



Minutes of Regular Public Council Meeting May 31st, 2022, at 7:00PM

A Regular Meeting of Council was held at the Town Office with 2 Councilors attending remotely and public attendance by ZOOM on May 31st, 2022.

Councilors Present:

Mayor Andrew Shea

Councilor Adam Young (Via ZOOM)

Councilor Lary Roebotham

Deputy Mayor Justin Hearn

Councilor Beverly Broders

Councilor Sandy Crawford (Via ZOOM)

Staff:

Pauline Payne, Chief Administrative Officer

Daphne Coles, Deputy Town Clerk

1. Call to Order:

- Meeting was called to order at 7:00PM.
- Mayor opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM Platform.
- Councilor Young and Councilor Crawford attended the meeting remotely by ZOOM.

2. Agenda:

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

2022-92

Broders/Roebotham

Resolved that the agenda be adopted with the following addition:

7.3 Letter – Request for Brimstone Head Sign.

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

3. Minutes:

2022-93

Broders/Hearn

Resolved that the minutes of the Regular Public Meeting held on April 26th, 2022, be adopted as presented.

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

4. Business Arising:

- No business arising from the minutes.

5. Department Reports

5.1 Recreation, Tourism & Economic Development presented by Councilor Crawford

A meeting of Recreation, Tourism and Economic Development was held at the Town Office on Tuesday May 17th at 2:00PM. In attendance were Councilor Chairperson Alexander Crawford, Councilor Adam Young, CAO Pauline Payne and Director of Recreation, Tourism & Economic Development, Colette Wells – Coish.

The following was discussed:

A. Recreation

- I. A concept design plan for the green space well known as the soccer field has been prepared by MILL & WRIGHT. The committee recommends council discuss and determine if a design will be done for this area.

- II. In connection with Community cleanup, the Town is encouraging residents to redirect, reuse and recycle as much as possible. On May 25th and 26th a drop off took place at the stadium for residents to bring used appliances, wood furniture or other gently used items rather than placing them out to the roadside. Depending on the response a large garage sale will be planned for a later date.
- III. The Recycling Textiles Program will start again this summer.
- IV. Come Home Year events are being planned. Any groups planning events are welcome to contact the Director to have their events added to the Town Events Calendar.
- V. Come Home Year Clean Up activities are scheduled from May 30th – June 10th. This will be a walk around roadside clean up.
- VI. June is Volunteer month, and a calendar of events will be posted.
- VII. After school ball hockey has been discussed, as well as summer activities and the volunteers that will be needed for these events.
- VIII. World Ocean Day is June 8th. The Town has decided to plan a family event for Saturday June 11th at the stadium. Beach clean ups will be done, and various other partners are engaged in this event.

B. Tourism

- I. The Visitor Services Centre is open, and museums will be open once water hook ups are complete. This will start next week May 24th, since Monday is a holiday.
- II. Staff has visited various museum sites, and will be adjusting opening hours, preserving, and preparing information, and sites as required to provide the best experience possible. We will also focus on the safety of the buildings in the best interest of staff and customers.

C. Other:

- I. A discussion on staff duties, difficulty filling positions, competitive wages, and the amount of work required from playgrounds, museums, trails, and events was outlined. New Maintenance Worker has been hired and started work on May 30th, 2022
- II. Joe Batt's Arm Recreation Committee - Luke's Landing Issue - The Committee discussed briefly, and all agreed this will require further discussion by Council as a whole.
- III. Town Brochure Maps are being worked on and is in the final stages of editing. Council has requested to view the Brochure before it goes for printing.

5.2 Planning & Public Works presented by Councilor Broders

A meeting of the Planning and Public Works Committee was held at the council chambers on May 24, 2022, at 7:00PM with the following present: Committee Chairperson, Councillor Beverly Broders, Councillor Lary Roebottom, Superintendent/Foreperson of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The Following Items were discussed:

A. Maintenance:

I. Preventative Maintenance

- a) Fire hydrants have been flushed in Tilting and Seldom as well as intake screens cleaned as part of our spring preventative maintenance. Joe Batts Arm will be scheduled in the coming days. Fogo will be completed as production levels at the fish plant allow.
- b) All Lift Stations continue to be monitored and inspected with no major issues to report.

II. Vehicle Maintenance/ Inspections

- a) KMR Transport has been servicing and maintaining our vehicles as needed. Annual inspections on all Public Works equipment have been completed for 2022.

B. Other:

I. Permit Applications

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

II. Water turn on/turn-offs

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

III. Advanced Drinking Water System:

- a) Both units are fully operational.

IV. Seldom Pump House

- a) A new Variable Frequency Drive has been ordered from Samson Equipment LTD, at a cost of \$2755.74 plus HST and an expected delivery time of 32 weeks.
- b) A new booster pump for the chlorination system has been ordered from Electric Motor and Pumps at a cost of \$2269.00 plus HST.

V. Water/Sewer Extension Main Street Seldom

- a) The contract to provide engineering services for this project has been awarded to DMG Consulting Limited. Engineers have been to the island and done some preliminary work at the properties.

VI. Mobile Radar Activated Speed Sign

- a) Our mobile radar activated speed sign is out in operation for this season and will be placed in areas where issues with speeding are reported. The local RCMP detachment has been contacted about enforcement in these areas as well.

VII. Feeding of Foxes

- a) Feeding foxes has become an issue in some communities. Public is asked not to feed or handle wild foxes. Feeding any wildlife, including foxes, creates a public safety hazard, and may lead to the destruction of the animal.

C. Actions for Council:

- a) An e-mail has been received from Shorefast requesting the Town partner with them and the Grenfell Campus of Memorial University to allow students to complete research projects on Fogo Islands drinking water.

2022-94

Broders/Roebotham

Resolved that the Town of Fogo Island partner with Shorefast Foundation and Grenfell Campus to work with students doing research on Fogo Island Drinking Water.

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

5.3 Finance and Administration presented by Councilor Roebotham

A meeting of the Finance and Administration Committee was held at the Town Office on May 24th, 2022, at 10:00AM. In attendance were Chairperson, Deputy Mayor Justin Hearn, Councilor Lary Roebotham, Pauline Payne, CAO, and Daphne Coles, Deputy Town Clerk

The following items were discussed:

A. Business Arising from Previous Meetings

I. Request for Business Tax Exemption – Business Closure – Account #JIGL001

- a) Business Owner is requesting an exemption of business taxes and has submitted a letter for confirmation of business closure since June 2019.
- b) After further review, it was determined that the business was open until the Fall of 2020 and the business did receive the 2020 COVID Business Tax Relief.

2022-95

Hearn/Broders

Resolved that the Town of Fogo Island approve for the exemption of Business Tax for 2021 only for Account #JIGL001

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

II. Community Grants

- a) Stag Harbour Recreation Commission
- b) Bleak House Museum Association

- a) Management provided a review of the Community Grants that have been approved for prior years and how it pertains to Committees and the benefits to island communities.
- b) Committee feels that the current policy does not focus on Council's direction for moving forward. With a limited budget, this will be further reviewed within the town's strategic plan.

2022-96

Hearn/Young

Resolved that there be a review of the Community Grant Policy before any applications are approved for 2022.

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

B. For Council Approval

I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during April 2022 and the Account Payable on file to date.

2022-97

Hearn/Crawford

Resolved that that Council adopt the cheque registers from April 1st – 31st, 2022 in the amount of \$166,002.93.

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

II. Adoption of Finance Reports

- a) Committee reviewed the following reports for April 2022:
 - i) Breakdown of Receipts
 - ii) Quick Statistics Summary
 - iii) Detailed Income Statement
 - iv) Bank Reconciliation

2022-98

Hearn/Broders

Resolved that that Council adopt the Financial Statements from April 1st – 31st, 2022 as presented.

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

III. Update on Collection of Accounts Receivable

- a) Staff have been diligently working on the collection process for Accounts Receivable Tax Arrears since November 2021.
- b) Total tax arrears as of November 2021 totaled \$1,102,774.80. As of May 24th, 2022 over 50% of the tax arrears have been collected on past due accounts for 2021 and years prior totaling \$583,075.84.

IV. Review of Residential 10% Discount

- a) Management provided a review of the Residential 10% Discount that was approved in the 2022 Municipal Budget and how it affects many properties on the island.
- b) No changes can be made now as the deadline for any changes to the 2022 Municipal Budget was March 31st.

2022-99

Hearn/Roebbotham

Resolved that that the Town of Fogo Island approve to revise the Residential 10% Discount in the 2023 Municipal Budget to reflect the following stipulations:

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

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

V. Request for Exemption of Small Home-Based Business Taxes

- a) Owner has submitted a letter confirming that the home-based business has not been active since December 2017.

2022-100

Hearn/Broders

Resolved that that Council approve the request for exemption of Small Home-Based Business Tax for 2019 charged to Account #CINDY001 in the amount of \$400.00 and to write-off the interest accrued in the amount of \$73.71.

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

VI. Request for Exemption of Interest - Account #JONEI001

- a) Property is still listed to the Estate, family member responsible for the property is requesting an exemption of interest accrued on the account since 2017 and if approved, family member has agreed to pay the principle for the overdue property and water/sewer taxes in full.

2022-101

Hearn/Roebbotham

Resolved that that Council deny the request for exemption of accrued interest fees and further recommends that if the principle is paid in full within 30 days of date of notification, a contract can be signed to pay off the accrued interest fees over a 12-month period interest free.

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

VII. Request for Exemption of Water/Sewer Tax - Account #BENND001

- a) Building located on the property recently burned leaving the property now listed as Vacant Lot and it is a serviced lot with water and sewer.
- b) Size of the lot is 334.45 meters squared with no room around it for expansion; this is below the minimum lot size of 450 meters squared in the Town Development Regulations, no new development can be permitted on the lot.

2022-102

Hearn/Young

Resolved that that Council approve the exemption of the yearly water and sewer taxes charged to Account #BENND001 as the lot is below the minimum lot size requirement in the Town Development Regulations and no new development is permitted on the lot.

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

VIII. Scotiabank – Borrowing Resolution

2022-103

Hearn/Crawford

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.
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. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Roebbotham, and Councilor Crawford. Against - 0.

IX. Donation Request – Dollywood Foundation, Canada

- a) Wanda McGrath has started a chapter of the Dolly Parton Imagination Library for Fogo Island. This program gives children under the age of 4 years 11 months a free book each month.
- b) Donations will offset the cost of the books.
- c) Currently 49 children on Fogo Island are currently registered for the program.

2022-104

Hearn/Broders

Resolved that that the Town of Fogo Island donate \$100.00 to the Dolly Parton Imagination Library for Fogo Island.

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

X. Donation Request – Central Northeast Health Foundation

- a) Letter requesting a donation for the “Help Give a Lift” Fundraiser to support the purchase of a new Pulmonary Function System for the Respiratory Therapy Department at the James Paton Memorial Regional Health Centre.

2022-105

Hearn/Roebotham

Resolved that that Council deny the request from the Central Northeast Health Foundation for a donation for the “Help Give a Lift” Fundraiser.

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

- Councilor Roebotham departed the meeting at 7:40PM due to conflict of interest

XIII. Approval of Payment of Invoices

a) LGR Electrical Inc - \$10,930.96

2022-106

Hearn/Broders

Resolved that that Council approve the payment of the invoice to LGR Electrical Inc for \$10,930.96

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

- Councilor Roebotham returned to the meeting at 7:42PM.

6. Correspondence

6.1 Gander International Airport - Invitation to Grand Opening of International Lounge

- A. The Gander International Airport has invited a Town Representative to attend the grand opening of the International Lounge on June 29th at 1:30PM.
- B. Council addressed the invitation and decided that if any Councilor has plans to be in Gander on this date, they can respond to attend if they choose.

6.2 Municipal Assessment Agency – 2023 Assessment Roll

- I. The Municipal Assessment Agency has completed the valuation for the 2023 tax year and the average provincial residential values have increased by 4.99%.
- II. Property owners will be mailed their assessment notices on June 1, 2022, and will have until July 31, 2022 to file a formal appeal.

6.3 Municipal Assessment Agency – 2022 Clar Simmons Scholarship

- A. 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.
- B. 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 26, 2022.
- C. Letter was addressed by Council.

7. New Business

7.1 Central Newfoundland Waste Management – Memorandum of Understanding – Fire Service Protection – Fogo Island CNWM Transfer Station

- A. Central Newfoundland Waste Management has requested that the Town enter into a Memorandum of Understanding to provide Fire Protection Services to the Fogo Island CNWM Transfer Station Depot.
- B. They have initiated to pay a yearly service fee of \$1000.00 to the Town.

2022-107

Hearn/Crawford

Resolved that the Town of Fogo Island enter into a Memorandum of Understanding with the Central Newfoundland Waste Management for the Fogo Island Fire Department to provide fire service protection to the Fogo Island CNWM Transfer Station in the event of a fire subject to the terms and conditions

outlined in the MOU and a yearly service fee of \$1000.00 will be provided to the Town of Fogo Island for providing this service.

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

7.2 Council Removal Order – 72A Harbour Drive, Seldom

- A. Property owner performed backfilling on lot last year without a permit from the Town and has caused drainage issues over a Town own road and surrounding properties.
- B. Town Staff have visited the homeowner several times and the town have issued 2 Compliance Letters with a deadline of April 30th, 2022.
- C. Public Works Staff visited the site and the fill has not been removed, an Emergency Council Order was issued on May 16th, 2022 with a final deadline to remove the fill of June 1st, 2022.

2022-108

Broders/Young

Resolved that that Council approve the issuance of the Emergency Council Order for the removal of the backfill that was causing a drainage issue that was completed without a permit from the town, if work not completed by deadline of June 1st, 2022, Town Employees will remove the fill and correct the drainage issue at the expense of the homeowner.

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

7.3 Letter – Request for Brimstone Head Sign.

- A. Resident of Fogo submitted a letter suggesting that the Town erect a solar operated “Brimstone Head” sign at the base of Brimstone Head.
- B. Sign would be the style of the “Dildo Hollywood” sign erected at Dildo a few years ago.
- C. Letter was addressed by Council. It was noted that given the distance of Brimstone Head from the highway this would have to be a big sign that would take away from the view and beauty of Brimstone Head itself.
- D. Town has already received complaints on the hydro poles and lines that are being erected going down over the hill obstructing the view of Brimstone Head.

2022-109

Hearn/Roebbotham

Resolved that that Council deny the request to erect a solar operated “Brimstone Head” sign at the base of Brimstone Head as it would have to be a big sign that would take away from the view and beauty of Brimstone Head itself.

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

7.4 Update on Scotiabank

- A. Transfer of the building is now with the Lawyers preparing the agreement and have the appraised value. The building will be transferred to the Town free of charge from Scotiabank within the next few weeks.
- B. The recruitment of the Credit Union is continuing. Next step is that the Credit Union requires some funding to hire a consultant to help prepare a feasibility study and project plans.
- C. Meeting planned with Minister Parsons and Minister MHA Bragg to try to find a solution to acquire the funding that is needed.
- D. For businesses on the Island dependent on cash Deputy Mayor has a meeting arranged with Brinks to discuss cash drop-off and pick-up.
- E. There will be a gap in service between Scotiabank leaving and the new bank setting up.

7.5 Update on Doctor Shortage and Recruitment

- A. There was a meeting last week with a doctor Ravalia who has helped a teaching hospital in Twillingate years ago and is looking at Fogo Island in a very positive way.

- B. Council and Management have been working diligently on helping with the Doctor Recruitment for Fogo Island.

7.6 Ferry Update

- A. Latest update from Lewisporte is that the M.V Beaumont Hamel is supposed to have repairs completed and come off dock and should be at Fogo Island by early June pending no further equipment issues for repair. M.V. Sound of Islay is docked at Lewisporte and if there is a delay with the M.V. Beaumont Hamel, she will come to Fogo Island to help.

7.7 Update on Strategic Plan

- A. Residents will be getting a letter in the mail requesting feedback on what you see as priorities for Fogo Island.
- B. After information is received and compiled there will be a public meeting for more discussion. Dates to be confirmed later.
- C. The new Strategic Plan should help bring Fogo Island more together, with focus on the island as a whole and not as individual communities.

C. Date of Next Regular Meeting:

- Public Council Meeting – Tuesday, June 28th, 2022 @ 7:00pm.

D. Adjournment:

2022-110

Roebbotham/Hearn

Resolved the public council meeting of May 31st, 2022, be adjourned at 7:55PM.

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

Pauline Payne
CAO

Andrew Shea
Mayor
