



## Minutes of Regular Public Council Meeting January 13, 2026, at 7:00PM

A Public Meeting of Council was held at the Town Office on January 13, 2026, with the following in attendance.

### Councilor's Present:

Mayor Andrew Shea  
Councilor Ryan Holmes  
Councilor Holly Payne  
Councilor Carol Warren

Deputy Mayor Damian Roebotham  
Councilor David McKenna  
Councilor Lary Roebotham

### Staff:

Pauline Payne, CAO  
Daphne Coles, Deputy Town Clerk

### 1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:01PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on ZOOM.

### 2. Agenda:

2026-003

L. Roebotham/Holmes

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

### 3. Delegation

- Andrew Harnett met with Council for a discussion on the Joe Batt's Arm Ballfield. He inquired about who actually owns the ballfield, whether it be the Town or JBA Recreation Committee. He also provided some clarification on previous concerns regarding the spreading of stone on the field this past Fall when they hosted Provincial Tournaments.
- He is presently Coach for both the boys and girls softball teams and has some concerns about maintenance that needs to be done on the field; fence needs to be replaced and work needs to be done on the field itself to make it more efficient.
- Council informed him that the Town owns the ballfield, however it is managed by the JBA Recreation Committee and for any work or projects to be done on the field, the Town needs to be notified so all groups can work together.
- Council thanked Mr. Harnett for his presentation and he departed the meeting at 7:18pm.

2026-004

McKenna/D. Roebotham

Resolved that the Director of Recreation and Tourism arrange a meeting with the JBA Recreation, Mr. Harnett, Fog Island Sports Association and Economic Development Officer Victoria Bailey for discussion on what maintenance and repairs need to be done at the Etheridges Point Ballfield and what future plans are in place for these repairs to meet the regulations for softball.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

### 4. Minutes:

2026-005

Warren/Payne

Resolved that the minutes of the Regular Public Meeting held on December 18, 2025, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

## 2026-006

**D. Roebottom/Holmes**

Resolved that the minutes of the Special Public Meeting held on January 6, 2026, be adopted as presented.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

## 5. Business Arising

### 2026-007

**D. Roebottom/McKenna**

Resolved that Council enter into a closed session at 7:25pm for discussion on the following items:

5.1. 79 Main Street, Fogo

5.2 Property Tax Sale – Legal Opinion

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

### 2026-008

**Holmes/McKenna**

Resolved that Council return to the public meeting at 7:56pm.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### 5.1. 79 Main Street, Fogo

- As requested at a previous meeting held on December 18, 2025 Staff contacted the potential buyer and they are no longer interested in the property.

### 2026-009

**Warren/Payne**

Resolved that the property listed as 79 Main Street, Fogo proceed to a Property Tax Sale.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### 5.2. Property Tax Sale – Legal Opinion

### 2026-010

**L. Roebottom/Warren**

Resolved to defer item 5.2 until the next meeting of Council for Staff to gather further information.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### 5.3 Agreement – Canada Broadcasting Corporation

- No decision made at the last meeting or direction to Staff for moving forward with the contract for the Tower Light.

### 2026-011

**McKenna/L. Roebottom**

Resolved that the CAO contact Canada Broadcasting Corporation for clarification on the concerns for maintenance/repair costs and liability issues listed in the Contract that were noted by our Lawyer.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### 5.4. FICA Gym Structural Assessment

- At the last public meeting of Council held on November 25, 2025, Motion #2025-208 was passed by council instructing Staff to issue a Limited Call for Bids for 3 price quotes for Engineering Services to perform a Structural Safety Assessment on the FICA Old Gym.
- After reviewing the Limited Call for Bids proposal, Council felt that this was a duplication of services as a Structural Assessment of the old gym was already completed in 2022.

#### 2026-012

##### **McKenna/Warren**

Resolved to recend Motion #2025-208.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

#### 2026-013

##### **D. Roebotham/Holmes**

Resolved that Staff issue a Limited Call for Bids for Engineering Services to provide detailed engineered structural drawings of the FICA Old Gym to allow for construction and repair of the roof and ceiling structure in accordance with the Snow Load Structural Assessment completed by DMG Consulting Ltd. in 2022."

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

#### 6. Department Reports

##### **6.1. Economic Development & Special Projects** – No Report

##### **6.2. Recreation & Tourism** – No Report

##### **6.3. Planning & Public Works/Enforcement & Permitting** – No Report

##### **6.4. Fire Services presented by Councilor McKenna** – No Report

##### **6.5. Finance and Administration presented by Councilor Lary Roebotham**

Finance and Administration Department did not hold a meeting, the following item was presented to Council for discussion:

##### **A. Approval of Invoices**

#### 2026-014

##### **Holmes/D. Roebotham**

Resolved to approve payment of Invoice #19376 to Central Diving Ltd in the amount of \$12,500.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

#### 2026-015

##### **McKenna/Warren**

Resolved to approve payment of Invoice #6654-1 to Richard Power, Chartered Professional Accountant in the amount of \$16,171.00 plus HST.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebotham and Councilor Warren. Against - 0.

##### **B. Request for Interest Relief**

#### 2026-016

##### **Warren/McKenna**

Resolved that Council enter into a closed session at 8:15pm.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

➤ Council discussed the details surrounding the ownership of the property.

**2026-017**

**Warren/D. Roebottom**

Resolved to return to the public meeting at 8:31pm

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

## **7. Correspondence**

### **7.1 Complaint Forms**

#### **a) Spoiled Clothing**

- I. During the last extended power outage, some residents in Seldom experienced issues with the water and as a result items of clothing that were received for Christmas were spoiled during washing. Unfortunately some residents also experienced severe skin reactions after showering.
- II. Town Staff contacted the equipment supplier and it was determined that this was not the result of excessive chlorine going through the system, it was Soda Ash that somehow was sucked out into the watermain as a result of a vacuum created by the power outage and was an isolated one time occurrence. There was nothing that could be done by Staff to prevent this from happening at the time, however an anti-syphyn valve has been ordered to hopefully correct this from happening again..

**2026-018**

**Warren/Holmes**

Resolved to reimburse the residents of Seldom that have sent in Complaint Forms for damaged clothing from the Soda Ash incident and this will be a one-time reimbursement due to this being an isolated incident. Further resolved that Staff will contact the residents with claims of damaged clothing informing them to provide proof with the approximate market value of the damaged items or receipts and pictures if available.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### **b) Resident Plowing Snow onto Town Biroad – Fogo**

**2026-019**

**Payne/D. Roebottom**

Resolved Staff send a response letter to the resident plowing snow on the Town Biroad informing that plowing snow onto a road is not permitted as per the Town Snow Clearing Policy.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### **7.2 Email – Snow Clearing Concern – Little Seldom**

**2026-020**

**Holmes/Warren**

Resolved Staff send a response letter to the resident with apologies explaining the town staff shortage and equipment issues and the actions that have been taken to correct this for future snow storms. Also include portions of Snow Clearing Policy explaining the process for snow clearing during snow storms.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### **7.3 Email – Snow Clearing Concern and Clarification on Complaint Process**

2026-021

**McKenna/D. Roebottom**

Resolved that Council enter into a closed session at 9:00pm

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

- Council held a discussion on an email that was received on this complaint from the Employer.

2026-022

**Holmes/L. Roebottom**

Resolved that Council return to the public meeting at 9:12pm

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

2026-023

**Payne/D. Roebottom**

Resolved Staff send a response letter to the resident answering the questions listed in the letter.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

#### **7.4 Email – Snow Clearing Concern – Tilting**

- a) Resident sent in a letter with concerns on how snow clearing operations are done on a one-way biroad. There are times when Operators plow the road in the wrong direction and this leaves a lot of snow in the driveway.
- b) CAO will correspond with Public Works Staff to determine why this is done and what actions can be taken to correct this concern.

#### **7.5 Fogo Island Co-operative**

- a) Updating website and requesting to include the Town as a key partner.

- Councilor Warren declared Conflict of Interest and did not vote.

2026-024

**Holmes/L. Roebottom**

Resolved to approve for the Fogo Island Co-operative Society to use the Town of Fogo Island Logo displaying the Town as a key partner on their new website.

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, and Councilor Roebottom. Against - 0.

#### **7.6 Shorefast Foundation**

2026-025

**L. Roebottom/Payne**

Resolved that Council enter into a closed session at 9:16pm

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

- Council held a discussion on an email received from Shorefast Foundation

2026-026

**Holmes/McKenna**

Resolved that Council return to the public meeting at 9:26pm

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

➤ Councilor McKenna declared Conflict of Interest and did not vote.

2026-027

Holmes/Warren

Resolved that the CAO arrange a meeting with members of Shorefast Foundation and Council. Resolution Carried. In favour - 6. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

## 7.7 Department of Municipal and Community Affairs

a) Letter was addressed by Council.

## 7.8 Email - Councilor Orientation Training

a) Email was addressed by Council and advised the CAO to arrange Councilor Orientation Training with John Walsh who has received approval from the Minister of Municipal Affairs to do the Orientation Training. Tentative date being January 27<sup>th</sup>.

## 7.9 Council Representatives

a) Fogo Island Growth Inc

2026-028

McKenna/L. Roebottom

Resolved that Councilor Ryan Holmes and Councilor Carol Warren be appointed to represent the Town of Fogo Island with the Fogo Island Growth Incorporated Committee. Resolution Carried. In favour - 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

b) Fogo Island Ferry Users Committee

2026-029

Holmes/Warren

Resolved that Councilor David McKenna be appointed to represent the Town of Fogo Island with the Fogo Island Ferry Users Committee..

Resolution Carried. In favour - 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

c) Central Newfoundland Waste Management

- I. Mayor Shea took the position of Director on the Central Regional Service Board for Fogo Island Ward in the interim until the Town obtained a full Council of 7 members.
- II. No Councilors around the table volunteered to sit on the Board due to work commitments, however they directed the CAO to contact Central Newfoundland Waste Management to find out if meeting can be attended virtually for discussion at the next public meeting.

## 8. New Business

### 8.1 Volunteer Fire Fighter Tax Credit Letter

- a) Councilor McKenna inquired about the qualifications for hours for the Volunteer Fire Fighter Tax Credit Letter for Income Tax Credit.
- b) CAO has done some followup with other municipalities and this is normally the responsibility of the Fire Chief and this information has been relayed to Station Chiefs.

### 8.2 Public Council Meetings

- a) Councilor Payne inquired about changing the attendance of public meetings to in-person attendance rather than ZOOM.

2026-030

Payne/L. Roebottom

Resolved that public council meeting attendance be changed to in-person attendance.

Resolution Defeated. In favour – 1. Councilor Payne Against - 6. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Roebottom and Councilor Warren.

2026-031

**McKenna/L. Roebottom**

Resolved that Committee meetings be conducted with in-person attendance.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

### **8.3 Committee Meetings**

- a) Deputy Mayor Roebottom suggested to reinstate the Committee Meeting Structure with the following change:
  - Three members of Council on each Committee, no alternate member, and two members must be available to hold a Committee Meeting.
- b) Committee Structure to include:
  1. Economic Development & Special Projects
  2. Finance & Administration
  3. Planning & Public Works/Enforcement
  4. Public Safety & Fire Services
  5. Recreation & Tourism
- c) Councilors were asked to rank the Committees they wish to represent and forward to CAO by email.

### **8.4 Brimstone Head Lions Club**

2026-032

**McKenna/Warren**

Resolved that the Town of Fogo Island provide a Letter of Support to the Brimstone Head Lions Club to apply for funding through the provincial government for the purchase and installation of a generator to provide an evacuation/warming centre.

Resolution Carried. In favour – 7. Mayor Shea, Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, Councilor Payne, Councilor Roebottom and Councilor Warren. Against - 0.

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

- Public Council Meeting – Date to be determined due to Councilor Orientation Training.

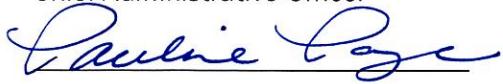
### **10. Adjournment:**

2025-233

**D. Roebottom/Holmes**

Resolved the public council meeting of December 18, 2025, be adjourned at 10:15PM.

Pauline Payne  
Chief Administrative Officer



Andrew Shea  
Mayor

