



Minutes of Special Public Council Meeting January 12, 2022 at 7:30PM

A Regular Meeting of Council was held via ZOOM on the above date with the following in attendance:

Councillors Present:

Mayor Andrew Shea
Councillor Adam Young
Councillor Lary Roebbotham

Deputy Mayor Justin Hearn
Councillor Beverly Broders (Via ZOOM)
Councillor Sandy Crawford

Staff:

Pauline Payne, Chief Administrative Officer
Daphne Coles, Deputy Town Clerk
Germaine Morgan, Receptionist

Absent:

Councillor Eugene Nippard

1. Call to Order:

- Meeting was called to order at 7:35PM.
- Mayor opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM Platform.

2. Agenda:

- Mayor reviewed the agenda for the public attending by ZOOM Platform.

2022-01

Crawford/Young

Resolved that the agenda be adopted as presented

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Roebbotham, and Councillor Crawford. Against - 0.

3. Finance & Administration Report presented by Deputy Mayor Hearn

A meeting of the Finance and Administration Committee was held at the Town Office on December 15th, 2021 at 2:00PM. in attendance were Chairperson, Deputy Mayor Justin Hearn, Councillor Lary Roebbotham, Mayor Andrew Shea, Pauline Payne, CAO, and Daphne Coles, Deputy Town Clerk

The following items were discussed:

A. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during November.

2022-02

Hearn/Roebbotham

Resolved that the Town of Fogo Island adopt the cheque register from November 1st – 30th, 2021 in the amount of \$642,063.83.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Roebbotham, and Councillor Crawford. Against - 0.

II. Adoption of Finance Reports

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

2022-03

Hearn/Crawford

Resolved that the Town of Fogo Island adopt the Financial Statements from November 1st – 30th, 2021 as presented.

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

III. Request for Business Tax Exemption – Business Closure

- a) Business owner is requesting that the business tax charged for 2021 be written off as the business don't exist. No GST number and haven't incurred any income in 2021.
- b) Equipment is for personal use only.

2022-04

Hearn/Young

Resolved that the Town of Fogo Island approve that the business tax charged to Account #DECKE004 be written off as the business is no longer in operation.

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

IV. Approval of Tax Recovery Plan and Tax Receivable Summary for 2020

- a) Town is required to submit to Department of Municipal and Provincial Affairs a Tax Recovery Plan and Tax Receivable Summary for the previous year in order to receive its yearly Municipal Operating Grant (MOG) and its Provincial Gas Tax Revenue.

2022-05

Hearn/Roebbotham

Resolved that the Town of Fogo Island approve the Tax Recovery Plan and Tax Receivable Summary for 2020 as presented.

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

V. Public Procurement Audit

- a) CAO have received notice that the Town will be audited by Public Procurement and will involve a review of purchasing practices and Accounts Payable from October 2020 to October 2021.
- b) As part of the Audit Process, CAO has been speaking with Public Procurement by telephone and a questionnaire will have to be completed in early January.
- c) The purpose of the Audit is not to penalize municipalities, but more of a training process as when the Public Procurement Act was introduced in 2018 no training was provided on how it should be utilized in the purchasing process.

VI. Funding Approval – Dept of Municipal & Provincial Affairs – Special Assistance Grant, Project #17-SAG-22-102 – JBA Water Supply

- a) Town has been approved funding from Department of Municipal and Provincial Affairs under a Special Assistance Grant for \$23,124.51 less the GST/HST on a 90/10 cost sharing ratio to assist with the cost of replenishing water to Joe Batt's Arm Long Pond Water Supply due to lack of rain this past summer. Provincial portion will be \$20, 812.00 and the Town's portion will be \$2,312.51 of the total cost.
- b) CAO will inquire on the request for invoices for the project as the invoices were submitted with the application.

VII. Approval to Issue Council Orders in Absence of CAO

- a) Fire Chief/Enforcement Officer
- b) Deputy Town Clerk

2022-06

Hearn/Young

Resolved that the Town of Fogo Island approve authorization for the Fire Chief/Enforcement Officer and the Deputy Town Clerk to issue Council Orders in the absence of the CAO.

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

B. New Business

I. Public Works – Request to Purchase Pipeline Inspection System and Leak Detection Equipment

- a) Superintendent of Public Works has requested approval to purchase pipe inspection and leak detection equipment to help provide better preventative maintenance within the town's water and sewer infrastructure.
- b) These two (2) pieces of equipment will enable inspections of the interior of underground water and sewer pipes and enable quicker detection and locations of water leaks from the surface.
- c) Planning and Public Works Committee requested that the Superintendent provide three (3) quotes for the equipment.
 1. HETEK Solutions Inc – Pipeline Inspection Camera \$10,318.35, Leak Detection equipment \$5365.01
 2. Grainger – Pipeline Inspection Camera \$18,749.09, no price on Leak Detection equipment.
 3. Amazon – Pipeline Inspection Camera \$20,910.75, Leak Detection \$5,199.00

2022-07

Hearn/Crawford

Resolved that the Town of Fogo Island approve to for Public Works to purchase the Pipeline Inspection System and Leak Detection Equipment from HETEK Solutions Inc at the quoted price of \$15, 683.36 plus HST.

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

II. Strategic Plan

- a) CAO has been researching information on proposals for developing a Strategic Plan for Fogo Island.
- b) A Strategic Plan will list future goals and objectives for Fogo Island and give direction for Council and Staff during their term of office.
- c) CAO will circulate proposals to Council when information is gathered.

4. Request for Leave of Absence – Councillor Eugene Nippard

- I. Councillor Nippard submitted a request for a 3 month leave of absence from council duties due to a recent family loss.

2022-08

Crawford/Broders

Resolved that the Town of Fogo Island approve Councilor Nippard's request for a three (3) month leave of absence effective January 12th, 2022.

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

5. Dept of Transportation & Infrastructure – Project Approval – Water/Sewer, Main St Seldom, 17-GI-22-00081

- I. Town has received notification from Dept of Transportation and Infrastructure that funding has been approved for the Municipal Capital Works Project for Water/Sewer, Main Street Seldom in the amount of \$880,074.00 on a 90/10 cost shared ratio with the Federal and Provincial Government and the Town of Fogo Island less the GST/HST Rebate.

2022-09

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 21st, day of December 2021, Project number 17-GI-22-00081 Project name Water/Sewer – Main Street, Seldom with a total project value of \$880,074.00. This Council agrees to provide the Ultimate Recipient share value of \$79,808.00 in funding for this project and authorizes the Mayor/Deputy Mayor and Chief Administrative Office/ 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 Hearn, Councilor Young, Councilor Broders, Councilor Roebbotham, and Councilor Crawford. Against - 0.

6. Request for Extension on Council Orders

I. 11 Garrison Road, Fogo

- a) Due to the winter weather conditions, the property owner has requested an extension on the Council Order deadline of January 31st, 2022 for the repair/removal of a dilapidated building to June 30, 2022.
- b) Council discussed the extension period and feels that an extension until June 30, 2022 is too long. If the property owner plans to renovate the building, the exterior of the building can be completed before that date.

2022-10

Young/Roebbotham

Resolved that the Town of Fogo Island approve an extension of the Council Order for 11 Garrison Road, Fogo until April 30th, 2022 to complete the exterior renovations of the building. If the property owner has not started renovations by this date the Town will remove the building and all costs incurred will be the responsibility of the property owner.

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

II. 92 Main Street, Fogo

- a) Property owner has transferred the property to another family member who plans to renovate the building to restore it to its original state. New owner has already contacted a Contractor for pricing on foundation work.
- b) Due to winter weather conditions the property owner has requested an extension on the Council Order deadline of January 31st, 2022.

2022-11

Hearn/Crawford

Resolved that the Town of Fogo Island approve an extension of the Council Order for 92 Main Street, Fogo until April 30th, 2022 to complete the exterior renovations of the building. If the property owner has not started renovations by this date the Town will remove the building and all costs incurred will be the responsibility of the property owner.

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

7. Other

I. Closure of Scotiabank

- a) Town was notified on Tuesday, January 11, 2022 that Scotiabank would be issuing a public statement the following day that the Fogo Island Branch of Scotiabank is closing down. Date of closure is August 10, 2022.
- b) Council and Staff have been working diligently on this concern since they received the news. Mayor has talked with the Main Office in Toronto and filed an official complaint, and a letter has been prepared. Mayor also plans to speak publicly on VOCM Open Line.

- c) Scotiabank has been operating on Fogo Island for 108 years. This closure will have a tremendous impact to our residents, businesses, and tourism industry. Many seniors don't have online banking and use the bank service monthly for paying their bills and getting cash. Residents of our neighboring Change Islands also do banking on Fogo Island.
- d) Scotiabank is not aware that we are an island that will require a ferry service and one hour drive to access banking services, with this closure it will take residents and businesses up to 8 hours to access banking.
- e) Council is encouraging everyone to contact the main office of Scotiabank in Toronto to voice their concerns. Staff will post the contact information on the Town social media.

II. Sale of Town Property

- a) Town has received approval from Department of Municipal and Provincial Affairs to sell the Fire Hall/Community Hall located at 57 Harbour View Drive, Island Harbour and the Community Hall located at 110 Main Street, Seldom to the selected bidders pursuant to Sections 201.2 of the Municipalities Act, 1999.

2022-12

Crawford/Roebotham

Resolved that the Town of Fogo Island sell the Fire Hall/Community Hall located at 57 Harbour View Drive, Island Harbour to the selected bidders pursuant to Sections 201.2 of the Municipalities Act, 1999. Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Roebotham, and Councilor Crawford. Against - 0.

2022-13

Young/Hearn

Resolved that the Town of Fogo Island sell the Community Hall located at 110 Main Street, Seldom to the selected bidders pursuant to Sections 201.2 of the Municipalities Act, 1999. Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Roebotham, and Councilor Crawford. Against - 0.

8. Adjournment:

2022-14

Hearn/Crawford

Resolved the Special Public Council Meeting of January 12, 2022 be adjourned at 7:57PM.

Pauline Payne
CAO

Andrew Shea
Mayor