



Minutes of Regular Public Council Meeting March 25, 2025, at 7:00PM

A Public Meeting of Council was held at the Town Office on March 25th, 2025, with the following in attendance.

Councilors Present:

Mayor Andrew Shea
Councilor David McKenna
Councilor Lary Roebbotham

Councilor Mark Budden
Councilor Damian Roebbotham
Councilor Adam Young

Staff:

Daphne Coles, Deputy Town Clerk
Pauline Payne, CAO

Absent:

Deputy Mayor Alexander Crawford

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:07PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on the ZOOM platform.

2. Agenda:

2025-035

D. Roebbotham/Young

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

3. Minutes:

2025-036

McKenna/L. Roebbotham

Resolved that the minutes of the Regular Public Meeting held on February 25th, 2025, be adopted as presented.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

4. Business Arising

- No business arising from previous meetings.

5. Disclosure Statements

- Disclosure statements were completed by Councilors and Staff and addressed at the public meeting.

6. Department Reports

6.1. Economic Development & Special Projects

- No meeting was held for March.

6.2. Recreation & Tourism

- No meeting was held for March.

6.3. Planning & Public Works/Enforcement & Permitting

Planning and Public Works/Municipal Enforcement Committee did not meet in March.

The following item is for Council approval:

A. Planning & Public Works

I. 12 North Shore Road, Fogo & Overlapping Surveys of Town Property

- a) Property is currently being sold and when the owner was getting an updated survey, the Surveyor flagged an issue with an overlap onto Town property.
- b) Lawyers dealing with the property sale are asking to prepare a boundary agreement or quit claim deed that outline the Town owning all the land inside the fence and the property owners would own what is outside the fence.

2025-037

Budden/D. Roebbotham

Resolved that the Town of Fogo Island deny the request to enter into a boundary agreement or quit claim deed with the property owners of 12 North Shore Road, Fogo that would give them ownership of the land located outside the fence that runs along the side of North Shore Road, Fogo. Surveyor must use the existing pins from the survey completed by the Department of Transportation and Works when the land was transferred to the Town.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. Municipal Enforcement

I. Small Claims Court

- a) Letters have been sent to residents stating the possibility of court action from the Town if arrangements are not made for payment of tax arrears.

2025-038

Budden/Young

Resolved that Staff start the process for Small Claims Court for collection of the following accounts if arrangements are not made for payment of tax arrears after the 30 day time period of notification has expired.

1. AUSTI001
2. SHEPD003
3. WATEC006
4. BIXBE003

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

6.4. Fire Services

- No meeting was held for March.

6.5. Finance and Administration presented by Councilor Lary Roebbotham

Finance and Administration Committee did not meet in March.

The following items are for Council discussion:

A. Approval to Purchase Garage Door for Fire Station #3, Fogo

- I. Staff has received 3 quotes
 1. Fogo Island Castle Ltd - \$4829.99 (No Chain Hoist)
\$5319.99 (With Chain Hoist)
 2. KanStor, Mount Pearl - \$4794.00
 3. Home Hardware, Lewisporte - \$5400.00

2025-039

McKenna/Budden

Resolved to purchase a new garage door with Chain Hoist from Fogo Island Castle Ltd at the quoted price of \$5319.99 plus HST.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

B. TRACS – Appeal Letter for Interest Exemption

- I. A second letter was received requesting that Council appeal the decision made at a public meeting held on December 17, 2024 regarding interest relief on tax arrears for the property located at 155 Main Street, Tilting.
- II. A letter is also provided from their Auditor

2025-040

L. Roebbotham/Young

Resolved to extend the interest exemption approved at the public meeting held on December 17, 2024, Motion #2024-222 beyond the end of Canada Post Strike to June 30, 2025. If taxes are not paid by this date, a further review of the building agreement and the tax account for 155 Main Street, Tilting will be considered.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

C. Municipal Assessment Agency – Contract for Service

- I. Based on the general provisions of the Assessment Act, 2006, and Public Accounting Standard (PS1300), all clients are required to sign a contract for service.

2025-041

L. Roebbotham/Young

Resolved to enter into a contract with the Municipal Assessment Agency to provide property assessment services for Fogo Island as part of the Assessment Act, 2006, and Public Accounting Standard (PS1300).

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

D. Approval of 2024 Annual Expenditure Report

2025-042

L. Roebbotham/Budden

Resolved to approve of the 2024 Annual Expenditure Report for the Canada Community Building Fund as presented by the Auditor, Richard K Power, FCPA, Professional Corporation.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

E. Capital Investment Plan Approval

- I. At the February 25th public meeting Motion #2025-026 was passed to reallocate excess funds from two previous projects back into the Community Collaborative Building Fund and has been approved by Department of Municipal and Provincial Affairs.
- II. To transfer this amount to the Iceberg Arena Ventilation Upgrade a new Capital Investment Plan application is required by Department of Municipal and Provincial Affairs for approval.

2025-043

L. Roebbotham/McKenna

Resolved to approve for CAO to apply for additional funding through the Community Collaborative Building Fund for Iceberg Arena Ventilation Upgrades estimated at \$26,311.00

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7. Correspondence

7.1 2025 Municipal Symposium

- 2025 Municipal Symposium is taking place in Gander at the Quality Hotel from May 1st – 3rd 2025

2025-044

D. Roebbotham/Young

Resolved to register 2 members of Council/Staff for the 2025 Municipal Symposium in Gander from May 1st – 3rd, 2025.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7.2 Letter – NL Health Services

2025-045

McKenna/D. Roebbotham

Resolved that the Director of Recreation and Tourism apply for funding under the Community Recruitment and Retention Initiative which offers funding for support for recruitment and retention of all types of Health Care Professionals.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7.3 Letter – Concerned Resident – Internationally Educated Health Professionals

- Resident sent letter to council informing them of the new foreign Health Care Worker and her son that came to the island last year and expressed disappointment that no one from Council has made any effort to meet and greet them or show welcome to them.
- Members of Council were very offended by the criticism in the letter as they were not aware of this new recruitment and suggested that maybe the Community Advisory Committee should have notified the Town when they came to the island.

7.4 Proclamation

2025-046

D. Roebbotham/McKenna

Resolved that April 27 to May 3, 2025, be proclaimed as National Volunteer Week recognizing the 2025 theme “Volunteers Make Waves”.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7.5 Letter – Stag Harbour Recreation Commission

- Committee is requesting permission from the town to apply for funding through Active NL to do repairs and maintenance to the town rink in Stag Harbour.

2025-047

Young/D. Roebbotham

Resolved to approve and lend town support to the Stag Harbour Recreation Commission to apply for funding under the Active NL program for repairs and maintenance to the town rink in Stag Harbour.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

7.6 Letter – Grade One Teacher, Fogo Island Central Academy

- Teacher is requesting a visit to the Town Office by the Grade One Class to meet with Council and Staff to see how the Town operates, and the roles and responsibilities involved.

2025-048

D. Roebbotham/McKenna

Resolved that Staff arrange with the Grade One Teacher of Fogo Island Central Academy for the students to meet with Council and staff for an overview of the Town Operations, Roles and Responsibilities.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

8. New Business

8.1 Discussion on Department Committee Structure

- Councilor Damian Roebbotham brought forth a discussion on how all committee meetings under the new Towns and Local District Act are to be available for public attendance.
- Councilor Roebbotham has done a little research and is suggesting that the Town could change from a department committee structure to possibly having two Committee of the Whole meetings a month to discuss department concerns or two public council meetings a month.

2025-049

D. Roebbotham/Young

Resolved that the CAO prepare an amended Rules of Procedure for Council Meeting for Council review and present at the April public meeting for approval.

Resolution Carried. In favour – 6. Mayor Shea, Councilor Budden, Councilor McKenna, Councilor Damian Roebbotham, Councilor Lary Roebbotham, and Councilor Young. Against - 0.

8.2 Update on Bank

- Business is good at the new bank, hiring one more staff person.
- Encourage residents and businesses to transfer accounts.

9. Date of Next Regular Meeting:

- Public Council Meeting – April 29th, 2025 @ 7:00pm.

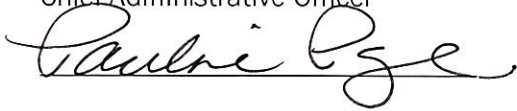
10. Adjournment:

2025-050

D. Roebbotham/Budden

Resolved the public council meeting of March 25, 2025, be adjourned at 8:35PM.

Pauline Payne
Chief Administrative Officer



Andrew Shea
Mayor

