

A Public Meeting of Council was held at the Town Office on March 28, 2023, with the following in attendance.

Councilors Present:

Mayor Andrew Shea
Councillor Beverly Broders
Councillor David McKenna
Councillor Adam Young

Deputy Mayor Alexander Crawford
Councillor Mark Budden
Councillor Lary Roebbotham

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 7:06PM.

2. Agenda:

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

2023-051

Budden/Crawford

Resolved that the agenda be adopted with the following additions:

4.1 Dedication of New Fire Truck

6.2 Request for Extension – OCB 2023-0001 F.U. Trading Company Building Repairs.

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

3. Minutes:

2023-052

Broders/Crawford

Resolved that the minutes of the Regular Public Meeting held on February 27, 2023, be adopted as presented.

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

4. Business Arising:

4.1 Dedication of New Fire Truck

- At the public council meeting held on February 27th, Council deferred voting on Motion #2023-038 as Council felt that it was necessary to meet with the three (3) Station Chiefs for further discussion. This meeting took place on March 8th, 2023.

2023-053

McKenna/Broders

Resolved that the 2022 Freightliner Fire Pumper Truck be dedicated in memory of Mr. Raymond Bursey
Resolution Defeated. In favour – 1. Councilor McKenna. Against – 6 Mayor Shea, Deputy Mayor Crawford, Councilor Broders, Councilor Budden, Councilor Roebbotham and Councilor Young.

2023-054

McKenna/Budden

Resolved that there be no dedication of any fire equipment.

Resolution Defeated. In favour – 3. Councilor Broders, Councilor Budden, and Councilor McKenna
Against – 4 Mayor Shea, Deputy Mayor Crawford, Councilor Roebbotham and Councilor Young.

2023-055

McKenna/Crawford

Resolved that the 2022 Freightliner Fire Pumper be dedicated to all First Fire Chiefs on the island with special emphasis given to Mr. Raymond Bursey as he was the first Fire Chief on Fogo Island for Fogo. Resolution Carried. In favour – 5. Mayor Shea, Deputy Mayor Crawford, Councilor McKenna, Councilor Roebbotham and Councilor Young. Against - 2. Councilor Broders and Councilor Budden.

5. Department Reports

5.1 Economic Development & Special Projects presented by Councilor Broders

A meeting of the Economic Development & Special Projects Committee was held in the Council Chambers on March 15, 2023 at 5:00 PM with the following present: Committee Chairperson Councillor Beverley Broders, Councillor Lary Roebbotham, CAO Pauline Payne, and EDO Cheryl Gardner.

The following items were discussed:

A. Economic development vision and strategic plan:

- I. First draft is complete. Currently being reviewed by the CAO before distribution to council. The EDO is currently working on the implementation plan, to be reviewed at the next Economic Development Committee meeting.

B. Small Business Supports & Community Capacity Building:

- I. Support Local Business Campaign (Support Local Business and Watch Fogo Island Grow)
 - a) Goal: to create a culture of support within the community through sustained education, promotion, and programming
 - b) Campaign strategy and program details to be presented at the next Economic Development Committee meeting and will include a strategy for:
 - Education
 - Promotion
 - Programming & Community Engagement
 - Campaign Evaluation & Performance Indicators
 - Reporting

2023-056

Broders/Crawford

Resolved that the Economic Development Officer for the Town of Fogo Island develop a support local business campaign to be rolled out to the community in the summer of 2023.

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

- II. The Town of Fogo Island has joined and is now a member the Gander & Area Chamber of Commerce
 - a) Next steps: EDO to engage with the business community on Fogo Island to socialize the idea of setting up a Fogo Island Chapter of the Gander & Area Chamber of Commerce. The EDO will be looking for expressions of interest to evaluate interest to take back to the Chamber.

C. Capital & Special Projects:

- I. **Fogo Island Growth Incorporated**
 - a) The Steering Committee has completed the recruitment process for the Board of Directors
 - b) The Board of Directors will conduct their first organizational meeting on April 3rd to:
 - Determine processes for maintenance of corporate records.
 - Determine committees and terms of reference.
 - Appoint officers.

- Appoint an interim accountant.
 - Determine banking arrangements.
 - Finalize the corporate mission.
 - Review housing needs assessment proposals from housing consultants
- Mayor Shea and Councilor Broders left the meeting at 7:23pm due to conflict as they are listed as Directors for Fogo Island Growth Incorporated. Deputy Mayor Crawford took the position of Chairperson during the Mayor's absence.

2023-057

Roebotham/Budden

Resolved that the Board of Directors for Fogo Island Growth Incorporated be composed of the following Founding Directors: Andrew Shea, Beverly Broders and Cheryl Gardner as well as the following residents: Barbara Mitchell, Lee Danish, Kingman Brewster and Cindy Wells.

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

- Mayor Shea and Councilor Broders returned to the meeting at 7:25pm. Mayor Shea resumed the position of Chairperson of the meeting.

II. MIC Project – Seldom

- a) R&K Construction was awarded the contract for project Phase One Foundation Repair
- b) Contracted work to be completed by March 31, 2023
- c) Currently seeking two more engineering quotes for a predesign assessment for Project Phase Two - Marina Repair and Facilities Upgrade
- d) Currently socializing Phase Two with our traditional funding partners, we have support for the project from the Province of NL, Department of Industry, Energy & Technology and ACOA.

III. Lane House – Tilting

- a) We have found a roofer to provide a comparable quote for the roof repair at Lane House.
- b) Heritage NL Maintenance Grant was approved in January 2023 as a 50/50 cost share up to \$3000 for the roof work.
- c) The maintenance grant is available to use until March 2024 although our internal timeline is to have the work done ASAP.

5.2 Recreation & Tourism presented by Deputy Mayor Crawford

A meeting was held in the council chambers on Tuesday March 14, 2023 at 4:30pm with the following present: Committee Chairperson, Deputy Mayor Alexander Crawford, Councillor Adam Young, Chief Administrative Officer, Pauline Payne, Director of Recreation & Tourism, Colette Wells- Coish

The following items were discussed:

A. Business Arising

- I. The Tourism Brochure for 2023 is being planned and there will be a draft copy prepared for council review.

B. Recreation

I. Activities:

- a) We will continue with FREE curling sessions for the remainder of the Season. The school groups have been actively involved. Drop-in sessions for adults continue to be offered.
- b) A hockey game is planned for Thursday March 30th to fundraise for our school breakfast program.
- c) The Recreation Conference for 2023 is scheduled for May 25-27 in Gander.

C. Tourism

I. Planning:

- a) NLOW- Newfoundland and Labrador Organization of Women Entrepreneurs are planning a session on Fogo Island in June.
- b) Provincial Student Summer Applications are being completed and community organizations are reminded and encouraged to apply.
- c) A meeting was held with representatives of the Fogo Island Heritage Advisory Committee Inc. on Tuesday March 14th. Discussion focused on the need for one central committee who would prepare ideas and suggestions for the heritage sites and our communities. They would advise staff and council of their ideas, and work with the other community groups to discuss planning and progress for Fogo Island.
- d) Staff attended the Hospitality Newfoundland and Labrador Conference in Gander from February 28- March 2. It was a great opportunity to engage in new ideas, new information and meet individuals from across our province.
- e) The Murphy Center initiative is scheduled for Fogo Island in mid-May. This FREE service is focusing on digital learning for individuals particularly in rural areas. Contact has been made with public libraries who will support it as well. This will provide individuals an opportunity to learn how to set up emails, complete online forms, use zoom and other daily challenges.
- f) Staff have completed a repairs and maintenance list for all heritage sites based on information provided by seasonal maintenance and input from committees. We are now visiting all heritage sites to take pictures and review the list and cost associated. We will prioritize items and plan to apply for assistance from Heritage Newfoundland and Labrador for any buildings that qualify for the heritage grants.
- g) We hope to have permission from Crown Lands soon to proceed with the Island Harbour boat launch site in the spring. Stag Harbour site is progressing but will require additional time. The committees have been made aware of the progress and will take ownership and all responsibility for these developments once completed.

D. Other

- I. The Town will be purchasing Compost Tumblers through MMSB-Multi Stewardship Board this spring. These tumblers will be advertised and available to purchase as soon as they arrive. We are also discussing FREE information sessions on composting.

5.3 Planning & Public Works presented by Councilor Broders

A meeting of the Planning and Public Works Committee was held in the Council Chambers on March 21, 2023 at 7 PM with the following present: Committee Chairperson, Councillor Beverley Broders, Councillor Mark Budden, Enforcement Officer Germaine Morgan, Superintendent/Foreman of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The following items were discussed.

A. Maintenance:

I. Preventative Maintenance

- a) All routine maintenance in the pump houses has been completed for the month of February and intake screens have been cleaned in Fogo, Seldom and Tilting.
 - The flowmeter for Tilting pumphouse has arrived. The water will have to be shut off to the community for several hours to complete the installation, so we will wait until it warms up to do this to eliminate the risk of service lines freezing. The community of Tilting has been placed on a boil water advisory in the meantime.
 - During the recent cold conditions Town staff have been quite busy working on thawing frozen water and sewer mains and service lines.
- b) All lift stations have been inspected.
 - The contractor has received the parts to complete the repairs to the lift station near the experience Fogo site. They require 3-4 days with mild temperatures to complete the repairs and will complete as soon as weather allows.

II. Vehicle Maintenance/Inspections

- a) KMR Transport has been maintaining our vehicles as needed and has started completing the 2023 inspections as they expire. Town staff have also been performing minor maintenance as required.

B. Other:

I. Permit Applications

- a) Field visits are ongoing to determine compliance, as requested.

II. Water turn on/turn-off

- a) Water turn on/turn-offs being requested intermittently.

III. Advanced Drinking Water System:

- a) Both units are fully operational.

IV. RV Dumping Station Fogo

- a) Town staff have been exploring options for relocating the RV dumping station from its current location near the canal in Fogo. The location we are considering is Sargent's Cove Road near the exit from Brimstone Head Park. Conversations are ongoing with the operators of the park for a potential partnership with the Town to complete this project.

V. Request from resident at 4 Bullies Cove Road, Seldom

- a) A letter has been received from residents at 4 Bullies Cove Road, Seldom requesting the Town pay a portion of a \$19758.36 invoice from R&K Construction for ditching and culverts to alleviate water issues from their property.
- b) Work had already started when Town Staff done the site visit.

2023-058

Broders/Budden

Resolved to deny this request for reimbursement of a portion of the invoice from R & K Construction for ditching and culverts to alleviate water issues at 4 Bullies Cove Road, Seldom due to conditions listed on building permit as stated below.

"Please be advised that property owners must not impede or give undue hardship to neighboring properties. Furthermore, the property owner is fully responsible for any issues that may arise from this permit and that the Town is absolved from any liability."

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

VI. Road Sign Requests from TRACS

- a) The TRACS committee have made the following requests regarding road signage in Tilting:
 - Main Street be changed back to Main Road.

2023-059

Broders/Young

Resolved that staff investigate procedures and implications associated with changing Main Street to Main Road in the community of Tilting.

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

- Poore's Lane sign be returned to the post by the intersection and the Olivers Cove Head Road sign be moved to its proper location further in the road at the top of the hill.

2023-060

Broders/Crawford

Resolved that Poore's Lane street sign in Tilting be returned to the signpost by the intersection and the Olivers Cove Head Road sign be moved to its proper location further in the road at the top of the hill.

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

- The Post Office Lane sign be put back in its original location near the current Post Office and allow traffic to enter the lane at this entrance.

2023-061

Broders/Young

Resolved that the Post Office Lane sign in Tilting be put back in its original location near the current Post Office and allow traffic to enter the lane at this entrance and residents of Post Office Lane shall be notified in writing of this change.

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

VII. Stag Harbour Recreation Commission request

- a) The Stag Harbour Recreation Commission would like to expand the current parking/swimming area near Stag Harbour Pond. They are requesting assistance from the town with this project to follow all current guidelines and regulations, as well as equipment and staff to complete the work with the Stag Harbour Recreation Commission supplying the materials for the project.

2023-062

Broders/Budden

Resolved that the Stag Harbour Recreation Commission obtain ownership of the property outlined in their request and all necessary permits, with guidance from Town Staff. The Town agrees to supply equipment and labour to complete upgrades once land ownership and required permits have been obtained.

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

VIII. Water and Sewer Project, Main Street Seldom

- a) The water and sewer project for Main Street Seldom has been approved to go to tender by the Department of Transportation and Infrastructure. Tender was posted on March 14, 2023, with a closing date of March 30, 2023.

IX. Hazardous Building Materials Assessment – Town Office

- a) It has been recommended by the Department of Transportation and Infrastructure to award the HAZMAT and Phase 1 Environmental Evaluation to PINCHIN at a cost of \$8567.50 HST included.

2023-063

Broders/Young

Resolved to award the HAZMAT and Phase 1 Environmental Evaluation to PINCHIN at a cost of \$8567.50 HST included.

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

5.4 Municipal Enforcement & Permitting presented by Councilor Broders

Municipal Enforcement met with the Planning and Public Works Committee on March 21st, 2023, at 7 PM with the following present: Committee Chairperson, Councillor Beverly Broders, Councillor Mark Budden, Superintendent/Foreman of Public Works Sheldon Hoffe, CAO Pauline Payne and Enforcement Officer Germaine Morgan.

A. Business Arising from Previous Public Council Meeting

- I. At the last public council meeting two properties were referred back to the Enforcement Officer for confirmation that the sent letters and/or orders were received by the property owners.
- II. The Enforcement Officer is recommending that Council provide direction on these properties going forward.

a) 63 Brown's Point Road, Joe Batt's Arm

- i) To date we have not received any response from the resident. Registered Letter was picked up on June 13, 2022, by the resident.

2023-064

Broders/Budden

Resolved to send the owner an order to remove or repair the shed located at 63 Brown's Point Road in Joe Batt's Arm by June 30th, 2023, or the Town will hire a contractor on behalf of the resident to complete the work and charge it to the owner's account. The Town will receive contractor pricing to complete the job and send it with the order.

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

b) 101 Stag Harbour Road South, Stag Harbour

- i) To date we have not received any response to our letter or order that was sent to the resident. Registered letter was picked up on June 6th, 2022, by the resident.

2023-065

Broders/Crawford

Resolved to send the owner an order to remove or repair the shed located at 101 Stag Harbour Road South in Stag Harbour by June 30th, 2023, or the Town will hire a contractor on behalf of the resident to complete the work and charge it to the owner's account. The Town will receive contractor pricing to complete the job and send it with the order.

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

B. Town of Fogo Island Policy & Procedures

- I. The Enforcement Officer is requesting a discussion and direction on the development of a Vehicle Wreck Policy.

➤ Council deferred the decision on the Vehicle Wreck Policy until further review is complete.

5.5 Finance and Administration presented by Councilor Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on March 22, 2023, at 5:00PM. In attendance were Chairperson, Councilor Lary Roebbotham, Deputy Mayor Sandy Crawford, Pauline Payne, CAO, and Daphne Coles, Deputy Town Clerk.

The following items were discussed:

A. Business Arising from Previous Public Council Meeting

- a) Referral from Recreation and Tourism Committee – Reduction of Hall Rental Rates for incorporated community groups.

2023-066

Roebbotham/Crawford

Resolved to defer the decision on reduction of hall rental rates for incorporated community groups until Management can do further research on what community groups are incorporated, what town buildings would be used for rentals and how much would the community groups be using the town buildings.

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

B. For Council Approval

- I. Adoption of Cheque Register - January 1st – 31st, 2023

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

2023-067

Roebbotham/Crawford

Resolved to adopt the cheque register from January 1st – 31st, 2023 in the amount of \$394,026.95. Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Crawford, Councilor Broders, Councilor Budden, Councilor McKenna, Councilor Roebbotham and Councilor Young. Against - 0.

II. Adoption of Cheque Register - February 1st - 28th, 2023

2023-068

Roebbotham/Broders

Resolved to adopt the cheque register from February 1st – 28th, 2023 in the amount of \$189,193.65.

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

III. Adoption of Finance Reports

- a) Committee reviewed the following reports for January and February 2023
- i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement
 - iv) Bank Reconciliation

2023-069

Roebbotham/Crawford

Resolved to adopt the Financial Reports from January 1st - February 28th, 2023 as presented.

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

IV. Approval for Payment of Invoices

2023-070

Roebbotham/Broders

Resolved to approve payment of the following invoices:

- i) Xylem Canada - \$8886.81
- ii) Young's Industrial Refrigeration Ltd - \$7658.45

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

V. Request for Donation – FICA 2023 Graduation Class

- Councilor Budden asked Council if he would be in conflict of interest to vote, he has a child in the graduation class.
- Council determined that he would not be in conflict and permitted him to vote.

2023-071

Roebbotham/Young

Resolved to approve a \$200.00 donation to the 2023 Graduation Class of FICA with further recommendation that this amount become a yearly donation to be approved by Management.

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

VI. Request for Business Tax Exemption

- a) Town has received a second letter from Account #STAGH002 requesting an exemption from Business Tax. Committee owns a bar license for the Visitor Information Center.

2023-072

Roebbotham/Young

Resolved to defer the decision again until Management can do further research on Committee's and payment of business taxes and prepare a proposal for policies and procedures to present to the Committee and Council.

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

6. Correspondence

6.1 Letter from Town of New-Wes-Valley

- Town of New-Wes-Valley is seeking the town's support to petition MNL to advocate on our behalf to try to ensure that the volunteer fire departments who are performing the non traditional duties, such as responding to medical calls when ambulance services are temporarily unavailable, and maintaining accident scenes when RCMP are unavailable get compensated for their time and efforts.
- Fire Departments get more calls now than they did in previous years and the reasoning is for ambulance calls, traffic control and accidents.

2023-073

Roebbotham/Crawford

Resolved to support New-Wes-Valley to petition MNL to advocate on our behalf to try to ensure that the volunteer fire departments who are performing the non-traditional duties, such as responding to medical calls when ambulance services are temporarily unavailable, and maintaining accident scenes when RCMP are unavailable get compensated for their time and efforts.

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

- Council requested that Management get more clarification on what the compensation entails and how will this impact what is required of our volunteer fire department when an emergency arises.

6.2 Request for Extension – OCB 2023-0001 F. U. Trading Company Building Repairs

- Work Completion date was March 31st, 2023. Due to a lot of ice and snow under the building, Contractor emailed Council requesting an extension.

2023-074

McKenna/Budden

Resolved to extend the completion date for OCB 2023-0001 F. U. Trading Company Building Repairs to May 31st, 2023.

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

7. New Business

7.1 Ferry Concerns with Emergency Crossings

- With the Doctor shortage and emergency room closures, the ferry is making numerous emergency trips both during the day and night that disrupt the flow of traffic getting off the island and residents missing appointments.
- Council agreed that Management arrange a ZOOM meeting with Department of Transportation and Infrastructure to request that a second ferry be at Fogo Island to take care of the emergency trips.

7.2 Update on New Doctor

- Councilor inquired if there is a confirmed arrival date for the new doctor coming to the island.

- Plan is to still be here in April, but there could be a little delay as they are upgrading the communications system at the hospital, new doctors are now used to doing all their work online even prescriptions will be done online.
- The second doctor is still very interested and hopes to be here by mid-summer.

7.3 Update on New Bank

- CAO has been in contact with the bank and is trying to get a telephone meeting with the Manager or the person in charge.
- Also plan to attend the next board meeting which may be taking place in April when they amalgamate the new board members and hopefully have some answers on their decision.

8. Date of Next Regular Meeting:

- Public Council Meeting – Tuesday, April 25, 2023 @ 7:00pm.

9. Adjournment:

2023-075

Broders/Crawford

Resolved the public council meeting of March 28, 2023, be adjourned at 8:34PM.

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

Pauline Payne
CAO

Andrew Shea
Mayor
