

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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Barbara Jacobs  
Councillor Scottie Hart  
Councillor William Hart

Deputy Mayor Paul Torrville  
Councillor Samuel Rowe (via telephone)  
Councillor Tracey Hart

**Staff:**

Bruce Pomeroy, Acting Chief Administrative Officer  
Daphne Coles, Deputy Town Clerk

**Absent:**

Councillor Janet Langdon

**1. Call to Order:**

- Meeting was called to order at 7:00PM.
- Mayor Collins opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM Platform.

**2. Delegation – Corporal Sheldon Walsh – RCMP, Fogo Island Detachment**

- Corporal Walsh was unable to connect to the ZOOM platform due to their computer not being compatible to join. Corporal Walsh sent his apologies and requested that Council forward any questions and concerns by email.

**3. Agenda:**

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

2021-145

W. Hart/T. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councillor Barbara Jacobs, Councillor Scottie Hart, Councillor Tracey Hart and Councillor William Hart. Against - 0.

**4. Minutes:**

2021-146

Jacobs/T. Hart

Resolved that the minutes of the Regular Public Meeting held on June 29<sup>th</sup>, 2021 be adopted as presented.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councillor Barbara Jacobs, Councillor Scottie Hart, Councillor Tracey Hart and Councillor William Hart. Against - 0.

**5. Business Arising:**

- Concern with the extra electrical cost incurred for the electrical drawings for Seldom Fire Hall renovations.
- Inquiry on whether a letter was forwarded to property owner at 26 Penton's Road, Joe Batt's Arm with Council decision on request for interest fee exemption on tax account. Letter was forwarded to property owner on July 9<sup>th</sup>, 2021.

**6. Department Reports**

**6.1 Recreation, Tourism & Economic Development Report presented by Councillor Tracey Hart.**

A meeting of the Recreation, Tourism and Economic Development Department was held on Tuesday July 20, 2021 at 3pm in the council chambers. In attendance were Councillor Janet Langdon via phone, Acting CAO,

Bruce Pomeroy, Director of Recreation, Tourism and Economic Development, Colette Wells- Coish. Absent Councillor; Chairperson Tracey Hart.

**A. Business Arising:**

- I. The Director, Acting CAO and Deputy Clerk met with Fogo Island Pride on July 19<sup>th</sup> and the rental agreement for the former RCMP building has been signed by Fogo Island Pride.
- II. The MOU for Foster's Pond has been forwarded to ACOA.
- III. Contact has been made with Fogo Island Beehives giving him permission to place beehives and signage in the community garden in Seldom. This will be done later in August.

**B. Recreation and Tourism:**

- I. An incident occurred on March 20<sup>th</sup>, 2021, at the Ethridge's' Point Festival site that resulted in damages to the kitchen building. An incident report was completed at that time. Our insurance company has been contacted and we are waiting on a response.
- II. The Visitor Center is open 7 days a week from 9am – 5 pm. All our sites will be open. Scheduling is available at the Visitor Centre, the Town website and on our Tourism APP.
- III. A meeting was held with the Fogo Heritage Committee on June 25<sup>th</sup>. They outlined several items for further discussion prior to them taking ownership of the Old School House and Former United Church buildings.
  - a) Inquiry on whether there was a timeframe for the Fogo Heritage Committee to present their concerns for taking ownership of the buildings. Requested that the Director contact the Committee for an update.
- IV. A meeting was held with TRACS ON July 8<sup>th</sup>, to discuss their current proposal for the Tilting Fire Hall.
- V. A meeting was held with Fogo Island Pride on July 13<sup>th</sup> to discuss plans for Pride week scheduled for August 8<sup>th</sup> – 14<sup>th</sup>, 2021. They would also like for a councilor or staff member to bring greetings and raise their flag on August 8<sup>th</sup>.
- VI. A meeting was held with the Honorable Member of Parliament Mr. Scott Simms on JULY 16<sup>TH</sup>.
- VII. Potential funding opportunities were discussed particularly for the Marine Interpretation Centre in Seldom.
- VIII. The trail crew has started work for the season placing trail signs in designated areas. The design and work being carried out was discussed and approved by a trail consultant.
  - a) Inquiry on why the workers for the Trail Project were reduced from six (6) workers to four (4) workers this year.
  - b) The recommendation to reduce the number of workers this year came from Greenleaf Resources, a Trail Consultant appointed through ACOA who came to the island and inspected the trail work completed last year and made recommendations for this years project.
- IX. There were two weddings at the stadium in July. Both events followed COVID guidelines.
- X. Funding from Community Healthy Living has provided Yoga for beginners which will start Thursday of this week at various locations with a certified instructor. Proceeds will be donated to "The Run for Robbie", and mental health awareness champaign.
- XI. The Maker's Market continues weekly with different vendors participating each week in the stadium parking lot.
  - b) Inquiry on whether the Contractor approved last year for the work repairs on the Dwyer Premises had started the work this summer yet. Requested that the Director contact the Contractor for an update.

**C. ACTIONS FOR COUNCIL:**

**I. Committee Assistance Grant Policy**

- a) It is recommended a policy be implemented for all community committees who seek assistance from the Town. This policy would state the Town support all committees who provide valuable community services for our Island. A set budgeted grant would be provided on an annual basis. This grant would be given to all who fit the town criteria and used as committees see fit. The policy would also state that committees who obtain ownership of Town properties are responsible for all operational cost.

2021-147



#### **T. Hart/Jacobs**

Resolved that the CAO and Director of Recreation, Tourism and Economic Development prepare a policy for a Committee Assistance Grant that would assist community committees with operational costs of town properties once ownership is transferred. Policy will be presented to Council for approval at the next public council meeting in August.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

### **6.2 Public Safety and Fire Services presented by Deputy Mayor Torrville**

A meeting the public safety committee was held at the Town Office on July 21<sup>st</sup>, 2021, at 5:30pm. The meeting was chaired by Deputy Mayor Torrville, others in attendance Councilor William Hart and Fire Chief Simpson.

The following items were discussed:

#### **Information for Council:**

Fire Calls – 3                      Inspection – 3

#### **A. Building Maintenance:**

- I. The electrical portion for the Seldom Fire Station has commenced.
- II. Tilting fire storage unit has been surveyed and waiting on the preliminary drawing to move forward with construction.

#### **B. Equipment Update/Vehicle Maintenance**

- I. New exhaust has been installed on the Fogo Pumper.
- II. The Tanker has received servicing and has had its timing fixed.
- III. The ladder inspection has been completed, with report documents to follow.

#### **C. Other**

- I. The Fire Chief, Director of Recreation, Tourism and Economic Development, CAO and councilor Langdon met with TRACS committee to discuss the future of the fire station in Tilting, there can be no change in occupancy until the new fire storage building is complete.
- II. The Chief has received permission to place signs on the Coop building in Deep Bay, informing the public about fire department water access area and has ordered these signs.

#### **D. Action for council:**

##### **I. Surplus Portable Pumps**

- a) The Fire Service has a surplus of portable pumps. RFP was advertised with a reserve set of \$4500.00 for the sale of a portable pump. Town received one (1) bid of \$4600.00.

**2021-148**

**Torrville/W. Hart**

Resolved that the Town of Fogo Island accept the bid of \$4500.00 for the portable pump and record the funds in the Fire Equipment GL for the Fire Service Budget.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

- b) Council inquired what would be happening with the other surplus portable pumps. It is requested that the Fire Chief do a review of the pumps and sell any pumps that is not needed by the Fire Department.

The Fire Chief would like to remind everyone, the summer months can be warm and very dry, please follow the provincial fire index and restrictions pertaining to fire.

### **6.3 Public Works Presented by Councilor Scottie Hart**

The Public Works Committee did not hold a committee meeting for June due to unavailability of Council Members. Sheldon Hoffe, Superintendent/Foreman of Public Works provided the following updates:

**A. Estimating Works:**

**I. Seldom Pumphouse**

- a) K & D Pratt was awarded the contract for upgrading the existing gas chlorination system, work will commence once the parts are received.

**II. Joe Batt's Arm Water Tower/ Communications**

- a) Pennecon was awarded the contract for the upgrades on the Joe Batt's Arm Water tower, waiting on Pennecon to acquire the parts and provide a start date.

**B. Maintenance:**

**I. Preventative Maintenance**

- a) A Boil Order has been issued to the community of Seldom due to equipment failure.
- b) Water intake screens have been pulled and cleaned in Fogo, Seldom and Tilting.
- c) All Lift Stations have been monitored and inspected; two minor issues detected that have since been repaired by Public Works staff.
- d) Road shouldering is ongoing as time permits, calcium has been added to gravel roads for dust control.
- e) There has been a new water service installed in Clay Cove for Etheridge's Point Recreation Committee.
- f) A section of road on Kelly's Island Road was prepped for paving, this was to repair the road that was previously excavated to fix a water leak that happened a couple of years ago. Due to ferry issues the contractor that was supplying the pavement refused to travel to the Island.

**II. Vehicle Maintenance/ Inspections**

- a) Yearly inspections continue to be completed on Town vehicles. No major failures reported.
- b) Fogo Pumper had a muffler wall that was rusted out, this has been repaired.

**C. Other:**

**I. Permit Applications**

Field visits ongoing to determine compliance, as requested.

**II. Water turn-on/ turn-offs**

Water turn-on/turn-offs being requested intermittently. There was several inoperable curb stops encountered, which have since been excavated and repaired.

**III. Advanced Drinking Water System:**

- a) Fogo and Seldom Advanced Drinking Water System - Both ADWS is fully operational, no issues to report at this time.

**IV. Town Office**

- a) After an investigation by Wood Environment on the existing septic systems, the only workable solution to accommodate the private sewer system with a solution that would be acceptable to service NL was to move the new building towards the back of the lot and have a combined septic field in front of the building. The existing building will have to be demolished to accommodate the construction of the new building in this location.

**V. Barr'd Islands Watermain Project**

- a) CECON is continuing with the engineering design. One site visit was conducted late April in support of design development. A site visit was completed on July 14<sup>th</sup>, 2021 by our



CAO and Foreman of Public Works to acquire verbal permission from the residents in the area so the watermain can cross onto their properties.

**VI. Seldom Fire Hall Modifications**

- a) Interior modifications and plumbing have been completed. LGR Electrical is currently completing the electrical upgrades.

❖ Councilor Samuel Rowe joined the meeting at 7:25PM by telephone.

❖ Councilor Tracey Hart left the meeting at 7:26PM due to internet and connection issues with the ZOOM platform. Trying to reconnect.

**D. Actions for Council**

**I. Snowclearing Damages**

- a) A resident sent a letter requesting repairs to damages done to boat from snow clearing. A site visit was made by Public Works staff and there was evidence that this damage was done by the plow. The boat is situated 3.6 metres from the edge of the road and 6.6 metres from the road's centre line. Town easement on bi-roads is 10m from centre of road.

**2021-149**

**S. Hart/Jacobs**

Resolved that the Town of Fogo Island deny the residents request for cost of repairs to the boat incurred from snow clearing as the boat is located within the Town bi-road 10 metre easement. Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**6.4 Finance presented by Councilor Jacobs**

A meeting of the Finance Committee was held at the Town Office on July 21<sup>st</sup>, 2021 at 4:00PM. In attendance were Chairperson, Councilor Barbara Jacobs, Councilor Janet Langdon, Mayor Wayne Collins, Bruce Pomeroy, Interim Chief Administrative Officer and Daphne Coles, Deputy Town Clerk. Absent from the meeting was Councilor Samuel Rowe

The following items were discussed:

**A. For Council Approval**

**I. Adoption of Cheque Register**

**2021-150**

**Jacobs/W. Hart**

Resolved that the Town of Fogo Island accept the attached cheque register from June 1<sup>st</sup> – 30<sup>th</sup>, 2021 in the amount of \$97,547.47 as presented.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**II. Adoption of Finance Reports**

**2021-151**

**Jacobs/Rowe**

Resolved that the Town of Fogo Island accept the attached Financial Statements from June 1<sup>st</sup> – 30<sup>th</sup>, 2021 as presented.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**III. Approval to Borrow from Scotiabank – Barr'd Islands Watermain Project #17-GI-21-00112**

**2021-152**

**Jacobs/Rowe**

Resolved that the Town of Fogo Island borrow from Bank of Nova Scotia the amount \$81,615.00. The fixed loan term is five (5) years with amortization period of seven (7) years, Interest rate of 2.45% + 0.25% for a total interest rate of 2.7 %. The purpose of the loan is to finance the Town share of project 17-GI-21-00112, Barr'd Islands Watermain. Monthly principal payments would be \$971.61 plus interest paid monthly.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**IV. Approval to Borrow from Scotiabank – HST/GST Portion – Barr'd Islands Watermain Project #17-GI-21-00112**

**2021-153**

**Jacobs/Rowe**

Resolved that the Town of Fogo Island borrow from the Bank of Nova Scotia the amount \$83,849.00. The fixed loan term is one (1) year with amortization period of one (1) year, Interest rate of 2.45% + 0.25% for a total interest rate of 2.7 %. The purpose of the loan is to finance the HST/GST portion of project 17-GI-21-00112, Barr'd Islands Watermain. One-time annual payment due in full twelve (12) months after loan advance, plus interest paid monthly.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**V. Resolution to Submit Late MCW Application - Project #AP-MCW-21198, Seldom Main Street Water & Sewer - \$880,074.30**

a) 2020-2021 Municipal Capital Works application was cancelled.

b) Council met with Honorable Minister Elvis Loveless on July 12<sup>th</sup>, 2021 and it was requested that a late application be submitted.

**2021-154**

**Jacobs/Rowe**

Resolved that the Town of Fogo Island submit a late Municipal Capital Works Application for Project #AP-MCW-21198, Seldom Main Street Water & Sewer for the amount of \$880,074.30.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

**VI. Tourism Intake Program – Funding Application for Marine Interpretation Centre**

a) The work proposed for the Marine Interpretation Centre does not qualify under the CRF Initiative since that building is only open about 3 months of the year, therefore, 25% cost share is no longer applicable. In correspondence with ACOA we could apply under the Tourism Intake Program however the cost share is 50/50.

**2021-155**

**Jacobs/Rowe**

Resolved that the Town of Fogo Island apply under this Tourism Intake Program for \$100,000 with council contributing \$25,000 plus the Heritage Grant of \$25,000.00.

Resolution Carried. In favour – 6. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, and Councilor William Hart. Against - 0.

❖ Councilor Tracey Hart rejoined the meeting through the virtual ZOOM platform at 7:40PM.



**VII. Request for Salary Review – Fire Chief Simpson**

**2021-156**

**Jacobs/Torraville**

Resolved that the Town of Fogo Island approve an Increase in pay as requested by the Hiring Committee effective July 26<sup>th</sup>, 2021, based on performance and achievements within the Fogo Island Fire Department since he started with the Town on July 2, 2019. New duties be added to include enforcement of permit regulations and approvals, car wrecks and dilapidated buildings. New Letter of Offer and new Job Description will be prepared for acceptance to the Fire Chief.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**VIII. Appointment of Chief Administrative Officer – Ms. Pauline Payne**

**2021-157**

**Jacobs/T. Hart**

Resolved that the Town of Fogo Island appoint Pauline Payne as the Chief Administrative Officer for the Town of Fogo Island effective August 16, 2021, with the statutory authority of Town Manager and Town Clerk as per Sections 53, 54, 59 and 61 of the *Municipalities Act, 1999* and require a 6-month probationary period with yearly salary increase based on a yearly review of work performance.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**IX. Appointment of Superintendent/Working Foreman - Public Works – Sheldon Hoffe**

**2021-158**

**Jacobs/T. Hart**

Resolved that the Town of Fogo Island appoint Sheldon Hoffe as the Superintendent/Working Foreman of Public Works effective July 15<sup>th</sup>, 2021 and will require a 6-month probationary period after which Management will review work performance.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

- a) Council agreed that if the Superintendent/Working Foreman did not work out after the 6-month probation period then Sheldon Hoffe would be permitted to return to his normal position of Maintenance/Operator.

**X. New Town Office Project - Temporary Location for Town Office during Construction**

- a) To accommodate the new Town Office, the current office building will have to be demolished before construction can begin.
- b) Staff visited Joe Batt's Arm Community Hall and Seldom Community Hall to determine which would be more suitable as there isn't any building in Central to occupy.

**2021-159**

**Jacobs/Rowe**

Resolved that the Town Office be temporarily located at the Joe Batt's Arm Community Hall as it provides more adequate office space, larger parking lot and public works depot is located on the same lot.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**XI. 2021 Municipal Elections – September 28, 2021**

**a) Alternate Returning Officer**

**2021-160**

**Jacobs/T. Hart**

Resolved that Tracy Torraville, Accounting Clerk with the Town of Fogo Island be appointed Alternate Returning Officer for the 2021 Municipal Elections.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**b) Municipal Election Nomination of Candidates**

**2021-161**

**Jacobs/T. Hart**

Resolved that the Town of Fogo Island hold 2 days for nomination of candidates for the 2021 Municipal Election.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**c) Municipal Election Advance Poll**

**2021-162**

**Jacobs/W. Hart**

Resolved that the Town of Fogo Island hold one Advance Polling Station for the 2021 Municipal Elections on Tuesday, September 21st, 2021.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**XII. 2020 Business Tax Reprieve for Businesses Open during COVID-19**

- a) From January to May of 2020, Council held many discussions on giving businesses of Fogo Island that were open during the COVID-19 Pandemic a reprieve of business taxes charged in 2020.

**2021-163**

**Jacobs/Rowe**

Resolved that Management review the past discussions of Council and prepare a letter to send to all businesses on Fogo Island with Council recommendations and how to apply for a tax reprieve on 2020 business taxes.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**XIII. Council and Staff Social**

- a) Due to the COVID-19 Pandemic Council and Staff didn't hold a Christmas Social Gathering in 2020.

**2021-164**

**Jacobs/T. Hart**

Resolved that the Town of Fogo Island approve a Social Gathering of Council, Staff and Partners on Wednesday, August 18<sup>th</sup>, 2020. Staff will prepare a list of those attending and location will be determined when attendance numbers are confirmed.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Torraville, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.



## **7. Correspondence**

### **7.1 Municipal Assessment Agency – Retirement Announcement**

- A. Letter was addressed by Council.
- B. Sean G. Martin, Executive Director/CEO retired from Municipal Assessment Agency on July 7, 2021

### **7.2 Municipal Assessment Agency – Taxpayer Representative**

- A. Letter was addressed by Council
- B. Mr. Timothy Crosbie has been appointed as the new Taxpayer Representative effective June 15, 2021.

### **7.3 Dept of Municipal & Provincial Affairs – Approval to Borrow from Scotiabank – Project #17-MCW-20-00007 – Town Office**

- A. Received from Department of Municipal & Provincial Affairs, Approval to Borrow funding from Scotiabank for new Town Office Project #17-MCW-20-00007 for the amount of \$658,972.53.

## **8. New Business**

### **8.1 Culvert Condition – Deep Bay/Island Harbour Road**

- A. Culvert for Western Brook on the road leading to Deep Bay and Island Harbour is in deplorable condition and is a hazard for vehicles, especially heavy equipment.
- B. Management have been in contact with the Lewisporte Depot and the cost of repairs are too high for the local depot, they have applied for emergency funding under their capital budget.
  - I. Council requested that Management forward correspondence to the Minister of Transportation and Infrastructure expressing concerns for public safety and request capital funding be approved for repairs.

## **9. Date of Next Regular Meeting:**

Privileged Meeting – August 31<sup>st</sup>, 2021 (If required) at 6.30PM

Regular Meeting – August 31<sup>st</sup>, 2021 at 7:00 PM

## **10. Adjournment:**

2021-165

Jacobs/W. Hart

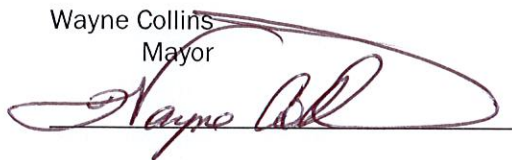
Resolved the public council meeting of July 27<sup>th</sup>, 2021 be adjourned at 7:58PM.

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Paul Torrance, Councilor Barbara Jacobs, Councilor Samuel Rowe, Councilor Scottie Hart and Councilor Tracey Hart. Against - 0.

Daphne Coles  
Deputy Town Clerk



Wayne Collins  
Mayor



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

**Councillors Present:**

Mayor Wayne Collins  
Councilor Barbara Jacobs  
Councilor William Hart

Deputy Mayor Paul Torrville  
Councilor Samuel Rowe

**Staff:**

Pauline Payne, Chief Administrative Officer  
Daphne Coles, Deputy Town Clerk

**Absent:**

Councilor Janet Langdon  
Councilor Scottie Hart  
Councilor Tracey Hart

**1. Call to Order:**

- Meeting was called to order at 7:00PM.
- Mayor Collins opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM Platform.

**2. Agenda:**

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

2021-166

W. Hart/Rowe

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

**3. Minutes:**

2021-167

Torrville/Jacobs

Resolved that the minutes of the Regular Public Meeting held on July 27<sup>th</sup>, 2021 be adopted as presented.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

**4. Business Arising:**

4.1 Resolution – Approval to Transfer Funds – New Town Office Project # 17-MCW-20-00007

2021-168

Jacobs/Rowe

Resolved that the Town of Fogo Island agree and give permission to Municipal infrastructure, Mr. Wilf Maloney to transfer the funds (\$95,000) allocated for three storage sheds from the EDI back into the building fund and further confirms that the Town of Fogo Island will fund the other addition cost overrun in the amount of \$144,953.06 to fully compensate the cost overruns as provided in the email and spreadsheet provided by Mr. Maloney on August 5, 2021.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

4.2 Resolution – Approval to Go to Tendering Process - New Town Office Project # 17-MCW-20-00007

2021-169

W. Hart/Jacobs



Resolved that the Town of Fogo Island approve for Department of Municipal and Provincial Affairs to proceed with the Tendering Process for the New Town Office MCW Project #17-MCW-20-00007. Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrerville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against – 0.

## **5. Department Reports**

### **5.1 Transportation Advisory Committee presented by Deputy Mayor Torrerville**

A meeting of the Fogo Island Transportation Advisory Committee was held at the Town Office on August 3<sup>rd</sup>, 2021 from 7:00 – 9:00PM with the following in attendance: Wayne Collins, Mayor, Paul Torrerville, Deputy Mayor and Committee Chairperson, Samuel Rowe, Councillor and Committee Member, William Hart, Councillor and Committee Member, Clifford Rowe, Trucking Industry Representative, Pauline Payne, Shorefast Foundation Representative (Via Teleconference), John Greene, Fogo Island Co-operative Representative, Bruce Pomeroy, Acting CAO and Daphne Coles, Deputy Town Clerk. Also In Attendance was Minister of Fisheries, Forestry and Agriculture, MHA Derrick Bragg, Fogo Island – Cape Freels. Absent from the meeting was William Miller, Business Representative.

The following items were discussed:

#### **A. Review meeting with Minister Loveless and Minister Bragg**

- I. Pavement Seldom Road – No pavement this year
- II. Request for second vessel – No swing vessel available. Bell Island currently operating with one vessel, M.V. Beaumont Hamel with the M.V. Flanders and Legionnaire out for repairs and maintenance.
  - a) Committee discussed options of Government getting another boat from another province.
  - b) With only one ferry, Fogo Island economy is enormously affected for the fishery, tourism, and trucking industry.

#### **B. Review Thursday schedule**

- I. Current ferry schedule for Thursday's contains the Dangerous Goods Trips and no late trip due to scheduled maintenance. With the increase in summer traffic, this causes many issues with people not getting on the ferry and long wait time in the lineup.
- II. Committee agreed on 2 options for schedule change:
  - a. Priority #1: Reschedule the required maintenance work on the vessel to after hours and reinstate the late trip for Thursday. This option would not interrupt the ferry service and would provide an extra trip for our travelling public on that day to offset the dangerous goods trip that has reduced capacity.
  - b. Priority #2: Reinstate the late trip for Thursday and reschedule the required maintenance work to Saturday evenings. Traffic may be slower on Saturday's.
  - c. MHA, Minister Bragg corresponded this request to Mr. John Baker, Assistant Deputy Minister – Air and Marine Services, during the meeting and he requested that Staff follow-up with an email as well.

#### **C. On site management**

- I. Many issues are occurring which could be avoided with authority from more stringent supervision.
- II. Loading of the boat continues to be an issue, boat not loaded correctly, Captain not calling Change Islands and traffic loading is not monitored with vehicles coming and getting in back of first line.
- III. Thirty-minute rule for loading not followed in Farewell. Change Island traffic can come to the lineup any time before departure time and get on ferry with Fogo Island traffic being in lineup prior to 30 minutes before boarding time. Monitoring of ticket sales and pylons are not used to mark end of traffic to help enforce the 30-minute rule. Monitoring of vehicles in the Change Island line up and strictly enforcing that policy and if not in the line up half hour before sailing, only deck space to be left is for traffic in line half hour before sailing.
- IV. Captain should have the authority to authorize extra crossings if traffic volumes warrant especially around 12:30 pm and late in the evening.



- V. Introduction of priority boarding based on arrival in lineup with the introduction of reservation system for 80% vessel capacity would help solve this problem.
  - a) Mayor informed the Committee that he had a call from ADM, Mr. John Baker informing him that they are working on gathering information for the reservation system.
- VI. Lewisporte management should be making unannounced visits to Farewell, Fogo and Change Islands to get an understanding of the issues the travelling public has to endure.
- ❖ MHA, Minister Bragg requested, and the Committee agreed for Mayor Collins to join a teleconference on Thursday, August 5<sup>th</sup>, 2021, with him and ADM, Mr. John Baker for further discussion on these issues.
- VII. Committee member inquired about the responsibility of Emergency Trips. There was an emergency trip today for Change Islands and now ferry is off schedule with huge amount of traffic built up. If emergency occurs during the night, this will delay the crossings the next day. With only one ferry why can't the Air Ambulance Service be responsible for emergency trips rather than the ferry.
  - a) Time is a major factor for Air Ambulance, ferry service is quicker most times and Change Islands can only use helicopter service.
    - i) Minister Bragg will speak with the Minister responsible for Air Ambulance.

#### D. Percentage of deck space reserved for Change Islands.

- I. To change this has been a repetitive request from the Committee for the last few years and no response.
- II. Population of Change Islands versus Fogo Island is approximately 5% and they get 25% of the deck space on each crossing if required.

#### E. Priority Boarding

- I. Committee discussed the concerns of tractor trailers leaving the island and getting to the island with fresh product, especially for the Fogo Island Co-operative. Long wait times in the lineup can cause product to spoil whether it's at the pickup location or in the lineup waiting to come to Fogo Island. To request priority travel on the ferry it is supposed to be done 48 hours before travel time. It is impossible for the Co-op to meet this request as they normally get the call that product is available and on the way to Fogo Island. In addition, the Lewisporte office is closed from Friday evening to Monday morning.
- II. The Captain on the vessel should be responsible for decisions on priority loading.
  - a) Minister Bragg will make the request to ADM Mr. John Baker for priority boarding for trucks with fresh product.

#### F. Other

##### I. M. V. Veteran Canteen Services

- a) With COVID-19 restrictions being lifted daily, the Canteen Service on the ferry is still not operating.
- b) Residents and visitors have long wait times in the line-up and cannot get anything to drink or eat when they get on the ferry, especially during the morning crossings.
  - i) Committee requested that Staff email ADM, Mr. John Baker requesting that the canteen be re-opened.

##### II. Request for Support from Bell Island.

- a) Mayor Gosine from Bell Island has requested support from the Town of Fogo Island with their demonstration to Government on Thursday, August 5<sup>th</sup>, 2021 to provide more adequate ferry service for island residents.
- b) Committee agreed that Mayor Collins call Open-Line Radio Show expressing the Town's support for Bell Island as Fogo Island is experiencing the same issue with only one ferry in service this summer.

- ❖ Committee requested that Staff prepare a public update from the Transportation Committee meeting and place on Town Webpage and Facebook.



## **5.2 Recreation, Tourism & Economic Development Report presented by Councilor Jacobs.**

A meeting of the Recreation, Tourism and Economic Development Department was held on Tuesday August 24, 2021 at 4:00pm at the Town Office. In attendance were Councillor Chairperson Tracey Hart, Councillor Janet Langdon, CAO Pauline Payne and Bruce Pomeroy, Director of Recreation, Tourism and Economic Development, Colette Wells- Coish.

The following items were discussed:

### **A. Business Arising:**

#### **I. TOFI Buildings and Community Group Policy**

- a) Director has prepared a new policy regarding the future operations of town buildings, tourism and heritage sites currently owned and operated by the Town.
- b) Council reviewed the new policy and agreed that the policy include the stipulation that each party can withdraw or terminate the agreement with three (3) months' notice.

**2021-170**

**Jacobs/S. Rowe**

Resolved that the Town of Fogo Island implement the TOFI Buildings and Community Group Policy where community committees will be given the first opportunity to operate and maintain designated sites but if they are not interested council will consider accepting private enterprise proposals.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

### **B. Recreation and Tourism:**

- I. Summer camp has ended for this summer. Two students worked with children ages 5 and up. The Food Camp will continue for a few more weeks at the stadium for children ages 7 and up.
- II. There were 3 weddings held at the Stadium this summer following all Public Health guidelines.
- III. The Ronald McDonald House Walk for Charities is planned for Wednesday September 1<sup>st</sup> at the soccer field. All proceeds are for the Ronald McDonald House in St. John's.
- IV. There has been a funding increase to the Gas Tax Funding allocated for municipalities. Stadium needs to upgrade its ventilation system to meet requirements under the National Building Code.

**2021-171**

**Jacobs/S. Rowe**

Resolved that the Town of Fogo Island submit the Capital Investment Plan for Gas Tax Funding for the two (2) items below for Ventilation Upgrades at the Iceberg Arena as required under the National Building Code with a total cost of \$51,750.00. HST included.

1. The addition of mechanical ventilation to complement the existing gas detection unit at the stadium, and
2. Replacement of ventilation fans throughout the building and the addition of a ventilation system for the multipurpose room.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

- V. The Recreation, Tourism and Fire Services felt the need to show compassion and support for all indigenous children, abused and missing women and their families by placing a new community sign on the stadium.
- VI. The stadium operations for fall and winter will soon be required. Posting are advertised to recruit a Stadium Supervisor. Staff will approach the sports committees first to seek their interest in operating the canteen before we post it for public interest.

### **C. Tourism**

- I. The Visitors Information Center was open seven days a week this summer. In the past week numbers have gone down, there will be a review of daily operations for the next two weeks. Students are



finishing up their summer employment. We will discuss cutting back hours and select days for the remainder of the season. This summer saw a great improvement from 2020.

- II. Staff met with TRACS on July 8<sup>th</sup> to discuss their plans for the Tilting Fire Hall and plans for upcoming programs. Another meeting was held on August 18<sup>th</sup>, and one on August 25<sup>th</sup>. They are eager to move forward to bring new opportunities and services for Fogo Island.
- III. A letter of support was prepared for Fogo Island Pride as they are proceeding with applications to do upgrades to the former RCMP building in Fogo.
- IV. The Trail Crew are placing the new signs on the trails with the help of Public Works. They had to build cribs in areas where there is extreme rock to support the signs. There was an injury on the work site August 11<sup>th</sup>. All documentation was forwarded to Worker's Compensation as soon as it was made available to staff. Work has started on the Foster's Pond trail in Barr'd Islands.
- V. The Economic Development Task Force that was started in February 2021 had a subcommittee that were researching 'Dark Sky Designations'. Dark sky preserves are protected areas that make a commitment to protect and preserve the night, reducing or eliminating light pollution in all forms.
- VI. Staff and councilors attended a presentation on August 23<sup>rd</sup>, at the Lions Club by Shorefast on the possibility of a seaweed production on Fogo Island. This area seems to be quite viable. It can also bring new economic development to Fogo Island.
- VII. A notice was posted to form an Age Friendly Committee. This is very important for our Island. Many rural towns are dealing with aging populations, accessibility, and helping everyone have services, activities and places that appeal to them. There is funding available for Towns with active committees with good ideas and a passion to see results. One key point is that this committee does not mean only seniors. All ages are welcome, youth, parents, clergy, group representatives, RCMP, or anyone with a genuine passion for our island.

### **5.3 Public Safety and Fire Services presented by Deputy Mayor Torrville**

No Committee Meeting held this month. Fire Chief Simpson provided the update below.

#### **Update for Council:**

- Fire Calls – 1
- Inspection – 3

#### **A. Business arising from the last council meeting.**

- I. Tender winner was notified
- II. 2 other portable pumps are suitable for sale

#### **B. Building Maintenance:**

- I. Seldom station addition has been made weather tight while other renovations are ongoing.

#### **C. Training Update**

- I. Rite craft training has started and has been in the water to assist public works Dept. in investigating water levels.

#### **D. Equipment Update/Vehicle Maintenance**

- I. Vehicle inspection have been ongoing the last few months with Fogo Pumper left for September for inspection.

#### **Information for council**

- A. The Fire Chief and members regret to announce the passing of Fogo Island Fire Service First Fire Chief Raymond Bursey. Chief Simpson had the opportunity to meet and speak to Chief Bursey when Chief Simpson first arrived on the Island, he described Chief Bursey as a true gentleman and a progressive leader for Fogo Island Fire Service. Our thoughts and prayers are sent to Chief Burseys Family at this difficult time.
  - I. Mayor Collins extended condolences to the family of Mr. Bursey during this very difficult time on behalf of Council.



- B. The Fire Chief is extremely happy to announce Fogo Island now has the means to provide basic water and ice rescue with the purchase of the Water Rite Craft, this vessel is inflatable and can be used on ice and water. He is very grateful for the continuous fundraising efforts by our central firettes, and fire fighters, who raised the money and paid for in full, for this much needed piece of rescue equipment. The cost of the boat was 5743.10
- C. The Fire Chief would like to pass on thanks to the Acting CAO, Mr. Bruce Pomeroy. His leadership and guidance over the last few months have been exactly what our community needed. And wishes him all the best in the future. Fire Chief also looks forward to building a positive relationship with the new CAO Pauline Payne as she takes the helm.

#### **5.4 Public Works Presented by Deputy Mayor Torrville**

No Public Works Committee meeting held this month. Superintendent provided the update below.

##### **A. Estimating Works:**

###### **I. Seldom Pumphouse**

- a) K & D Pratt is expecting parts to arrive the first week of September and a technician will be scheduled to complete the work at this time.

###### **II. Joe Batt's Arm Water Tower**

- a) Waiting on Pennecon to acquire the parts and provide a start date.
- b) Greatario are scheduled to start the work on September 13, 2021.

##### **B. Maintenance:**

###### **I. Preventative Maintenance**

- a) A Boil Order is in effect for the community of Seldom due to equipment failure and Joe Batt's Arm due to the water shortage. Parts have arrived for Seldom and are in the process of being installed by Public Works staff.
- b) Water intake screens have been pulled and cleaned twice this month in Fogo, Seldom and Tilting.
- c) All Lift Stations have been monitored and inspected. An issue with a pump in the Seldom lift station was detected, the pump has been sent to Xylem for repairs. An electrical issue was found at a lift station in Tilting, this issue has been temporarily repaired while waiting for a replacement part to arrive.
- d) Two major water main leaks were repaired in Joe Batts Arm by Public Works Staff. These repairs have resulted in a considerable reduction in water usage for this community.
- e) Water levels in Town water supplies are being monitored regularly. Management is in the process of putting a plan in place should these reservoirs reach a critical level. Critical level was reached at the Joe Batt's Arm and Barr'd Islands water supply and as of Thursday Aug. 26<sup>th</sup> it was decided to take pumps, hoses and fuel into adjacent ponds and pump water to replenish Long Pond in Joe Batt's Arm beginning Friday Aug. 27<sup>th</sup>.

###### **II. Vehicle Maintenance/ Inspections**

- a) Yearly inspections continue to be completed on Town vehicles. The older case backhoe is out of service waiting for replacement parts to arrive.

##### **C. 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 – Fogo and Seldom

- a) Both Drinking Water Systems are fully operational, no issues to report at this time.

### IV. Town Office

- a) The septic system for the new town office has been approved by Service NL. Waiting on accessibility permits. The project will go to tender as soon as these permits are obtained.

### V. Barr'd Islands Watermain Project

- a) The project went to tender on August 18, 2021 and closes on September 2, 2021.

### VI. Seldom Fire Hall Modifications

- a) Interior modifications and plumbing have been completed and drywall is being installed. The extension to bay 3 to accommodate the new truck has also been completed.

## D. Actions for Council

- I. A resident contacted Public Works staff regarding damage to his camper from snow clearing. A site visit was made by Public Works staff and there was no clear evidence that this damage was done by the plow. The camper is 8.4 m from the center of the road and 6 m from the edge of the road.
  - a) Council agreed to deny the request as the trailer is within the 10 m by-road easement by the Town.
- II. A resident contacted Public Works staff about possibly using our Hydrovac unit to empty his septic tank. There are no policies or guidelines in place for staff to do this at this time.
  - a) Council requested that Management prepare a draft policy and forward to Council for review.

## 5.5 Finance presented by Councilor Jacobs

A meeting of the Finance Committee was held at the Town Office on August 25<sup>th</sup>, 2021 at 2:00PM. in attendance were Councilor Samuel Rowe, Mayor Wayne Collins, Pauline Payne, CAO, Bruce Pomeroy, Interim CAO and Daphne Coles, Deputy Town Clerk. Absent from the meeting was Chairperson, Councilor Barbara Jacobs and Alternate Committee Member, Councilor Janet Langdon.

The following items were discussed:

### A. For Council Approval

#### I. Adoption of Cheque Register

- a) Committee discussed some of the cheques issued during July month. Some concerns were expressed with the funds that have been paid to Biomaxx Wastewater Solutions for the last 5 years for Outfall Monitoring and the amount paid out for fuel consumption in Town Vehicles.

2021-172

Jacobs/S. Rowe

Resolved that the Town of Fogo Island accept the cheque register from July 1<sup>st</sup> – 31<sup>st</sup>, 2021 in the amount of \$586,216.14 as presented and further recommends that the CAO investigate the regulations for Outfall Monitoring Compliance.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

#### II. Adoption of Finance Reports



- a) Committee discussed the income statement, bank account balances and the importance of continuing with the collection for overdue accounts that was implemented last Spring.

**2021-173**

**Jacobs/S. Rowe**

Resolved that the Town of Fogo Island set up a new bank account at Scotiabank for Reserve Funds and transfer \$200,000.00 from the Business Operating Account into the new account.

Resolution Carried. In favour – 4. Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 1. Mayor Wayne Collins,

**2021-174**

**Jacobs/S. Rowe**

Resolved that the Town of Fogo Island accept the attached Financial Statements from July 1<sup>st</sup> – 31<sup>st</sup>, 2021 as presented.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

**III. Approval of 2020 Financial Statements Audit**

- a) Representative from the Auditing Firm reviewed the 2020 Financial Statements with Council.

**2021-175**

**Jacobs/W. Hart**

Resolved that the Town of Fogo Island approve the 2020 Financial Statements Audit as presented by the Auditor, Richard Power Chartered Professional Accountant.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

**IV. Approval of Gas Tax Funding Amendment 2019-2024**

- a) 2021 Federal Budget increased the funding in the Federal-Provincial Administrative Agreement on the Federal Gas Tax Fund for 2019-2024 in the amount of \$102,089.00 for 2021-2022.

**2021-176**

**Jacobs/W. Hart**

Resolved that the Town of Fogo Island accept the amendment in the Federal-Provincial Administrative Agreement on the Federal Gas Tax Fund for 2019-2024 with an increase in Gas Tax Funding in the amount of \$102,089.00 for 2021-2022.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

**V. Letter – 2020 Business Tax Relief Concerns**

- a) A letter was forwarded to all businesses on Fogo Island who were in operation during COVID-19 with explanation on how to apply for 2020 Business Tax Reprieve.
- b) Letter was received from a local Chartered Accountant voicing concerns from their business perspective and other local businesses about the information that is required by the Town to qualify for the business tax relief.
- c) To qualify for the 2020 Business Tax Relief, businesses was asked to submit gross revenue figures for 2018, 2019 and 2020 that have been confirmed by an auditor or certified tax preparation firm. Accountant feels that this request may be a little excessive as some businesses would have to re-certify and prepare audited financial statements which could be costly.
- d) It was also noted that some small businesses file their own yearly income taxes with Canada Revenue Agency rather than an auditing firm.
- e) Accountant is requesting that there be further review with the policy and amendments made to the requirements.

**2021-177**



#### **Jacobs/Rowe**

Resolved that the CAO further investigate the requirements for the 2020 Business Tax Relief and respond to the letter.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

#### **VI. Resolution to sell Fogo Municipal Garage and Fogo Rec Centre below Fair Market Value**

- a) Town has received bids from the RFP issued for the sale of the Fogo Municipal Garage and Fogo Rec Centre located on 19 and 23 Garrison Road, however bids are below the fair market value for both buildings.
- b) Section 201.2 (7) of the Municipalities Act 1999 states:

“a council may, by resolution of 2/3 vote of the councillors in office and with the prior approval of the minister, accept an offer to sell or lease real property at less than the estimated fair market value, or accept an offer to sell or lease real property that is not the highest offer, where the purpose of the sale or lease is social or economic development”.

#### **2021-178**

##### **Jacobs/Rowe**

Resolved that the Town of Fogo Island approve to sell the Fogo Municipal Garage and Fogo Rec Centre below fair market value and forward a written request for approval to Minister of Municipal and Provincial Affairs.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

#### **VII. Removal Order – 57A Brown's Point Road, Joe Batt's Arm**

- a) Property owner has built on a deck without the approved permit from the Town. Side portion of the new deck extends from the house by two (2) feet and is not in compliance with the Town Developments Regulations of 1.5 metres from the adjacent side property line, it is only approximately three (3) inches from the property line. Property owner was notified by email and given ample time of three (3) weeks to remove the side portion of the deck that is not in compliance, however it was not removed. On August 5, 2021 a Removal Order and Appeal Forms was issued by the Town by registered mail and delivered to the owner on August 11, 2021 with fourteen (14) days after receipt of the Order to remove the side deck.
- b) Public Works Staff visited the site on August 26, 2021, and side deck has not been removed.

#### **2021-179**

##### **Jacobs/Rowe**

Resolved that the Town of Fogo Island approve that Public Works Staff enter the property located at 57A Brown's Point Road, Joe Batt's Arm and remove the two (2) feet side portion of the deck that is not in compliance with Town Development Regulations and that the property owner submit a permit application for the appropriate scope of work for the remaining deck that was built.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

#### **6. Correspondence**

##### **6.1 Domestic Sawmill Permit – Approval for Discretionary Use – 7 Jacob's Road, JBA**

- A. Under the requirement for a Discretionary Use approval, a notice was placed on the Town social media and local stores. No responses were received from the notice.

#### **2021-180**

##### **Torrville/Jacobs**

Resolved that the Town of Fogo Island approve a domestic sawmill permit for 7 Jacob's Road, Joe Batt's Arm as a discretionary use under Section 10 of the Town Development Regulations.



Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe and Councilor William Hart. Against - 0.

## **7. New Business**

### **7.1 Seldom Fire Hall Electrical Contract**

- A. Concern with the extra electrical cost incurred for the electrical drawings for Seldom Fire Hall.
- B. A request was sent to CECON for further explanation on why this extra work wasn't included in the primary drawings and no response was received.
- C. Council requested the Management further investigate the matter.

### **7.2 Building Damages at JBA Festival Field**

- A. This past winter damages were incurred at the Festival Kitchen Building by a resident on skidoo.
- B. At the time the damages were taken care of by the JBS Recreation Committee, however the cost of the damages has not been collected from the resident.
- C. Staff did contact the Town Insurance for information on filing an insurance claim and getting the money from the resident, however no claim was filed as the JBS Recreation Committee is corresponding with the family member.

### **7.3 Late Municipal Capital Works Application – Water/Sewer Seldom Main Street**

- A. Forms were completed and application submitted on MSIS.
- B. Council requested that Management followup with Department of Municipal and Provincial Affairs for update on the status of the application.

### **7.4 Island Harbour Slipway**

- A. Council inquired whether there was any contact made with the Island Harbour Slipway Committee.
- B. This is Federal Election time so it would be good to contact MP Scott Simms on any funding grants available.
- C. Staff has been talking with a resident in Island Harbour and there has been some correspondence with the current Island Harbour Committee.

### **7.5 Deep Bay Road Culvert and Seldom Road**

- A. Culvert on Deep Bay Road is still not repaired. Information from Department of Transportation and Works and is that it was supposed to be repaired last week.
- B. Seldom Road is in deplorable condition. Motorcycle accident occurred recently, and the poor road condition could have contributed to the accident, fortunately only minor injuries to the driver. Some minor patching has occurred.
- C. Council requested that Staff contact the Fogo Island Depot and request that more signage be erected on Seldom Road.

## **8. Date of Next Regular Meeting:**

Privileged Meeting – September 23 2021 (If required) at 6.30PM

Regular Meeting – September 23, 2021 at 7:00 PM

## **9. Adjournment:**

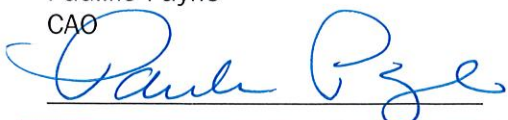
2021-181

W. Hart/Rowe

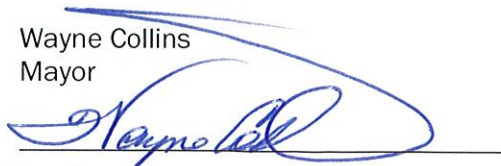
Resolved the public council meeting of August 31<sup>st</sup>, 2021 be adjourned at 8:05PM.

Resolution Carried. In favour – 5. Mayor Wayne Collins, Deputy Mayor Paul Torrville, Councilor Barbara Jacobs, Councilor Samuel Rowe, and Councilor William Hart. Against - 0.

Pauline Payne  
CAO



Wayne Collins  
Mayor



A Special Meeting of Council was held via Zoom on the above date with the following in attendance:

**Councillors Present:**

Mayor Wayne Collins	Deputy Mayor Paul Torrville
Councilor Barbara Jacobs	Councilor Janet Langdon
Councilor Scottie Hart	Councilor Tracey Hart
Councilor William Hart (Via Telephone)	

**Staff:**

Daphne Coles, Deputy Town Clerk	Pauline Payne, CAO
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**Absent:**

Councilor Samuel Rowe

**A. Call to Order:**

Mayor Collins opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM platform and called the meeting to order at 7:02 P.M.

**B. Adoption of Agenda:**

Mayor reviewed the agenda for Council and the public attending by ZOOM Platform.

2021-182

W. Hart/S. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour 7. Mayor Wayne Collins, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against 0.

**C. Approval to Award Contract – Barr'd Islands Watermain Project #17-GI-21-00012**

2021-183

Torrville/Jacobs

Resolved that the Town of Fogo Island approve to award contract for Barr'd Islands Watermain Project #17-GI-21-00012 to Kelco Construction Inc for the amount of \$806,291.45 HST included as recommended by CECOM LTD and Department of Transportation and Infrastructure.

Resolution Carried. In favour 7. Mayor Wayne Collins, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against 0.

**D. Adjournment**

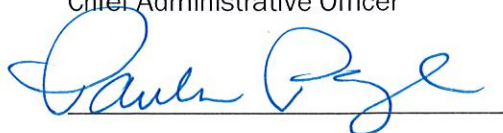
2021-184

Langdon/T. Hart

Resolved the Special Public Meeting of September 7, 2021 be adjourned at 7:08PM

Resolution Carried. In favour – 7. Mayor Wayne Collins, Deputy Mayor Paul Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Scottie Hart and Councilor Tracey Hart.  
Against - 0.

Pauline Payne  
Chief Administrative Officer

A blue ink signature of Pauline Payne, Chief Administrative Officer.

Wayne Collins  
Mayor

A blue ink signature of Wayne Collins, Mayor.



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

**Councillors Present:**

Councillor Andrew Shea  
Councillor Beverly Broders  
Councillor Justin Hearn  
Councillor Sandy Crawford

Councillor Adam Young  
Councillor Eugene Nippard  
Councillor Lary Roebbotham

**Staff:**

Pauline Payne, Chief Administrative Officer  
Daphne Coles, Deputy Town Clerk

**A. Call to Order:**

- Daphne Coles, Deputy Town Clerk and Returning Officer opened the meeting and called to order at 7:10PM.
- Deputy Town Clerk welcomed everyone that were viewing the meeting on the ZOOM Platform and offered congratulations to the new candidates on their success in the Municipal Election. Agenda was reviewed for the listening public.

**B. Oath of Office**

- I. Daphne Coles, Deputy Town Clerk and Returning Officer conducted the swearing in of all seven (7) new Councillors, in which they received their Oath of Office in the following order:
  - a) Beverly Broders
  - b) Lary Roebbotham
  - c) Adam Young
  - d) Justin Hearn
  - e) Eugene Nippard
  - f) Andrew Shea
  - g) Sandy Crawford

**C. Nominations**

**I. Nominations of Mayor**

- a) Councillor Andrew Shea was nominated, moved by Councillor Crawford, seconded by Councillor Broders. Councillor Shea accepted the nomination.
- b) Deputy Town Clerk made three (3) more calls for nominations of Mayor, none were received and nominations for Mayor ceased
- c) With only one (1) nomination for Mayor, Councillor Shea accepted the position of Mayor. Clerk and Council offered congratulations on the new position.

**II. Deputy Mayor**

- a) Councillor Justin Hearn was nominated, moved by Councillor Young, seconded by Councillor Roebbotham. Councillor Hearn accepted the nomination.
- b) Deputy Town Clerk made three (3) more calls for nominations of Deputy Mayor, none were received and nominations for Deputy Mayor ceased
- c) With only one (1) nomination for Deputy Mayor, Councillor Hearn accepted the position of Deputy Mayor. Clerk and Council offered congratulations on the new position.

- ❖ When election of Mayor and Deputy Mayor was complete, Deputy Town Clerk stepped down from the Chair and Mayor Shea conducted the remainder of the meeting.

**D. Orientation**

- I. Very important that all Councillors participate in Councillor Training.

- II. Department of Municipal and Provincial Affairs is offering training session in November in both Gander and Grand Falls.
- III. Staff inquired about having the training done on the island and it wouldn't be available until early in the new year.
- IV. Requested that Councillors notify Staff on where they wanted to attend the training for registration.

**E. Signing Authority**

- I. Approval for Mayor, Deputy Mayor, Chief Administrative Officer and Deputy Town Clerk as signing officers for Town.

**2021-197**

**Roebbotham/Nippard**

Resolved that the Town of Fogo Island approve for Mayor Shea, Deputy Mayor Hearn, Chief Administrative Officer, Pauline Payne and Deputy Town Clerk, Daphne Coles be assigned as signing officers for Town.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

**F. Disclosure Statements**

- I. Disclosure of properties owned and financial interests of councilors.
- II. To be completed by each Councillor and returned to Clerk.

**G. Committees of Council**

- I. Require 2 Members and 1 Alternate Member plus Department Head.
- II. Committee Members are to be chosen by Mayor. Councillors to express interest of which committee's they would like to sit on to the Mayor before next public meeting.
  - a) Finance & Administration Committee
  - b) Planning & Public Works Committee
  - c) Recreation, Tourism & Economic Development Committee
  - d) Public Safety Committee
  - e) Transportation Advisory Committee

**H. 2021 MNL Conference**

- I. November 3<sup>rd</sup> – 6<sup>th</sup>, 2021, Corner Brook Convention Centre
- II. Two (2) members per Municipality. Can be either Councilors or Staff

**I. Date for next Council Meeting**

Privileged Meeting – October 26<sup>th</sup>, 2021, at 6:30 PM (If required)

Regular Meeting – October 26<sup>th</sup>, 2021, at 7:00 PM

**J. Adjournment:**

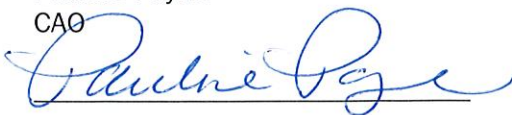
**2021-198**

**Crawford/Hearn**

Resolved the public council meeting of October 7<sup>th</sup>, 2021 be adjourned at 8:30PM.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

Pauline Payne  
CAO



Andrew Shea  
Mayor





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

**Councillors Present:**

Mayor Wayne Collins  
Councillor Barbara Jacobs  
Councillor Samuel Rowe  
Councillor Tracey Hart

Deputy Mayor Paul Torrville  
Councillor Janet Langdon  
Councillor Scottie Hart  
Councillor William Hart

**Staff:**

Pauline Payne, Chief Administrative Officer  
Daphne Coles, Deputy Town Clerk

**1. Call to Order:**

- Meeting was called to order at 7:00PM.
- Mayor Collins opened the meeting by welcoming everyone that were viewing the meeting on the ZOOM Platform.

**2. Agenda:**

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

**2021-185**

T. Hart/S. Hart

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councillor Barbara Jacobs, Councillor Janet Langdon, Councillor Samuel Rowe, Councillor Scottie Hart, Councillor Tracey Hart and Councillor William Hart. Against - 0.

**3. Minutes:**

**2021-186**

T. Hart/Langdon

Resolved that the minutes of the Regular Public Meeting held on August 31<sup>st</sup>, 2021 and the Special Public Meeting held on September 7<sup>th</sup>, 2021 be adopted as presented.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councillor Barbara Jacobs, Councillor Janet Langdon, Councillor Samuel Rowe, Councillor Scottie Hart, Councillor Tracey Hart and Councillor William Hart. Against - 0.

**4. Business Arising:**

**4.1 Approval for Gas Tax Capital Investment Plan – Iceberg Arena Upgrades**

- Due to the timeframe on the existing price quote and a reduction in the scope of work to be completed a new quote had to be obtained for the CIP application. New quote included engineering fees and site visit expenses.

**2021-187**

Langdon/T. Hart

Resolved that the Town of Fogo Island submit the Capital Investment Plan for Gas Tax Funding for the two (2) items below for Ventilation Upgrades at the Iceberg Arena as required under the National Building Code with at total cost of \$60,000.00, plus HST.

1. The addition of mechanical ventilation to complement the existing gas detection unit at the stadium, and
2. Replacement of ventilation fans throughout the building and the addition of a ventilation system for the multipurpose room.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

## **5. Department Reports**

### **5.1 Recreation, Tourism & Economic Development Report presented by Councilor Tracey Hart.**

No Committee meeting held for September. Director prepared the following report:

#### **A. Business Arising from last meeting**

- I. The New TOFI Building Policy has been posted.
- II. The application for Gas Tax funding has been started to assist with stadium ventilation upgrades.

#### **B. Recreation**

- I. There is an after-school Food and Fun camp ongoing at the stadium for children ages 7 and up.
- II. We did a walk for Families on September 1<sup>st</sup>, another day has been set for September 28<sup>th</sup>, proceeds from this go to the Ronald McDonald House in St. John's. The paper heart campaign is ongoing for this month.
- III. Planning is in place for the stadium start up and all provincial public health guidelines will be followed.
- IV. The Director attended the Community Advisory Committee meeting on September 21. Key topics are recruitment of health care workers, and local priorities. Improvements such as public water stations in Seldom and Fogo were highlighted. Issues such as community services, housing and childcare are ongoing.
  - a) Councilor Jacobs informed council that she attended that committee as the Council Representative. New Council will need to select a new representative.
- V. An after-school clothing workshop is scheduled for early October for youth ages 10 and up.
- VI. Training for staff occurred September 24<sup>th</sup> from "Arrow Addictions" other activities will be planned soon for youth.
- VII. The annual 'Haunted Park' for families is being planned. Community groups and organizations are encouraged to participate.

#### **C. Tourism**

- I. All museums are closed for the season. Staff are storing items and doing shutdowns
- II. The trail crew have two more trail head signs to erect and are working on Foster's Pond.

At this time The Director would like to welcome the new CAO into her role and will work to support her in any way possible. She would also like to thank the current council for their support and direction and wish them good luck and good health for the future. Fogo Island has a wealth of potential that will continue to prosper with good leaders and a strong team.

### **5.2 Public Safety and Fire Services presented by Deputy Mayor Torrville**

No committee meeting held in September. Fire Chief Simpson prepared the report below:

#### **A. Update for Council:**

- I. Fire Inspections – 4

#### **B. Business arising from the last council meeting.**

- I. In the role of Enforcement position, we have been in consultation with Gander to develop policies and procedures for compliance with the Towns By laws and Municipal Act.



**C. Building Maintenance:**

- I. Seldom station the plastering has started and should be completed by October 4.
- II. The Tilting Fire Storage Shed has started.

**2021-188**

**Torraville/Rowe**

Resolved that the Town of Fogo Island use the remaining funds from the Seldom Fire Hall Renovations to cover the cost of the construction of the Tilting Fire Storage Shed and the Town will be responsible to cover the additional funds for completion of the building.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**D. Training Update**

- I. Due to the increase in COVID numbers the Newfoundland Fire School has been cancelled for this year.

**E. Information for council**

- I. Brimstone Head Lions Club has donated \$5743.00 to cover the cost of the Rit Craft that was recently purchased by the Fogo Island Fire Services.
  - a) Town of Fogo Island and Fogo Island Fire Services is very appreciative for this very generous donation.
  - b) Request that a Thank You card be sent to the Brimstone Head Lions Club.
- II. The Fire Chief would like to extend his thanks to Deputy Mayor Torrville and Councilor William Hart, for their commitment to the public safety on Fogo Island. He would also like to thank council for their support in working together to improve residents' safety on Fogo Island.

**5.3 Public Works Presented by Councilor Scottie Hart**

No Committee meeting held this month. Superintendent/Foreman provided the report below.

**A. Estimating Works:**

- I. Seldom Pumphouse
  - a) K & D Pratt was scheduled to start on September 6, 2021, but has been rescheduled to begin on October 4, 2021, due to unavailability of the technician.
- II. Joe Batt's Arm Water Tower
  - a) Waiting on Pennecon to acquire the parts and provide a start date.
  - b) Greatario was scheduled to start the work on September 13, 2021, but due to a delay in receiving the necessary parts they have rescheduled to start on October 12, 2021.

**B. Maintenance:**

- I. Preventative Maintenance
  - a) Boil Order is still in effect for the community of Seldom and Joe Batt's Arm. Waiting for sampling to be completed by Service NL to remove the order.
  - b) Water intake screens have been pulled and cleaned in Fogo, Seldom and Tilting.
  - c) All Lift Stations have been monitored and inspected with no issues to report at this time.
    - i) The pump from Seldom lift station that was sent to Xylem in August needed major repairs. The estimate cost for these repairs was \$7630.20. Since this pump is approximately 20 years old, the decision was made to replace the pump at a cost of \$10737.45
  - d) Water levels in all reservoirs continue to be monitored regularly and all are at an acceptable level at this time.
    - i) On August 23, 2021 it was decided that actions needed to be taken to increase the water level in the Joe Batt's Arm water supply, Long Pond. A helicopter was dispatched to bring 7 pumps, and supplies to 3 ponds in the area. Water was pumped from these 3 ponds for 7 days with

pumps running for 24 hours a day. The operation was stopped once water levels reached an acceptable level.

**II. Vehicle Maintenance/ Inspections**

- a) Yearly inspections continue to be completed on Town vehicles. Parts have arrived for the 2015 Case backhoe and is now back in service. There was an issue with a sensor on the 2021 Case Backhoe that required a technician to come and repair. These repairs will be covered under warranty.

**C. 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) Fogo and Seldom Advanced Drinking Water System – Both are fully operational, no issues to report at this time.

**IV. Town Office**

- a) The septic system for the new town office has been approved by Service NL. Waiting on accessibility permits. The project will go to tender as soon as these permits are obtained.

**V. Barr'd Islands Watermain Project**

- a) Contract has been awarded to Kelco Construction Inc. Work is expected to begin in mid October 2021.

**VI. Seldom Fire Hall Modifications**

- a) Drywalling has been completed and the contractor has started the plastering.

**5.4 Finance presented by Councilor Jacobs**

A meeting of the Finance and Administration Committee was held at the Town Office on September 16<sup>th</sup>, 2021 at 2:00PM. in attendance were Chairperson, Councilor Barbara Jacobs, Councilor Janet Langdon, Mayor Wayne Collins, Pauline Payne, CAO, and Daphne Coles, Deputy Town Clerk. Absent from the meeting was Councilor Samuel Rowe

The following items were discussed:

**A. For Council Approval**

**I. Adoption of Cheque Register**

- a) Update from last meeting on the amount paid out for fuel consumption in Town Vehicles. Logbooks have been placed in each vehicle to monitor daily kilometres.

**2021-189**

**Jacobs/Langdon**

Resolved that the Town of Fogo Island adopt the cheque register from August 1<sup>st</sup> – 31<sup>st</sup>, 2021 in the amount of \$234,896.81 as presented.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**II. Adoption of Finance Reports**



## **2021-190**

**Jacobs/Langdon**

Resolved that the Town of Fogo Island adopt the Financial Statements from August 1<sup>st</sup> – 31<sup>st</sup>, 2021 as presented.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

### **III. Approval for Payment of Invoice**

- a) **LGR Electrical Inc – Seldom Fire Hall Electrical, Progress Claim #1 - \$31,046.90**

## **2021-191**

**Jacobs/Torrville**

Resolved that the Town of Fogo Island approve the invoice from LGR Electrical Inc, Progress Claim #1 in the amount of \$31,046.90, HST Included for work on Seldom Fire Hall Electrical as per quotation received June 14<sup>th</sup>, 2021.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

### **IV. Update – Collection of Accounts Receivable**

- a) Management has reviewed the procedure that was put in place last May by the previous CAO for collection of accounts receivable. Spreadsheet has been updated by Staff.
- b) Each taxpayer with arrears will be contacted by telephone and offer them a “payment plan”. The new plan will include all accounts with a balance of \$1500.00 and over with the intention to collect all outstanding balances including interest for 2021 and before, as well as adding the 2022 approximate taxes over the next 15 months to December 2022.
- c) Agreement will have to be signed with a 10% payment made at the time of signing and Town agrees to stop charging interest on all outstanding amounts.

## **2021-192**

**Jacobs/T. Hart**

Resolved that the Town of Fogo Island approve for Management to move ahead with the new payment plan and allow for interest to be waived on accounts that sign the agreement.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

### **V. Request for Interest Relief – Business Taxes**

- a) A Utility Company has requested that the interest fees charged on arrears be waived on their account in the amount of \$336.36. Principal on the account has been paid in full.

## **2021-193**

**Jacobs/Langdon**

Resolved that the Town of Fogo Island deny the request to waive the interest fees charged on the account.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

### **VI. Donation Request – Kids Eat Smart Radiothon**

- a) Kids Eat Smart Foundation will be holding a radiothon on November 3, 2021, to raise funds for the Kids Eat Smart Breakfast program. Donations will be returned to local school, Fogo Island Central Academy.

2021-194

Jacobs/Langdon

Resolved that the Town of Fogo Island approve to donate \$300.00 to the Kids Eat Smart Radiothon. Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**VII. Sale of Municipal Properties; RFP for Seldom and Island Harbour Community Halls**

- a) Request for Proposals was advertised for the sale of Seldom Community Hall and Island Harbour Community Hall.
- b) Proposals were received for each building.

2021-195

Jacobs/W. Hart

Resolved that the Town of Fogo Island approve to sell the Seldom Community Hall and Island Harbour Community Hall below fair market value and forward a written request for approval to Minister of Municipal and Provincial Affairs.

Resolution Carried. In favour – 8. Mayor Wayne Collins, Deputy Mayor Torrville, Councilor Barbara Jacobs, Councilor Janet Langdon, Councilor Samuel Rowe, Councilor Scottie Hart, Councilor Tracey Hart and Councilor William Hart. Against - 0.

**VIII. Wage Increase – Labourer Position – Seldom Fire Hall Project**

- a) Committee reviewed the request from the CAO to increase wage for Labourer and agreed to the recommendation of \$1 per hour.

**6. Correspondence**

**6.1 Dept of Provincial & Municipal Affairs – National Day for Truth and Reconciliation**

- A. Government of NL will observe September 30<sup>th</sup>, 2021 as the National Day for Truth and Reconciliation to honour residential school survivors and raise awareness about the terrible legacy of residential schools in Canada whereby all government offices and entities will be closed for the day.

**6.2 Dept of Environment & Climate Change – Wood Waste Issue at Fogo Island Transfer Station**

- A. Response letter from Minister Davis regarding the Town's concern with the huge amount of wood waste Central Regional Service Board currently has stockpiled at the Fogo Island Transfer Station.
- B. Department cannot provide permission to bury the wood waste and request that CRSB cease stockpiling wood waste until a long-term plan is in place, however they are actively working to find a solution.

**6.3 Central Newfoundland Waste Management – Wood Waste Issue at Fogo Island Transfer Station**

- A. CNWM responded to the letter from Minister Davis, their staff are reviewing options available to find a resolution to the wood issue.
- B. Mayor Collins attended a CNWM meeting and there has been a decision made to use a contractor to help move some of the wood stockpile off Fogo Island.

**7. New Business**

- A. Mayor, Deputy Mayor and Councilors thanked each other and Staff for their support in working together over the last four years and offered best wishes to the new incoming Council.

**8. Date of Next Regular Meeting:**

- Date to be determined by new Council as Municipal Elections take place on September 28<sup>th</sup>, 2021.

**9. Adjournment:**

2021-196

Langdon/T. Hart

Resolved the public council meeting of September 23<sup>rd</sup>, 2021 be adjourned at 8:57PM.





6 Centre Island Road South, Site 5, Unit 2, Box 2 Fogo Island Central, NL A0G 2X0  
t: 266-1320 f: 266-1323 e: info@townoffogoisland.ca w: www.townoffogoisland.ca

### EMPLOYEE LEAVE REQUEST

Name: Daphne Lohs

Approval is requested for leave as indicated below:

Date: \_\_\_\_\_; if half day, ☐ am ☐ pm.

Or, for the period Monday Nov 22, 2021 to Tuesday November 23, 2021

Total number of leave hours requested: 15

#### PLEASE TICK APPROPRIATE BLOCK:

##### EARNED LEAVE:

- ☒ Annual Leave  
☐ Sick Leave  
☐ Family Sick Leave  
☐ Time Off in Lieu (TOIL)  
☐ Other \_\_\_\_\_

##### LEAVE WITH PAY:

- ☐ Training  
☐ Jury duty/Court leave  
☐ Injury on duty leave  
☐ Bereavement leave (give relationship  
of deceased) \_\_\_\_\_

Daphne Lohs  
Employee Signature

November 19, 2021  
Date

##### Approved by:

Paul Pige  
Supervisor Signature

Nov. 19/21  
Date

Balance (for completion by Timekeeper/Accounting Clerk):

Annual Leave: \_\_\_\_\_ TOIL: \_\_\_\_\_ Sick Leave: \_\_\_\_\_ Other: \_\_\_\_\_

Timekeeper's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pauline Payne  
CAO



Wayne Collins  
Mayor





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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Adam Young  
Councillor Eugene Nippard  
Councillor Sandy Crawford

Deputy Mayor Justin Hearn  
Councillor Beverly Broders  
Councillor Lary Roebbotham

**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.

**2. Agenda:**

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

2021-199

Nippard/Crawford

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

**3. Minutes:**

2021-200

Hearn/Nippard

Resolved that the minutes of the Regular Public Meeting held on September 23<sup>rd</sup>, 2021 and October 7<sup>th</sup>, 2021 be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

**4. Business Arising:**

**4.1 Public Meeting of October 7<sup>th</sup>, 2021 – Councillor Disclosure Statements**

- All Council Members submitted completed Disclosure Statements to the Clerk.

**5. Department Reports**

**5.1 Recreation, Tourism & Economic Development Report**

No Committee meeting held for October. Director prepared the following report:

**A. Business Arising from last meeting**

- I. Gas Tax Funding has been approved for Iceberg Arena Ventilation System Upgrade in the amount of \$62,572.00

**B. Recreation**

- I. The Textile Recycling program through MMSB featured a sewing time for youth. Sessions provided youth ages ten and up with basic sewing projects all from recycled clothing.
- II. The Annual Pumpkin Carving and Haunted Park is scheduled for October 28<sup>th</sup> and 29<sup>th</sup>, in conjunction with Fire Services. Public health recommendations will be followed.
- III. Plans are underway to launch a new "Archery" program soon. A safety plan for the sessions will be developed and carefully adhered to.

- IV. The Iceberg Arena will be opening soon. All equipment is operating, ice making has started, equipment and Zamboni have been serviced. The two MYCOM Compressors at the Arena will require thorough repairs and maintenance in the spring of 2022. We have hired a new Stadium Manager who will develop a weekly schedule, hours of operations and additional call-in staff will be hired and trained. Plan is to offer as many services as possible and all public health guidelines will be met. Staff will be working closely with user groups to ensure their registered participants have met the double vaccination as required and there will be scanning of Passports at all public events, and any individual who is a spectator during regular weekly sessions will have to provide proof of age/vaccinations if necessary. We will continue to contact trace in all Town buildings and halls. There will be regular updates and changes made accordingly.
- V. Plans are underway for a 'Holly Jolly Sale' to take place Saturdays' from early November until Christmas at the Visitor Information Centre.
- VI. A request has been submitted to Minor Hockey and the School Hockey to operate the canteen in the stadium. This is an important service, and we will consider public interest if user groups cannot get enough volunteers.
- VII. An outside community gathering will be planned around "Guy Fox" – Bonfire Night with one large, contained fire, and hotdogs at the soccer field on November 5<sup>th</sup>.
- VIII. We will be planning our annual Town Christmas Tree Lighting and free Skate – date to be determined later.

#### C. Tourism

- I. All summer sites have been closed for the season. This includes museums, picnic sites, beaches, and playgrounds. Our "Closed for The Season" signs are in place. Staff will not be regularly checking these areas until spring. A reminder will be sent out to community groups who also placed additional benches or garbage cans in the communities to store such items. Also, if they need help Town staff will assist. However, all garbage cans should now be put inside as winter approaches.
- II. A Tourism Intake Project in ongoing to do foundation repairs to the Marine Interpretation Centre.
- III. The trail crew have completed cutting the brush for the trail around 'Foster's Pond.' This is a fantastic addition to the natural attractions we have to offer our residents and visitors. It is a beautiful walk that is easier than many of our hiking trails. It provides a scenic view around the pond, a foot path to the ocean, easy access to the Fogo Island Inn, and close to the community. The trail signs have been erected. There were challenges in areas with large rock where cribs had to be built. (See attached photo)

#### D. ECONOMIC DEVELOPMENT

- I. The New "Age Friendly" Committee met on October 20<sup>th</sup>. We look forward to one of our new councilors sitting on this committee as well

#### E. Other:

##### I. Remembrances Day Ceremony

- a) Service and laying of memorial wreaths will be planned for November 11<sup>th</sup> with all Covid regulations being followed.

##### II. Community Advisory Committee

- a) This committee's purpose is to provide advice, act as a mechanism for meaningful community input into prioritization, development, and the implementation and delivery of health and community services. This community will be accountable to the board and don't have any legal status.
- b) It consists of a maximum of 15 members comprised from the following individuals:
  - i) Board Of Trustees



- ii) Members From Municipalities
  - iii) Youth
  - iv) Education Sector
  - v) Industry
  - vi) Justice
  - vii) Ministry
  - viii) Others
- c) Council discussed the importance of having a member of Council appointed to the Community Advisory Committee and agreed that a representative will be appointed at the next public meeting.

## **5.2 Public Safety and Fire Services**

No committee meeting held in September. Fire Chief Simpson prepared the report below:

### **A. Update for Council:**

- I. Fire calls – 3
- II. Fire Inspection – 1

### **B. Business arising from the last council meeting.**

- I. A Thank you card has been given to the Brimstone Head lions club for their generous donation to the Fogo Island Fire Service.

### **C. Building Maintenance:**

- I. Seldom station: The painting and flooring have been completed.
- II. The Tilting Fire Storage Unit: NL Hydro provided their services to remove the Hydro Line, this will allow us to continue with the placement of the walls and roof.

### **D. Training Update**

- I. The province will be coming to Fogo Island to provide the following training for our Firefighters:
  - a) NFPA 1006 Vehicle Rescue Awareness, Operation and Technician Levels
  - b) NFPA 1002 Driver/Operator
  - c) Respiratory Protection
  - d) Vehicle Traffic Management.
  - e) The Emergency management Officer will come to Fogo Island give for an EMO Course, for staff and council.

### **E. Recruitment update.**

- I. Three (3) new members have been recruited to our department.

### **F. Equipment update**

- I. All fire vehicles have received their annual inspection, and necessary repairs,
- II. The new pumper has received ULC testing will arrive in November.
- III. The Fogo Cube Van has been set up with new equipment lockers.
- IV. Personal Protective Equipment inspection has begun for all members.

### **G. Retirement**

- I. The Fire Chief would like to extend his thanks on behalf of the Fogo Island Fire Service to former Fire Chief Mr. Rex Brown, for his time and dedication to the Fogo Island Fire Service, We wish you all the best in the future, please stay in contact and stay safe.

### **H. Fire Prevention:**

- I. During Fire Prevention Week, the Fire Chief visited the school, with treats and activity books for grades Kindergarten, 1,2, and 3 and a fire prevention slogan campaign with a pizza party for grades 4-5-6. Also held the second annual Fogo Island Sparky Scavenger Hunt and gift bags were provided for the winner in each community.

**I. Information for council**

- I. Fogo Island Fire Service recently attended a medical call, to aid one of our residents. With the cooperation with nurses (family, friends), Fire Service, and the Medical First Responder on the ambulance the outcome was positive. The Fire Chief felt that even though our members played an important role, our members would have greatly benefited if they were trained as medical first responders, they could work collaboratively with the local Ambulance Staff to provide better prehospital treatment for our residents on Fogo Island and possibly increase survivability rates.
- II. The Fire Chief will be investigating the cost of the medical first responder course and a plan to implement the Medical First Responder in the scope of Fogo Island Fire service, once completed.

**5.3 Public Works**

No Committee meeting held this month. Superintendent/Foreman provided the report below.

**A. Estimating Works:**

**I. Seldom Pumphouse**

- a) K & D Pratt was onsite on October 19, 2021, to complete the upgrade to the gas chlorination system, as well as to perform maintenance on the gas chlorination systems in Fogo and Joe Batt's Arm.

**II. Joe Batt's Arm Water Tower**

- a) Pennecon is still having issues obtaining the necessary parts to complete the upgrades to the communication system. They are anticipating for it to be early in 2022 before these parts will be available, due to a global shortage in supplies.
- b) Greatario started the repairs to the inside, as well as installation of the heater to the tank on October 12, 2021, with an expected date of completion on October 22, 2021. Due to weather conditions the work on the roof flashings will be postponed until early spring of 2022.

**B. Maintenance:**

**I. Preventative Maintenance**

- a) On October 7, 2021, a non-consumption order was issued for the water supply in Joe Batt's Arm and Barr's Islands due to an exceedance of lead found in a recent sample. On October 15, 2021, the Department of Water Resource Management conducted more samples throughout the system to try and locate the source of the lead. These results are expected in approximately a week.
- b) The boil order for the community of Seldom has been removed effective October 18, 2021.
- c) Water intake screens have been pulled and cleaned in Fogo, Seldom and Tilting.
- d) All Lift Stations have been monitored and inspected with no issues to report at this time.

**II. Vehicle Maintenance/ Inspections**

- a) Yearly inspections continue to be completed on Town vehicles. The Town mechanic is scheduled to start preparing equipment for the winter season next week.

**C. 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 ADWS units, located in Seldom and Fogo, are operational with no major issues to report.

**IV. Barr'd Islands Watermain Project**

- a) Kelco Construction Inc. has equipment and materials onsite with construction has started.



V. Seldom Fire Hall Modifications

- a) Plastering and painting is completed. Flooring, doors, and trim are currently being installed.

5.4 Finance and Administration

A. For Council Approval

I. Adoption of Cheque Register

2021-201

Crawford/Hearn

Resolved that the Town of Fogo Island adopt the cheque register from September 1<sup>st</sup> – 30<sup>th</sup>, 2021 in the amount of \$221,520.77 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

II. Adoption of Finance Reports

2021-202

Broders/Young

Resolved that the Town of Fogo Island adopt the Financial Statements from September 1<sup>st</sup> – 30<sup>th</sup>, 2021 as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

5.5 Standing Committee Structure

- I. After review of the Standing Committee Structure and Terms of Reference, it was agreed by Council to reduce the existing committees from five (5) to four (4) committees and to combine the Public Safety and Transportation Committees.

2021-203

Broders/Roebbotham

Resolved that the Town of Fogo Island combine the Public Safety and Transportation Committee and adopt the new Standing Committee Structure as presented below, effective October 27<sup>th</sup>, 2021, with the following committee members:

Finance and Administration Committee

- |    |                  |                            |
|----|------------------|----------------------------|
| 1. | Chairperson      | Deputy Mayor Justin Hearn  |
| 2. | Member           | Councillor Lary Roebbotham |
| 3. | Alternate Member | Councillor Eugene Nippard  |

Planning and Public Works Committee

- |    |                  |                            |
|----|------------------|----------------------------|
| 1. | Chairperson      | Councillor Beverly Broders |
| 2. | Member           | Councillor Adam Young      |
| 3. | Alternate Member | Councillor Lary Roebbotham |

Recreation and Tourism Committee

- |    |                  |                           |
|----|------------------|---------------------------|
| 1. | Chairperson      | Councillor Sandy Crawford |
| 2. | Member           | Councillor Adam Young     |
| 3. | Alternate Member | Deputy Mayor Justin Hearn |

Public Safety and Transportation Committee

- |    |             |                           |
|----|-------------|---------------------------|
| 1. | Chairperson | Councillor Eugene Nippard |
|----|-------------|---------------------------|

- |    |                  |                            |
|----|------------------|----------------------------|
| 2. | Member           | Councillor Beverly Broders |
| 3. | Alternate Member | Councillor Sandy Crawford  |

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councillor Young, Councillor Broders, Councillor Nippard, Councillor Roebbotham, and Councillor Crawford. Against - 0.

- II. Mayor Shea and Deputy Mayor Justin Hearn will represent the Town in the Economic Development Partnership with Shorefast Foundation and the Fogo Island Co-operative Society.

## **6. Correspondence**

### **6.1 Central Newfoundland Waste Management – Council Representation**

- A. Central Regional Service Board is requesting a member of Council be appointed to the Board and represent Ward 4, for the Town. The appointment is for a 4-year term, ending at the next municipal election.
- B. Councilor Sandy Crawford volunteered to take the position. Council agreed for Councilor Crawford to sit on the board and represent the Town of Fogo Island.
- C. Staff will contact Central Newfoundland Waste Management with new member information.

### **6.2 Municipal Assessment Agency – Central Director Seat Vacancy**

- A. The Municipal Assessment Agency's bi-laws require that Directors attend regular meetings and attendance can be either virtually by telephone or other facilities.
- B. Mr. Jason Robert's, Central Director failed to attend five (5) consecutive meetings either in-person or electronically and the Board voted during a meeting held on October 14, 2021 to remove Mr. Robert's from his position as Central Director effective immediately.
- C. Letter was addressed by Council

### **6.3 Municipal Assessment Agency – Nominations for Central Director**

- A. Nominations for the position of Central Director will be accepted until 4:00pm on October 28, 2021.
- B. Letter was addressed by Council. No nominations will be put forward.

## **7. New Business**

### **7.1 Dilapidated Buildings**

- A. Council held a brief discussion on the high number of dilapidated buildings around the communities on Fogo Island and it was a concern expressed by many residents during their election campaign.
- B. With Fogo Island being considered a high-end tourist attraction, these buildings have become an eyesore in our communities and some even a safety issue with the possibility of the building collapsing and debris blowing around causing damage to other properties in the area. Owners need to be made aware that these buildings either have to be repaired or demolished otherwise the Town will take the necessary steps under the Municipalities Act to remove those buildings at the property owners' cost. With an Enforcement Officer now on Town Staff this can be possible.
- C. Council agreed that a newsletter be sent out informing residents of the process the Town will take for cleaning up dilapidated buildings and with now being the Fall of the year it would be a good time to start and further proceed in the Spring with any demolitions if needed.

## **8. Date of Next Regular Meeting:**

- Privileged Meeting – Tuesday, November 30<sup>th</sup>, 2021 @ 6:30pm (if required).
- Public Council Meeting – Tuesday, November 30<sup>th</sup>, 2021 @ 7:00pm.

## **9. Adjournment:**

2021-204

Nippard/Crawford

Resolved the public council meeting of October 26<sup>th</sup>, 2021, be adjourned at 7:35PM.



Pauline Payne  
CAO

Pauline Payne

Andrew Shea  
Mayor

Andrew Shea

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

**Councillors Present:**

Mayor Andrew Shea  
Councillor Adam Young  
Councillor Eugene Nippard  
Councillor Sandy Crawford

Deputy Mayor Justin Hearn  
Councillor Beverly Broders  
Councillor Lary Roebottom

**Staff:**

Pauline Payne, Chief Administrative Officer  
Daphne Coles, Deputy Town Clerk  
Germaine Morgan, Receptionist

**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.

**2. Delegation – RCMP**

- Constable Doug Letto attended the public meeting on behalf of the Fogo Island RCMP Detachment through ZOOM.
- The following concerns expressed by Council were discussed:
  - Loud Vehicle Noise
    - Vehicles with noise modifications driving around the island especially during the nighttime are really loud. Some residents have expressed complaints to Council.
    - RCMP haven't received any complaints from the public however they have talked with two (2) drivers, and they have removed the noise modifications.
    - If residents want to provide the names of the vehicle drivers, then the RCMP can talk with the drivers or the driver's parents. As a last resort they can issue tickets. Vehicles with noise modifications will not pass vehicle inspection.
  - Speeding within communities
    - Speeding is a problem all over the island especially Deep Bay-Island Harbour Road, Seldom, Little Seldom and Joe Batt's Arm. Deep Bay-Island Harbour Road has lots of black tire skid marks on the pavement especially by the Airstrip.
    - Constable Letto stated that when they are on shift, they are usually out driving around the island and that speeding tickets issued are up approximately 300% since they came to the island.
    - Constable Letto requested that council and residents can report the problem areas to them, and they can increase RCMP patrol which would help control the speeding. They are also trying to schedule dates for Highway Services to come to the island.
  - School Zone Speed Limit (should this be reduced to a 30km/h)?
    - Council inquired about the school zone speed limit as here on the island it is 50km per hour. That is rather high, especially with students crossing the highway to get to the stadium and go out to lunch, should be reduced to 30km per hour.
    - Constable Letto stated that this is the responsibility of the Department of Transportation and Works. They haven't received any concerns from the school, however if they do, they will forward them to the department.
  - Use of ATV's and Dirt Bikes
    - Council inquired about the excessive use of ATV's and dirt bikes around our communities. Its becoming a big problem.



- Constable Letto stated that they have been talking with some of the teenagers using the machines and parents as well. They have seen some decrease in usage on the roads. Legally if you don't have a valid driver's license you cannot operate these machines on the roads.
- Council suggested that maybe the RCMP should visit the school and talk to students in the higher grades of possibly grade 8 and up.
- Constable Letto stated that they have inquired about school visits however none have been arranged yet.
- RCMP don't have the means to seize the ATV's or dirt bikes when they are seen on the roads and they haven't really received a lot of complaints from the public. Not so big an issue now as it was earlier the summer.
- In closing Constable Letto requested that it was important for everyone to work together to help make our roads a safer place for walking and driving for all residents and that if residents are reporting concerns to Council or the Town Office to forward them to the RCMP along with the names of individuals being reported.
- Council thanked Constable Letto for speaking at the public meeting.

### 3. Agenda:

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

2021-205

Crawford/Nippard

Resolved that the agenda be adopted with the addition of 8.2 Council Orders to New Business.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

### 4. Minutes:

2021-206

Broders/Roebottom

Resolved that the minutes of the Regular Public Meeting held on October 26<sup>th</sup>, 2021, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

### 5. Business Arising:

- No business arising from the minutes of October 26<sup>th</sup>, 2021

### 6. Department Reports

#### 6.1 Transportation Advisory Committee presented by Councilor Nippard

A meeting of the Fogo Island Transportation Advisory Committee was held at the Town Office at 7:00PM on the above date with the following in attendance: Eugene Nippard, Councillor and Committee Chairperson, Beverly Broders, Councillor and Committee Member, Andrew Shea, Mayor, Clifford Rowe, Committee Member - Trucking Industry Representative, Amanda Decker-Penton, Committee Member - Shorefast Foundation Representative, John Greene, Committee Member – Fogo Island Co-operative Representative, William Miller, Committee Member – Business Representative, Pauline Payne, CAO and Daphne Coles, Deputy Town Clerk.

The following items were discussed:

#### A. Request for 2<sup>nd</sup> Vessel for 2022 Tourist Season

- Fogo Island needs a 2nd Ferry on the run Between Fogo Island-Change Islands -Farewell in Summer months.

- II. April 1<sup>st</sup> – October 31<sup>st</sup> would be a good timeframe as this is when the Fishery season normally begins, and traffic begins steadily increasing throughout the summer with vehicles left behind every trip and people having long wait times in line-up. In past years a second vessel has been implemented except for this past summer.
- III. 2022 has been designated as Come Home Year for Newfoundland and Labrador and this will increase the flow of traffic as well.
- IV. Government should be arranging dates for the required vessel maintenance and refit ahead of time instead of later in the Spring.
- V. Its also important to stress that Government give permission to the Captain to determine if a backlog of traffic warrants an extra trip during lunch, no permission is needed for extra trip later in the evening if needed.
- VI. A request for a meeting with the Minister of Transportation and Infrastructure has already been submitted through our MHA, Derrick Bragg and this will be discussed at that time.

**B. Replacement Vessel for when Veteran goes for maintenance.**

- I. M. V. Legionnaire or Komutik should be the only replacement vessels for Fogo Island and Change Islands.
- II. Committee requested that an email be forward to Marine Services in Lewisporte inquiring if there is a maintenance plan in place for the Veteran. Plan should be in place to avoid any delays during the fishing and tourism season.

**C. Reservation System versus Percentage of Ferry Deck Space**

- i. Brief discussion on whether the Veteran is a big enough boat to handle a reservation system. With a percentage of deck space for reservation system and Change Island traffic there would be little deck space left for standby traffic.
- ii. There could be issues with the reservation system during times when ferry crossings are cancelled with losing your reservation and not being able to get on next crossings.
- iii. Committee have continued to request a change whereby the existing 25% deck space for Change Islands be reduced to 15%.
- iv. Population of Change Islands versus Fogo Island is approximately 10% and they get 25% of the deck space on each crossing if required.

**2021-207**

**Nippard/Young**

Resolved that Town of Fogo Island request that the Department of Transportation and Infrastructure reduce the percentage of deck space for Change Island traffic on ferry crossing from twenty-five percent (25%) to fifteen percent (15%) to reflect the population percentage of Change Island versus Fogo Island. Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

**D. Update on Ferry Out of service etc.,**

- I. Updates should be brought to people's attention through CBC Radio and VOCM etc, same has Bell Island Ferry Service.
- II. Council and Staff get many calls from the public when ferry issues arise. Public should be notified that the Ferry System is not the responsibility of the Town, just an Advisory Committee.
- III. Often there is very poor communication between Lewisporte Office and the Wharfinger on ferry issues and the captain don't keep the recording properly updated, causing poor relations with the public.
- IV. Committee requested to contact Marine Services in Lewisporte requesting that ferry updates be advertised on VOCM and CBC Radio.

**E. Complaints about Washrooms on Veteran.**



- I. In Men's Washroom 2 Urinals, 2 sinks plus soap dispenser out of service plus not clean when first sailing in morning.
- II. In Women's Washroom the soap dispenser isn't working and there are no hand towels to dry hands. With COVID-19 regulations you cannot use the hand dryers.
- III. Bathrooms in the terminals in Man O' War Cove and Farewell are filthy
- IV. Heater in the front lobby of the Veteran isn't working and there isn't any sanitization of rails and door handles taking place during or between ferry crossings.
- V. Committee requested to contact Marine Services with these issues.

**F. Arrange to meet with Colin Power to be introduced to him.**

- I. Stephen Burbridge, Director of Marine Services has put forward that he would be willing to meet with the committee either virtually or in-person.
- II. Committee requested to contact Stephen Burbridge to arrange an in-person meeting and request that Colin Power be present as well.
  - a) At the public meeting it was noted that Stephen Burbridge is leaving Marine Services and won't be available to attend a meeting with Council. It was requested that the Minister of Transportation and Infrastructure, Mr. Elvis Loveless be asked to meet with Council along with Colin Power.

**G. Canteen Services on Veteran**

- I. No drinking water in ferry terminals in Man O' War Cove or Farewell and no canteen service on the Veteran since start of COVID.
- II. Inquiry on canteen services was done previously by Staff and was informed that the Operator was unwilling to open due to slow down in traffic.
- III. Committee requested to ask Marine Services to retender the canteen services and include the vending machines at the Terminals

**H. Announcements on Veteran/Camera System**

- I. Many requests have been made to change the announcements for arriving in port on the Veteran to include the name of the landing port on the initial announcement as well as on the second announcement. This was never changed.
- II. Several years ago, cameras were installed at the ticket booth in Farewell to show the traffic in the lineup. Cameras were never activated. Funding was also available to install cameras in Man O' War Cove but they were never installed.
- III. Televisions on the Veteran are not being used, several years ago videos would be playing during the ferry crossing. These televisions could be used for advertising for Fogo Island including accommodations, restaurants, walking trails and museums.
- IV. Wi-Fi should also be available at the ferry terminals for public use.
- V. Committee requests that Staff further inquire with Marine Services on these concerns.

**I. Speed a Big Problem on Highway's Fogo Island.**

- I. Suggested that Speed Signs or Speed Bumps be installed. especially by High School, Little Seldom, & Shoal Bay.
- II. At the MNL Convention and Trade Show, Chairperson Councilor Nippard was talking with a business that sells electronic speed signs and speed bumps. They are very effective and the electronic speed signs monitor the speed of passing vehicles. Town already has one electronic speed sign that they use in different areas on the island to monitor speeding.
- III. Speed problems on Deep Bay-Island Hr. Road plus in Seldom on ridge by Pentecostal Church
- IV. Also received complaint from resident in Barr'd Islands.

**J. Upgrade the Highway between Seldom-Fogo with new Pavement.**

- I. Everyone is questioning why it didn't get done this year as promised.
- II. Previous Council held meeting with Minister of Transportation and Infrastructure and reasoning for not doing pavement this year was contractor pricing and availability.



- III. Town also requested from the Fogo Island Transportation Depot that more signage be put up on Seldom highway for potholes, however it was not done.

#### **K. Other**

##### **I. Causeway**

- a) Brief discussion on past proposal for Causeway for Fogo Island.

##### **II. Fogo Island Airstrip**

- a) Inquiry regarding whether the Airstrip was certified as there was discussions on this happening several years ago.
- b) Airstrip is still not certified for scheduled flights; however planes are permitted to land and chartered flights are also permitted.

#### **6.2 Recreation, Tourism & Economic Development presented by Councilor Crawford**

A meeting of the of the Recreation, Tourism and Economic Development Department was held on Wednesday, November 17<sup>th</sup>, 2021 at 4:00pm at the Town Office. In attendance was Councilor Chairperson, Alexander Crawford, Councilor Adam Young, Mayor Andrew Shea, CAO Pauline Payne, and Director Colette Wells – Coish.

The following items were discussed:

#### **A. Business Arising from last meeting**

- I. With the new council in place one councilor is asked to sit on the Community Advisory Committee with Central Health. This was discussed but decided to bring back to the council meeting for further discussion and decide who will sit on this committee. Councilor Young indicated he will take the role if no one else is available.
  - a) Council was all in agreement that Councilor Young would represent the Town on the Community Advisory Committee with Central Health.
- II. The Ronald McDonald Fundraiser collected \$416.26. This amount was matched by council in the past.

**2021-208**

**Crawford/Young**

Resolved that Town of Fogo Island match the \$416.26 raised for the Ronald McDonald Fundraiser. Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

#### **B. Recreation**

- I. The Annual Pumpkin Carving and Haunted Park on October 28<sup>th</sup> and 29<sup>th</sup>, in conjunction with Fire Services was a success. The Director would recommend a fixed family rate another year. The fireworks display was fabulous and thank you to our fire services. The Community Bonfire and skate brought out many families for an evening of physical activity and to recognize “Guy Fox” night. A Christmas tree lighting is being planned which will include, caroling and free family skating the date is set for TUESDAY December 7<sup>th</sup> with tree lighting at 6:30pm near the Town office, followed by the free family skate at 7:10pm at the Arena.
- II. The arena opened on October 28<sup>th</sup>. Everything is operating well. The compressors and equipment will require thorough servicing in the spring of 2022. This will be put in the budget planning. A notice has gone out for call in workers and training them for different departments.
- III. The “Holly Jolly” weekly sale continues Saturdays at the Visitor Information site in Stag Harbour. It has encouraged new vendors and is working well.
- IV. User groups have been approached regarding the stadium canteen.
- V. There is a new ‘Age Friendly’ Committee discussing initiatives for Fogo Island. Funding is being applied for to make upgrades to the ‘Park’ area. Councilor Crawford will sit on this committee to represent council.



### C. Tourism

- I. Funding has been released for 2022 for 'Come Home Year' in Newfoundland and Labrador. Beautification is one key area being discussed.
- II. A meeting was held with the new committee in Seldom the "Historic Action & Recreation Committee". They have concerns with the FU Trading company building and other beautification's possibilities. The CAO indicated there is new funding available under "Green initiatives and accessibility. This has recently become available, and plans are to apply for funding for the Marine Interpretation Center to cover the urgent repairs this premises requires.

### D. Other

- I. Remembrance Day Service was held at the Seldom Cenotaph on November 11<sup>th</sup>. A huge thank you to all who participated. Representatives from various organizations, clergy and families came out to remember those who fought and are serving our Nation.
- II. The Community Enhancement Project was approved for \$35,000.00.
- III. Funding has been applied for under MMSB in the amount of \$10,000.00 to continue with Recycling clothing and textiles.
- IV. Funding has been applied for Under the Wellness Coalition to do additional Yoga classes.
- V. Funding has been applied for Under Recreation Newfoundland and Labrador for "cross country skis, and snowshoes for winter fitness initiatives.
- VI. The Community Healthy living project is approaching, and applications will be submitted.
- VII. Canada Day 2022 funding has been applied for under Canadian Heritage.
- VIII. A letter was presented from a regular user group for discussion on the current 24-hour cancellation policy at the stadium. The Committee discussed the issue but agreed there will be no changes made to the current policy.
- IX. Discuss new sound system for arena. It was mentioned the fundraising efforts from the 'Islanders' Hockey team after past NHL alumni games would contribute to a new sound system. Councilor Young plans to look into this further.
- X. The Director indicated a weekly schedule is being put in place for the stadium hours.
- XI. There are parents interested in sitting on a Figure Skating Club. We hope this will start soon.
- XII. There are new suggestions for the "Common Room" coming soon.
- XIII. Outdoor advertising was discussed

### 6.3 Public Safety presented by Councilor Nippard

A meeting the Public Safety Committee was held at the Town Office on November 17<sup>th</sup>, 2021, at 4:35 pm. The meeting was chaired by Councillor Eugene Nippard, others in attendance were Councilor Beverly Broders, CAO Pauline Payne and Fire Chief, Tommy Simpson.

The following items were discussed:

#### A. Information for Council:

- I. Fire Calls – 2
- II. Inspection – 4 property inspections

#### B. Community Education/Events

- I. Public Service activities pertaining to Fire Prevention Week
- II. Halloween Haunted Park
- III. Halloween Fireworks
- IV. Community Bonfire
- V. Free family Skate

#### C. Training Update

- I. Stations have started annual hose testing and pump training
- II. Smoke house training
- III. Fire Chief is requesting that Council Members please fill out and return the Incident Command System 100 application that was emailed out, so this course can begin.

#### **D. Communication**

- I. The Fire Chief has reached out to Bell Mobility to help solve the communication issue faced by all stations, along with upgrading the portable radios for fireground communication.

#### **E. Equipment update**

- I. All stations have had their PPE inspected, and the Chief is compiling a list of PPE that is needed to be replaced.

#### **F. Station Update**

- I. Work is moving forward on the Tilting Fire Storage Building, with the roof and walls up and windows in.
- II. Seldom Fire Station renovation is drawing to a close, most recently the floors have been painted and the electrical work has concluded with the heaters in the bays installed.

#### **G. New Pumper Arrival Date**

- I. The new pumper should arrive the week of November 22, this truck will need to be set up and training provided before going into service, Fire and Emergency services will perform this training with all Deputy Chiefs or their designated member. Then the rest of the members will be trained on their training night.
- II. Update at the public council meeting, the new Fire Pumper arrived on Wednesday, November 24<sup>th</sup>, 2021.

#### **H. Enforcement**

- I. One structure in contravention of the Municipalities Act has been removed.
- II. In the process of developing a list of structures/properties that is not in compliance with the Act and will be issuing the proper documentation to remedy this situation on Fogo Island in the upcoming months.

#### **I. Actions for Council**

- I. The Fire Chief is requesting permission to work in conjunction with the CAO and the Public Safety Committee to devise a plan moving forward for our stations, and the much-needed repair or replacement of the Fogo Station.

**2021-209**

**Nippard/Crawford**

Resolved that Council approve for the Fire Chief in conjunction with the CAO and the Public Safety Committee develop a plan moving forward for fire stations, and the much-needed repair or replacement of the Fogo Station for Council approval.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

- II. The Fire Chief requests the following Items be placed on open bids,
  - a) The Decommissioned Air Compressor, that was used to fill the fire cylinders and was found unsafe during the inspection process
  - b) The Holmatro Combination Tool and Pump known as the Jaw's of Life that is obsolete and not used for rescuing any longer.
  - c) Portable Fire Pump (surplus).
  - d) The 1987 Seldom Fire Truck that will be removed from service, (all fire gear removed before tender).
  - e) All the above equipment would have a reserve amount set at fair market value and the profit go back to the equipment fund.

**2021-210**

**Nippard/Young**



Resolved that Council approve for the Fire Chief to place the following items from the Fogo Island Fire Department on Call for Bids and that a minimum bid amount set at fair market value be placed on each item with the revenue received returned to the Fogo Island Fire Department Equipment Fund.

- Decommissioned Air Compressor
- Holmatro Combination Tool and Pump (Old Jaws of Life)
- Surplus Portable Fire Pump
- 1987 Fire Truck located in Seldom Fire Station

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

## J. New Business

### I. New Proper Protective Equipment (PPE) for Fire Chief

- a) Councilor Roebbotham informed Council that the Fire Chief's PPE is not up to standard with the rest of the Fire Fighters in the Department. He donated his own gear to another Fire Fighter and has not replaced it. It is very important that the Fire Chief have new PPE as he attends the fire scene with all the other Fire Fighters.

**2021-211**

#### Roebbotham/Broders

Resolved that Council approve for the Fire Chief to purchase new Fire Fighting PPE so that his equipment is up to standard and in-line with all the Fire Fighters on the Fogo Island Fire Department.

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

## Closing

On Sunday November 14<sup>th</sup>, 2021 Fogo Island Fire Service responded to a major fire, consumed one structure, and affected 4 other structures. All stations(members) should be recognized for their efforts in keeping the 4 structures damage minimal and for stopping the spread of fire.

As Fire Chief I was proud to see our members fall back on their training to complete the task that faced them that early, and have the members receive compliments from the RCMP that were on scene and the Provincial Fire investigator for the job they did.

It is with regret that the Fire Chief shares the passing of JBS Fire Chief Samuel Godwin.

The members of the Fogo Island Fire Service extend their deepest condolences to Chief Godwin's family at this most difficult time.

## 6.4 Public Works

A meeting of the Public Works Committee was held at the Town Office on November 23<sup>rd</sup>, 2021 at 7:00pm with the following present Chairperson, Councillor Beverly Broders, Councillor Adam Young, Mayor Andrew Shea, Superintendent/Foreperson of Public Works, Sheldon Hoffe and CAO Pauline Payne.

The following items were discussed:

### A. Estimating Works:

#### I. Seldom Pumphouse

- a) K & D Pratt has completed the upgrade to the gas chlorination system in Seldom, as well as performed maintenance on the gas chlorination systems in Fogo and Joe Batt's Arm.

#### II. Joe Batt's Arm Water Tower

- a) Pennecon is still having issues obtaining the necessary parts to complete the upgrades to the communication system. They are anticipating for it to be early in 2022 before these parts will be available due to a global shortage in supplies.
- b) Greatario started the repairs to the inside as well as installation of the heater to the tank on October 12, 2021. Electrical hookup is left to be completed and will be put out to open bids in the near

future. Due to weather conditions the work on the roof flashings will be postponed until early spring of 2022.

**B. Maintenance:**

**I. Preventative Maintenance**

- a) On October 7, 2021, a non-consumption order was issued for the water supply in Joe Batts Arm and Barr'd Islands due to an exceedance of lead found in a recent sample. On October 15, 2021, the department of Water Resource Management conducted more samples throughout the system to try and locate the source of the lead. The results indicated that the lead exceedance was isolated to one location and the non-consumption order was removed on October 25, 2021.
- b) The Boil Order for Joe Batt's Arm and Barr'd Islands was removed on November 8, 2021. There are currently no boil orders in place in any of the communities.
- c) Fire hydrants are being flushed as part of our regular maintenance program. Tilting has been completed and pumphouse screens were cleaned, Joe Batt's Arm has been started, Fogo and Seldom will be scheduled soon.
- d) All Lift Stations have been monitored and inspected. A pump from Fogo had to be sent to Xylem for servicing as well as the new pump that was received for Seldom was found to have a factory defect.

**II. Vehicle Maintenance/ Inspections**

- a) Yearly inspections continue to be completed on Town vehicles. The Town Mechanic has been preparing the fleet for the upcoming winter season.

**C. Other:**

**I. Permit Applications**

- a) Field visits ongoing to determine compliance, as requested. Public Works staff conducted a site visit to 57A Browns Point Road in response to a complaint from a resident about a deck being built on the property without a permit. Upon inspection it was found the deck did not comply with the town's development regulations and a removal order was issued on August 5, 2021. The resident failed to comply with the removal order and Public Works staff removed the deck from the property on November 16, 2021.

**II. Water turn on/turn-offs**

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

**III. Advanced Drinking Water System:**

- a) Both ADWS units are operational with no major issues to report.

**IV. Barr'd Islands Watermain Project**

- a) Kelco Construction Inc. started working on the installation of the watermain in the Hewitt's Point area on October 19, 2021. Superintendent of Public Works has made several site visits to the area as well as being in frequent contact with Cecon. There have been some changes made to the project to accommodate unforeseen obstacles.
- b) Update at the public council meeting is that all the waterlines are in the ground, Contractor is progressing with property cleanup, waterlines will be connected to the Watermain, and water turned on in the next week or so.

**V. Training**

- a) All Public Works staff attended a 2-day training session on November 4 and 5, 2021. Certifications acquired were Powerline Hazards, Traffic Control and Transportation of Dangerous Goods.

**D. Actions for Council:**

**I. Request for Town Ownership of Residential Lane**

- a) A letter was received from the residents of 9, 9a, and 9b Northshore Road requesting that the town take over the lane accessing their residences. This request was denied by the previous Council. The residents are requesting that it be reviewed again by the current Administration.



- b) Committee recommends that the CAO do further research before a recommendation can be made to Council.

## **6.5 Finance and Administration presented by Deputy Mayor Hearn**

A meeting of the Finance and Administration Committee was held at the Town Office on November 19<sup>th</sup>, 2021 at 10:00AM. in attendance were Chairperson, Deputy Mayor Justin Hearn, Councilor Lary Roebbotham, Mayor Andrew Shea, Pauline Payne, CAO, and Daphne Coles, Deputy Town Clerk

The following items were discussed:

### **A. For Council Approval**

#### **I. Adoption of Cheque Register**

- a) Committee and Council reviewed the cheques issued for October 2021.

**2021-212**

**Hearn/Young**

Resolved that Council adopt the cheque register from October 1<sup>st</sup> – 31<sup>st</sup>, 2021 in the amount of \$230,788.98 presented.

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

#### **II. Adoption of Finance Reports**

- a) Committee and Council reviewed the Statement of Receivables, Quick Statistics Variance Report, Income Statement and Bank Account Balances as of October 31<sup>st</sup>, 2021

**2021-213**

**Hearn/Broders**

Resolved that Council accept the Financial Statements from October 1<sup>st</sup> – 31<sup>st</sup>, 2021 as presented.

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

#### **III. Update – Collection of Accounts Receivable**

- a) CAO provided an update on the collection process, and this is still ongoing with positive results.

#### **IV. 2020 Business Tax Relief**

- a) Due to the amount of information involved with the 2020 Business Tax Relief, over the last six (6) months many options have been discussed with several letters going out to businesses on Fogo Island.
- b) The Committee is deferring decisions until further review is completed.

#### **V. Request for Property Tax Exemption – 25 Main Road and 3 Town Hall Lane, Deep Bay**

- a) Deep Bay Community Committee submitted their yearly letters requesting property tax exemption for the Community Hall and Old School House for consideration in the 2022 Budget preparations.
- b) Committee and Council agreed to defer the requests of the Deep Bay Community Committee until further review of taxes for Non-Profit Organizations is completed.

**2021-214**

**Hearn/Crawford**

Resolved that Council defer the request of the Deep Bay Community Committee for Property Tax Exemption for 25 Main Road and 3 Town Hall Road, Deep Bay until further review of taxes for Non-Profit Organizations is completed.

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

#### **VI. Request for Business Tax Review – Austin's Contracting**

- i. Business Owner has received a letter from the Town for Business Taxes owing for 2019, 2020 and 2021 and is disputing having a business on Fogo Island as the business currently operates out of St. Johns and provides services to many areas.
- ii. Review of their account revealed that the business tax charged is based on a revenue basis.
- iii. Business employs one employee on the island.

#### **2021-215**

##### **Hearn/Young**

Resolved that the Town of Fogo Island deny the request from Austin's Contracting to exempt Business Taxes for 2019, 2020 and 2021 as per Sections 120 (1), 121 (1) and 122 (1) (2) of the Municipalities Act 1999. Business has employed one (1) employee and is providing a service to residents on Fogo Island.

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

#### **VII. Municipal Assessment Agency – 2022 Assessment Service Fee**

- i. 2022 Municipal Assessment services will remain at \$26.00 per parcel and per tenant, subject to approval of the Agency's 2022-2023 budget.
- ii. The annual 2022 Assessment Fee for the Town will be \$48,984.00 and is based on 1787 parcels and 201 tenants at \$26.00 each.
- iii. Municipal Assessment Service Fee will be included in the Town's 2022 budget process.

#### **VIII. Request for Reimbursement of Cost for Installation of Town Water & Sewer – 84 Main Street, Seldom**

- i. Committee review the request and a brief history of water and sewer to the property was provided.
- ii. In 2015, after request from the property owner an investigation was done on the property, Project As-Built's showed that the property wasn't serviced however the property owner was being charged water and sewer taxes since 2012. Town Staff visited the property to locate the curbside and couldn't find one.
- iii. Reimbursement of taxes paid and a water and sewer tax exemption was provided to the property owner in 2015.
- iv. Committee recommends deferring the request until further information is gathered by Staff and recommended to contact the Project Contractor for details on the property.

#### **2021-216**

##### **Hearn/Roebbotham**

Resolved that Council defer the request for reimbursement of cost for installation of Town Water and Sewer for 84 Main Street, Seldom until further information is gathered by Staff and recommended to contact the Project Contractor for details on the property.

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

#### **IX. Appointment of ATIPPA "Head"**

- i. In accordance with ATIPPA Council must designate a "Head" by motion of Council in accordance with Section 109 of ATIPPA and the Head is responsible to perform all the requirements of ATIPPA. Council must inform the Minister of Justice and Public Safety of its appointment. It is recommended that a member of the staff be appointed as Head and it is normally the CAO or Town Manager.

#### **2021-217**

##### **Hearn/Roebbotham**

Resolved that the Town of Fogo Island appoint CAO Pauline Payne for the position of ATIPPA "Head".

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



## **7. Correspondence**

### **7.1 Central Newfoundland Waste Management – 2022 Budget**

- A. Central Regional Service Board 2022 operational budget is a balanced budget with revenues and expenditures of \$8,821,751.00.
- B. 2022 Curbside Collection will remain the same as last year at \$83.00 per household.
- C. The residential curbside collection and construction, demolition/bulk fees (mixed) will remain at a \$136.00 per tonne.
- D. Construction/demolition/bulk fees (sorted) will increase to \$55.00 per tonne as of January 1<sup>st</sup>, 2022 due to the significant increase in costs for handling and disposing of these materials over the last few years.

### **7.2 Municipal Assessment Agency Update**

- A. The Municipal Assessment Agency met in Corner Brook during the MNL Convention. Some of the issues addressed included:
  - i) Mr. Don Hearn was permanently appointed as the Agency's Executive Director and Chief Executive Office effective November 3<sup>rd</sup>, 2021
  - ii) Forty-two applications were received for the Clar Simmons Scholarship.
  - iii) Copy of the audited financial statements and Annual Report was shared with clients.
  - iv) Approval of a multi-year partnership agreement between the Municipal Assessment Agency and Municipalities NL.
- v) 249 appeals were filed for tax year 2022, 80 were residential, 3 residential tenants, 87 vacant land, 54 commercial and 25 commercial tenants.

### **7.3 Municipal Assessment Agency – Voting Ballot, Central Regional Director**

- A. Nominees for Central Regional Director are Valerie Whalen, Pilley's Island, Tony Keats, Dover and Holly Dwyer, Grand Falls-Windsor
- B. Council held a vote for nominees by a show of hands with Valerie Whalen receiving one (1) vote, Tony Keats receiving two (2) votes and Holly Dwyer receiving four (4) votes.

**2021-218**

**Crawford/Hearn**

Resolved that the Town of Fogo Island vote for Holly Dwyer, Grand Falls-Windsor for Central Regional Director on the Municipal Assessment Agency Board.

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

### **7.4 Dept of Transportation & Infrastructure – Call for 2022-2023 Municipal Capital Works Applications**

- A. The deadline to submit 2022-2023 Municipal Capital Works Applications was November 26, 2021
- B. Town had previously submitted a MCW application this past August for Water and Sewer, Main Street Seldom extending the water and sewer services beyond the intersection of Harbour Drive servicing 9 properties at a cost of \$880,074.30 on a 90/10 cost share basis. This application will be included in the 2022-2023 application process.
- C. With the new council not being elected until September 28<sup>th</sup>, 2021, there wasn't sufficient time to gather the information required for new projects. Council recommended that all members give serious consideration for new projects that the Town can apply for next year.

**2021-219**

**Roebbotham/Nippard**

Resolved that the Town of Fogo Island will not submit any additional applications for the 2022-2023 Municipal Capital Works Application process other than the Water and Sewer, Main Street Seldom application previously submitted.

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

## 8. New Business

### 8.1 Approval of Asset Management Policy

- A. In 2018 the Town received approval for \$50,000.00 funding from FCM to develop an Asset Management Program that would involve an assessment of all water and sewer infrastructure, town buildings, equipment, and other assets based on current asset inventory, condition and replacement value information.
- B. Contract was awarded and a plan was developed, however funding was never received. To receive the funding a final report has to be submitted including an Asset Management Policy that would help the Town make the best possible decisions regarding the construction, operation, maintenance, renewal, replacement, expansion, and disposal of infrastructure assets during the planning for the towns yearly budget process.

2021-220

Roebottom/Hearn

Resolved that the Town of Fogo Island adopt the Asset Management Policy as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

### 8.2 Council Orders

- A. As part of the enforcement process, the Fire Chief/Enforcement Officer is requesting permission from Council to issue the following orders under Section 404. (1), Sub-Section (f) and (l) of the Municipalities Act 1999 which states:

#### Council orders

404. (1) A council may make an order that

(f) where a building is in a dilapidated state, or is, in the opinion of the council, unfit for human habitation, or another use for which it is then being used, or is a public nuisance, the owner or occupier is to pull down, remove, fill in or otherwise destroy the building and restore the site to its original state, or make the disposition or alteration of the building that the order directs;

(l) that the owner or occupier of real property remove from that property, solid waste, noxious substances and substances or things which may be a hazard to public health and safety or which adversely affects surrounding properties.

- I. 9 Hewitt's Point Road, Barr'd Islands - Removal order for the decommissioned septic sewage tank. Section 404 (1), (l)

2021-221

Crawford/Nippard

Resolved that the Town of Fogo Island issue a Removal Order for the removal of a decommissioned septic tank at 9 Hewitt's Point Road, Barr'd Islands under Section 404 (1) (l) of the Municipalities Act 1999.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.

- II. 1 Walbourne's Road, Fogo – Removal order for fire related debris. Section 404 (1), (l)

2021-222

Broders/Young

Resolved that the Town of Fogo Island issue a Removal Order for the removal of fire related debris at 1 Walbourne's Road, Fogo under Section 404 (1) (l) of the Municipalities Act 1999.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Hearn, Councilor Young, Councilor Broders, Councilor Nippard, Councilor Roebottom, and Councilor Crawford. Against - 0.



III. 92 Main Street, Fogo – Removal/Repair order for dilapidated building. Section 404 (1), (f) (I).

2021-223

Broders/Hearn

Resolved that the Town of Fogo Island issue a Removal/Repair Order for the removal or repair of a dilapidated building located at 92 Main Street, Fogo under Section 404 (1) (f) (I) of the Municipalities Act 1999.

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

IV. 11 Garrison Road, Fogo – Removal/Repair order for dilapidated building. Section 404 (1), (f) (I).

2021-224

Nippard/Roebbotham

Resolved that the Town of Fogo Island issue a Removal/Repair Order for the removal or repair of a dilapidated building located at 11 Garrison Road, Fogo under Section 404 (1) (f) (I) of the Municipalities Act 1999.

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

**9. Date of Next Regular Meeting:**

- Privileged Meeting – Tuesday, December 21<sup>st</sup>, 2021 @ 6:30pm (if required).
- Public Council Meeting – Tuesday, December 21<sup>st</sup>, 2021 @ 7:00pm.

**10. Adjournment:**

2021-225

Roebbotham/Nippard

Resolved the public council meeting of October 26<sup>th</sup>, 2021, be adjourned at 8:05PM.

Pauline Payne  
CAO



Andrew Shea  
Mayor

