

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 #KING0002
- 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. Roebbotham/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. Roebbotham/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 Roebbotham, 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 Roebbotham, 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. Roebbotham

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

Pauline Payne
Chief Administrative Officer

Andrew Shea
Mayor
