 2024
- III. Young Canada Works – student position is completed.
- IV. RCMP – Family Violence Initiative Fund – working with RCMP and other community partners to complete.

5.3. Planning & Public Works presented by Councillor Budden

A meeting of the Planning and Public Works Committee was held in the Council Chambers on February 13, 2024 at 7 PM with the following present: Committee Chairperson Councillor Mark Budden, Deputy Mayor Sandy Crawford, Enforcement Officer Germaine Morgan, Superintendent/Foreman of Public Works Sheldon Hoffe, and CAO Pauline Payne.

A. Business Arising:

- I. Delegation to Committee
 - a) Owners of the sled and garbage that was removed from the Kelly's Pit area met with committee to request council reconsider the decision to not replace the sled. A third email that was sent to the town was addressed.
 - b) Resident has requested in the last email correspondence that the town pay \$600.00 to replace the cost of the sled that was removed from Kelly's Pit.

2024-022

Budden/Young

Resolved that Council deny the residents request to pay \$600.00 to replace the sled that was removed from Kelly's Pit, which is the cost to purchase a new pelican sled as no new information has been presented that would change the outcome since Council's decision made at the public meeting of November 1st, 2023 (Motion #2023-216) and no further correspondence from the owner will be considered in the matter.

Resolution Carried. In favour – 4. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, and Councilor Damian Roebotham. Against – 3. Councilor McKenna, Councilor Lary Roebotham, and Councilor Young

B. Maintenance:

I. Water Systems

- a) Routine maintenance has been completed in all pump houses for the month of January.
- b) Newvalve Servicing and Consulting were here from February 7-9 to complete repairs and maintenance to the valves at the Joe Batts Arm water tower.

II. Sewer Systems

- a) All lift stations have been inspected for January, a few minor issues have been detected and parts are on order.

III. Vehicle Maintenance/Inspections

- a) KMR Transport continues to maintain our vehicle fleet as deemed necessary.
- b) Tenders for the 2008 Sterling and 2012 Dodge Ram closed on February 2, 2024. The Sterling sold for \$5200 plus HST. The Highest bid for the Dodge Ram was \$13660 plus HST and is supposed to be picked up this week.
- c) The new 2023 Dodge Ram truck and dump trailer was picked up in St Johns on February 8, 2024, and has been added to the vehicle fleet.

C. Other:

I. Advanced Drinking Water System:

- a) Both units are fully operational.

II. JBA Recreation Committee Request

- b) The Joe Batts Arm Recreation Committee has requested that council approve the installation of a crosswalk in the area of Growlers and Luke's Landing.

2024-023

Budden/D. Roebotham

Resolved that Staff contact Joe Batt's Arm Recreation Committee to let them know that this is not a town owned road and that the jurisdiction lies with the Dept. of Transportation, therefore Council has no say in this matter.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

III. Biomax Wastewater Monitoring Service Contract

- a) Biomax have informed us of price increases for their wastewater monitoring services and have presented us with some contract options. Annual cost for no contract is \$27144, cost for a 3 year contract would be \$25574.04, cost for a 4 year contract would be \$25046.36. The contract also has allowances for Biomax to increase pricing by up to 2% per year.

2024-024

Budden/Crawford

Resolved that the Town of Fogo Island will not enter into a long-term contract with Biomax at this time.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

5.4. Enforcement/Permitting presented by Councilor Budden

Municipal Enforcement met with the Planning and Public Works Committee on February 13th, 2024, at 7 PM with the following present: Committee Chairperson, Councillor Mark Budden, Deputy Mayor Alexander

A. Business Arising and Updates from Previous Public Council Meeting

I. Update on abandoned vehicles previously listed.

- a) 174A Main Street, Tilting – vehicle has been removed.
- b) 104 Northshore Road – Received an email from the owner stating that the vehicle will be removed by the end of April.

B. Correspondence

I. Letter of Support

- a) The Town of Harbour Grace is asking for support and requesting that we write our members to ask that the Resolution be tabled in the House of Assembly.

2024-025

Budden/Crawford

Resolved that Council approve for staff to write a letter to our members supporting the Town of Harbour Grace with their resolution.

McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

C. Sale of Property for Tax Arrears

- I. Town Staff has compiled a list of eleven properties in various communities that have an outstanding balance of at least two years.

2024-026

Budden/Crawford

Resolved that Council approve that a letter be written to all property owners that have tax arrears beyond 2 years advising them that if the tax arrears are not paid in full or arrangements made with the Town in twenty-one days of the date of the letter, the Town will prepare the required documentation to take these properties to tax sale.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.5. Public Safety – Fire Services presented by Councilor McKenna

A meeting of the Fire Services Committee was held on February 20th, at 7 pm at the Town Office. In attendance: Chairperson Councillor David McKenna, Committee Alternate Councillor Damian Roebbotham, Station Chiefs Paul Torraville, Bobby Parsons, and CAO Pauline Payne. Unable to attend Councillor Mark Budden and Station Chief Dion Harnett.

A. Fire Calls Update

- I. Station 1 – 1 Motor Vehicle Accident
- II. Station 2 – 2 Chimney Fires, 1 Medical Assist, 1 Motor Vehicle Accident
- III. Station 3 – 1 Motor Vehicle Accident

B. Training Update – Training has resumed for all stations.

- I. CAO to schedule cold water training.
- II. First Aid training required, stations to provide lists to CAO of members who need to be re-certified.
- III. Naloxone training was done on January 12th for Fire Station members who were able to attend.
- IV. Regular training is ongoing.

C. Items discussed:

- a. A date has been set for Fire Services to review the Town's Emergency Plan on Saturday, March 16th.
- b. Years of service awards - we are in the process of documenting which Fire Service members are due for service awards and will be presenting those at the Fire Services Ball in September.

- c. New signage is being ordered for each Fire Services Station which is being paid for with funding we've received.

5.6. Transportation Advisory Committee presented by Councilor McKenna

A meeting of the Fogo Island Transportation Advisory Committee was held at the Town Office on February 21, 2024 at 7:00pm. Present at the meeting were Chair Councillor David McKenna, Councillor Damian Roebbotham, Amanda Decker-Penton by Zoom, John Greene, Clifford Rowe and CAO, Pauline Payne. Absent was Councillor Mark Budden.

A. Schedule Changes and Cancellations

- I. Since the M.V. Kamutik has been in service there have been many trip cancellations which led to some changes in the ferry schedule.
- II. Timeline of interactions with the Department of Transportation had by the Mayor, CAO and the Chair of the Transportation Committee are outlined below:
 - a) Communications began on February 9th to discuss the cancelled 4:30 pm crossing on days when there were 5 crossings. We were told the Kamutik was having difficulty keeping up with the schedule and that their management would be proposing a schedule change.
 - b) Further that day we received the proposed schedule from the government which had 3 crossings a day for Monday, Tuesday, Wednesday, Thursday, and Saturday, and 4 crossings on Friday and Sunday. This was reviewed and it was decided it was unacceptable.
 - c) On February 13th the Mayor, CAO and Chair of the Transportation Committee spoke with Mr. John Baker, Assistant Deputy Minister, Air and Marine Services, regarding the cancellation of the 4:30 pm crossing and the difficulty the crew were having to keep up with the schedule along with the proposed new schedule. That is when we suggested making the 3:30pm and the 4:30pm crossing direct to make up time.
 - d) On Feb. 16th we received an alternate suggestion from the Dept. of Transportation that would make the 11:30 and the 2:00pm crossings direct as there was a person that works on Change Islands but lives on Fogo Island that needed to travel back and forth and waiting till the 6pm crossing was too late and we agreed with this suggestion.
 - e) There were some concerns regarding freight delivery to Change Islands to which we suggested that the Wednesday schedule stay the same as our regular schedule and if the ferry runs a bit later then so be it.
 - f) The Transportation Committee fully endorses the suggestions that were put forward on behalf of Fogo Islanders.
- III. Council held a brief discussion on the protests held by Change Islands residents of stopping the ferry twice this past week and its affects to the travelling public.

B. Committee discussion

- I. Questions the Committee would like answers for:
 - a. What is happening with the Veteran now regarding repairs and the generator?
 - b. When is she expected to return?
 - c. What is the plan for September as we understand the ferry needs to go back to St. John's for more work and what is the replacement vessel?

5.7. Finance and Administration presented by Councilor Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on February 22, 2024, at 5:30PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

A. For Council Approval

- I. Adoption of Cheque Register
 - a) Committee reviewed the cheques that were issued during January 2024

2024-027

L. Roebbotham/Crawford

Resolved that Council adopt the cheque register from January 1st – 31st, 2024 in the amount of \$325,563.77.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for January 2024
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement
 - iv) Bank Reconciliation

2024-028

L. Roebotham/Young

Resolved that Council adopt the Financial Reports for January 2024 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

III. Request for Donation – FICA Senior Girl's Basketball Team

- a) Fogo Island Central Academy Senior Girls basketball team will be hosting the 2A Girls Basketball Provincials from March 15 – 17, 2024 and requesting a donation of either money, gift cards, beverages, or food/condiments from the Town.
- b) Mayor and Staff have already been in contact with Government and the Department of Transportation have given approval for free ferry crossings for any teams traveling to the island for this tournament.

2024-029

L. Roebotham/Crawford

Resolved that Council approve a donation of \$100.00 in Amazon Gift Cards to Fogo Island Central Academy for the 2A Girls Basketball Provincials taking place March 15-17, 2024 on Fogo Island.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

IV. Request for Interest Write-Off on 2023 Taxes

- a) Property owner submitted a letter to Council requesting that the accrued interest on the property account for 2023 be written off.
- b) Tax invoices for 2023 were emailed to the owner in early March of 2023 and a statement was sent in June of 2023. Owner claims that they didn't receive the invoice in March by email as their email account was hacked and the email on file with the Town is no longer in use and they didn't receive the statement in June either. Town was not notified of change of email.

2024-030

L. Roebotham/Young

Resolved that Council deny the request to write-off accrued interest on 2023 taxes for 67A Main Street, Tilting.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

V. Refund of Water & Sewer Taxes

- a) Property was listed on Town records as 17-19 Main Street, Tilting and this has been the case since 2016 when both properties were combined to make one property for tax purposes, however the property owner has been charged for 2 water/sewer hookups since 2016.
- b) It recently came to the attention of Staff that the water and sewer charges for the second curbstop were incorrect when another resident sent in land ownership papers for the same location, that lot is now relisted as 17 Main Street.
- c) Sandy Cove Road separates 17 and 19 Main Street.

- d) Upon research of the property and water/sewer drawings it was determined that there wasn't a water hookup to 17 Main Street and the 2 curbstops located on 19 Main Street were for 19 Main Street and 21A Main Street (house located in the back) so the property owner has been paying for 2 curbstops when only one of the curb stops on the property was for her house. Superintendent of Public Works has visited the site and confirmed the location of both curbstops.
- e) There weren't any errors in the property taxes charged to the account.

2024-031

L. Roebbotham/D. Roebbotham

Resolved that Council approve to repay one of the water and sewer taxes charged to 17-19 Main Street, Tilting since 2016, now allocated as 19 Main Street in the amount of \$3012.00 and the account be corrected to one water and sewer tax as of 2024.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VI. Response Letter – Tax Arrears

- a) At the last public meeting of Council, it was approved to proceed to Small Claims Court for the collection of tax arrears. Enforcement Officer had delivered a letter to the property owners informing them of Council's decision.
- b) Town received 2 response letters, one from the property owners and another from a family member, expressing their concerns on how their account has been handled by the town.
- c) As requested by the family member, the letter was read at the public council meeting.

2024-032

L. Roebbotham/R. Roebbotham

Resolved that another letter be sent to the property owner expressing appreciation for their concerns and inform them that Council has already decided on their account, and it has been forwarded to Small Claims Court for a decision.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VII. Appointment of Assessment Review Commissioner

2024-033

L. Roebbotham/Crawford

Resolved that Council appoint Mr. Hardy Sparkes as Assessment Review Commissioner for the Town of Fogo Island effective immediately.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Correspondence

6.1 2024 Municipal Symposium

- The 2024 Municipal Symposium is taking place in Gander from May 2-4, 2024
- Staff were advised to arrange for 3 people to attend and any councilor who wishes to attend are to notify Staff.

6.2 Municipal Assessment Agency Update

- Letter was addressed by Council.

7. New Business

- No New Business for discussion.

8. Date of Next Regular Meeting:

- Public Council Meeting – March 26th, 2024 @ 7:00pm.

9. Adjournment:

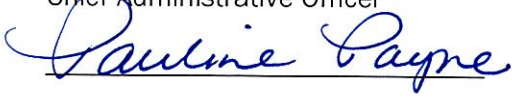
2024-034

L. Roebottom/Crawford

Resolved the public council meeting of February 27, 2024, be adjourned at 8:40PM.

Pauline Payne

Chief Administrative Officer

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Andrew Shea

Mayor

Handwritten signature of Andrew Shea in blue ink.

A Public Meeting of Council was held at the Town Office on March 26th, 2024, with the following in attendance.

Councillors Present:

Deputy Mayor Alexander Crawford

Councillor David McKenna

Councillor Lary Roebbotham

Councillor Mark Budden

Councillor Damian Roebbotham

Councillor Adam Young

Staff:

Pauline Payne, Chief Administrative Officer

Daphne Coles, Deputy Town Clerk

Absent:

Mayor Andrew Shea

1. Call to Order:

- In the Mayor's absence, Deputy Mayor Crawford chaired the public meeting and welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:00PM.
- Deputy Mayor Crawford reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-035

McKenna/D. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-036

Budden/Young

Resolved that the minutes of the Regular Public Meeting held on February 27th, 2024, be adopted as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Young

The Economic Development and Special Projects Committee did not meet in March. The following report was prepared for Council by the Economic Development and Special Projects Coordinator, Cheryl Gardner.

A. Business Inventory, Value-Chain, and Labour Market Analysis Project

- I. Funding is in place to begin the Business Inventory, Value-Chain, and Labour Market Analysis Project.
 - a) The Economic Development Department has developed a research project to position Fogo Island for industry growth and diversification, economic and population growth. The Town will be partnered with Mitacs, a nonprofit national research organization that

operates research and training programs in fields related to industry and social innovation. The Town will also partner with Memorial University of Newfoundland and Labrador, who will conduct the project research and compile the final assessment/report.

- b) This research will take a community-based approach and will include a business inventory, value-chain analysis, skills inventory, and labour market analysis, to provide the Town with valuable data and insights that will be used to develop a long-term industry growth and diversification strategy and to develop a community marketing plan.
- c) Project Budget \$15,000.00 to cover researcher fees and travel. Funding Partners include Mitacs contribution of 50% of project costs totalling \$7500.00 and the Provincial Department of Immigration, Population Growth and Skills has agreed to contribute the other 50% of \$7500.00 from the Labour Market Partnership Fund
- d) Memorial University of NL is currently recruiting the student researcher (Masters or PHD Student).
- e) The Mitacs contribution will be finalized after we find and successfully engage our student researcher.
- f) Once started, the timeline for this project will be four months, May 2024 – August 2024.

2024-037

Young/D. Roebotham

Resolved that Council approve that the Town of Fogo Island accept the Department of Immigration, Population Growth and Skills funding of \$7500 and to allow the Economic Development Department to begin the Business Inventory, Value-Chain and Labour Market Analysis Project.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

5.2. Recreation & Tourism presented by Councilor Young

The Recreation and Tourism Committee did not meet during March 2024. The following report was provided by the Director of Recreation and Tourism as an update on activities and projects discussed in the past month.

- A. The NHL Legends of Hockey game was held on February 24th. The jersey of George Jacobs Senior was dedicated to the Iceberg Arena and is placed on display.
- B. Regular ice activities for the Stadium continue but are scheduled to conclude for this season on March 30th, 2024. It has been a busy season for youth hockey. Curling is doing well. There is now a youth session on Friday evenings after school, and there is interest in a senior's session as well. The gym at the stadium has new members and it is being used regularly.
- C. There were no major breakdowns in Stadium equipment to report.
- D. Applications have been submitted but not approved for funding:
 - I. The Green Team – Conservation Corps, Newfoundland, and Labrador for three youth to work on our Trails. The focus would be to identify diverse types of trees, invasive species, berries, and wildlife and do minor repairs and trimming along the way.
 - II. RCMP Family Violence Initiative Application is submitted – requesting funding to partner and present a keynote speaker for youth on Fogo Island. Discuss addictions & drug abuse, mental health, and extortion.
 - III. Community Garden Support Program 2024
 - IV. Funding 75 Years Since Confederation
 - V. Multiculturalism in Newfoundland and Labrador applied for a social celebration with a meal and music to bring all cultures together.
 - VI. Town was successful in obtaining \$9,440.00 through MMSB for a woodchipper. This will be a new project this year to recycle and reuse tree branches, alders and small limbs that are cut from trails, or sites.

5.3. Planning & Public Works

- Committee did not meet during March 2024

5.4. Enforcement/Permitting

- Committee did not meet during March 2024

5.5. Public Safety – Fire Services

- Committee did not meet during March 2024

5.6. Transportation Advisory Committee

- Committee did not meet during March 2024

5.7. Finance and Administration presented by Councilor Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on March 21, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

Call to Order: The meeting was called to order at 6:10PM.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during February 2024

2024-038

L. Roebbotham/McKenna

Resolved that Council adopt the cheque register from February 1st – 29th, 2024 in the amount of \$235,697.84.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for February 2024
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement

2024-039

L. Roebbotham/Young

Resolved that Council accept the Financial Reports for February 2024 as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. Request for Interest Write-Off on 2023 Taxes - 11 Little Harbour Road, Fogo

- a) Property owner submitted a letter to Council requesting that the accrued interest on the property account for 2023 be written off.
- b) Tax payments were always paid from their mortgage; however, the mortgage was recently paid off and they were not aware that the 2023 taxes were not paid.
- c) Tax invoices for 2023 were emailed to the owner in early March of 2023 and a statement was sent in May of 2023. Owner claims that they didn't receive any letters about the 2023 taxes not being paid.
- d) Other town documents were sent and received to the same email address used for the property and water/sewer taxes.
- e) Since receiving a letter from the Town in February informing the owner of the arrears, taxes have been paid on the property but did not pay the interest fees.

2024-040

L. Roebbotham/D. Roebbotham

Resolved that Council deny the request to write-off accrued interest on 2023 taxes for 11 Little Harbour Road, Fogo.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Request for Interest Write-Off on Taxes – 167 Main Road, JBA

- a) Property owner submitted a letter to Council requesting that the accrued interest on the property account for 2023 be written off.
- b) This property is a second property of the owner, and they weren't aware that the taxes were not paid as taxes were normally paid by another family member since their father's death. Owner claims that they didn't receive any letters about the 2023 taxes not being paid. Tax Statement was emailed to the property owner in September 2023.
- f) After receiving a letter from the Town on February 6th, 2024, informing them that taxes were in arrears, taxes have been paid on the property but did not pay the interest fees.

2024-041

L. Roebbotham/Young

Resolved that Council deny the request to write-off accrued interest on 2023 taxes for 167 Main Road, Joe Batt's Arm.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Request for Interest Relief on Taxes – 14A Mercer Memorial Drive, Fogo

- a) Property owner submitted a letter to Council requesting that the accrued interest on the property account be reduced.
- b) Since the last council meeting in February, property owner have met with Staff and signed a contract to make monthly payments on their account and with the signing of a contract interest is waived on the account from that date onwards. Due to the financial situation of the property owner the 10 percent down payment was also waived.

2024-042

L. Roebbotham/D. Roebbotham

Resolved that Council deny the request to reduce the interest accrued on the account for 14A Mercer Memorial Drive, Fogo as they have already received relief with the waiving of the 10 percent down payment on the accrued taxes.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VI. Upgrade Toshiba Copier

- a) Toshiba Copier at the office has been having technical issues for the past few months. Staff have received a new leasing contract from Central Office Equipment for a new Toshiba Copier with an average monthly savings of \$496.00. Current estimated monthly costs for the existing Toshiba Copier is \$1165.56.

2024-043

L. Roebbotham/Young

Resolved that Council approve the new leasing contract from Central Office Equipment for a new Toshiba E2525ac Copier with estimated monthly costs of \$669.36 which includes servicing costs, monthly printing volume costs and toners.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Correspondence

6.1 Farm at Eastern Nuddick Ltd - Crown Lands Application #162085

- Application can be approved by Council under Regulation 10 of the Town Development Regulations.
- Public notice was posted on town social media and in businesses on the island. No responses were received.

2024-044

D. Roebbotham/McKenna

Resolved that Council approve Crown Lands Application #162085 for The Farm at Eastern Nuddick for the purpose of commercial buildings, parking areas, roadside market facility and other agriculture service buildings as a discretionary use under Regulation 10 of its Land Use Development Regulations. Land and/or buildings will not be used for growing produce or housing animals in accordance with municipal development guidelines for the Town of Fogo Island.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.2 Scotiabank – Borrowing Resolution

2024-045

McKenna/Young

Resolved that that the Town of Fogo Island approve the following Borrowing Resolution for Scotiabank:

1. That the Mayor, or Deputy Mayor with CAO or Deputy Town Clerk is/are hereby authorized to borrow on behalf of the Town of Fogo Island from THE BANK OF NOVA SCOTIA from time to time by way of promissory note a sum or sums not exceeding at any one time Two Hundred Thousand dollars (\$200,000.00) to meet, until the taxes are collected, current expenditures of the Corporation for the year 2022..
2. That the Mayor, or Deputy Mayor with CAO or Deputy Town Clerk is/are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.
3. The Mayor, or Deputy Mayor with CAO or Deputy Town Clerk is/are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements under the seal of the Corporation providing for payment to the Bank of all amounts required to be paid by the Bank pursuant to each promissory note of the Corporation guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such rate as the Bank may from time to time determine.
4. That the Mayor, or Deputy Mayor with CAO or Deputy Town Clerk is/are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
5. That the Mayor, or Deputy Mayor with CAO or Deputy Town Clerk is/are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.3 Fogo Island Co-operative Society - Permits – New Housing Development

- Two permit applications were submitted to the Town for the new housing development initiative by the Fogo Island Co-operative Society Ltd. Scope of work to include backfilling lot, installation of town water and sewer, modify existing driveway and placement of two modular homes.

2024-046

McKenna/Budden

Resolved that Council approve two permit applications for the Fogo Island Co-operative Society Limited for the Commercial/Residential Housing Development located at 19 Main Street, Seldom. Scope of work to include backfilling lot, installation of town water and sewer, modify existing driveway and placement of two modular homes. Town will only be liable for any trouble that occurs within the water and sewer lines to the location of the waterline valve for the water service which will be located just off the main water line as per drawings submitted by the Fogo Island Co-operative (page C1.03) and the property line for the sewer service.

Further resolved that the Town Commercial Development Permit be issued to the Fogo Island Co-operative Society Limited with the following requirements:

1. Back yard area from the last home must be landscaped with topsoil and grass towards the ocean. During the development stages it is requested that partial landscaping with topsoil and grass be completed between homes 1 and 2 with the remainder of the land being landscaped as the remaining 3 homes are placed on the lot.
2. Property line adjacent to the access road dividing the adjoining property's must be lined with small trees, shrubs, or some form of greenery, maybe with a few boulders between the trees.
3. Each Modular Home must be a different color, other than the white as pictured.
4. Modular Home closest to the highway must have the windows facing the highway and be constructed to have a more residential look, for example gabled peaks over the doors and windows, making it more aesthetically appealing to blend in with other homes in the area.
5. If any archaeological findings or artifacts are uncovered at any location on the site, all work must stop and contact be made with the Town and the Provincial Archaeologist, for review of the findings.
6. Before the homes are occupied an Approved Fire Inspection must be completed.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebottom, Councilor Lary Roebottom, and Councilor Young. Against - 0.

6.4 Rowe's Grocery - Letter of Approval for Brewers License

- Business owners have submitted notice to the NL Liquor Corporation to give up the Liquor Express license at the Store and obtain a Brewer's Agent License for selling beer products only.
- Written approval is required from the Town for the NL Liquor Corporation to approve the license.

2024-047

McKenna/L. Roebottom

Resolved that Council give municipal approval for Rowe's Grocery located at 55 Main Street, Seldom to obtain a Brewer's Agent Licence for the purpose of selling beer products.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebottom, Councilor Lary Roebottom, and Councilor Young. Against - 0.

6.5 Municipal Assessment Agency Update

- Letter was addressed by Council.

7. New Business

- No New Business for discussion.

8. Date of Next Regular Meeting:

- Public Council Meeting – April 30th, 2024 @ 7:00pm.

9. Adjournment:

2024-048

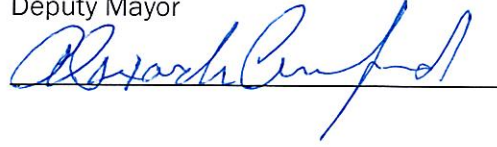
McKenna/Budden

Resolved the public council meeting of March 26, 2024, be adjourned at 7:40PM.

Pauline Payne
Chief Administrative Officer

Handwritten signature of Pauline Payne in blue ink.

Alexander Crawford
Deputy Mayor

Handwritten signature of Alexander Crawford in blue ink.

A Public Meeting of Council was held at the Town Office on April 30th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea	Deputy Mayor Alexander Crawford
Councillor Mark Budden	Councillor Damian Roebbotham
Councillor Lary Roebbotham	Councillor Adam Young

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

Absent:

Councillor David McKenna

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:00PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-049

L. Roebbotham/Crawford

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-050

D. Roebbotham/Young

Resolved that the minutes of the Regular Public Meeting held on March 26th, 2024, be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Young

A Committee of the Whole meeting was held in the Council Chambers on April 20, 2024, at 9:00 AM with the following present: Mayor Andrew Shea, Deputy Mayor Sandy Crawford, Councilor Adam Young, Councilor Lary Roebbotham, Councilor David McKenna, Councilor Mark Budden, Councilor Damien Roebbotham, CAO Pauline Payne, Director of Recreation and Tourism Colette Wells-Coish, and EDO Cheryl Gardner.

The following items were discussed:

A. The Department of Municipal and Provincial Affairs has approved a Special Assistance Grant application for \$16,323.

- I. Funding was applied for to complete our accessible Central Park project around Town Hall
- II. To date, we have resurfaced the trail with accessible surfacing, developed a viewing platform at the pond's edge and developed a parking area.

- III. The current funding will be used for a commercial solar streetlight in the parking lot, and eight commercial solar lights along the trail.

2024-051

Young/Crawford

Resolved. to approve the lighting plan and to allow the Economic Development team to initiate the lighting order.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. Heritage Regulation

- I. Heritage NL has recommended we develop a Regulation to ensure our heritage assets are not left vulnerable to destruction.

2024-052

Young/L. Roebbotham

Resolved. that the Town of Fogo Island adopt the Heritage Regulation to help protect the Town of Fogo Island heritage assets as recommended by Heritage NL and that the regulation come into effect on May 1st, 2024.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

C. Economic Development and Special Projects Committee to act as the Interim Advisory Committee for Heritage Designations

- I. As we are developing processes to support the Heritage Regulation, coming into effect on May 1st, the Economic Development and Special Projects Committee should act as the interim Heritage Designation committee.
- II. The Economic Development Committee has updated their terms of reference to include this responsibility.

2024-053

Young/Crawford

Resolved. that the Town of Fogo Island adopt the Economic Development and Special Projects Committees updated terms of reference, that now include acting as the interim Heritage Designation Committee, until a Heritage Designation Committee can be established.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

D. Economic Development and Special Projects Committee to act as the Housing Accelerator Fund Committee

- I. The Economic Development and Special Projects Committee will act as the Housing Accelerator Fund Committee for the duration of the contract with the CMHC.
- a) A separate HAF agenda will be created and brought to the monthly Economic Development and Special Projects Committee meeting.
- b) A separate set of HAF meeting minutes will be created for discussion with the rest of council, prior to the monthly public meeting.
- c) The Economic development Committee has updated their terms of reference to include this responsibility.

2024-054

Young/D. Roebbotham

Resolved. that the Town of Fogo Island adopt the Economic Development and Special Projects Committees updated terms of reference, that now include the activities of the Housing Accelerator Fund Committee.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.2. Recreation & Tourism presented by Deputy Mayor Crawford

A meeting of the Recreation and Tourism Committee was held at the Town Office on Tuesday, April 16th at 3:00PM. In attendance were Chairperson, Councillor Alexander Crawford, Councillor Adam Young, Pauline Payne, Chief Administrative Officer, and Colette Wells – Coish, Director of Recreation, and Tourism.

The following items were discussed:

A. Recreation

- I. April 14- 20 is National Volunteer Week. There are two events scheduled to recognize volunteers of all ages. On Tuesday, April 16th there was a grab and go breakfast served from the stadium canteen, sponsored by the Fogo Island Stadium Committee serving thirty individuals. There was a pancake brunch held on Tuesday, April 23 at the Visitor Information Centre with 12 individuals out for pancakes. A grant for \$100.00 was received to recognize community volunteers.
- II. The cleanup and shut down is complete at the stadium after a busy ice season.
- III. Evening rollerblading and after school ball hockey activities are starting up..
- IV. The weekly Maker's Market will be happening again on Friday's this spring and summer. We hope to bring in new vendors and weekly attractions.

2024-055

Crawford/D. Roebbotham

Resolved. that the Town of Fogo Island offer vendors for this year's Makers Market FREE access to set up weekly at the Stadium. The market is offered during staffed time, and it does not require any additional time by staff or volunteers. It will be posted weekly to encourage new groups or individuals to get involved.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. Tourism

- I. Summer Maintenance crew are returning to work April 29th. The first project demolition, and upgrades to the interior of the former Scotiabank building. as we prepare for Atlantic Edge Credit Union to service Fogo Island.
- II. Working daily on updates to the App and Brochure.
- III. Discussing weekly schedules and activities in Heritage sites. There will be outside tours and activities available in 2024.
- IV. Position posted and filled for "Tourism & Recreation Coordinator." This is not a new position.

C. Special Funding and Events:

- I. Funding for \$2,000.00 has been received to Celebrate Newfoundland joining Confederation - This is Provincial funding for 75 Years Celebration. It will be used during our Canada Day Celebrations. Discuss.
- II. Funding for \$1,000.00 has been received for a Multiculturalism Celebration. This is provincial funding as Newfoundland and Labrador encourage towns and communities to celebrate the new cultures that are in our area. We will schedule and plan a celebration dinner to welcome and celebrate each other in the coming months.
- III. Active NL Funding for \$4,100.00 for Food and Fun Camp for summer programs. This is provincial funding that will be used to offer a FREE Camp educating kids on cooking, food choices and hygiene.
- IV. Active NL Funding for \$10,515.00 for stadium upgrades. This funding was used to purchase the new Jet ice equipment to paint the ice. This includes the sprayer, a large tank to mix paint, brushes, paint powder and all attachments.
- V. Young Canada Works Summer Position \$5,526.29 for Museum Staff. This is Federal Funding approved for summer employment.
- VI. Canada Summer Jobs approved – 6 positions. This is Federal money applied for each year. The titles we have awarded this year are:

- a. Tour guide Supervisor
- b. Visitor Information Guide
- c. 2 Grounds keepers
- d. Recreational Park Attendant
- e. Camp Coordinator

D. Other:

- I. Short discussion on food availability on the ferry once the Veteran returns, particularly during the summer months.

5.3. Planning & Public Works presented by Councilor Damian Roebbotham

A meeting of the Planning and Public Works Committee was held in the Council Chambers on February 13, 2024 at 7 PM with the following present: Committee Chairperson Councillor Mark Budden, Councillor Damian Roebbotham, Enforcement Officer Germaine Morgan, Superintendent/Foreman of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The following items were discussed:

A. Maintenance:

I. Water Systems

- a) Routine maintenance has been completed in all pump houses for the month of April.
- b) Water lines have been flushed in Fogo and Seldom. Flushing in Joe Batts Arm, Barr'd Islands and Tilting will be scheduled in the next couple weeks.

II. Sewer Systems

- a) All lift stations have been inspected for April a few minor issues have been detected and repaired.
- b) While flushing the water lines in Fogo and Seldom staff also cleaned out the manholes and sewer lines. This will also be done while flushing in the other communities.

III. Vehicle Maintenance/Inspections

- a) KMR Transport continues to maintain our vehicle fleet as deemed necessary.
- b) Staff have started to remove the snow clearing equipment from some of our vehicles and prepare it for summer storage.

B. Other:

I. 2008 Komatsu Loader Snowplow

- a) The snowplow for the 2008 Komatsu loader needs a replacement push frame before the next winter season. Price for this frame is \$5880.00 plus HST with an approximate 12-week delivery time.

2024-056

D. Roebbotham/Budden

Resolved. that the Town of Fogo Island purchasing the replacement push frame at a cost of \$5880.00 plus HST

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Snow Clearing Lane off Silver Street, Fogo

- a) Staff have expressed concerns regarding the safety of snow clearing the lane located off Silver Street. There's very little room for equipment to maneuver and a house blocks the view of any oncoming traffic when entering back on to Silver Street.

2024-057

D. Roebbotham/Budden

Resolved. that the 2 residences living on the lane located at 9 and 11A Silver Street, Fogo be notified that Town equipment will no longer provide snow clearing services on this lane due to safety concerns for Town Staff.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. 2024 Spring Clean-up

- a) Arrangements for this year's Spring Clean-up have been made with CNWM to run from May 28 to June 15, 2024. Town staff will be doing a curbside pick-up in all communities, and residents will also be able to bring their waste to the CNWM site free of charge during this period.

IV. Sewer Issue Browns Point, Joe Batt's Arm

- a) For the last number of years sewer has been hanging up in a cove located on Brown's Point creating problems for the residents in the area. Engineers from Allnorth visited the area and investigated the issue. They recommend installing a 1200mm culvert through an area that was filled in by the contractor that installed the water and sewer in the area. This culvert will cost \$3774.96 and can be installed by town staff and equipment.

2024-058

D. Roebbotham/Crawford

Resolved. that the Town of Fogo Island purchase a 1200mm culvert for \$3774.96 plus HST and Town staff to install it in the area to alleviate the sewer issues hanging up in the cove on Brown's Point.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Municipal Capital Works Funding

- a) Three projects have been approved for 2024 Municipal Capital Works Program.
 - i) **Joe Batt's Arm - Source Water Yield Assessment – 17-MCW-24-00023**
 - Total project cost of \$50,000.00 on a 90/10 cost-shared basis with the Towns contribution being \$4534.00.

2024-059

D. Roebbotham/Budden

Resolved. that we the Ultimate Recipient, Town of Fogo Island accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 27th day of March, 2024, Project number 17-MCW-24-00023, Project name Joe Batt's Arm - Source Water Yield Assessment with a total project value of \$ 50,000.00. This Council agrees to provide the Ultimate Recipient share value of \$4534.00 in funding for this project and authorizes the Mayor, and/or CAO/Deputy Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Fogo Island.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- ii) **Fogo Water Supply - Source Water and Yield Assessment – 17-MCW-24-00024**

- Total project cost of \$50,000.00 with the Towns contribution being \$4534.00.

2024-060

D. Roebbotham/Crawford

Resolved. that we the Ultimate Recipient, Town of Fogo Island accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 27th day of March, 2024, Project number 17-MCW-24-00024, Project name Fogo Water Supply - Source Water and Yield Assessment with a total project value of \$ 50,000.00. This Council agrees to provide the Ultimate Recipient share value of \$4534.00 in funding for this project and authorizes the Mayor, and/or CAO/Deputy Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Fogo Island.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

iii) Replacement of Seldom Pumphouse for Community Water Supply – 17-MCW-25-00000.

- Total project cost of \$1,306,889.00 with the Towns contribution being \$118,513.00.

2024-061

D. Roebbotham/Young

Resolved. that we the Ultimate Recipient, Town of Fogo Island accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 27th day of March, 2024, Project number 17-MCW-25-00000, Project name Replacement of Seldom Pumphouse for Community Water Supply with a total project value of \$1,306,889.00. This Council agrees to provide the Ultimate Recipient share value of \$118,513.00 in funding for this project and authorizes the Mayor, and/or CAO/Deputy Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Fogo Island.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VI. Request From Resident

- a) Resident at 114A Main Street Fogo has requested that council repair the pavement on the driveway adjacent to his property and accessing 110 and 112A Main Street. This is not a Town owned road but was paved by the former Town of Fogo.

2024-062

D. Roebbotham/Budden

Resolved. that the Town of Fogo Island decline the residents request for the pavement repair of the driveway located at 114A Main Street, Fogo as this is not a Town owned road.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VII. Stag Harbour Slipway

- a) The limited call for bids was distributed to contractors on April 16, 2024. The deadline for submissions is April 26, 2024 at 2:00pm. One bid was received.

- Councilor Mark Budden declared Conflict of Interest and departed the meeting at 7:26pm,

2024-063

D. Roebbotham/Crawford

Resolved. that the Town of Fogo Island award the Limited Call for Bids for the construction of Stag Harbour Slipway to R & K Construction in the amount of \$74,750.00 plus \$11,212.50 HST for a total of \$85,962.50.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Councilor Mark Budden re-entered the meeting at 7:29pm,

5.4. Enforcement/Permitting presented by Councilor Mark Budden.

Municipal Enforcement met with the Planning and Public Works Committee on April 23rd, 2024, at 7 PM with the following present: Committee Chairperson, Councillor Mark Budden, Councillor Damian Roebbotham, Superintendent/Foreman of Public Works Sheldon Hoffe, CAO Pauline Payne and Enforcement Officer Germaine Morgan.

The following items were discussed:

A. Business Arising and Updates from Previous Public Council Meeting

- I. Town Staff are requesting approval from council to send appreciation letters to residents who have repaired or removed dilapidated structures or abandoned vehicles and/or cleaned up their properties from debris.

- II. The committee has approved sending letters of appreciation.

B. New Business

- I. Requesting approval for the Municipal Enforcement Officer to send first notification letters to the owners of the properties listed below with dilapidated buildings, vehicles and/or piles of debris that need to be repaired, demolished or removed. The letter is to state that the residents submit a plan of action to the town within 30 days.
 - 88 Stag Harbour Road South, Stag Harbour
 - 28 Stag Harbour Road North, Stag Harbour
 - 12 Stag Harbour Road South, Stag Harbour
 - 53 Stag Harbour Road North, Stag Harbour
 - 138 Harbour View Drive, Island Harbour
 - 34 Iceberg Arena Road, Fogo Island Central
- II. The committee has approved for Town staff to send a first letter to all the property owners listed above.

5.5. Public Safety – Fire Services

- Committee did not meet during April 2024

5.6. Transportation Advisory Committee

- Committee did not meet during April 2024

5.7. Finance and Administration presented by Councilor Lary Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on April 25, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items were discussed:

A. For Council Approval

- I. Adoption of Cheque Register
 - a) Committee reviewed the cheques that were issued during March 2024

2024-064

L. Roebbotham/Crawford

Resolved. that the Town of Fogo Island adopt the cheque register from March 1st – 31st, 2024 in the amount of \$90,026.60.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for March 2024
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement

2024-065

L. Roebbotham/Crawford

Resolved. that the Town of Fogo Island accept the Financial Reports for March 2024 as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Approval to Pay Invoice #2152 - \$5792.73 (HST Included)

- Councilor Mark Budden declared a conflict of interest and abstained from voting.

2024-066

L. Roebbotham/Young

Resolved. that the Town of Fogo Island approve payment of Invoice #2152 in the amount of \$5792.73 (HST Included).

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Dept of Municipal & Provincial Affairs – Approval of 2024 Municipal Budget

- a) Town has received approval of the 2024 Municipal Budget from the Department of Municipal and Provincial Affairs, no deficiencies were identified.
- b) Letter was addressed by the Finance and Administration Committee and Council.

VI. Dept of Transportation & Infrastructure – Project Amendment Request – Seldom W/S Main St – 17-GI-22-00081

- a) Town has received approval from the Department of Transportation and Infrastructure to amend the scope of work for the Municipal Capital Works project for Seldom Water/Sewer Main Street Project #17-GI-22-00081 from the installation of water and sewer to installing water only. Total funding approved in the amount of \$880,074.00 remains the same.
- b) Letter was addressed by the Finance and Administration Committee and Council.

VII. Request for Donation – PC Campaign

2024-067

L. Roebbotham/Budden

Resolved. that the Town of Fogo Island deny the request for a donation for financial support in aid of the PC Campaign for PC Candidate Mr. Jim McKenna as the town is not partial to financial supporting any particular party running in the bi-election for Fogo Island-Cape Freels. Committee further recommends that the town write a letter to Mr. McKenna congratulating him on winning the seat for Fogo Island-Cape Freels and Council looks forward to getting together for a meeting in the near future.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VIII. Request for Review of Poll Tax

- a) Resident paid poll tax on Fogo Island from 2017 to 2020 while at the same time owning property and paying property taxes in another municipality. Copy of property tax paid was provided.

2024-068

L. Roebbotham/Young

Resolved. that the Town of Fogo Island approve repayment of the poll taxes and interest fees paid from 2017 to 2020 for Account #HOFFS001 in the amount of \$1121.24 as property taxes were being paid in another municipality, tax invoice provided to town, which would allow for an exemption of poll taxes.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IX. Request for review of Business Taxes – Account #NOUC0001

- a) After receiving the 2024 Business Tax invoice, owner submitted an email to the town stating that the business closed on August 31, 2023.

2024-069

L. Roebbotham/Crawford

Resolved. that Staff forward a copy of the Business Closure Letter to the business owner and further recommends that Council approve that upon receipt of written confirmation of the business closure date the 2023 business taxes and associated accrued interest be prorated to August 31, 2023 and write-off the 2024 Business Tax for Account #NOUC0001.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

X. Request for review of Business Taxes – Account #ROBIN001

- a) After receiving the 2024 Business Tax invoice, owner submitted an email to the town stressing the hardships of running a small seasonal business and having to pay town taxes may cause the business to permanently close. Business closed in September of 2023, and will be opening again in 2024.

2024-070

L. Roebotham/Young

Resolved. that Council deny the request for business tax relief and Staff forward a letter to the business owner informing them that they are on the minimum business tax rate imposed by the town.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

XI. Purchase of Truck

- a) With summer maintenance staff beginning work for the Recreation and Tourism, a truck is needed as the 2012 GMC Sierra truck used last year is in deplorable condition and unsafe for driving.
b) Money was allocated in the 2024 Municipal Budget for this purchase.
c) Mayor and Council held a brief discussion on whether or not to purchase a truck for the Recreation and Tourism Department with so many vehicles currently in the town fleet. Mayor Shea passed the Chair to Deputy Mayor Crawford to make comments.

2024-071

L. Roebotham/Crawford

Resolved. that Council approve for the CAO to purchase a new or used truck up to a maximum of \$60,000.00.

Resolution Carried. In favour – 5. Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against – 1, Mayor Shea voted against the motion.

6. Correspondence

6.1 Proclamation – Municipal Awareness Week

- Mayor Shea read the proclamation and declared May 5 – 11, 2024 as Municipal Awareness Week.
- Mayor signed the proclamation, and it will be posted on town social media.

6.2 Proclamation – World Ovarian Cancer Day

- Deputy Mayor Crawford read the proclamation and declared May 8, 2024, as World Ovarian Cancer Day.
- Deputy Mayor Crawford signed the proclamation, and it will be posted on town social media.

7. New Business

- No New Business for discussion.

8. Date of Next Regular Meeting:

- Public Council Meeting – May 28th, 2024 @ 7:00pm.

9. Adjournment:

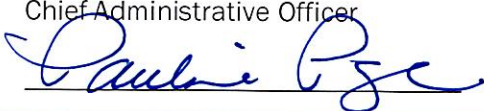
2024-072

Crawford/D. Roebotham

Resolved the public council meeting of April 30th, 2024, be adjourned at 8:05PM.

Pauline Payne
Chief Administrative Officer

Andrew Shea
Mayor



A Public Meeting of Council was held at the Town Office on May 28th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea	Deputy Mayor Alexander Crawford
Councillor David McKenna	Councillor Mark Budden
Councillor Damian Roebbotham	Councillor Lary Roebbotham
Councillor Adam Young	

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:00PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-073

D. Roebbotham/Crawford

Resolved that the agenda be adopted with the following addition to Correspondence:

- Request for Installation of New Septic System.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-074

Budden/Young

Resolved that the minutes of the Regular Public Meeting held on April 30th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Young

A meeting of the Economic Development & Special Projects Committee was held in the Council Chambers on May 15, 2024, at 5:30PM with the following present: Councilor Adam Young, Councilor Lary Roebbotham, CAO Pauline Payne, and EDO Cheryl Gardner.

The following items were discussed:

A. NLOWE

- Newfoundland & Labrador Organization for Women Entrepreneurs coming back to Fogo Island for a second year in row, June 4th and 5th.
 - We will be hosting a women in business networking event and panel discussion focused on export businesses
 - A scaling your business workshop
 - One-on-one consultations

B. Atlantic Edge Credit Union

- I. The AECU team will be on Fogo Island on June 10th and 11th and will host
 - a) Business Lunch & Learn
 - b) Open House
 - c) Public Meeting
 - d) Opportunities for one-on-one

C. Inclusive Spaces Make Happy Faces – Park Naming Contest

- I. We engaged the students of Fogo Island Central Academy to name our new accessible and inclusive park at the Town Hall site, which will have its grand opening this summer.
 - a) Thank you to all of the students that participated in the contest.
 - b) Town staff have developed a shortlist of four names that was posted on the Town's Facebook page on May 23rd.
 - c) Town staff will contact the winner and coordinate a pizza party for the winner's homeroom class next week.
 - d) Council voted by secret ballot and votes were counted by the CAO:
 - Fogo Island Nature Park – 1 vote
 - Everybody Park – 0 votes
 - Fogo Island Central Park – 5 votes
 - Eliza Pond Park – 1 vote.

2024-075

Young/L. Roebbotham

Resolved that Council approve Fogo Island Central Park as the name for our newly developed accessible and inclusive park around Town Hall.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

D. Accessible Communities Grant 2024-25

- I. Last spring, we were granted the Accessible Communities Grant Stream 1 Planning Grant, which was used to engage Mills & Wright Landscape Architecture to develop the concept for our outdoor recreational development behind Iceberg Arena, where the soccer field is currently located.
 - a) The maximum grant amount for Stream 2 is \$10,000.00.
 - b) Staff would like to stack this with the Active NL funding we received this spring, for nature-based play equipment for the play area element of the outdoor recreational development.
 - c) This will provide the appropriate funding for shipping the equipment, surfacing and installation.

2024-076

Young/Crawford

Resolved that Council approve the Town of Fogo Island's application for the Accessible Communities grant for Stream 2 in the amount of \$10,000.00 to cover the costs of shipping the play equipment, surfacing and installation.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

E. Town of Fogo Island Housing Initiative #1 – Housing Density Incentive Program

- I. The initiative #1 goal is to incentivize housing development that will increase housing density and multi-unit housing types.
 - a) Program Overview – There will be two program streams.
 - Stream 1 – Not-for-profit stream that will come in the form of non-repayable grants of \$10,000 per unit to a maximum of \$60,000 per development.
 - Stream 2 – For-profit stream will come in the form of an interest free loan of \$10,000 per unit to a maximum of \$60,000 per development.

b) Eligibility – Not-for-profit stream

- 100% of units shall meet one of two affordability definitions for a minimum of 20 years.
 - Rent is geared to income for low-income residents.
 - Below median market rates
- Must meet energy efficiency and carbon emission criteria.
- Development must be multi-unit.
- Development must be within the Towns density development areas.
 - Density development areas are yet to be confirmed, staff will bring their recommendations to Council for resolution at the next public meeting.

c) Eligibility – For-profit stream

- 20% of units shall meet one of two affordability definitions for a minimum of 20 years.
 - Rent is geared to income for low-income residents.
 - Below median market rates
- Must meet energy efficiency and carbon emission criteria.
- Development must be multi-unit.
- Development must be within the Towns density development areas.
 - Density development areas are yet to be confirmed, staff will bring their recommendations to Council for resolution at the next public meeting.

2024-077

Young/D. Roebbotham

Resolved that Council approve the structure of the Housing Density Incentive Program, grant amounts and eligibility criteria listed above, to allow staff to move to next steps which include:

- Mapping out the Housing Density Development Areas
- Engaging a lawyer to develop the grant and loan contracts and repayment model and liens.
- Development of application and promotional materials
- Development of application assessment processes and scoring criteria

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

F. Atlantic Edge Credit Union

- I. Town of Fogo Island has been awarded the Regional Development Fund provided by the Department of Industry, Energy and Technology for a non-repayable grant of \$95,294 for the bank building commercial and managers suite renovation, to prepare the building for tenancy with the Atlantic Edge Credit Union

2024-078

Young/L. Roebbotham

Resolved that Council accept The Regional Development Fund for \$92,794, for the Bank Building commercial and managers suites renovations.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.2. Recreation & Tourism presented by Deputy Mayor Crawford

A meeting of the Recreation and Tourism Committee was held at the Town Office on Tuesday, May 22nd at 1:30 PM. In attendance were Chairperson, Councillor Alexander Crawford, Councillor Adam Young, Pauline Payne, Chief Administrative Officer, and Colette Wells – Coish, Director of Recreation, and Tourism.

A. Recreation

- I. Congratulations to the Fogo Island Central Academy High School Girls AA Ball Hockey team who were the provincial champions after competing in St. Lawrence on May 4th.
- II. Congratulations to the Senior Boys Ball Hockey team OF Fogo Island Central Academy for receiving silver medals in Triton on May 11th.

- III. We also want to wish Junior Ranger William Shea good luck as he travelled to the National shooting competition in St. John's on May 17-18.
- IV. We have been offering ball hockey Tuesday evenings from 3:15pm – 4:15 pm. There are currently forty- one kids registered. This program is for kids ages 5 and up. This is planned for eight weeks.
- V. We are offering Rollerblading Thursday evenings from 6:30 – 7:30pm with 2-4 kids attending weekly.
- VI. June is Recreation Month, and we will offer various activities for families. It was also discussed to schedule a Family Walk with Council, staff, family, and friends. It will start at 10am with a minimum of 5 laps around the field. The proceeds from participants and sponsors will be donated to Heart and Stroke in Newfoundland and Labrador. Pledge sheets will be prepared and available at the town office or stadium for pick up. We will advertise this event and encourage all individuals and families to participate.

2024-079

Crawford/D. Roebbotham

Resolved that Council proclaim June 2024 as Recreation Month. Further recommended that a walk be scheduled for Council members, family and friends or anyone from the public who can attend for June 15th, at the field by the Stadium.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- VII. The Town has five playgrounds that are being inspected and evaluated annually. Any items that are found unsafe will be repaired or removed. We have had committees and community groups who want to contribute and help maintain these play areas in the communities. The committees are required to discuss their plans or ideas with the Town for approval and follow policies and procedures.

2024-080

Crawford/Young

Resolved that a letter be written and sent to all community groups and organizations indicating that no planning or new infrastructure be started on any Town property or site without approval from the council.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 0.

- VIII. Tickets and Posters for Shanneygannock, which is an adult Event for July 6th, have arrived and are available at local businesses.
- IX. A meeting was held with Allnorth on April 19th to discuss a HVAC system for the Iceberg Arena. This work is a requirement under the National Building Code.

2024-081

Crawford/Young

Resolved that Council approve a site visit from Allnorth to discuss a HVAC system for the Iceberg Arena and move forward with this work as it is a requirement under the National Building Code at the quoted price of \$5600.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 0.

- X. A woodchipper has been ordered under funding received from Multi- Materials Stewardship Board- We are considering a couple different locations to make the program accessible and as convenient to residents as possible.
- XI. A meeting was held on May 15th with Fire Services to walk through the fire Escape Plan for the Stadium.

B. Tourism

- I. The Town brochure is being reviewed and prepared for the 2024 season.

- II. Heritage sites are being opened and water hooked up in between work at the Bank location.
- III. Our Assistant with Programs for Recreation and Tourism will be planning additional weekly activities that will be offered at our heritage sites.
- IV. Correspondence has been brought to Council regarding overnight campers that park in various locations. Staff will install additional signage in those locations stating, 'NO OVERNIGHT PARKING', and "NO OVERNIGHT CAMPING ". Hopefully this will help solve past issues.

C. Special Funding and Events:

- I. Funding for \$1,200.00 has been received for Canada Day Celebrations.
- II. Funding for two additional Provincial students has been approved. One for Summer Food Camp, and one for a tour guide.
- III. There is an application submitted for a Summer JCP. This would offer Experiential Tours and activities in designated areas in our communities if approved.

5.3. Planning & Public Works

- Committee did not meet during May 2024

5.4. Enforcement/Permitting presented by Councilor Mark Budden.

No meeting was held during the month of May. Below are items that were approved previously by Council through email and now need ratification with motions of Council.

A. New Business

I. 13 Main Road, Deep Bay

- a) Resident obtained a permit to build a veranda withing the Water Resource Management 15 Metre Reserve. Since he wasn't extending onto the footprint of the building staff decided that a permit from WRM was not needed. Upon inspection by staff, it was noted that the resident had a full extension built onto his shed.

2024-082

Budden/Crawford

Resolved that Council approve the emergency Stop Work Order that was issued to 13 Main Road, Deep Bay for changing the scope of work to a permit issued by the town from building a veranda on a shed that is within the 15m Water Resource Management Reserve to building an extension without notifying the town and obtaining the permits required from Water Resource Management.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 0.

II. 3 Hewitt's Point Road, Barr'd Islands

- a) Resident built a shed without a permit from the Town, and it is located within the Water Resource Management 15 Metre reserve, no permit was obtained from Water Resource Management.

2024-083

Budden/D. Roebbotham

Resolved that Council approve the emergency Order that was issued to 3 Hewitt's Point Road, Barr'd Islands for constructing a shed that is within the 15m Water Resource Management Reserve without obtaining the permits required from the Town and Water Resource Management.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 0.

III. 23 Silver Street, Fogo

- a) Resident started building a shed without a permit from the Town and it is located within the Water Resource Management 15 Metre reserve, no permit was obtained from Water Resource Management.

2024-084

Budden/McKenna

Resolved that Council approve the emergency Stop; Work Order that was issued to 23 Silver Street, Fogo for constructing a shed that is within the 15m Water Resource Management Reserve without obtaining the permits required from the Town and Water Resource Management.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against – 0.

5.5. Public Safety – Fire Services

- Committee did not meet during May 2024

5.6. Transportation Advisory Committee

- Committee did not meet during May 2024

5.7. Finance and Administration

- Committee did not meet during May 2024

6. Correspondence

6.1 Municipal Assessment Agency

- Municipal Assessment Agency has completed the valuation for the 2025 tax year,
- The assessed values are based on market value as of January 1, 2024, as required by the Assessment Act, 2006.
- Property owners will be mailed their assessment notices on June 3, 2024, and will have until August 2, 2024 to file a formal appeal.

6.2 RCMP

- The RCMP has plans to implement body worn cameras throughout the country.

6.3 Request for Installation of New Septic System

- When property owner applied for a building permit to construct a new home in 2013, there wasn't any town sewer in the area, just town water services. Owner proceeded to have an engineer draw up a septic field design and town issued a permit to build.
- In 2014 the sewer project was approved by Government and construction began, however when the house was completed, the sewer project was not completed, and the house could not be connected to sewer at that time. To allow the residents to move into their new home, Council at that time passed a motion to temporarily allow the homeowners to connect to the sewer system of the neighboring house with the homeowner's permission.
- Once the project was completed, it was determined that the 2 homes located in that area could not be connected to the town sewer due to poor elevation moving the lift station from down by the homeowner's property to up by the side of the main road as per the request of the homeowners. Town staff and project engineers offered the solution of lift pumps to pump the sewer from the 2 homes up to the lift station, however the lift pumps were declined, and the home has remained hooked into the neighbors septic system.
- With the potential sale of the property, concerns with the septic system have now come up and the homeowner is requesting that the town take responsibility for the sewer issue and install a new septic system with Service NL approval to the home and cover the full financial costs on installation.

2024-085

Budden/D. Roebotham

Resolved that Council deny the request for the town to take full responsibility and install a new septic system with Service NL approval at 15A Main Street, Tilting and cover the costs of installation. The sewer issue was not created by anything that was done by the town and the option of installing lift pumps as a solution to this problem were provided by the town and project engineers, however they were declined.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against – 0.

7. New Business

7.1 Fogo Island Central Academy

- Councilor Young brought forward the concern with the deplorable condition of the school, the siding is dilapidated, and it is an eyesore. With new developments by the Town happening on the former soccer field in the near future, repairs need to be done.
- A letter was forwarded to the School Board last year on this concern, no response was received.
- Council discussed new ideas for the use of the big gymnasium that is currently not in use, due to safety concerns, Grant money can be applied for to correct the safety concerns for the gymnasium, if approvals for other uses can be achieved.

2024-086

Young/L. Roebbotham

Resolved that Staff forward a second letter to the School Board and include the Department of Education requesting that the building be repaired and gather information on the requirements for other uses for the gymnasium that is currently closed.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 0.

7.2 Atlantic Edge Credit Union

- Announcement has been made that they are setting up a new branch on Fogo Island and it should be ready to open in October.
- Residents can visit the Gander Branch and set up accounts prior to the branch opening here on the island and their accounts will be transferred.

7.3 Ferry

- Minister Abbot notified the Mayor and CAO on Monday, May 27th at 4:20pm that Government was sending the M.V. Astron W to Fogo Island with a capacity of 25 vehicles which includes 2 tractor trailers to replace the M.V. Kamituk. This is not acceptable by Council.
- With the number of tractor trailers travelling to and from Fogo Island for freight and the Co-op with fresh product that has priority, traffic will be backed up. There is also courier service, mail service and Doctor's appointments that need to be met.
- Council is requesting that residents voice their concerns to government and VOCM Radio.
- Council agreed that a public meeting is needed and advised Staff to plan for a public meeting at the Iceberg Arena for Thursday, May 30th at 7:00pm and to contact media and other groups.
- CAO received an email from a trucking business on Fogo Island requesting priority for ferry crossings.
 - Council discussed the request, and all agreed that they don't have enough information at this time to make a decision. A response will be forwarded to the business owner after the public meeting.

8. Date of Next Regular Meeting:

- Public Council Meeting – June 25th, 2024 @ 7:00pm.

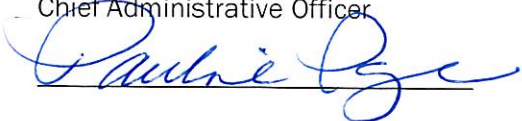
9. Adjournment:

2024-087

Crawford/L. Roebbotham

Resolved the public council meeting of May 28th, 2024, be adjourned at 8:20PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor



A Public Meeting of Council was held at the Town Office on July 30th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea	Deputy Mayor Alexander Crawford
Councillor David McKenna	Councillor Mark Budden
Councillor Damian Roebbotham	Councillor Lary Roebbotham
Councillor Adam Young	

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:00PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-108

Crawford/L. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-109

Young/McKenna

Resolved that the minutes of the Regular Public Meeting held on June 25th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Young

A meeting of the Economic Development & Special Projects Committee was held at the Town Office on July 17, 2024, at 6:00PM with the following present: Chairperson, Councilor Adam Young, Councilor Lary Roebbotham, CAO Pauline Payne, and EDO Cheryl Gardner.

The following items were discussed:

A. Heritage By-law and Municipal Redesignation of Heritage Sites

- a) Council approved the development of a municipal by-law to protect the heritage assets on Fogo Island in the Council meeting in April 2024 and have since obtained approval from the Minister of Provincial and Municipal Affairs
- b) The following buildings had a municipal heritage designation prior to amalgamation:
 - Brett House (Joe Batt's Arm)
 - St. John the Evangelist Anglican Church (Joe Batt's Arm)
 - St. John Lodge, Society of United Fisherman No. 11 (Joe Batt's Arm)

- St. Andrew's Anglican Church and Cemetery (Fogo)
 - Old School House (Fogo)
 - Bleak House (Fogo)
 - Courthouse and Public Building (Fogo)
- c) A process for public requests for heritage designations is currently being developed by the Economic Development and Special Projects team along with criteria to evaluate the requests, based on Heritage NL guidelines.
- d) Designation Plaques will be ordered through Heritage NL for the Municipal Heritage sites that do not already have them.

2024-110

Young/D. Roebotham

Resolved that Council approve to redesignate the following sites,

- Brett House (Joe Batt's Arm)
- St. John the Evangelist Anglican Church (Joe Batt's Arm)
- St. John Lodge, Society of United Fisherman No. 11 (Joe Batt's Arm)
- St. Andrew's Anglican Church and Cemetery (Fogo)
- Old School House (Fogo)
- Bleak House (Fogo)
- Courthouse and Public Building (Fogo)

as Municipal Heritage sites under the Town of Fogo Island, Heritage Regulations set forth in the Heritage Bylaw that was adopted by Council on April 30th, 2024.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 1. Councilor McKenna

B. Small Business Month Planning

- I. October is Small Business Month in Canada. The Economic Development and Special Projects Team is planning activities through the month of October to celebrate Fogo Island's small business community and their contributions to Fogo Island.
- II. The Economic Development team and the Tourism and Recreation team will partner to host a career fair on October 3rd at Iceberg Arena, to kick off Small Business Month.
 - a) All business owners on Fogo Island will be encouraged to participate to promote careers in their individual sectors (hospitality, fishery, professional services, trades, etc.)
 - b) Other organizations that will be invited to participate are Central Health, RCMP, Canadian Military, Marine Institute, and Trade Schools
 - c) We will engage Fogo Island Central Academy at the high school level to participate and the career fair will be open to all residents.
- III. The Economic Development Team is coordinating a social media take over through the month of October, focused on local small business highlights.
- IV. A process is being developed to engage the business owners on Fogo Island to participate, and the opportunity will be promoted through the Town of Fogo Islands quarterly Business Newsletter, the Town of Fogo Islands Business mailing list, and by social media.
- V. The business highlights will be scheduled throughout the month of October, giving business owners an opportunity to reintroduce their business and offering to the community of Fogo Island.
- IV. The Economic Development Team will engage the Fogo Island Chapter of the Gander and Area Chamber of Commerce to execute a morning of celebrating small business on Fogo Island. We would like to include a celebratory pancake breakfast, to thank the small business community for their contributions followed by Fogo Island's first business appreciation awards, where we will create a small range of categories and seek community-based nominations.
 - a) A token of appreciation will be sourced as the physical award
 - b) Stickers will be created that can be displayed in the recipients place of business

5.2. Recreation & Tourism presented by Councilor Young

A meeting of the Recreation and Tourism Committee was held at the Town Office on Tuesday, July 16th at 1:30 PM. In attendance were: Councillor Adam Young, Councillor David McKenna (alternate) Pauline Payne,

Chief Administrative Officer, and Colette Wells – Coish, Director of Recreation, and Tourism. Absent: Deputy Mayor – Alexander Crawford.

The following items were discussed:

A. Recreation

- I. The annual pre-Canada Day Bingo took place on Thursday June 27th. The Lions Club sponsors this event each year.
- II. Monday July 1st, we had Canada Day Activities at the stadium. Deputy Mayor Alexander Crawford brought greetings from the town. The Firettes held a food booth, and a variety of vendors were in attendance. We also had a booth commemorating the 75 Anniversary of Newfoundland and Labrador joining confederation where we offered fishcakes, tea, and coffee, funding was provided by the provincial government. We thank the volunteer fire services for their help with the fireworks show. Funds for this event were covered in partnership with Canadian Heritage. We are planning a similar event for Wednesday, August 14th from 4:30 pm – 7:30 pm.
- III. The Adult Concert – Shanneyganock – took place on Saturday, July 6th. It was a good event with 400+ attending.
- IV. The Annual Seniors Garden Party in conjunction with NL Health Services took place on July 11th. There were 58 seniors from our communities, and hospital residents in attendance.
- V. Correspondence was received from a resident discussing the possibility of placing a dog park in Stag Harbour using the outdoor skating rink. There are plans for a dog park for the Central region under the new planning for the soccer field area. Furthermore, it was recommended that the Director forward this correspondence to the Stag Harbour Recreation Committee and inquire if they can do the repairs and maintenance to the outdoor rink to have it functioning again.
 - a) Council agreed that the town would help the Stag Harbour Recreation Committee to have the rink operating again during the winter by asking Fire Services to flood the rink for the ice surface.
- VI. The Stadium staff will participate in the Arena Operators Training in Grand Falls -Windsor August 19-21, 2024. This is a comprehensive 3 -day course for arena operators. Topics include ice making, ice resurfacing, Refrigeration, and Service Best.
- VII. We discussed planning a Career Fair for October 2 -3, 2024.

B. Tourism

- I. Our museums and Visitor Information Center are open daily, and we have special offerings each week like storytelling, rock painting, music, and food tasting.
- II. We have funding approved for a Job Creation Partnership Program, \$50,345.00- to offer free Experiential Walking Tours and activities for four positions.

C. Other:

- I. The 'No Overnight Parking Signs' have arrived. Council discussed areas to put the signs and the following areas were agreed upon:
 - a) Green Space – Sargent's Cove Road, Fogo
 - b) Garrison Look-Off – North Shore Road, Fogo
 - c) Etheridges Point – Southside Road, Joe Batt's Arm

5.3. Planning & Public Works/Enforcement & Permitting presented by Councillor Damian Roebottom.

A meeting of the Planning and Public Works / Enforcement & Permitting Committee was held at the Town Office on July 18th, 2024, at 7:00PM with the following present: Councillor Mark Budden, Councillor Damian Roebottom, Enforcement Officer Germaine Morgan, Superintendent/Foreman of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The following items were discussed:

A. Planning and Public Works

I. BioMaxx Outfall Monitoring JBA

- a) BioMaxx currently monitors and samples 4 of our outfalls as required by Federal Wastewater Regulations. One of the outfalls in Joe Batt's Arm now has flows below the level required by the regulations to be monitored and BioMaxx has given us 3 options to consider going forward. Options are as follows:
 - 1) Sampling, reporting and flow monitoring can stop immediately
 - 2) Sampling, reporting and flow monitoring can stop immediately, with Town Staff monitoring the flows at the outfall to ensure it doesn't exceed the threshold again.
 - 3) Continue with sampling, reporting and monitoring for the remainder of the year to ensure flows remain below the threshold for 2024.

2024-111

D. Roebbotham/Crawford

Resolved that Council approve Option #3 for Biomax to continue monitoring our outfalls for the remainder of 2024.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Retaining Wall, Main Street Fogo

- a) Engineers from AllNorth have assessed the retaining wall located on Main Street Fogo and have determined that this wall is nearing the end of its life and will have to be replaced very soon. Estimated replacement cost is \$335,558.07.

2024-112

D. Roebbotham/Budden

Resolved that Council approve to apply for a Municipal Capital Works project for funding to replace the retaining wall in the amount of \$335,558.07.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

III. 2024 Spring Clean-up

- a) The 2024 Spring Clean-up has been completed as scheduled without any major issues.

IV. Seldom Dumping Station

- a) Engineers from AllNorth have reviewed the current dumping station in Seldom and have recommended upgrades.

2024-113

D. Roebbotham/Young

Resolved that Council consider the project to upgrade the current dumping station in Seldom, as not a priority and reevaluate it at a future time if needed.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

V. MCW Projects (Seldom Water Main/Fogo Road Upgrade)

- a) The Department of Transportation and Infrastructure approved the Seldom Watermain and Fogo Road upgrade to go to tender as one project on June 12, 2024. Tender Closed on July 2, 2024 with the lowest bidder being \$376,365.18 over amount of funding available for these projects.

➤ Councilor Budden declared a conflict of interest and departed the meeting at 8:04pm.

2024-114

D. Roebbotham/Young

Resolved that the Town of Fogo Island decline the tender bids for Main St, Seldom New Water & Sewer Project #17-GI-22-00081 as they are \$376,365.18 over budget and that the project be cancelled.

Further recommended that the Fogo Road Upgrades Project #17-GI-24-00063 be retendered by the Department of Municipal and Provincial Affairs.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

➤ Councilor Budden rejoined the meeting at 8:09pm.

VI. Stag Harbour Slipway

- a) Contractor has completed the slipway and turnaround area. An agreement has been signed and all responsibility for the slipway has been accepted by the Stag Harbour Recreation Committee.

VII. Tender Surplus Inventory

- a) The Public Works Dept has several items that are no longer of any use to us and request permission to place them on tender. Items include:
- 10 pieces of scaffolding
 - Wire fencing material
 - 3 sanders
 - 3 backhoe tires
 - 1991 sewer jet

2024-115

D. Roebbotham/Crawford

Resolved that Council approved for staff to place the items listed on tender with no minimum bid and to be clearly marked “as is, where is”.

- 10 pieces of scaffolding
- Wire fencing material
- 3 sanders
- 3 backhoe tires
- 1991 sewer jet

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

VIII. Correspondence – 26 Main Street, Fogo

- a) Resident at 26 Main Street in Fogo had a leak in her water line which has been repaired, and PW Staff placed topsoil on the area that was damaged by the dig. Since the dig up the resident has experienced water build up on a lower level, at the back of her house. After some investigating the staff has not found any leaks in the area that would cause a buildup of water on the property. Resident is requesting that the front lawn be restored and an investigation into the water currently on her property.

2024-116

D. Roebbotham/Budden

Resolved that Council agree that the Public Works Staff have done their due diligence, the topsoil has been replaced and the investigations completed to date have not found anything that would cause water build up on the property, therefore, no further action is required.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

B. Enforcement and Permitting

I. New Business

- a) At present the Town does not issue permits for residents who are working within the 15 metre reserve without approval from the Water Resource Management Division. A lot of issues have developed and WRM has put the onus on the Town for enforcing their rules and regulations. After contacting a lawyer, we have been advised that the Town is not obligated to enforce the provisions of the Water Resource Management Act, nor do the Town have the authority to do so. If the

development meets all requirements of the Town Development Plan, then a permit shall be issued with the following statement attached:

“This permit is issued pursuant to the Town of Fogo Island Development Regulations. The applicant shall be responsible for obtaining all other required permits and approvals from all other authorities having jurisdiction, including but not limited to the Water Resources Management Division of the Government of Newfoundland and Labrador, and the Town of Fogo Island makes no representation in that regard.”

2024-117

D. Roebbotham/Crawford

Resolved that Council approve for staff to make the necessary changes to the permit and permit application with the following statement:

“This permit is issued pursuant to the Town of Fogo Island Development Regulations. The applicant shall be responsible for obtaining all other required permits and approvals from all other authorities having jurisdiction, including but not limited to the Water Resources Management Division of the Government of Newfoundland and Labrador, and the Town of Fogo Island makes no representation in that regard.”

It is also recommended that staff approve any permit for the resident if the development meets the Town Development regulations and is capable of being approved in the absence of the WRM issue.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

II. Updates from Previous Council Meeting

- a) At a previous meeting approval was given to send a letter to the owner(s) of the properties listed below with dilapidated buildings, vehicles and/or piles of debris that need to be repaired, demolished or removed. The letter stated that the residents submit a plan of action to the town by June 14th, 2024.
 - i) **88 Stag Harbour Road South, Stag Harbour** – resident has cleaned up the area.
 - ii) **28 Stag Harbour Road North, Stag Harbour** – resident has responded and will have the area cleaned up and will dispose of the abandoned vehicle in the proper manner, some work has already been completed.
 - iii) **12 Stag Harbour Road South, Stag Harbour** – the committee decided for staff to contact Service NL on the condition of this property as it is servicing the public. An email was sent to the department of Digital Government and Service NL on April 24th, 2024, and on May 27th, 2024, a response was received from Service NL with an agreement that this property does need some work. It was stated that owners are responsible for providing a safe environment for staff and customers. It was requested that we contact the owners and ask them to contact the department. A letter was sent to the business owner(s) on June 5th, 2024. No update has been received to date.

2024-118

D. Roebbotham/Budden

Resolved that Council approve staff to send an email to the business owner(s) and Service NL asking for an update on whether or not they are working together to make this property safe for its customers and staff.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

iv) 53 Stag Harbour Road North, Stag Harbour

- It was introduced to Council that Councilor McKenna may be in conflict of interest for this discussion.
- Council discussed the relationship connection of Councilor McKenna with the property owners, and all agreed that Councilor McKenna was not in conflict.

- ❖ Council discussed the condition of the building and deferred the letter sent by the property owner to be reviewed at the next public meeting and requested that the Enforcement Officer revisit the site and provide more information on the condition of the property.
- v) 138 Harbour View Drive, Island Harbour – Permit was issued on June 5th, 2024, to complete the required work.
- vi) 34 Iceberg Arena Road, Fogo Island Central – No response from the property owner.

2024-119

D. Roebbotham/Crawford

Resolved that Council approve for staff to send a second letter to the resident asking for a timeline to remove the abandoned vehicles.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

- b) A resident located at 9 Hewitt's Point Road in Barr'd Islands built a fence without a permit from the Town and the fence does not adhere to our Town Development Regulations. On June 26th, 2024, a letter was sent by registered mail to the resident stating that the Town is requesting that the fence be removed from the property by July 18th, 2024, which has not been picked up. There was also a letter placed in a plastic bag and attached to the door of the resident. To date we have not received any response from the resident.

2024-120

D. Roebbotham/Budden

Resolved that Council approve for staff to send an order to the resident with a 30-day removal date, and if the fence isn't removed after that date Town staff will remove the fence and all associated costs will be billed to the resident.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

5.4. Public Safety – Fire Services presented by Councilor McKenna

A meeting of the Fire Services Committee was held on July 23rd, at 7:00pm at the Town Office. In attendance: Chairperson Councillor David McKenna, Councillor Mark Budden, and CAO Pauline Payne. Unable to attend Station Chiefs Paul Torraville, Bobby Parsons, and Dion Harnett.

- Due to the Fire Chiefs being unable to attend the meeting Committee Councillors and CAO reviewed only items that we could move ahead on without their involvement.

The following items were reviewed:

A. Review of the Emergency Plan

2024-121

McKenna/D. Roebbotham

Resolved that due to busy schedules and the importance of this review Co the CAO review the Emergency Plan in detail and share recommendations with the Fire Services Committee for feedback, after which Fire Services and Council will review together.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

B. Emergency Blankets & Spinal Boards

- I. Committee reviewed the purchase of Emergency blankets and Spinal Boards with accessories. CAO will confirm which Stations require replacement of these items before ordering.

C. Correspondence

- I. Chris Foster has been appointed as the Fire Protection Officer in our area as the Town's contact at the Fire Services Division with the Dept. of Justice and Public Safety.
- II. Province Wide Radio System- the province is investing \$181.8 million over 12 years to support the Province-Wide Radio System. These single P25 digital radios will be used by the government and first responders to improve the government and emergency responders communicate with each other during emergencies. Each Volunteer Fire Department will be allocated 2 of these radios at no cost. We have requested 2 for each station.
- III. Fire Services Ball –Sept. 14th has been chosen for our Fire Services Ball. Fire Services is to assign a Planning Committee, and the CAO along with another Staff Support person will be working on getting the Awards for Fire Fighters up to date so that we can honor our volunteers at the Banquet.
- IV. While it is difficult to get everyone required together for our Fire Services Committee meetings it is very important that we have our meetings on a regular basis. If a Chief from one of our stations is unable to attend it is very important to arrange for the next in line to attend in their absence.
- V. Committee would like to have training logs submitted by the Chiefs at the end of each month for review.

5.5. Finance and Administration presented by Councilor Lary Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on July 24, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during April 2024

2024-122

L. Roebbotham/Crawford

Resolved that Council adopt the cheque register from April 1st – 30th, 2024 in the amount of \$225,122.24.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

- b) Committee reviewed the cheques that were issued during May 2024

2024-123

L. Roebbotham/Young

Resolved that Council adopt the cheque register from May 1st – 31st, 2024 in the amount of \$223,100.47.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for April and May 2024
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement

2024-124

L. Roebbotham/Crawford

Resolved that Council adopt the Financial Reports for April and May 2024 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

IV. Approval to Pay Invoice #FB42942

2024-125

L. Roebbotham/Young

Resolved that Council approve payment of Invoice #FB42942 to Allnorth in the amount of \$6440.00 (HST Included).

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

V. Request for Poll Tax Exemption

- a) Resident is requesting an exemption of the 2023 Poll Tax due to being away from home working for 9 months in 2023, however Fogo Island was their normal place of residence.

2024-126

L. Roebbotham/D. Roebbotham

Resolved that Council deny the request for exemption of 2023 Poll Tax for Account #PENTP005 as Fogo Island was the permanent place of residence when not working.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

VI. Request for Poll Tax Reimbursement

- a) Resident is requesting a reimbursement of Poll Taxes paid prior to 2022 as another resident received an exemption of Poll Taxes paid in previous years at the public council meeting in April 2024 due to paying property taxes in another municipality while being charged a Poll Tax fee on Fogo Island.
- b) The residents were living in their parents second property and were not listed as part owners prior to 2022, therefore they were imposed the Poll Tax fee.

2024-127

L. Roebbotham/Crawford

Resolved that Council deny the residents' request for reimbursement of Poll Tax fees paid prior to 2022 as they were not officially listed as part owners of a property on Fogo Island until 2022.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

VII. Request for Exemption of Poll Tax Interest Fees – Account #: POWEB001

- a) Resident is requesting an exemption of interest charged to Poll Tax fees in 2019 as they were not aware of any Poll Tax charges from the Town for that timeframe. Resident is willing to pay the remaining balance on the account.

2024-128

L. Roebbotham/Young

Resolved that Council deny the request for exemption of interest fees charged on Poll Tax arrears for account #POWEB001.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

VIII. Request for Exemption of Poll Tax Interest Fees - Account #: HARTE004

- a) Resident is requesting an exemption of accrued interest charged to Poll Tax arrears.
- b) In 2022 resident was contacted by Town Staff of their arrears and requested that they sign a contract for regular payments and the interest fees would be waived from that date onward.
- c) At the same time in 2022, the resident started having regular payroll deductions made to the town and assumed that this would be the same as signing a contract for regular payments and that the interest fee would be waived.
- d) Resident signed a contract earlier this year and interest fees have been waived from that date forward.

2024-129**L. Roebbotham/Budden**

Resolved that Council deny the request for exemption of accrued interest fees charged on Poll Tax arrears for account #HARTE004 as payroll deductions can be stopped at any time by the employee and are not considered the same as a signed contractual payment agreement with the Town.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

IX. Request for Property Tax and Business Tax Review

- a) Property owner is requesting a review of the property tax and business taxes charged to the property located at 9 Little Harbour Road, Fogo for 2023 and 2024.
- b) In 2023 they received a residential property tax and water and sewer invoices and in June 2023 received a business tax invoice for operating a B & B, advertising on Air BnB. Again in 2024 the same invoices were received. Under the Municipalities Act, a municipality shall impose all these taxes to a property if applicable.
- c) Staff has reviewed the taxes issued to the property and all taxes are in order.

2024-130**L. Roebbotham/Crawford**

Resolved that Council instruct Staff to write a letter to the property owner and inform them that all taxes charged to 9 Little Harbour Road, Fogo are correct and further include the sections of the Municipalities Act, that pertain to imposing property tax, water and sewer tax and business tax.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

X. Request for Business Tax Exemption

- a) Business owner is requesting an exemption on 2023 business tax. Business started up in May 2023, however, did not fully operate due to unforeseen circumstances.
- b) Business is a mobile business with no fixed address. and under the Municipalities Act taxes can be based on 2.5 percent of gross revenue.

2024-131**L. Roebbotham/D. Roebbotham**

Resolved that Council request a formal document signed by the business owner attesting to the gross revenue earned in 2023 and the business taxes for Account #Islan016 will be adjusted accordingly.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XI. Request for Donation – Deep Bay Come Home Year

- a) Deep Bay Come Home Year is taking place from August 4th – 11th, 2024 and the Come Home Year Committee is requesting a monetary donation or prizes from the Town.

2024-132**L. Roebbotham/Crawford**

Resolved that Council approve a donation of \$250.00 to the Deep Bay Come Home Year celebrations. Further resolved that the CAO develop a Come Home Year Celebrations Policy that would allow for any community on Fogo Island to receive a donation from the Town if they were to hold a Come Home Year celebration, providing there is funding left in the yearly budget.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XII. Request for Donation – Remembering Robbie Walk/Run

- a) Resident is requesting a donation for the 11th Annual Remembering Robbie Run/Walk for Mental Health. The event will take place in Twillingate.

- b) Council discussed the event and understand that it benefits the residents of Fogo Island with a School Scholarship and other funding groups, however there is a specific list to adhere to for donations from the town.

2024-133

L. Roebbotham/D. Roebbotham

Resolved that Council deny the request for a donation to the 11th Annual Remembering Robbie Run/Walk for Mental Health as this is not a Fogo Island event and not on the town list for donations.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XIII. Request for Donation – Kids Eat Smart Radiothon

2024-134

L. Roebbotham/D. Roebbotham

Resolved that Council approve a \$300.00 donation to the Kids Eat Smart Radiothon as the donation will be returned to Fogo Island Central Academy to provide healthy snacks for the Breakfast Program for Fogo Island students.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XIV. Request for Financial Assistance to Install Septic System

- a) Property owner of 15A Main Street, Tilting has submitted a second letter requesting financial assistance from the Town to install a septic system as they were unable to be connected to the Town Sewer when the project was done due to elevation issues as was discussed in the public council meeting held on June 25, 2024.
- b) A quote from Enviro Septic in the amount of \$13,400.00 plus HST was included with the letter.
- c) Occupancy Permits were not issued by the Town when the home was constructed.

2024-135

L. Roebbotham/McKenna

Resolved that Council deny the second request for financial assistance from the Town to install a septic system at 15A Main Street, Tilting from Enviro Septic as the Town has done its due diligence of providing options for a connection to the town sewer when the project was being done. All correspondence from that time indicates that any options provided were declined by the homeowner. Furthermore, when the building permit was issued to construct the home, it was noted on the back of the permit the requirements needed for an approved engineered septic design from Service NL therefore after the Sewer Project was completed and it was determined that a town sewer hookup wasn't possible, it was the homeowner's responsibility to acquire all permits needed from any government bodies.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XV. Quote for Cyber Liability Insurance

- a) Cyber liability is a specialized coverage not included in the Town's current Insurance policy. As we live in a digital environment where municipalities rely heavily on technology to operate, it is more important than ever to have protection in place in the event of a cyber attack. Below is a summary of quotes with limits shown.

Annual PREMIUM	\$1720	\$1940	\$2840
Cyber & Privacy limit	\$500,000	\$1,000,000	\$2,000,000
Cyber Crime limit	\$250,000	\$250,000	\$250,000

2024-136

L. Roebbotham/Young

Resolved that the town not avail of Cyber Liability Insurance for 2024 as the extra costs have not been allocated in the 2024 Budget and Insurance costs for the Town are already quite high.
Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

XVI. Approval to transfer Banking Services

2024-137

L. Roebbotham/Crawford

Resolved that Council approve the CAO and Accounting Clerk start preparations for the transition of the Town banking services from Scotiabank to Atlantic Edge Credit Union.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0

6. Correspondence

6.1 Notice to Public – CAO Update on Meeting with Government Officials on Ferry Services

- CAO issued a public notice on town social media with an update on the meeting that took place with Government Officials on June 19th, 2024, for discussion on solutions to alleviate issues with the Fogo Island/Change Island ferry services that we have been experiencing in 2024.

6.2 Letter – Response to Meeting on Ferry Services

- A concerned resident sent a letter to Council in response to the Government meeting on ferry issues expressing their thoughts, concerns and possible solutions.

6.3 LGR – Request for Extension – LCB 2024-002 Bank Building Electrical Upgrades

- Councilor Lary Roebbotham and Councilor Damian Roebbotham declared Conflict of Interest and departed the meeting at 9:03pm.
 - ❖ Business owner is requesting an extension on the completion date for the contract issued for the Bank Building Electrical Upgrades.
 - ❖ Delays occurred with obtaining permits from Service NL, delays were not through any fault on the Contractor.

2024-138

McKenna/Crawford

Resolved that Council approve an extension on the completion date for LCB 2024-002 Bank Building Electrical Upgrades from August 15, 2024, to September 5, 2024.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, and Councilor Young. Against – 0

- Councilor Lary Roebbotham and Councilor Damian Roebbotham returned to the meeting at 9:05pm.

6.4 2024 Clar Simmons Scholarship

- Mr. Simmons was the Business Manager for the Municipal Assessment Agency from 1998 until his untimely death in 2004. In his memory the Municipal Assessment Agency set up this scholarship fund.
- Any child, grandchild, or ward of a municipal council member or employee in a community served by the Agency, upon graduation from the NL Senior High School Program can apply. Deadline for applications is August 23, 2024.

6.5 MNL James Hiscock Scholarship

- MNL is accepting application for the James Hiscock Scholarship which honours the first president of MNL in 1951 and is valued at \$500.00.
- Any child, or ward of a municipal council member or employee from a member municipality, upon graduation from the NL Senior High School Program in 2024 can apply. Deadline for applications is September 30, 2024.

6.6 Update on Municipal Assessment Agency

- Board of Directors held its second meeting of the year virtually on June 7, 2024..
- Letter with meeting highlights was addressed by Council.

6.7 Resident Letter to Clifford Small – Northern Tax Credit

- Resident forwarded a letter to MP Clifford Small requesting that Fogo Island be added to the Northern Tax Credit for Intermediate Zone B.

2024-139

D. Roebbotham/Budden

Resolved that Staff forward a letter to MP Clifford Small in support of adding Fogo Island to the Northern Tax Credit for Intermediate Zone B.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, and Councilor Young. Against – 0

6.8 Letter – FFAW – Save Our Cod

- FFAW-Unifor is calling for the immediate reinstatement of the Northern Cod Stewardship Fishery in Newfoundland and Labrador and the reaffirmation of the 115,000mt commitment to protect the inshore fishery.

2024-140

D. Roebbotham/Budden

- Resolved that Staff forward a letter to MP Clifford Small, Prime Minister Trudeau and DFO Minister Diane Lebouthillier in support of FFAW-Unifor request for the immediate reinstatement of the Northern Cod Stewardship Fishery in Newfoundland and Labrador and the reaffirmation of the 115,000mt commitment to protect the inshore fishery.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, and Councilor Young. Against – 0

7. New Business

7.1 Thank You

- The Public Works Department has had to deal with many waterline repairs in Joe Batt's Arm within the last year, most of the problem lies with aging infrastructure.
- A resident who recently experienced a water leak, spoke with Councilor Lary Roebbotham and expressed his thanks and appreciation to the Public Works Team for the great work done and the efficiency of getting the leak repaired in a timely manner to ensure that the water was restored to the home.

8. Date of Next Regular Meeting:

- Public Council Meeting – August 27th, 2024 @ 7:00pm.

9. Adjournment:

2024-141

Crawford/D. Roebbotham

Resolved the public council meeting of July 30th, 2024, be adjourned at 9:20PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor



A Public Meeting of Council was held at the Town Office on September 3rd, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea	Deputy Mayor Alexander Crawford
Councillor David McKenna	Councillor Mark Budden
Councillor Damian Roebbotham	Councillor Lary Roebbotham
Councillor Adam Young	

Staff:

Daphne Coles, Deputy Town Clerk
Germaine Morgan, Enforcement/Permitting Officer

Absent:

Pauline Payne, CAO

- Germaine Morgan, Enforcement/Permitting Officer attended the meeting to manage the ZOOM Platform.

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:15PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-142

D. Roebbotham/Crawford

Resolved that the agenda be adopted with the following additions to Correspondence:

6.4 MCW Project #17-GI-24-00063 Fogo Road Upgrade

6.5 Approval of Co-op Lab Building Assessment

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-143

Young/McKenna

Resolved that the minutes of the Regular Public Meeting held on July 30th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects presented by Councilor Roebbotham

A meeting of the Economic Development & Special Projects Committee was held at the Town Office on August 20, 2024, at 6:00PM with the following present: Councilor Lary Roebbotham, Deputy Mayor Sandy Crawford and EDO Cheryl Gardner.

The following items were discussed:

A. Labour Market and Industry Analysis - project update

- I. TOFI is partnered with Mitacs and MUN to complete a labour market and industry analysis to help us better understand our industry landscape, labour market strengths and gaps and the feasibility of emerging industries.

B. Fogo Island Central Park - development update

- I. Phase two of the Fogo Island Central Park, lighting installation has commenced.
 - a) We were funded by the 2024 Accessible Communities Grant to add solar lighting along the trail and in the parking lot

C. College of the North Atlantic – 3D imaging of Municipally operated heritage structures

- I. CNA has received funding to complete a series of 3D scans of the municipally operated Heritage structures on Fogo Island
 - a) Examples of uses for these 3D files are...
 - i) Virtual experience development, architectural and engineering planning, digital archiving
- II. CNA will be scanning the following structures
 - i) MIC
 - ii) Dwyer House
 - iii) Lane House
 - iv) Old Post Office
 - v) Brett House
 - vi) Fogo United Church
 - vii) Old RC School House
 - viii) Bleak House

D. Nature Conservancy of Canada (NCC) – project update

- I. Earlier this year we entered into a project with the NCC, to identify lands that can be added to the National Registry of Conserved Lands, to help achieve the national goal of 30% by 2030.
- II. The NCC and Town of Fogo Island have determined it is best to proceed with adding the Protected Water Supply areas to the National Registry of Conserved Lands in 2024.

2024-144

L. Roebbotham/Crawford

Resolved that the Town of Fogo Island proceed with the Nature Conservancy of Canada recommendation of adding our current Protected Water Supply Areas to the National Registry of Conserved Lands this year, 2024, and that we continue to work with the NCC on the Valued Natural Heritage Restricted Areas and prepare those areas to be added to the registry in 2025.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 1, Councilor Budden

5.2. Recreation & Tourism presented by Deputy Mayor Crawford

No meeting was held in August. Report prepared by Director of Recreation and Tourism, Colette Wells-Coish

A. Recreation

- I. All summer youth positions will be completed by August 24. The summer students were presented with a Certificate of appreciation for their work and dedication in their various roles this summer.
- II. We have received funding under the RCMP – Family Violence Initiative for \$11,750.00. This funding will cover all costs associated with a full day of activities for youth being planned in partnership with the Town and Newfoundland & Labrador Health Care Services, Fogo Island Central Academy, The Lions Club, RCMP, Wild Cove Wellness. Plans have started for a Career Fair for October 3rd, 2024.
- III. Correspondence from a resident regarding the “No Overnight Camping” signs recently placed in Etheridge’s Park.

B. Tourism

- I. A revised museum schedule will start next week with fewer sites open.

5.3. Planning & Public Works/Enforcement & Permitting presented by Councilor Damian Roebbotham.

A meeting of the Planning and Public Works Committee was held in the Council Chambers on August 20, 2024 at 7 PM with the following present: Deputy Mayor Sandy Crawford, Councillor Damian Roebbotham, Enforcement Officer Germaine Morgan, and Superintendent/Foreman of Public Works Sheldon Hoffe.

The Following items were discussed:

A. Public Works

I. Public Works Garage/Salt Shed Fogo

- a) The Public Works Garage in Fogo needs some major repairs if the building is going to continue to be used.

2024-145

D. Roebbotham/Young

Resolved that no repairs be done at this time to the Town Garage/Salt Shed located at 19 Garrison Road, Fogo and Staff develop a plan and cost analysis of the repairs required to the building for Council review at the October Council Meeting. Further resolved that Staff contact the Department of Transportation and Works to discuss utilizing their Depot for storing and collecting Salt/Sand for the 2024/2025 winter season.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Correspondence – 9 and 14A Silver Street Fogo

- a) Residents have requested Council reconsider the decision to stop plowing the lane accessing their properties.

2024-146

D. Roebbotham/Budden

Resolved that Councils decision to no longer provide snow clearing on the Lane accessing 9 and 14a Silver Street made at a public council meeting held on April 30th, 2024 (Motion #2024-057) remain the same.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. Fogo Road Upgrade

- a) The Fogo Road upgrade has been re-tendered with a closing date of August 20, 2024.

IV. Water Supply Studies JBA/Fogo

- a) The Water supply studies for JBA/Fogo water supplies are gone to tender with a closing date of August 23, 2024.

V. Seldom Pump House Upgrade

- a) The Department of Transportation and Infrastructure has issued the tender for the engineering services to design the upgrades needed in Seldom. Tender closes on August 23, 2024.

VI. Biomaxx Outfall Monitoring

- a) Biomaxx have informed us that one of our flowmeters in Fogo is getting in rough shape and needs some repairs or replacement. They have been instructed to re-install the current one for the time being.

2024-147

D. Roebbotham/Budden

Resolved that Council approve for Staff to order the replacement parts from Biomaxx for the existing flow meter at the quoted cost of \$952 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. Municipal Enforcement/Permitting

I. New Business

- a) Requesting approval for the Municipal Enforcement Officer to send first notification letters to the owners of the properties listed below with dilapidated buildings that need to be repaired, demolished or removed. The letter is to state that the residents submit a plan of action to the town within 30 days.
 - i) 99A Main Street, Tilting - Property in need of repairs or removal
 - ii) 125 Main Street, Tilting - Property in need of repairs or removal
 - iii) 7 Tobin's Lane, Joe Batt's Arm - Both sheds on the property are tilted and in danger of falling
 - iv) 56 Stag Harbour Road North, Stag Harbour
- b) The Committee has approved for Town Staff to send a first letter to all the property owners listed above.

II. Updates from Previous Council Meeting

a) 12 Stag Harbour Road South, Stag Harbour

- i) At the last council meeting a motion was passed for staff to send an email to the business owner and Service NL requesting an update on making the property located at 12 Stag Harbour Road South, Stag Harbour safe for its customers and staff.
- ii) To date the business owner has not talked with Service NL to get the details required to be compliant with safety standards and Fire and Life Safety regulations. After Staff sent the email to both parties, the business owner responded to the Town and Service NL. Since then, Service NL has emailed the business owner with the documents and applications that are required by their department. The onus is now with Service NL to ensure that the necessary work will be completed by the owner to confirm the safety of this building for staff and customers.

- b) Orders were sent to the following residents on July 16th, 2024, with a repair or removal date of August 17th, 2024. To date we have not received any correspondence from the owner(s).

- i) 5 Sargents Cove Road, Fogo
- ii) 73 Southside Road, Joe Batt's Arm
- iii) 40 Main Street, Tilting

- Staff brought to Council's attention that Councilor McKenna may be in conflict of interest with voting on 73 Southside Road, Joe Batt's Arm. Staff member Germaine Morgan left the meeting to check the ownership of the address and confirmed that Councilor McKenna is in conflict of interest.
- Councilor McKenna declared that he still had a right to vote on 5 Sargent's Cove Road, Fogo and 40 Main Street, Tilting. Council agreed with his request.

- i) 5 Sargents Cove Road, Fogo

2024-148

D. Roebbotham/Crawford

Resolved that Council approve for Staff to obtain contract pricing for removal of the structure located at 5 Sargent's Cove Road, Fogo and send a Final Order to the property owner with the contract pricing. If no response is received from the owners to repair or remove the structure, the Town will hire the contractor for the removals and charge the owners account with the associated cost.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 1. Councilor McKenna,

ii) 73 Southside Road, Joe Batt's Arm

- Councilor McKenna declared a conflict of interest and departed the meeting at 8:05pm

2024-149

D. Roebbotham/Young

Resolved that Council approve for Staff to obtain contract pricing for removal of the structure located at 73 Southside Road, Joe Batt's Arm and send a Final Order to the property owner with the contract pricing. If no response is received from the owners to repair or remove the structure, the Town will hire the contractor for the removals and charge the owners account with the associated cost.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Councilor McKenna returned to the meeting at 8:07pm

iii) 40 Main Street, Tilting

2024-150

D. Roebbotham/Budden

Resolved that Council approve for Staff to obtain contract pricing for removal of the structure located at 40 Main Street, Tilting and send a Final Order to the property owner with the contract pricing. If no response is received from the owners to repair or remove the structure, the Town will hire the contractor for the removals and charge the owners account with the associated cost.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 1. Councilor McKenna,

5.4. Public Safety – Fire Services presented by Councilor McKenna

A meeting of the Fire Services Committee was held on August 19, 2024 at 7:10 pm at the Town Office. In attendance: Chairperson Councillor David McKenna, Councillor Mark Budden, Station Chiefs Paul Torranceville, and Bobby Parsons, along with CAO Pauline Payne and Enforcement Permitting Officer, Germaine Morgan. Absent from the meeting was Station Chief Dion Harnett.

The following items were discussed:

A. Fire Calls Update

- I. Station 2 had 2 Medical Assists, and 1 Dryer Fire

B. Training Update

- I. Regular training to resume in September.

C. Items for discussion:

- I. Germaine Morgan is joining the Fire Services Committee to lend a hand supporting Fire Services.
- II. Fire Services Ball – has been rescheduled from September 14th to November. A Planning Committee is in place to organize the event and have asked Staff to contact the Lion's Club for availability.
- III. Committee has approved the signage we have received for all 3 stations and have given the go-ahead to have them installed on the buildings.
- IV. Station 3 – requires some grooming for the parking area, lots of potholes.
 - a) Station Chiefs are requesting that Council consider a centralized Fire Station to service the island. One of our station buildings needs major repairs and the other is in desperate need of replacement.

- b) The review conducted in 2017 by Emergency Management & Training Inc. located in Barrie, Ontario, outlined 27 recommendations, many of which have not been implemented.
- c) Two of our Fire Trucks need replacement, which potentially could be reduced to one if there was a central fire station as opposed to 3. All equipment and expenses are tripled by having 3 stations.

2024-151

McKenna/Budden

Resolved that Council approve to for the CAO move forward with discussions with Council and Fire Services on a centralized Fire Services model to better provide fire protection to all communities in a more effective and efficient manner.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.5. Finance and Administration presented by Councilor Lary Roebbotham

- No meeting was held in August.

6. Correspondence

6.1 Letters of Appreciation – Student Worker

- Two emails were received from Tourists expressing how impressed they were with the tour they received while visiting the Marconi Site in Fogo.
- Council requested that this information be passed along to the Student that did the tours.

6.2 Approval to Pay Invoice – LGR Electrical Inc

- Councilor Lary Roebbotham and Councilor Damian Roebbotham declared a conflict of interest and both left the meeting at 8:37pm

2024-152

McKenna/Crawford

Resolved that Council approve payment of Invoice #3545B from LGR Electrical Inc in the amount of \$48,070.00 HST Included for the Bank Building Electrical Upgrades.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, and Councilor Young. Against - 0.

- Councilor Lary Roebbotham and Councilor Damian Roebbotham returned to the meeting at 8:38pm

6.3 Approval to Pay Invoice – R & K Construction

- Councilor Budden declared a conflict of interest and left the meeting at 8:38pm

2024-153

Crawford/Young

Resolved that Council approve payment of Invoice #5414 from R & K Construction Ltd in the amount of \$94,587.50 HST Included for the Stag Harbour Slipway.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Councilor Budden returned to the meeting at 8:39pm

6.4 MCW Project #17-GI-24-00063 Fogo Road Upgrade – Approval to Award Tender

2024-154

D. Roebbotham/Young

Resolved that the Town of Fogo Island approve to award Project #17-GI-24-00063 Fogo Road Upgrades to Feltham's Construction Ltd at the tendered cost of \$433,402.80. Further resolved that the Town of Fogo Island will be responsible for payment of the excess costs of \$131,393.45.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.5 Approval of Co-op Lab Building Assessment

2024-155

Crawford/D. Roebbotham

Resolved that Council approve the Co-op Building Condition Assessment & Re-Use Feasibility Study and Staff is to email Council a copy of the building assessment for further review. Council will meet with the CAO at a later date to discuss the assessment and form a committee.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7. New Business

7.1 Bank Update

- Electrical Upgrade is completed.
- Hiring process is started.
- Cash Handling Machine and ATM is expected to be installed by September 27th.

7.2 Ferry Replacement Update

- No confirmed date from Government Officials for when the M.V. Veteran will leave to go on dock for repairs and no replacement vessel in place to date.

8. Date of Next Regular Meeting:

- Public Council Meeting – September 24th, 2024 @ 7:00pm.

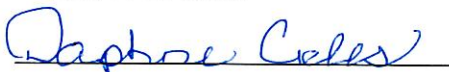
9. Adjournment:

2024-156

Crawford/D. Roebbotham

Resolved the public council meeting of September 3rd, 2024, be adjourned at 8:45PM.

Daphne Coles
Deputy Town Clerk



Andrew Shea
Mayor



A Special Public Meeting of Council was held at the Town Office on September 10th, 2024, with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor David McKenna
Councillor Lary Roebbotham

Deputy Mayor Sandy Crawford
Councillor Damian Roebbotham
Councillor Adam Young

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk

Absent:

Councillor Mark Budden

Call to Order:

- Mayor Shea opened the meeting by welcoming the public that were viewing the ZOOM Platform and called the meeting to order at 6:07PM.

A. Agenda:

2024-157

Crawford/L. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councillor McKenna, Councillor Damian Roebbotham, Councillor Lary Roebbotham and Councillor Young. Against - 0.

B. Approval for Gas Tax Funding – Road Paving

2024-158

D. Roebbotham/Crawford

Resolved that Council approve the price quote from Feltham's Construction for the amount of \$149,154.80 plus HST for Road Paving and Patching.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councillor McKenna, Councillor Damian Roebbotham, Councillor Lary Roebbotham and Councillor Young. Against - 0.

2024-159

D. Roebbotham/Young

Resolved that Council approve to apply for Gas Tax Funding in the amount of \$149,154.80 plus HST to cover the cost of Road Paving and Patching as per the price quote received from Feltham's Construction.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councillor McKenna, Councillor Damian Roebbotham, Councillor Lary Roebbotham and Councillor Young. Against - 0.

D. Adjournment

2024-160

Crawford/McKenna

Resolved the Special Public Council Meeting of September 10th, 2024, be adjourned at 6:16PM.

Pauline Payne
CAO

Andrew Shea
Mayor

A handwritten signature in blue ink, appearing to read "Pauline Payne", written over a horizontal line.A handwritten signature in blue ink, appearing to read "Andrew Shea", written over a horizontal line.

A Public Meeting of Council was held at the Town Office on September 24th, 2024, with the following in attendance.

Councillors Present:

Deputy Mayor Alexander Crawford	Councillor David McKenna
Councillor Mark Budden	Councillor Damian Roebbotham
Councillor Lary Roebbotham	Councillor Adam Young

Staff:

Daphne Coles, Deputy Town Clerk
Pauline Payne, CAO

Absent:

Mayor Andrew Shea

- Due to the absence of the Mayor, Deputy Mayor Crawford chaired the meeting.

1. Call to Order:

- Deputy Mayor Crawford welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:03PM.
- Deputy Mayor Crawford reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-161

McKenna/Budden

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-162

McKenna/D. Roebbotham

Resolved that the minutes of the Regular Public Meeting held on September 3rd, 2024, be adopted as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

2024-163

D. Roebbotham/McKenna

Resolved that the minutes of the Special Public Meeting held on September 10th, 2024, be adopted as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects

- No meeting was held in September.

5.2. Recreation & Tourism presented by Councilor Young

A meeting of the Recreation and Tourism Committee was held at the Town Office on Tuesday, September 10th 2024 at 1:00pm. In attendance were Deputy Mayor Alexander Crawford, Councilor Adam Young, Chief Administrative Officer Pauline Payne, Director of Recreation and Tourism Colette Wells – Coish.

The following items were discussed:

A. Recreation

- I. After school ball hockey has started for kids grades k-9. It will take place on Wednesday afternoon from 3:15 pm – 4:15 pm. There are currently 31 kids enrolled.
- II. The weekly Maker's Market will continue on Friday afternoons from 1-4 until further notice. There will be further discussion on maybe moving it to the common room in the fall.
- III. The Ronald McDonald Fundraiser Walk for Families took place on Thursday, September 19th, from 9am – 7:30pm on the soccer field. All proceeds will be forwarded the Ronald McDonald House in St. John's.
- IV. Request was received from resident to add a new trail in Little Seldom near Salmon Point. We will advise them to take it to their community committee.
- V. A Career Fair is scheduled at the Iceberg Arena for October 3rd. This will offer sessions for all school-aged kids, and for adults who may be considering a career change.
- VI. The RCMP Family Violence Initiative Project is tentatively scheduled for the second week in October. Funding in the amount of \$11,750.00 has been received to complete this project. This is a partnership with the school, RCMP, and other community groups to bring added awareness and information to our youth and families on topics such as mental health, addiction, bullying and harassment.
- VII. The Central Park Project is coming together. The poles for the solar lights are installed and signage is being ordered to align with the other Town trail signs.
- VIII. Rental rates at the stadium are always a topic at this time in the season. Rates will be further discussed during the 2025 budget preparation.

B. Tourism

- I. Museum Staff are on a revised schedule at the museums, and we will be closing all sites by September 28th.

C. For Council Approval

I. Iceberg Arena Ventilation Upgrades

- a) At a previous council meeting held on June 25th, Council agreed to move ahead with Allnorth's recommendation for Arena Exhaust and Gas Detection Upgrade, however it was requested that the Director gather more information from Allnorth on the type of fans and air dampers that would be used, if it was possible to include the public washrooms in with the same type of system and if all 5 dressing rooms had to be done at the same time or if they could be done half now and half at a later date.
- b) For the Arena Exhaust and Gas Detection Upgrade the fans used will be similar to the existing fans with the option to use propeller fans along with motorized insulated tamco dampers. The Dressing Rooms/Washrooms is recommended to use a HRV Unit on an outside stand and duct to inside. It would be less expensive to do all the dressing rooms/washrooms at the same time.

2024-164

Young/D. Roebbotham

Resolved that Council approve for Staff to proceed with an Open or Limited Call for Bids for the Arena Exhaust and Gas Detection Ventilation Upgrades.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.3. Planning & Public Works/Enforcement & Permitting presented by Councilor Budden

A meeting of the Planning and Public Works Committee was held in the Council Chambers on September 17, 2024 at 7:00PM with the following present: Committee Chairperson Councillor Mark Budden, Councillor Damain Roebbotham, Enforcement Officer Germaine Morgan, Superintendent/Foreman of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The following Items were discussed;

A. Public Works

I. Public Works Garage/Salt Shed Fogo

- a) Engineers from Allnorth have been engaged to assess the garage/sand shed in Fogo and have deemed the building unsalvageable and unsafe to be working in.

2024-165

Budden/Young

Resolved that Council approve for Staff to proceed with obtaining contractor pricing to remove the Garage/Salt Shed located at 19 Garrison Road, Fogo.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Flowmeter Fogo Metering Chamber

- a) The flowmeter in the Fogo meter chamber isn't working. A Technician from K&D Pratt looked at it and it can't be repaired and must be replaced. The flowmeter has severe corrosion due to the wet environment in the chamber. The replacement flowmeter will be a sealed unit to prevent this type of corrosion.

2024-166

Budden/D. Roebbotham

Resolved that Council approve purchasing a new flowmeter from K & D Pratt at a cost of \$9162.04 plus HST.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. Fogo/Joe Batt's Arm Source Water Studies

- a) CAO and Superintendent of Public Works met with staff from the Department of Transportation and Infrastructure on September 19, 2024, to review the proposals for the project.

IV. Tender Surplus Inventory

- a) The following items were sold by public tender:
 - 10 pieces of scaffolding \$256.00
 - 3 sand spreaders \$1000.00
 - 3 backhoe tires \$1000.00
 - 1991 sewer jet \$500.00

V. Free Residential Waste Drop Off

- a) Arrangements have been made with Central Waste Management to offer residents the opportunity to bring their waste to the transfer station for free from September 21, 2024, to October 5, 2024. Hours of operation will be Tuesday to Friday 8-430 and Saturday 8-12.

B. Enforcement/Permitting

I. Updates from Previous Council Meeting

- Staff informed Council that since the previous meeting, further investigation was done and Councilor McKenna would be in Conflict of Interest for discussion on the next item.
- Councilor McKenna declared a Conflict of Interest and departed the meeting at 7:35pm.

- a) At a previous meeting, council discussed the condition of the building located at 53 Stag Harbour Road North, Stag Harbour, deferred the letter from the property owner and requested that the Enforcement Officer revisit the site and provide more information on the condition of the property.
- b) After conducting a site visit, the building looks to have some minor wear on three sides with more damage on the end.

2024-167

Budden/Young

Resolved that although a response was received from the owner(s) stating that the building was regularly inspected by the maintenance and construction team, Council approve for Staff to send a response to the owner(s) requesting a timeline of when minor repairs to the building would be getting started to make it more aesthetically pleasing for residents of the community and tourists.

Resolution Carried. In favour – 5. Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

➤ Councilor McKenna returned to the meeting at 7:45pm.

- c) approval to send a second letter to the property owners listed below regarding abandoned vehicles
 - 7 Hewitt's Point Road, Barr'd Islands
 - 40 Hewitt's Point Road, Barr'd Islands
 - 103 Stag Harbour Road South, Stag Harbour

The Committee approved for Staff to send a second letter to the residents regarding the abandoned vehicles.

- d) Staff is requesting approval to issue an order to the property owner of 104 Northshore Road in Fogo, as two letters have already been sent out. The last response was that the vehicle would be removed by April 30th, 2024.

2024-168

Budden/McKenna

Resolved that Council approve for staff to send an order to the owner of the vehicle located at 104 Northshore Road, Fogo, requesting a removal date.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

5.4. Public Safety – Fire Services

➤ No meeting was held in September.

5.5. Finance and Administration presented by Councilor Lary Roebotham

A meeting of the Finance and Administration Committee was held at the Town Office on September 19, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during June 2024

2024-169

L. Roebotham/Young

Resolved that Council. adopt the cheque register from June 1st – 30th, 2024 in the amount of \$275,862.44.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against - 0.

b) Committee reviewed the cheques that were issued during July 2024

2024-170

L. Roebbotham/McKenna

Resolved that Council. adopt the cheque register from July 1st – 31st, 2024 in the amount of \$263,932.66.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

c) Committee reviewed the cheques that were issued during August 2024

2024-171

L. Roebbotham/Budden

Resolved that Council. adopt the cheque register from August 1st – 31st, 2024 in the amount of \$285,334.82.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

a) Committee reviewed the following reports for June, July and August 2024

- i) Breakdown of Receipts
- ii) Quick Statistics Summary
- iii) Detailed Income Statement

2024-172

L. Roebbotham/D. Roebbotham

Resolved that Council. adopt the Financial Reports for June, July and August 2024 as presented.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Approval to Pay Invoices

2024-173

L. Roebbotham/McKenna

Resolved that Council approve payment of Invoice #6-338758 from Armtec in the amount of \$9091.24 plus HST.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Approval for 2023 Gas Tax Audit

- Auditor reviewed the 2023 Gas Tax Audit with Council and CAO on September 23rd, 2024.
- Auditor found all in order with the Gas Tax fund.

2024-174

L. Roebbotham/McKenna

Resolved that Council. adopt the 2023 Annual Expenditure Report for the Local Government Gas Tax Funding Agreement as presented by Richard K. Power, Chartered Professional Accountant.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VI. Approval for Ultimate Recipient Canada Community Building Fund Administrative Agreement 2024-2034

- The Province of Newfoundland and Labrador agrees to transfer to the Ultimate Recipient (Town) a portion of federal Canada Community-Building Fund revenues received to be used for eligible costs on eligible projects as outlined in the Canada-Newfoundland and Labrador Administrative Agreement on the Canada Community-Building Fund.

2024-175

L. Roebbotham/Young

Resolved that Council. approve the funding allocation for the Town of Fogo Island under the Ultimate Recipient Canada Community Building Fund Administrative Agreement 2024-2034.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

VII. Request for Exemption of Interest Fees

- Resident is requesting a review of the accrued interest fees charged on Account #BOIST001 for late payment for 2023 and 2024 property and water/sewer taxes. Did not receive tax statements due to email being incorrect.

2024-176

L. Roebbotham/McKenna

Resolved that Council deny the request to write-off the accrued interest fees charged on Account #BOIST001 for late payment for 2023 and 2024 property and water/sewer taxes.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Correspondence

6.1 Town Contribution to Fogo Island Growth Incorporated

2024-177

L. Roebbotham/McKenna

Resolved that Council contribute \$5000.00 to Fogo Island Growth Incorporated for startup development initiatives and that Fogo Island Growth Incorporated will provide the Town with a list of expenditures to show how the money was dispersed.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.2 Approval of 2023 Financial Statements Audit

- Auditor reviewed the 2023 Financial Statements with Council and CAO on September 23rd, 2024.
- Auditor Richard Power advises that the Town is in a strong financial position.

2024-178

L. Roebbotham/McKenna

Resolved that Council accept the 2023 Financial Statements for the Town of Fogo Island as prepared and presented by the Auditor, Richard K. Power, FCPA, FCA Professional Corporation.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.3 Approval to Enter into Contract – Consultant Services – JBA Water Supply – Source Water Yield Assessment 17-MCW-24-00023

2024-179

L. Roebbotham/Budden

Resolved that the Town of Fogo Island enter into a contract for Consultant Services with CBCL Limited for Municipal Capital Works Project #17-MCW-24-00023 – Joe Batt's Arm Water Supply – Source Water Yield Assessment in the amount of \$49,559.25 (HST Included).

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.4 Approval to Enter into Contract – Consultant Services – Fogo Water Supply – Source Water and Yield Assessment 17-MCW-24-00024

2024-180

L. Roebbotham/McKenna

Resolved that Town of Fogo Island enter into a contract for Consultant Services with CBCL Limited for Municipal Capital Works Project #17-MCW-24-00024 – Fogo Water Supply – Source Water and Yield Assessment in the amount of \$49,559.25 (HST Included).

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.5 Approval to Enter into Contract – Consultant Services – Replacement of Seldom Pumphouse for Community Water Supply 17-MCW-25-00000

2024-181

L. Roebbotham/McKenna

Resolved that Town of Fogo Island enter into a contract for Consultant Services with CBCL Limited for Municipal Capital Works Project #17-MCW-25-00000 – Replacement of Seldom Pumphouse for Community Water Supply in the amount of \$202,141.25 (HST Included).

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.6 Department of Transportation & Works – Cashless Ticket Sales

- Town received an email from Department of Transportation & Works looking for feedback from Council on moving the Fogo Island-Change Islands service to a cashless ticket sales system. Ticket sales would only be accepted with a debit or credit card.

2024-182

D. Roebbotham/McKenna

Resolved that Council is not in agreement with moving the ticket sales for the Fogo Island-Change Islands service to a cashless ticket sales system.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7. New Business

7.1 FICA Seniors Boys Softball Team

- Council and Staff would like to extend congratulations to the FICA Senior Boys Softball team for winning the 2A Qualifier Softball Tournament this past weekend in Glovertown. They were undefeated. Best wishes and good luck as you advance to the provincials in Port Rexton in October.
- Good luck wishes are also extended to the FICA Senior Girls Softball team as they host a Seniors Girls Softball Tournament this weekend at Etheridges Point, Joe Batt's Arm.

7.2 Fogo Island Inn

- Council and Staff would like to extend congratulations to Fogo Island Inn on receiving the prestigious Three-Key designation from the Michelin Award. The Fogo Island Inn is among the most elite hotels in the world and being one of only two hotels in Canada holding the Michelin Three Key Designation.

8. Date of Next Regular Meeting:

- Public Council Meeting – October 29th, 2024 @ 7:00pm.

9. Adjournment:

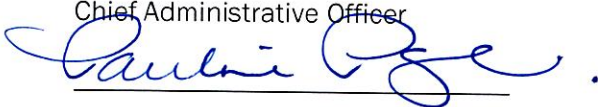
2024-183

D. Roebbotham /Young

Resolved the public council meeting of September 24th, 2024, be adjourned at 8:17PM.

Pauline Payne
Chief Administrative Officer

Andrew Shea
Mayor



A Public Meeting of Council was held at the Town Office on October 29th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea	Deputy Mayor Alexander Crawford
Councillor David McKenna	Councillor Mark Budden
Councillor Damian Roebbotham	Councillor Lary Roebbotham
Councillor Adam Young	

Staff:

Daphne Coles, Deputy Town Clerk
Pauline Payne, CAO

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:10PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-184

McKenna/D. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-185

McKenna/Crawford

Resolved that the minutes of the Regular Public Meeting held on September 24th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

- No business arising from previous meetings or minutes.

5. Department Reports

5.1. Economic Development & Special Projects

- No meeting was held in October.

5.2. Recreation & Tourism presented by Deputy Mayor Crawford

A meeting of the Recreation and Tourism Committee was held at the Town Office on Tuesday, October 22nd, 2024, at 1:30pm. In attendance were Chairperson, Deputy Mayor Alexander Crawford, Councilor Adam Young, Chief Administrative Officer Pauline Payne, Director of Recreation and Tourism, Colette Wells – Coish.

The following items were discussed:

A. Recreation

- I. The Ronald McDonald Walk for Families took place on Thursday, September 19th on the soccer field. This year we raised \$851.55.

- II. The "Career Fair" was held on Thursday, October 3rd. There were 14 businesses who hosted booths. It was well attended by the students from the school.
- III. After school ball hockey has finished for the fall. It was for kids grades k-9, and we had 37 kids enrolled.
- IV. The RCMP Family Violence Initiative project started on Tuesday, October 8th with an adult session at the school cafeteria. The guest speaker was Brad Yetman, MeD. CCC. N.D Certified Counsellor from St. John's, NL. On Wednesday October 9th, there was a field trip planned in partnership with the school, the Lions Club, and the Town, and local RCMP. This opportunity was offered to youth grades 7-12. The morning started at Brimstone Park with a yoga session by instructor Jennifer Charles. There was a morning presentation by Brad Yetman, focusing on mental health, wellness and how to cope with anxiety and bullying. This was followed by an afternoon session with guest speaker Sargent Peter Robinson from the RCMP Special Victims Section in St. John's, NL. There were 73 students who participated in the program.
- V. The ice making process has started for another season.

B. Tourism

- I. Summer statistics have shown the visitor numbers are down from 2023. Our revenue is also down. We will review our plans for 2025 and determine the maintenance plan.

C. Other:

- I. The graduating class of 2025 has booked their senior prom at the Iceberg Arena for May 30th. This is the first class to use this space, and we need to determine the cost. The daily rental fee is currently \$300.00. All stadium rental rates are scheduled to be discussed by the finance committee at their next meeting.
- Councilor McKenna inquired if there would be 2 motions as he would be in conflict of interest with any discussion for the 2025 Graduation Class.

2024-186

Crawford/D. Roebbotham

Resolved that Council approve to increase the daily rental cost for the Stadium from the current \$300.00 daily to \$600.00 per day for weddings and special events.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Councilor McKenna departed the meeting at 7:22pm.
- It was also brought to the attention of Council that Mayor Shea may also be in conflict of interest on discussion for the 2025 Graduation Class.
- Mayor Shea departed the meeting at 7:25pm and Deputy Mayor Crawford took the position of Chairperson in the Mayor's absence.

2024-187

Young/L. Roebbotham

Resolved that the Town of Fogo Island donate the use of the Stadium for the 2025 Graduation at no charge.

Resolution Carried. In favour – 5. Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Mayor Shea and Councilor McKenna returned to the meeting at 7:27pm. Mayor Shea took the position of Chairperson.
- II. We will be planning a Memorial Bench Program in the future that residents can take part in, and place benches in memory of or to honor loved ones.
- III. The Green & Inclusive Community Building Program application has been submitted for the HVAC work at the stadium.

- Deputy Mayor Crawford departed the meeting at 7:27pm and returned again at 7:29pm.

5.3. Planning & Public Works/Enforcement & Permitting presented by Councilor Damian Roebbotham

A meeting of the Planning and Public Works Committee was held in the Council Chambers on October 22, 2024, at 7:00PM with the following present: Committee Chairperson Councillor Mark Budden, Councillor Damian Roebbotham, Cao Pauline Payne, and Superintendent/Foreman of Public Works Sheldon Hoffe.

The Following items were discussed:

A. Public Works Garage/Salt Shed Fogo

- Councilor Budden declared a conflict of interest and departed the meeting at 7:31pm
- I. 3 price quotes were received for the demolition and removal of the Fogo Garage/Salt Shed. The lowest price was \$45000 plus HST from R&K Construction.

2024-188

D. Roebbotham/Young

Resolved that Council approve to proceed with the demolition of the Fogo Garage/Salt Shed and award the contract to R&K Construction for \$45000 plus HST.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 1 - Councilor McKenna,.

- Councilor Budden returned to the meeting at 7:48pm.

B. 2025 Municipal Capital Works Application

- I. Several culverts need replacement in Fogo, Joe Batts Arm, and Seldom. Country Road in Fogo also needs upgrading and resurfacing. Engineers From Allnorth can conduct a site visit, estimates, and application particulars for \$3625 HST Included.

2024-189

D. Roebbotham/Crawford

Resolved that Council approve for Allnorth to conduct a site visit to determine cost estimates to present to council for a potential MCW application in 2025 at the quoted price of \$3625.00, HST included. Sites included are:

- Culvert replacement Country Road and crossing Main Street, Fogo
- Ditching Brook from Freeman's Pond
- Resurface Country Road, Fogo
- Replacement of 4 culverts, Southside Road, JBA
- Replacement of 2 culverts, North Shore Road, Fogo
- Replacement of 1 culvert, Main Street, Fogo
- Replacement of 1 culvert, Harbour Drive, Seldom

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

C. Change Orders Fogo Road Upgrade

- I. While excavating the road in Fogo the contractor encountered water and 2 rusted out valve boxes. A French drain will need to be installed for the water and both valve boxes will have to be replaced before paving starts. Total price will be \$8468.60 HST Included. Material testing is required on the Class A and Pavement used in this project. Allnorth will test this material for \$5447.92 HST Included.

2024-190

D. Roebbotham/McKenna

Resolved that Council approve Change Order #1 which includes the installation of a French Drain and the replacement of 2 rusty Valve Boxes for \$8468.60 HST included and Change Order #2 which includes

material testing for compaction and testing of asphalt for \$5447.92 HST included for MCW Project #17-GI-24-00063 Fogo Road Upgrade.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5.4. Public Safety – Fire Services presented by Councilor McKenna

A meeting of the Fire Services Committee was held on October 1st, 2024, at 7:00 pm at the Town Office. In attendance: Chairperson Councillor David McKenna, Councillor Mark Budden, Station Chiefs Paul Torrville, Dion Harnett and Bobby Parsons, along with CAO Pauline Payne and Enforcement Permitting Officer, Germaine Morgan.

The following items were discussed:

A. Fire Calls Update

1. Station 2 and Station 3 had 2 emergency ambulance assists

B. Training Update

- I. Training has resumed and is being done weekly.

C. Items for discussion:

- I. Rescue boards & straps have been purchased by the town for each station, as well as pelican sleds to replace old equipment.
- II. Fire Prevention Week starts Oct. 6th – we will be holding an event with demonstrations on Oct. 9th at Station 1
- III. Correspondence was reviewed from Justice & Public Safety regarding the Peer Support First Responders Warm Line. We are posting the numbers in all Stations and it is available 12pm to 12am, 7 days a week, 365 days a year.
- IV. Upcoming events
 - a) Bonfire Night Nov. 5th
 - b) Fire Services Ball - November 23rd
- V. Round Table
 - a) Need to schedule Cold Water Training with the boat
 - b) Need to get more information and pricing for a washer & dryer that meets regulations for fire gear.
 - c) Need to have Tommy Coffey from Central Technical Services come to the island to service the trucks. (Coming 2nd week in November)

5.5. Finance and Administration presented by Councilor Lary Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on October 24, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during September 2024

2024-191

L. Roebbotham/Crawford

Resolved that Council adopt the cheque register from September 1st – 30th, 2024 in the amount of \$335,203.83.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

a) Committee reviewed the following reports for September 2024

- i) Breakdown of Receipts
- ii) Quick Statistics Summary
- iii) Detailed Income Statement

2024-192

L. Roebbotham/McKenna

Resolved that Council adopt the Financial Reports for September 2024 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Approval to Pay Invoices

a) **Richard Power, CPA**

2024-193

L. Roebbotham/Crawford

Resolved that Council approve payment of Invoice #6654 to Richard Power, CPA in the amount of \$11,161.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

b) **Allnorh**

2024-194

L. Roebbotham/McKenna

Resolved that Council approve payment of Invoice #FB47024 to Allnorth in the amount of \$8000.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

c) **NewValve Services & Consulting**

2024-195

L. Roebbotham/Budden

Resolved that Council approve payment of Invoice #W21465 to NewValve Services & Consulting in the amount of \$6418.95 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

d) **Atlantic Edge Credit Union**

2024-196

L. Roebbotham/D. Roebbotham

Resolved that Council approve payment to Atlantic Edge Credit Union in the amount of \$56,619.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

e) **Island Mechanical & Repair**

➤ Councilor Budden declared a conflict of interest and departed the meeting at 8:03pm.

2024-197

L. Roebbotham/Crawford

Resolved that Council approve payment of Invoice #2624 to Island Mechanical & Repair in the amount of \$53903.83 plus HST.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

- Councilor Budden rejoined the meeting at 8:04pm

V. Request for Exemption of 2024 Water Tax

- a) Property is not serviced by Town Water and with the town's permission the resident has a water hose connected to a curb stop that just runs over the ground to their property to fill the well during the summer.
- b) This is a seasonal residence, so the curb stop is turned off for 6 months of the year. Resident is willing to pay the curb stop on/off fee of \$50.00 in the spring and fall.
- c) Prior to the installation of town water services for Hewitt's Point and Little Harbour, this same service was provided.

2024-198

L. Roebbotham/McKenna

Resolved that Council approve to prorate the yearly water tax fee for 6 months of the year for 5 School Road.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Building Lease Approval

2024-199

L. Roebbotham/Crawford

Resolved that Council approve the Three-year Commercial Building Lease between the Town of Fogo Island and the Atlantic Edge Credit Union commencing October 30th, 2024, to October 30th, 2027 for 31 Main Street, Fogo.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Correspondence

6.1 Proclamation – Miles for Smiles

- October 2024 was proclaimed as National Child Abuse Prevention Month by the Town of Fogo Island. Proclamation was posted on social media in early October.

6.2 Letter – Request for Recommendation for Ferry Commuter's Pass

- Resident is commuting off island for work.
- Last year when the MV Veteran was out of service, resident had to leave vehicle in Farewell to ensure getting to work daily, vehicle was broken into with costly damages to repair.
- With the MV Veteran going out of service for repairs again soon, Resident is requesting that Council contact the Minister of Transportation and Infrastructure to recommend a Commuter's Pass be available.

2024-200

Crawford/D. Roebbotham

Resolved that Staff forward a letter to the Minister of Transportation and Infrastructure in support of Commuter's Passes for Fogo Island residents who have to leave the island daily to go to work and forward a copy to the newly formed Fogo Island Ferry Users Committee.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.3 Letter – Concerned Resident – Ferry Concerns

- Resident sent an email to Council inquiring if Council is pushing for privatization of the ferry system for Fogo Island.

2024-201

McKenna/L. Roebbotham

Resolved that Staff forward a letter to the Resident informing them that Council is not corresponding with Government to initiate privatization of the Fogo Island Ferry Service, discussion has only taken place to ensure that an adequate vessel is in place to service Fogo Island when the MV Veteran is out of service for repairs and maintenance.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.4 Update on Municipal Assessment Agency

- Board of Directors met in Stephenville on September 18, 2024.
- The main item of the agenda was review and approval of the Agency's 2025-2026 Budget.
- For tax year 2025, the fee for assessment services will remain at \$26.00 per parcel and tenant.

6.5 Sponsorship Request for MNL Conference Hospitality Night

- MNL is requesting financial support in the form of sponsorship to aid in hosting a Central Hospitality Night for the members attending the MNL Conference on November 7-9 in Gander.
- Registration fees have been paid for the Mayor and CAO to attend this year's Conference in Gander. With registration fees and accommodations being costly, the Town will not be providing any other support for the event.

6.6 Appointment of Special Committee - New Town Office

2024-202

Crawford/D. Roebbotham

Resolved that the Town of Fogo Island appoint a Special Committee to start negotiations and development of the New Town Office. Members to consist of:

CAO, Pauline Payne
Councilor David McKenna
Councilor Lary Roebbotham
Councilor Adam Young

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.7 Price Quote – Office Phone System

- Telephone services at the Town Office have not been working adequately for quite a long time and need to be updated.
- Staff obtained 2 price quotes for the new telephone system. New telephone system will be transferable to the new town office.

2024-203

L. Roebbotham/Young

Resolved that Council approve the price quote from Alt Telecom to install a new telephone system at the town office for \$5270.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.8 Request for Letter of Approval to Purchase Expropriated Land

- Resident had purchased a lot of land several years ago and upon attempting to get it registered discovered that the land was expropriated in 1988 by the Department of Transportation and Infrastructure to widen the road that was in line with the lot.
- Resident has been in contact with the Department of Transportation and Infrastructure to obtain rightful ownership of the lot and the Department is willing take their request to the Lieutenant General in Council; however, they will need a Letter of Support from the Town.

2024-204

D. Roebbotham/Crawford

Resolved that Staff forward a Letter of Support from the Town of Fogo Island to the Department of Transportation and Infrastructure stating that the Town of Fogo Island does not have any issues or concerns involving the sale of expropriated land located at 63 Main Street, Fogo.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.9 100-102 Main Street, Fogo

- Councilor Lary Roebbotham and Councilor Damian Roebbotham both declared a conflict of interest and departed the meeting at 8.35pm.
- Town has had issues with owners backfilling land without permits for years and have caused drainage issues in the area.
- Removal Orders have been issued by the town with no compliance from the property owners.
- In 2018 Public Works Staff cleaned out the ditch, extended on the culvert and tidied it up to allow for proper drainage.
- In 2023 more backfilling took place with another Removal Order. Town Staff met with the owners to discuss what needed to be done. Owners requested that the town supply another culvert for the ditch, the request was denied by Council due to the work done in 2018.
- Staff have now noticed that more rock is dropped off at the site and infilling has continued.

2024-205

Budden/McKenna

Resolved that Staff contact Lawyer for legal direction on the next steps to take to solve the issue.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, and Councilor Young. Against - 0.

- Councilor Lary Roebbotham and Councilor Damian Roebbotham both returned to the meeting at 8:39pm.

7. New Business

- No new business tabled for discussion.

8. Date of Next Regular Meeting:

- Public Council Meeting – November 26th, 2024 @ 7:00pm.

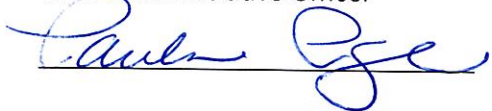
9. Adjournment:

2024-206

Crawford/L. Roebbotham

Resolved the public council meeting of October 29th, 2024, be adjourned at 8:40PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor



A Public Meeting of Council was held at the Town Office on December 17th, 2024, with the following in attendance.

Councillors Present:

Mayor Andrew Shea

Councilor David McKenna

Councilor Damian Roebbotham

Councilor Adam Young

Deputy Mayor Alexander Crawford

Councilor Mark Budden

Councilor Lary Roebbotham

Staff:

Daphne Coles, Deputy Town Clerk

Pauline Payne, CAO

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:03PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2024-207

McKenna/L. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2024-208

D. Roebbotham/McKenna

Resolved that the minutes of the Regular Public Meeting held on October 29th, 2024, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising:

4.1 Removal & Remediation Order – 100-102 Main Street, Fogo

- This has been an ongoing issue with the property owner backfilling land and creating drainage problems.
- When discussed at the meeting of October 29th, Council's recommended Staff to consult with our Lawyer on the next steps to take to solve the issue.

2024-209

Budden/McKenna

Resolved that the Town of Fogo Island approve the Lawyer's recommendation to issue a Removal and Remediation Order for unauthorized backfilling and obstruction of culverts/natural drainage ditches and other unauthorized development on or near 100-102 Main Street, Fogo.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

5. 2025 Municipal Budget

5.1 Review of Poll Tax

- Towns have 3 years to phase out the Poll Tax under the new Town's and Local Service District Act which comes into effect on January 1st, 2025.
- Council discussed whether or not to eliminate the Poll Tax for the 2025 Municipal Budget.

2024-210

L. Roebbotham/Young

Resolved that the Town of Fogo Island remove the Poll Tax from the 2025 Municipal Budget as per the requirements of the new Towns and Local Service District Act that will be in effect January 1st, 2025. Resolution Defeated. In favour – 2. Deputy Mayor Crawford, and Councilor Young. Against – 5 - Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham.

5.2 Approval of 2025 Municipal Budget and Tax Rates

- Highlights of the 2025 Municipal Budget include:
 - 2025 Budgeted Income & Expenses \$2,960,000.00 with a decrease in expenses over 2024 by \$33,000.00 or 1.1%
 - No increases in tax rates or service charges for 2025
 - Upgrades of the TownSuite municipal management computer program to transition our systems to the cloud as well as adding e-permitting and the customer portal to enable residents to access their accounts online, and make payments online, \$32,300.00
 - Decrease in Mil rate for Food/Beverage Services Business Tax from 32 mils to 28 mils: this applies specifically to Restaurants, Take Outs, Grills, bars, Lounges, Cafeterias, Bakeries, Coffee Shops, Ice Cream Shop, Mobile Food Services.
 - Change of category for Plumbing & Heating and Electrical Contractors from the Utilities Category to Construction Companies. From 62 mils to 52 mils.
 - Decrease for Residential property mil rate from 7.25 to 7.
 - Allowances for Municipal Capital Works projects.
 - ✚ Seldom Pumphouse
 - ✚ Renovation to the former RCMP building
 - ✚ Municipal Town Office

2024-211

L. Roebbotham/Young

Resolved that the Town of Fogo Island approve the 2025 Municipal Budget in the amount of \$2,960,000.00 with revenues equaling expenses. Further resolved to approve the 2025 Tax Rates as presented with the various tax rates, fees, due dates, and expenses including pay rates as presented in the budget be implemented.

2025 Tax Rates

Residential Property Tax: 7 mils, minimum \$340

Commercial Property Tax: 7.75 mils, Min. \$415

Non-Residential – Small Structure Property Tax: 7.75 mils, minimum \$100

Vacant Land Property Tax (additional property): 7.75 mils, minimum \$150

Business Tax Rate: Minimum \$410, per business

Class mil Rate:

- | | |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12 mils | Accommodations 1– B & B's, Air B & B's, Boarding Homes, Vacation Home Rentals, Efficiency Units, Campgrounds |
| 17 mils | Accommodations 2 – Hotels, Motels, Inns, Personal Care Homes, Other Fishers |
| 22 mils | Personal and Consumer Services - Crafts/Arts/Textiles, Museums, Consumer Services, Hairdressers, Taxation Office, Personal Services, Daycares, Dental |

27 mills	Taxis, Boat Tours, Bus Companies
28 mills	Food/Beverage Services – Restaurant, Take out, Grill, Bars, Lounges, Cafeteria, Bakeries, Coffee Shop, Ice Cream Shop, Mobile Food Services.
32 mills	Fish Processors
37 mills	Retail - Hardware, General Stores, Furniture/Clothing, Pharmacies, Convenience Store, Grocery Store, Convenience Store & Gas Bar; Service Station/Auto Repair
52 mills	Construction Companies, Small manufacturing, Freight Companies, Contractors & Road Transport, Funeral Homes, Electrical Contractors, Plumbing & Heating
62 mills	Utilities - Propane Services, Oil Delivery Companies
132 mills	Oil Company - Tank Farm
232 mills	Banks

Business with no fixed address: 2.5% Gross Revenue

Utility Tax: 2.5% Gross Revenue

Peddlers: \$20 per day / \$125 per Season

Direct Sellers: \$25 - Consultants/Representative's such as Tupperware, Mary Kay, Avon, Scentsy, etc.

Small Home-Based Business

- Minimum business tax of \$25, maximum of \$400, at 2.5% of Gross Revenue.
- Individuals are asked to please advise the Town of your Gross Sales, and your appropriate taxes will be applied.
- A small Home-based business is defined as an undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Residential Water/ Sewer Tax: \$410.00 per Unit

- i) Water only, 60% of rate
- ii) Sewer only 40% of rate
- iii) Churches, Church Halls & Lion's Club
- iv) Subsidiary Apartments \$410.00 per year
- v) Apartment Bldgs. Up to 20 units \$410.00 per unit
- vi) Cottages & vacation homes - Residential rates
- vii) B & B's and Vacation Rental Properties - \$410.00 per year for first three (3) rooms, \$130 per every additional room thereafter.

Commercial Water/Sewer Tax

- i) Basic: \$460.00 per unit per year
- ii) Water only 60% of rate
- iii) Sewer only 40% of rate
- iv) Senior Care residences \$460.00 per 4 restrooms
- v) Efficiency units \$460.00 per year for first unit, every additional unit \$140 per unit
- vi) Hotels & Motels \$6,000.00 per year
- vii) Fish Processors: \$110,000.00 per year
- viii) Fish offloading facilities: \$3,000.00 per year

Poll Tax: \$275.00 per Year

Residential 10% Property Tax Discount:

- a) All prior year's taxes, including Water and Sewer Tax must be paid in full.
- b) Current property taxes must be paid by May 31st of current tax year.
- c) Applies to one property within the Town and will apply to all residents (permanent and seasonal).
- d) Will not apply to residential properties that are used for rentals or nightly rentals.

Permit Fees:

a) Residential Permit – New Construction or Moved to new lot	\$150
b) Residential Shed, Fence, Deck	\$25
c) Renovations/Extension	\$25
d) Demolition Permit – Residential or Commercial	\$25
e) Commercial Permit - New Construction or Moved to new lot \$1,000 of construction value	\$250 Minimum, plus \$5 per
f) Commercial Permit – Renovations/Extension/Fencing \$1,000 of construction value	\$100 Minimum, plus \$5 per
g) Ditching and Relocation and hard surfacing of driveways	\$25
h) Landscaping	\$25
i) Curb Stop Installation:	\$100
j) Permit to Operate	\$50

Curb Stop Fees:

a) During Business Hours	\$50
b) After Business Hours and Holidays	\$100

Fire Inspection's	- Commercial	\$300
	- Residential	\$100

Cutting of Pavement (Town Roads)	Cost Recovery
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Other Fees and Charges:

- All other fees remain unchanged or at cost recovery and are subject to change within the year.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6. Department Reports**6.1. Economic Development & Special Projects**

- No meeting was held for November and December.

6.2. Recreation & Tourism presented by Deputy Mayor Crawford

A meeting of the Recreation and Tourism Committee was held at the Town Office on Wednesday, December 11th at 2:30pm. In attendance were Chairperson, Deputy Mayor Alexander Crawford, Councilor Adam Young, Chief Administrative Officer Pauline Payne, Director of Recreation and Tourism Colette Wells – Coish.

The following items were discussed:

A. Recreation

- I. The regular ice season at the Iceberg Arena started on November 2, 2024, with a half day. The full schedule of activities started on Monday, November 4th. There are regular weekly skating sessions, minor hockey, rec hockey, curling and time available for private rentals.
- II. Regular maintenance has been done on the Zamboni and the refrigeration system in the ice plant.
- III. The annual inspection of the gas detection system at the stadium was completed by Control Pro on October 13, 2024.
- IV. The Fire Alarm unit at the stadium was inspected by 'Martin's Fire Safety on November 21, 2024.
- V. Allnorth has issued the Open Call for Bids to complete the Mechanical Upgrades (HVAC) at the Iceberg Arena. We anticipate having this completed in the new year.

- VI. Town received \$15,000.00 funding for the Community Enhancement Program, (CEEP), and four individuals hired on October 28th. They worked trimming alders, widening paths, fixing any broken boards, and cleaning up our hiking trails. They also built six new picnic tables for summer sites.
- VII. The annual Town tree lighting event was held on Tuesday, December 03, at 6:30 pm by the stadium.
- VIII. Funding application has been submitted to the Multi-Materials Stewardship Board for new heavy-duty metal or plastic garbage and recycling units to place at designated town sites.
- IX. The Canada Summer Job Applications have been submitted for the town and the Stadium Committee.
- X. There are many events and activities planned at the stadium for this season and the need for canteen services has increased. We have reached out to all our user groups such as Minor Hockey, Curling Club and community groups, but have not received interest. A "Public Expression of Interest" has been posted with hopes of getting interested individuals to operate the canteen for all events and activities.

B. Tourism

- I. The 'Bleak House' museum is approaching its two-hundred-year anniversary. We are exploring funding opportunities and will be highlighting this milestone.

C. Other:

- I. Plans are underway for July 5th, 2025, for a concert at the Stadium. More details will be released in the new year.

6.3. Enforcement & Permitting presented by Councilor Damian Roebbotham

Municipal Enforcement met with the Planning and Public Works Committee on December 10th, 2024 at 7:00PM with the following present: Committee Chairperson, Councilor Mark Budden, Councilor Damian Roebbotham, Superintendent/Foreman of Public Works Sheldon Hoffe, CAO Pauline Payne and Enforcement Officer Germaine Morgan.

The following items were discussed:

A. Updates from Previous Council Meeting

- I. An Order was sent to a business owner regarding an abandoned vehicle located at 104 Northshore Road, Fogo to remove the vehicle by December 2nd, 2024. The vehicle has been removed, and it is placed on a flatbed ready for disposal.
- II. An Order was issued to the owner of 5 Sargent's Cove Road in Fogo concerning the dilapidated building. The Town requested a response from the owner with his plan of action to either remove or repair the building. We received an email from the owner with his plan of action.

2024-212

D. Roebbotham/Crawford

Resolved that Council approve a 6-month extension on the Order to allow the property owner of 5 Sargent's Cove Road, Fogo to find a Contractor to make the necessary repairs to the shed.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. New Business

- I. Resident located at 4 Baker's Road, Fogo applied for a permit to build a greenhouse. Staff made a site visit and verified that the proposed development met our development plan regulations. One issue for approval was a dead wire, belonging to Bell Aliant. Our staff contacted Bell Aliant, and they will verify that the wire is not in use when they come to the Island.
 - a. Town received an email from the neighbour objecting the approval of the development at this location claiming that it is a safety concern, as well as privacy concerns.
 - b. Town Clerk has corresponded with Municipal Affairs and was told that once we receive approval from Bell Aliant and the Town issues the permit for the Greenhouse, the residents with conflict can then file an appeal within fourteen (14) days with the appeal board.

- II. A complaint was received by a resident that a shed located at 71 Southside Road in Joe Batt's Arm needs repairs, The Committee has agreed for Staff to forward a letter to the homeowner requesting that some repairs are needed to the shed.

6.4. Public Safety – Fire Services presented by Councilor McKenna

A meeting of the Fire Services Committee was held on November 20th, 2024 at 6:38 pm at the Town Office. In attendance: Chairperson Councillor David McKenna, Councillor Mark Budden, Station Chiefs Paul Torraville, Bobby Parsons, and Adam Miller standing in for Dion Harnett, along with CAO Pauline Payne and Enforcement Permitting Officer, Germaine Morgan.

The following items were discussed:

A. Fire Calls Update

- I. All stations participated in a Search & Rescue incident
- II. One Emergency medical Assist

B. Training Update

- I. Stations used Remembrance Day, Bonfire and event held with Beavers as training.
- II. All stations are committed to once-a-month training on the new pumper.

C. Items for discussion:

I. Bonfire Night

- a) Thank you to all Stations whose members participated in the Community Bonfire at the Arena field.
- b) Disappointment was discussed that Station 1 went ahead with a bonfire using Fire Services equipment when Council through the CAO made the decision that they had no issue with anyone having a bonfire but the only one bonfire would be supported by Fogo Island Fire Services and that would be the one at the Arena field.

II. Tower Light

- a) Many calls have been received regarding the red light being shut off on the tower between Joe Batts Arm and Tilting.
- b) The tower was lowered a few years ago by CBC and because the light was no longer required for air traffic, they turned the light off. At that time there were public concerns as residents used it for navigation, and the RCMP took over the cost for the hydro and the light was turned back on.
- c) Recently RCMP made the decision to remove the building at the base of the tower and in doing so the hydro will no longer be available and the light will be turned off again.
- d) CBC has proposed that the Town take over the small building along with the hydro cost for the light to be turned back on again. The Town can lease the light from CBC for a cost of \$1 for a 5-year term with two 5-year renewal options.
- e) Town staff along with RCMP visited the site and confirmed that the power has been disconnected.
- f) Staff recommend getting an electrical assessment and pricing for reconnection if Council wishes to consider taking over.

III. Emergency Plan

- a) CAO was asked to review the Emergency Management Plan and bring any necessary changes to Fire Services for review. The CAO has completed the review and has noted all edits and is ready for full review by the Fire Services Committee; the date to review is to be determined early in the new year.
- b) CAO completed Emergency Management training on November 5th & 6th. Top of the list for Fire Services to organize Mock Disaster Training involving all 3 stations asap.

IV. Round Table Discussion

- a) Signs installed on Fire Halls; the Town will have all 3 signs installed as soon as possible.
- b) Ask a contractor to look at the support in Station 3 hall. Town Staff viewed the support and strongly recommend reinforcement be made as soon as possible.
- c) Asked that we proceed with dedicating the Fire Truck as was decided.

6.5. Finance and Administration presented by Councilor Lary Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on December 12, 2024, at 6:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Adam Young, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

Call to Order: The meeting was called to order at 6:05PM.

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during October and November 2024

2024-213

L. Roebbotham/Crawford

Resolved that Council adopt the cheque register from October 1st – 31st, 2024 in the amount of \$229,545.94.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

2024-214

L. Roebbotham/Budden

Resolved that Council adopt the cheque register from November 1st – 30th, 2024 in the amount of \$356,615.19.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for October and November 2024
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement

2024-215

L. Roebbotham/Young

Resolved that Council accept the Financial Reports for October and November 2024 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

III. Approval to Pay Invoices

2024-216

L. Roebbotham/Crawford

Resolved that Council approve payment of Invoice #32315 to Rebuilt Pumps & Motors Limited in the amount of \$6638.85 plus HST for lift station pump repairs.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

2024-217

L. Roebbotham/D. Roebbotham

Resolved that Council approve payment of Invoice #17343 to Feltham's Construction Limited in the amount of \$32,812.99 plus HST for preparation and paving of town road cuts.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

2024-218

L. Roebbotham/McKenna

Resolved that Council approve payment of the Invoice #17440 to Feltham's Construction Limited for the amount of \$329,580.45 plus HST for Project #17-GI-24-00063 Fogo Road Upgrades. The total payment is less \$10,000.00 for pavement deficiencies that will be repaired in the Spring of 2025 and the 10% holdback of \$36,620.05.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

2024-219

L. Roebbotham/Young

Resolved that Council approve payment of the Invoice #17441 to Feltham's Construction Limited in the amount of \$ 36,620.05 plus HST for the 10% Holdback for Project #17-GI-24-00063 Fogo Road Upgrades.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

IV. Request for Water/Sewer Tax Review

- a) Resident operates a home-based business; business area does not have public bathroom facilities and is only using town water as part of the operations and requesting an exemption of commercial sewer taxes.
- b) CAO did research on 4 different municipalities, and all use the same taxation process as Fogo Island.

2024-220

L. Roebbotham/D. Roebbotham

Resolved that Council Council deny the request for exemption of commercial water and sewer taxes for the business located at 73 North Shore Road, Fogo as operating a home-based business that provides a public service in the same dwelling that is being lived in warrants a second water and sewer tax.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

V. Request for Interest Relief

- a) Resident owns 2 properties, and one is operated as a nightly rental during the tourism season.
- b) Previously requested a property and business tax review and didn't notice that the response letter from the Town went to the Junk Email until the notice for garbage collection for businesses was sent out.

2024-221

L. Roebbotham/Budden

Resolved that Council deny the request for interest relief for all accounts listed for 9 Little Harbour Road, Fogo and 163 Main Road, Joe Batt's Arm as interest charges are a part of normal operations for the town and regulations do not provide exemptions under the circumstances of not fully checking emails.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Crawford, Councilor Budden, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against – 1 - Councilor McKenna.

VI. Request for Interest Relief

- a) Town has received a letter requesting interest relief on tax arrears for the property located at 155 Main Street, Tilting.
- b) Committee has had issues in receiving GST/HST Rebate from Canada Revenue Agency for the past 2 years and now that the GST/HST Rebate has been approved the Postal Strike has created delays in receiving payment. Once payment is received all outstanding taxes will be paid.

2024-222

L. Roebbotham/Young

Resolved that Council deny the request for interest relief on the account for 155 Main Street, Tilting. Committee further recommends that Council approve to prorate the interest charges back to the date of

the start of the Canada Post Strike of November 15, 2024 until the strike is resolved, at which time interest charges will begin again.

Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against – 2 - Councilor Budden and Councilor McKenna.

VII. Interest Exemption Policy

2024-223

L. Roebotham/Crawford

Resolved that Council approve for Staff to perform further research with other municipalities and develop an Interest Exemption Policy for the Town. Residents will have to complete an application and provide proof of income to qualify.

Resolution Carried. In favour – 6. Deputy Mayor Crawford, Councilor Budden, Councilor McKenna, Councilor Damian Roebotham, Councilor Lary Roebotham, and Councilor Young. Against – 1 - Mayor Shea.

7. Correspondence

7.1 Department of Provincial & Municipal Affairs - 2025 Municipal General Election

- The legislated date for the 2025 municipal general election falls on the same day as the National Day of Truth and Reconciliation, which is September 30, 2025.
- The Minister of Municipal and Provincial Affairs has issued a General Election Deferral Order declaring that the 2025 municipal general election will be held on Thursday, October 2, 2025.

7.2 Department of Municipal & Provincial Affairs – Capital Investment Approval – 2024 Road Upgrades

- The Canada Community Building Fund Committee has approved the 2024 Road Upgrades Project on the Town's Capital Investment Plan for the amount of \$155,548.00. This funding will cover the cost of preparation and paving of town road cuts and 2 town roads.

8. New Business

8.1 Update on New Bank Opening

- Atlantic Edge Credit Union will open its doors to the public on Monday, January 6th, 2025 with the Grand Opening being held on Wednesday, January 8th, 2025 from 11:00am to 3:00pm with ribbon cutting ceremony and speeches at noon.
- Residents can now book appointments online to open new accounts.

9. Date of Next Regular Meeting:

- Public Council Meeting – January 28, 2025 @ 7:00pm.

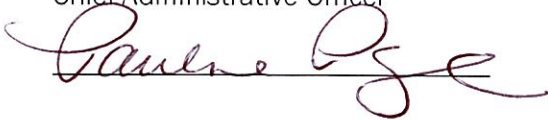
10. Adjournment:

2024-224

Crawford/D. Roebotham

Resolved the public council meeting of December 17th, 2024, be adjourned at 8:12PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor

