

A Regular Meeting of Council was held at the Town Office on September 7th, 2022, with the following in attendance.

Councillors Present:

Mayor Andrew Shea
Councillor Adam Young
Councillor Lary Roebbotham

Deputy Mayor Justin Hearn
Councillor Beverly Broders
Councillor Sandy Crawford

Staff:

Pauline Payne, Chief Administrative Officer
Germaine Morgan, Acting Deputy Town Clerk

1. Call to Order:

- Meeting was called to order at 7:02PM.
- 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.

2022-152

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. Minutes:

2022-153

Broders/Hearn

Resolved that the minutes of the Regular Public Meeting held on July 26th, 2022, 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.

2022-154

Crawford/Roebbotham

Resolved that the minutes of the Special Public Meeting held on August 19th, 2022, 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.

4. Business Arising:

4.1 Update on New Bank

- The Atlantic Edge Credit Union visited Fogo Island on August 16th – 18th, 2022 and during this time they met with Council, as well as numerous businesses owners. They will be sending out surveys regarding banking needs to residents and business owners to complete so they can get an understanding of all the banking services needed for Fogo Island and Change Islands. A meeting will be held on September 23rd, 2022, with a decision as to whether or not they will open a bank here on Fogo Island.

The Town of Fogo Island has now obtained ownership of the Scotiabank building located at 31 Main Street, Fogo.

4.2 Update on Doctor

- We have had a doctor contact us regarding becoming a permanent doctor at The Fogo Island Health Center. The proper processes are being taken and we hope to have this person join us in the near future as part of our medical team. There will be locum coverage until October 10th, 2022, with very few interruptions, as of the latest news from Central Health. Ideally, we hope to secure two doctors and one nurse practitioner as a part of our staff, this will allow our medical team to work normal hours and have rest time, so that they will not become overworked.

5. Department Reports

5.1 Recreation, Tourism & Economic Development presented by Councillor Young

A meeting was held at the council chambers on Wednesday, August 17th, at 3:00PM. In attendance were Councillor Adam Young, Chief Administrative Officer Pauline Payne, Director of Recreation, Tourism & Economic Development Colette Wells – Coish

Absent Councillor Chairperson Alexander Crawford.

A. Call to order:

Meeting was called to order at 3:15pm.

B. Recreation

- I. The compressors at the Iceberg Arena are required to be rebuilt at this time. This is regular preventative maintenance that must be completed every 3-4 seasons. As well, the system needs a complete check before the startup of the 2022-2023 season. The price quote has been received from Young's Refrigeration (see attached).
- II. Discussed possibility of a casual call-in class 4 Engineer as needed.

2022-155

Young/Hearn

Resolved that Council advertise and hire a temporary, call-in position with minimum qualification 4TH class Power engineer or above for the Iceberg Arena.

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

- III. Curling has been discussed as a new sport for our arena. Planning will proceed with an anticipation of starting in the upcoming season.
- IV. Summer Camp is concluding this week. There were fifteen full time kids that participated.
- V. The Stadium Committee are discussing afterschool ball hockey, and other physical activities in the coming weeks.

C. Tourism

- I. Student positions are finishing in the next week at all locations. The regional managers will review all locations and a revised schedule will be put in place for the remainder of the season. We will keep as many sites open as possible. Committees will be approached to see if there are any volunteers who would like to help out so we can keep the sites open longer.
- II. The Lane House Museum remains closed due to the issue with mold. We have reached out to Service NL and expect an inspection to be scheduled soon. It has been determined the roof needs extensive repairs. An estimate will be done soon for roof repairs, and we will have

to investigate funding sources to complete this work. The site remains closed until issue is resolved.

- III. The number of heritage sites and buildings to maintain during the summer is quite a challenge. There will be a summer report prepared in the coming weeks with input from regional managers and summer staff.
- IV. Additional advertising in the Travelers' Guide was discussed. The attached quotes are for front and back covers. We currently advertise in the Newfoundland & Labrador explore Downhome annually. The Town Council opted to not pay for any additional advertising due to the high cost.

D. Other:

- I. A letter has been received from a community group, requesting exemption of their current tax bill. (See attachment)
Committee recommends this issue be deferred to the finance committee for further discussion.
- II. Working with Adventure Central to further advertise the Fogo Island Trails with all the central area. Additional photos and details will be placed on the Newfoundland and Labrador portal of our trails to start with.
- III. The new advertising 4' x 8' billboard signage on the stadium is progressing. There are signs in transit that will be erected soon.
- IV. The Status of Women's Council, Gander office, are planning to come and offer sessions on resume writing, motivation, leadership skills. We will provide a space when the dates are confirmed.
- V. Mills and Wright Landscape Architecture visited Fogo Island recently on another project and they did take the time to visit the soccer field. They are wondering if council has made any decision to go forward with development. They can review with you, change out and are open to ideas. Discussion on necessary work needed to be completed before startup of the season and fall. The Town will be looking for two more quotes from other architectural firms for comparison of the costs of designing the space. Once this is complete, the Town Council will choose a firm and move ahead on this project.

5.2 Planning & Public Works presented by Councillor Broders

A meeting of the Planning and Public Works Committee was held at the council chambers on August 22, 2022, at 7PM with the following present: Committee Chairperson, Councillor Beverly Broders, Superintendent/Foreperson of Public Works Sheldon Hoffe, and CAO Pauline Payne.

The Following Items were discussed:

A. Maintenance:

Preventative Maintenance

- a) All Lift Stations continue to be monitored and inspected with no issues to report. Xylem are still waiting for parts to complete the warranty repairs to the pump that was sent in from Fogo.
- b) All water intake screens have been cleaned. The replacement water pump in Seldom pumphouse has been installed and is in operation

Vehicle Maintenance/Inspections

KMR Transport has been servicing and maintaining our vehicles as needed.

B. Other:

I. Permit Applications

Field visits ongoing to determine compliance, as requested.

II. Development Regulation Amendment

2022-156

Broders/Hearn

Resolved that Council amending Section B, 38 (2) of the Town of Fogo Islands Development Regulations to allow construction of accessory buildings in the front yard portion of a building lot as a discretionary use.

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

a) A permit application has been received from a resident at 47 Southside Road JBA to construct a shed in the front side yard of their property. This development can be considered by Council as a discretionary use.
Town Council needs to review this application further to gather more information before a decision can be made.

b) A permit application has been received from a resident at 13 Main Street, Seldom to construct a shed in the front yard portion of their property. This development can be considered by Council as a discretionary use.

2022-157

Broders/Roebbotham

Resolved that Council approve the permit application that has been received from a resident at 13 Main Street to construct a shed in the front yard portion of their property.

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

II. Water turn on/turn-offs

Water turn on/turn-offs being requested intermittently. Residents are reminded that 48 hours' notice is required prior to scheduling water turn on/off.

III. Advanced Drinking Water System:

Both units are fully operational.

IV. Water/Sewer Extension Main Street Seldom

The project is awaiting environmental approval. This approval must be obtained before the project can proceed to the tender stage.

Environment has approved the project and it is now ready for the tender stage but it has been advised that the tender be sent out early in the spring as this work will not get completed this year.

V. Mobile Radar Activated Speed Sign

Our mobile radar activated speed sign is in operation and is being randomly placed in all communities.

VI. Paving Route 333

Culvert replacement and ditching has started, and the contractor intends to start paving in the next couple of weeks. Town management staff have been in contact with the contractor about the possibility of having some paving done on Town owned roads. Contractor is working on pricing and if there will be any excess material available to do any extra paving.

VII. New Pickup Truck

The new crew cab truck arrived on August 17, 2022 and will replace the 2013 extended cab truck.

5.3 Public Safety and Fire Services presented by Councillor Crawford

A meeting of the Public Safety Committee was held on August 23, 2022, at the Town Office. In attendance Councilor Broders, Councilor Crawford, CAO Pauline Payne, and Assistant Chiefs; Paul Torraville, Bobby Parsons and Rick Holmes. Absent; Ryan Holmes.

Information for Council:

In general, the transition from having a Full Time Fire Chief to Assistant Fire Chiefs is working out very well. No major issues to report.

A. Community Education/Events

- a) Fogo Island Fire service along with the Canadian Red Cross are providing COVID-19 tests to help stop the spread of COVID -19. These are free of charge for our residents. They are available at the town office during regular work hours.
- b) Fundraising to begin soon to replace the Rural Rescue Cube Van located in Fogo, as it is in very bad shape.
- c) Residents are asked to add Civic numbers to their houses or property so that Fire and Emergency Services can identify where they need to go. Without this vital information clearly displayed on houses or property confusion can lead to delays in providing emergency services. Also, when placing calls to 911 clearly identifying the Community name is very helpful when street names are duplicated in different communities. Fireman's Ball is tentatively scheduled for Oct. 1st, 2022, to be held at the Stadium. The Assistant Fire Chiefs have established an organizing committee to plan this event.
- d) Fire Safety Week is Oct. 9th to 15th, events will be planned and communicated in the weeks to come.

B. Training Update

Emergency watercraft training will be scheduled sometime in September.

C. Equipment update

Dodge Pick-up currently being repaired.

D. Public Safety Committee would like to know the roles and responsibilities at the scene of an emergency.

2022-158

Crawford/Broders

Resolved that the CAO organize a meeting with RCMP and Fire Services to discuss roles and responsibilities at the scene of an emergency.

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

5.4 Finance and Administration presented by Justin Hearn

A meeting of the Finance and Administration Committee was held at the Town Office on August 23rd, 2022, at 2:00PM. In attendance were Chairperson, Deputy Mayor Justin Hearn, Councillor Lary Roebbotham, Mayor Andrew Shea, Pauline Payne, CAO, and Germaine Morgan, Acting Deputy Town Clerk

Call to Order: Meeting was called to order at 2:00pm.

The following items were discussed:

A. Business Arising from Previous Meetings

- No business arising

B. For Council Approval

I. Adoption of Cheque Register for June

- a) Committee reviewed the cheques that were issued during June 2022 and the Accounts Payables on file to date.

2022-159**Hearn/Crawford**

Resolved that Council adopt the cheque register from June 1st – June 30th, 2022, in the amount of \$122,561.58.

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

II. Adoption of Finance Reports

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

2022-160**Hearn/Broders**

Resolved that Council accept the Financial Statements from June 1st – 30th, 2022 as presented.

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

C. For Council Approval**III. Adoption of Cheque Register for July**

- b) Committee reviewed the cheques that were issued during July 2022 and the Accounts Payables on file to date.

2022-161**Hearn/Young**

Resolved that Council adopt the cheque register from July 1st – 31st, 2022 in the amount of \$228,365.12.

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

IV. Adoption of Finance Reports

- b) Committee reviewed the following reports for July 2022:
 - v) Breakdown of Receipts
 - vi) Quick Statistics Summary
 - vii) Detailed Income Statement
 - viii) Bank Reconciliation

2022-162**Hearn/Crawford**

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

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Roebotham, and Councillor 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 August 19th, 2022, over 50% of the tax arrears have been collected on past due accounts for 2021 and years prior totaling \$622,940.49.

IV. Request for Exemption of Water & Sewer Tax – FOGOIO45

- a) A Non-Profit organization are requesting that they be exempt from being charged a Water & Sewer tax as previously discussed in their lease agreement. The lease agreement states that they would only be required to pay \$500 per year for rent plus heat/light, internet, and telephone.

2022-163

Hearn/Roebotham

Resolved that Council approve the request for exemption of Water & Sewer Tax for 2022 that has been charged to account # FOGIO45.

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

V. Request for Exemption of Small Home-Based Business Taxes – FOGIO48

- a) Owner has submitted a letter confirming that the home-based business was active for a short period of time from July 10th – September 8th, 2020 and was not operating at all for 2021.

2022-164

Hearn/Roebotham

Resolved that Council approve the request for exemption of Small Home-Based Business Tax that was charged to account # FOGIO48 for 2021 since the business was not in operation. Council will not approve the exemption of the Small Home-Based Business Tax that was charged to Account # FOGIO48 in 2020 since they were in operation but approves the business owner get the covid relief of 14% for that time and interest relief. Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Roebotham, and Councillor Crawford. Against - 0.

VI. Discussion on Preventative Maintenance on the Compressors at the Iceberg Arena

- a) Committee discussed the preventative maintenance work that has to be completed on the compressors at the Iceberg Arena. A quote was supplied by Young's Industrial at a cost of \$15,066.20 plus HST.

VII. Discussion on Hiring a Casual Call-In 4th Class Engineer for the Iceberg Arena

- b) Committee discussed the hiring of a 4th Class Engineer for the Iceberg Arena, as a casual call-in, to do preventative maintenance work that has to be completed from time to time. Committee agreed that this would probably cut the cost significantly rather than bringing in a business from off the island.

VIII. Discussion on providing a bursary or gift to any resident who will be furthering their Nursing careers to become a certified Nurse Practitioner.

2022-165

Hearn/Young

Resolved that Council approve a bursary or gift to any resident who is willing to further their nursing career to become a Certified Nurse Practitioner and work at the Fogo Island Health Centre. Details on how this would work to be drafted by the CAO for Council's review.

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

6. Correspondence

6.1 Approval of Domestic Sawmill – Tiltng

2022-166

Young/Crawford

Resolved that Council approve the application of a Domestic Sawmill located at 174A Main Street, Tilting.

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

6.2 Approval of Domestic Sawmill – Little Seldom

2022-167

Hearn/Roebotham

Resolved that Council approve the application of a Domestic Sawmill located at 52 Neck Road, Little Seldom.

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

- Deputy Mayor Hearn left the meeting at 7:50 PM

6.3 Approval of Crown Lands Application – Agriculture/Farming – Island Harbour

2022-168

Young/Broders

Resolved that Council approve the Crown Lands application of an Agriculture/Farming in Island Harbour.

Resolution Carried. In favour – 5. Mayor Shea, Councillor Young, Councillor Broders, Councillor Roebotham, and Councillor Crawford. Against - 0.

- Deputy Mayor Hearn re-entered the meeting at 7:51 PM
- Councillor Broders left the meeting at 7:51 PM

7. New Business

A. 7.1 Approval of Tax Contract

Business Owner Account # SHORE001 & SHORE002 is requesting exemption of Business Taxes for 2020 and part of 2021.

2022-169

Hearn/Young

Resolved that Council recommends pursuant to section 111 of the Municipalities Act, 1999, the Town of Fogo Island enter into a tax payment arrangement proposed on August 3rd, 2022.

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

7.2 Conflict of Interest Regarding Deputy Mayor Hearn

An email was sent to council from an organization on Fogo Island of an allegation of a conflict of interest involving Deputy Mayor Hearn in his efforts to gather information from businesses to provide to a potential bank. Council has sought legal advice and have discussed the allegation and legal advice at length. Council has determined that there is no merit to the conflict-of-interest allegation.

2022-169-A

Roebotham/Young

Resolved that Council dismiss the conflict-of-interest allegation made against Deputy Mayor Hearn regarding his efforts to gather information for a potential banking institution for the Island.

Resolution Carried. In favour – 4. Mayor Shea, Councillor Young, Councillor Roebotham, and Councillor Crawford. Against - 0.

- Councillor Broders re-entered the meeting at 7:53 PM
- Deputy Mayor Hearn re-entered the meeting at 7:53 PM

7.3 Approval to Apply for Gas Tax Funding for paving estimated at \$200,000

2022-170

Crawford/Roebotham

Resolved that Council approve for CAO to apply for Gas Tax Funding for paving estimated at \$200,000

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

- Deputy Mayor Hearn left the meeting at 7:52 PM

7.4 Bi-Election Nominees & Date of Bi-Election

Nominations were held on September 6th, 2022, and the list of nominees are:

Aaron Brown

Mark Budden

David Mckenna

Christopher Payne

The Date of bi-election will be September 27th, 2022 at the Town Office.

8. Date of Next Regular Meeting:

Privileged Meeting – To Be Determined

Public Council Meeting – To Be Determined

9. Adjournment:

2022-171

Crawford/Hearn

Resolved the public council meeting of September 7th, 2022, be adjourned at 8:45PM.

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

Pauline Payne
CAO

Andrew Shea
Mayor