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

**Councillors Present:**
- Mayor Andrew Shea
- Councillor Lloyd Bixby
- Councillor Edward Combden
- Councillor Bernadette Dwyer
- Councillor Maureen Lynch
- Councillor Leonard McGrath
- Councillor Samuel Rowe
- Councillor Edmund Walbourne

**Staff:**
- Amanda McGrath, Town Clerk/Treasurer

**Absent:**
- Deputy Mayor Wayne Collins, Family Medical

1. **Call to order:**
   Mayor Shea welcomed everyone and called the meeting to order at 9:01 A.M.

2. **Delegation:**
   Allan Dwyer
   - Mr. Dwyer was present to discuss plowing of the road leading to his property and gave a history of the road. This road was a part of the Department of Transportation and Works network, however the department discontinued plowing the road around 2001 and in 2004 the pavement was removed during a MCW water project.
   - Mr. Dwyer made a formal request to include the road in the Town’s road network for snow clearing and maintenance, up to Foley’s house. It was noted that the road meets the Town’s Road Policy.
   - Mayor Shea thanked Mr. Dwyer for attending the meeting and he departed at 9:16 a.m.

3. **Adoption of Agenda:**
   2017-001
   Lynch/McGrath
   Resolved that the revised agenda be adopted.
   Resolution Carried. In favour 8. Against 0.

4. **Roads:**
   2017-002
   Bixby/Combden
   Resolved that the road leading to 149A Main Street, Tilting become part of the Town’s road network, up to 149 Main Street, as this road meets the Town’s Road Policy.
   Resolution Carried. In favour 8. Against 0.

5. **2017 Budget:**
   - Councillor Walbourne provided a review of the 2017 Budget for Councillors.
   - Under the Municipalities Act, municipalities should be charging a separate minimum for each parcel of property and to no longer continue the practice of pooling properties for taxes. Therefore the Town will charge minimum taxes for each property under the follow categories:
     (a) residential property;
     (b) commercial property;
     (c) vacant land; and
     (d) land that has upon it a structure which
       (i) is not used for residential purposes, and
(ii) does not exceed 1,000 square meterage area

2016-003

Bixby/McGrath
Resolved that the Town of Fogo Island approve the 2017 Municipal Budget as presented with the various tax rates, fees, due dates and expenses as presented in the budget.

1. 2017 Tax Rates and due dates for the Town of Fogo Island:
   a. Residential Property Tax: 7.75 mils, minimum $310
   b. Commercial Property Tax: 7.75 mils, Min. $325
   c. Non-Residential – Small Structure Property Tax: 7.75 mils, minimum $100
   d. Vacant Land Property Tax: 7.75 mils, minimum $75
   e. Business Tax Rate: Minimum $350, per business

<table>
<thead>
<tr>
<th>Class Mil Rate</th>
<th>Description</th>
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<tbody>
<tr>
<td>8 mils</td>
<td>Accommodations – B &amp; B’s, Boarding Homes</td>
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<tr>
<td>10 mils</td>
<td>Cafeteria</td>
</tr>
<tr>
<td>12 mils</td>
<td>Accommodations – Hotels, Motels, Inns, Efficiency Units</td>
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<tr>
<td>13 mils</td>
<td>Other Fishers, Daycares</td>
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<tr>
<td>14 mils</td>
<td>Personal Care Homes</td>
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<tr>
<td>15 mils</td>
<td>Dental</td>
</tr>
<tr>
<td>19 mils</td>
<td>Crafts/Arts, Consumer Services, Hair Dressers, Taxation Office, Personal Services</td>
</tr>
<tr>
<td>23 mils</td>
<td>Taxis, Boat Tours, Bus Companies</td>
</tr>
<tr>
<td>23 mils</td>
<td>Retail-Convenience Store</td>
</tr>
<tr>
<td>25 mils</td>
<td>Service Station / Auto Repair</td>
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<tr>
<td>27 mils</td>
<td>Construction companies, small manufacturing, Restaurant / Take out/ Grill, Bars / Lounges, Freight Companies, Contractors &amp; Road Transport</td>
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<tr>
<td>29 mils</td>
<td>Retail-Grocery Store, Retail-Convenience Store &amp; Gas Bar, Propane Services</td>
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<tr>
<td>30 mils</td>
<td>Funeral Homes</td>
</tr>
<tr>
<td>34 mils</td>
<td>Retail-Hardware/General Stores, Department Stores-Furniture / Clothing, Retail-Pharmacies</td>
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<tr>
<td>35 mils</td>
<td>Fish Processors</td>
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<tr>
<td>40 mils</td>
<td>Electrical Contractors</td>
</tr>
<tr>
<td>50 mils</td>
<td>Oil Delivery Companies</td>
</tr>
<tr>
<td>115 mils</td>
<td>Oil Company - Tank Farm</td>
</tr>
<tr>
<td>225 mils</td>
<td>Banks</td>
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</tbody>
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i. Businesses with no fixed address will be charged on gross revenue at a rate of 2.5%.
ii. Business tax will be charged on Vacation Rental Properties whether rented by the day, week, or month.

f. Residential Water/ Sewer Tax: $370.00 per Unit
   i. Water only, 60% of rate
   ii. Sewer only 40% of rate
   iii. Churches, Church Halls & Lion’s Club $370.00 per year
   iv. Subsidiary Apartments $370.00 per year
   v. Apartment Bldgs. Up to 20 units $370.00 per unit
   vi. Cottages & vacation homes - Residential rates
   vii. B & B’s and Vacation Rental Properties - $370 per year for first three (3) rooms, $100 per every additional room thereafter.
g. Commercial Water/Sewer Tax
   i. Basic: $420.00 per unit per year
   ii. Water only 60% of rate
   iii. Sewer only 40% of rate
   iv. Senior Care residences $420.00 per 4 restroom
   vii. Efficiency units $420.00 per year for first unit, every additional unit $110 per unit
   viii. Hotels & Motels $5000.00 per year
   ix. Fish Processors: $110,000.00 per year
   x. Fish offloading facilities: $3000.00 per year

h. Poll Tax: $275.00 per Year
   i. All taxes are due and payable when billed.
   ii. All taxes shall be billed for the full year.
   iii. Interest, compounded monthly, shall be charged on all previous years taxes and shall accrue on any unpaid current year’s taxes unpaid as of May 31st, at the rate of one percent per month.

j. Exemption for Senior Citizens:
   i. A discount of 15% will be available on Residential Property Tax for Senior Citizens subject to the following conditions:
      1. All prior year’s taxes, including Water and Sewer Tax must be paid in full;
      2. Current property taxes must be paid by May 31st of current tax year;
      3. Applies to one property within the Town, in which the resident lives: full time or seasonal;
      4. If property is in joint names, one owner must be over 65 years of age as of January 1st of current tax year;
      5. A copy of birth certificate or other identification must be provided if requested.

k. The date that a tax payment was received at the Town Office or by direct deposit, shall be defined as the payment date.

Resolution Carried. In favour 8. Against 0.

6. Adoption of Minutes:
   2017-004
   Bixby/Dwyer
   Resolved that the minutes of December 13 and 19, 2016 be adopted as presented.
   Resolution Carried. In favour 8. Against 0.

7. Correspondence/New Business:
   7.1 Disclosure Statements
   - Disclosure statements were reviewed as per the Municipalities Act.

   7.2 Regular Bills of Council
   2017-005
   Combeden/Walbourne
   Resolved that staff be authorized to pay regular bills of Council.
   Resolution Carried. In favour 8. Against 0.

   7.3 DFO - Permits
   - Ed Goodyear, Central Regional Manager, Department of Municipal Affairs responded to questions from the Town regarding DFO conducting work within the Town without a permit.
- It was noted that it’s not uncommon for Governments (either federal or provincial) to do work without permission from the Town. However, generally they do make the Town aware that the work is ongoing.
- Mr. Goodyear suggested that if Council feels strongly that a permit should have been obtained, they can make a request to the federal minister and say that in the future, can they please notify the Town if they will be doing any work within its boundaries.

7.4 Cheryl Blake – Water hook-up Former United Church and Church Hall
- A letter will be written to Mrs. Blake regarding the water plans for the area.

7.5 FCM Membership
- Councillors were in agreement that the Town will not become members of the Federation of Canadian Municipalities.

7.6 Ross Osmond – Permit Request
- Mr. Osmond submitted a new septic design, to allow for the proposed extension to the building.
- Councillors were in agreement that the permit request for the extension will not be considered at this time as the land was designated for the site of the septic system.
- Mr. Osmond will be asked to submit approval from Service NL for his proposed new septic design.

7.7 Thanksgiving Rain Storm – Municipal Infrastructure Damage – Application received at FES
- Letter acknowledging receipt of application was addressed.

7.8 Harris & Associates – Invoice
- Councillors discussed the invoice from Tom Harris, Harris & Associates for engineering on the Sandy Cove Sewer Project. Tom Harris had advised the Town that all the homes in the area could be hooked up to the sewer system, including three via lift pumps.
- Additional engineering was conducted Progressive Engineering Consulting Inc. regarding the use of lift pumps and it was determined that the lift pumps could not work.

2017-006
Dwyer/Lynch
Resolved that invoice number 6019 in the amount of $8,040.90 for engineering work on the Sandy Cove Sewer will not be paid, as Harris & Associates Ltd. provided inaccurate and misleading engineering advice to the Town, with regard to the Sandy Cover Sewer Project, specifically, sewer services and the installation of lift pumps at 13, 15A and 21A Main Street, Tilting.
Resolution Carried. In favour 8. Against 0.

7.9 Navigator
2017-007
Dwyer/Walbourne
Resolved that the Town place a ¼ page congratulatory ad in the Navigator for the 50th Anniversary of the Fogo Island Co-op.
Resolution Carried. In favour 8. Against 0.

❖ Councillor Rowe declared himself in conflict of interest and departed the meeting.
7.10 KMR Transport Ltd
2017-008
Bixby/Walbourne
Resolved that the Town approve KMR Transport Ltd.’s request to utilize the road leading to the water tower in Fogo as an access road for their proposed construction of affordable senior’s apartments. Be it further resolved that KMR Transport Ltd. be asked for the proposed plan for water and sewer hookup and site plans.
Resolution Carried. In favour 7. Against 0.
❖ Councillor Rowe rejoined the meeting.

7.11 Rayanne Hibbs – Outstanding Compliancy Document – 2015 Audit
- Councillors reviewed Ms. Hibbs letter regarding the Town’s outstanding 2015 Audit.
- A request will be made to the auditor for written confirmation on when the audit will be completed.

7.12 Audit
- Approval will be requested from the Department of Municipal Affairs to hire another auditing firm as the Town’s current firm is not providing the service in a timely manner, which is causing funding complications.

8. Committee Reports:
6.1 Finance
l. Report
- Councillors reviewed the financial report for December 2016.

❖ Councillor Dwyer declared herself in conflict of interest and departed the meeting.

2017-009
Comden/Bixby
Resolved to approve payment to LGR for invoices totaling $2,389.54.
Resolution Carried. In favour 7. Against 0.
❖ Councillor Dwyer rejoined the meeting.

2017-010
McGrath/Dwyer
Resolved to accept the financial report for December 2016 and approve for payment invoices totaling $125,151.69.
Resolution Carried. In favour 8. Against 0.

6.2 Public Works
Report
- Councillors discussed departmental issues, including vehicles.

6.3 Tourism, Culture and Heritage
- Councillors viewed the design of the sign for Stag Harbour, Island Harbour and Deep Bay.
- The Director of Tourism, Culture and Heritage job advertisement closed on January 20, Mayor Shea, and Councillors Dwyer and Lynch agreed to be on the hiring committee. Councillor Bixby indicated that he may be available.

6.4 Recreation and Leisure Services
- Monthly Report was reviewed.

6.5 Economic Development
- Will be conducting interviews for the Economic Development Officer on Wednesday.
6.6 Fire Services
- Three new members have joined the Fogo Fire Department
- Seldom – Little Seldom Fire Department – Request to purchase 8 new pagers.

2017-011
Bixby/Combden
Resolved that 8 new pagers will be purchased for the Seldom – Little Seldom Fire Department under a 60/40 cost shared arrangement.
Resolution Carried. In favour 8. Against 0.

6.7 Transportation
- It was reported that a representative from the manufacture will be assessing the damaged ramp.

6.8 Policy Human Resources
- No report.

6.9 Administration
- No report.

Closed session was held from 11:50 AM until 11:55 AM.

9. Taxation
2017-012
Lynch/Dwyer
Resolved that account number SIMMS002 receive a $636.33 exemption for 2015 and 2016 Poll Taxes and accrued interest charges as per Section 111 of the Municipalities Act, 1999, due to being a nonresident.
Resolution Carried. In favour 8. Against 0.

10. Date of next meeting
- February 21, 2017 at 9:00 A.M.

11. Adjournment
2017-013
Lynch
Resolved that the Regular Council meeting of January 23, 2017 be adjourned at 12:00 P.M.

Amanda McGrath
Town Clerk/Treasurer

Andrew Shea
Mayor