

A Public Meeting of Council was held at the Town Office on February 24, 2026, with the following in attendance.

**Councilor's Present:**

Deputy Mayor Damian Roebotham  
Councilor David McKenna  
Councilor Carol Warren

Councilor Ryan Holmes  
Councilor Lary Roebotham

**Staff:**

Pauline Payne, CAO  
Daphne Coles, Deputy Town Clerk

**Absent:**

Mayor Andrew Shea  
Councilor Holly Payne

**1. Call to Order:**

- Due to the absence of the Mayor, Deputy Mayor Roebotham chaired the meeting and welcomed everyone viewing the meeting on the ZOOM Platform.
- Deputy Mayor Roebotham reviewed the meeting agenda for the public joining in on ZOOM and called the meeting to order at 7:14PM.

**2. Agenda:**

**2026-055**

**McKenna/Holmes**

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

**3. Minutes:**

**2026-056**

**McKenna/Warren**

Resolved that the minutes of the Regular Public Meeting held on February 4, 2026 be adopted as presented.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

**4. Business Arising**

**4.1 CNWM – Central Regional Service Board Representative**

- At the public meeting held on February 4<sup>th</sup>, Council requested to defer the decision until the public council meeting of February 24<sup>th</sup>..

**2026-057**

**L. Roebotham/Holmes**

Resolved to defer the decision until the next public meeting of March 31<sup>st</sup>,

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

**4.2 Standing Committee Structure Review**

- Councilor Warren reviewed her email with Council. She would like to revisit the current committee structure that was put in place and see a new committee selection as per the collective process set out in the Rules of Procedure.
- Councilor Holmes also stated that he has some issues with the committee selection.
- CAO requested that with the absence of the Mayor and Councilor Payne, it would be more appropriate to wait until they return and have a full Council sitting at the table for discussion. Also requested that Councilors send an email stating what committees they are on that they are dissatisfied with or any other issues that they may have on the committee selection.

**2026-058**

**Warren/Payne**

Resolved to defer the discussion on committee member selection until the next meeting and revisit the Terms of Reference for each committee.

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

**5. Department Reports**

**5.1 Economic Development & Special Projects presented by Councilor Warren**

A meeting of the Economic Development and Special Projects (EDSP) Committee was held at the Town Office on February 12, 2026, at 7:00PM. In attendance were Chairperson Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Carol Warren, CAO Pauline Payne and Economic Development and Special Projects Coordinator Victoria Bailey.

The following items were discussed:

**A. Updates from EDSP Office**

- I. MITACS Internship – Ajith Raj is returning to the island to complete a follow up to his community visioning workshop held back in October 2025. The public workshop will be held March 4, 7-9PM, in the Arena Common Room.
- II. Work is underway to create a 3 year Economic Development Project Plan to lay out timelines for projects currently underway, and those upcoming, to give a clear idea to council of staff bandwidth and resources.
- III. Community Energy and Emissions Plan work is on-going. The first Benchmark Report has been received, the Greenhouse Gas Inventory is expected shortly, and 2 public meetings are scheduled to be held on April 28<sup>th</sup> and 29<sup>th</sup> by Econext, to start work on the development of the Community Energy and Emissions Plan.
- IV. The Housing Accelerator Fund Incentive programs are being reviewed to expand the eligibility. Funds need to be allocated by January of 2027 under the current agreement.
- V. RCMP Building feasibility study will be commencing this spring.

**B. For Council Approval**

**I. Career Fair**

- a) Committee discussed hosting an on-island Career Fair in fall 2026.

**2026-059**

**Warren/L. Roebbotham**

Resolved to approve for the Economic Development Officer to set a date for the on-island Career Fair during the week of September 21-25 at the Iceberg Arena

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

- b) Committee discussed hosting an off-island, or traveling Career Fair, for local businesses.

**2026-060**

**Warren/L. Roebbotham**

Resolved to approve for the Economic Development Officer to develop an off-island, or traveling Career Fair, for local businesses.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

## II. Community Capacity Building

a) Committee discussed the need for Community Capacity Building training on the island.

### 2026-061

#### Warren/L. Roebotham

Resolved Council approve for the Economic Development Officer to move forward with an application for a Community Capacity Building Grant from the Provincial Department of Energy and Mines for municipal staff and partnered organizations.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

### 2026-062

#### Warren/McKenna

Resolved that Council approve the Economic Development Officer move forward with the development of monthly “Learning Sessions” offered by the Economic Development and Special Projects Office, other partnered organizations, and local service providers.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

## 5.2 Recreation & Tourism presented by Councilor Holmes

A meeting of the Recreation and Tourism Committee took place at the Town Office on Monday, February 16<sup>th</sup> at 7:00pm. In attendance were, Chairperson.Councillor Ryan Holmes, Councillor Holly Payne, Deputy Town Clerk, Daphne Coles, and the Director of Recreation and Tourism, Colette Wells – Coish. Absent: Councillor Lary Roebotham, CAO- Manager Pauline Payne.

The following items were discussed:

### A. Recreation

#### I. Soccer Field

a) Council and the community discussed this space and wanted to offer new options to the community. It was decided this area would be a new addition for Fogo Island that would include areas for all ages. A public survey was done, and in 2023 a final design was prepared. We have recently received a request to review the plans due to increased interest in school sports, particularly soccer.

### 2026-063

#### Homes/L. Roebotham

Resolved that the Director of Recreation and Tourism schedule a meeting with the Fogo Island Sports Association and to have further discussion on the Soccer Field and the Committee will provide more information to Council at the next public meeting

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

#### II. Iceberg Arena

- a) Staff recently identified problems with the stadium roof. It will be checked when weather conditions are suitable to determine what repairs are needed.
- b) The brine pump is running continually, as per normal operations, it will require servicing at the end of the season as preventative maintenance.
- c) The stadium water supply, both water quality and quantity, have been an ongoing concern. We recently received concerns on the ice conditions from Minor Hockey President. We had discussed earlier this season the possibility of hooking up to the well at the end on the soccer field. We will

investigate further in the spring. There was also issues with a motor in January that may have caused softer ice along with several issues caused by the power interruptions we experienced.

- d) Staff are looking into finding an opportunity to apply for funding to replace the current heating system in the entire stadium. Potentially the dressing rooms, common room, and office areas.

### III. Hiking Trails

- a) Residents and visitors use the town hiking trails regularly. They require additional work and maintenance. This season staff will start working on the trails in early spring if weather is favorable.

### IV. Other

- a) We have been offering monthly activities in conjunction with NL Health Services for newcomers, seniors, and families. The most recent was a Valentine Day event on February 11.
- b) Staff members are participating in training in Confined Space, Fall Arrest and First Aid.
- c) Memorial Benches – The Town is considering a Memorial Bench program to place benches in select sites in our communities. Staff will be posting an Expression of Interest for local builders on Fogo Island who are interested in submitting their design and cost.

### B. Tourism

- I. This year marks the 200<sup>TH</sup> Anniversary of the Bleak House Museum. We will be planning a celebration in August.
- II. This tourism season we are planning to schedule offerings well in advance and place them on the Town brochure.

### C. Other

1. The Director has been meeting with community groups and organizations.
2. Request for staff to find current information on requirements to operate deep fryers in canteen space.

## 5.3 Planning & Public Works/Enforcement & Permitting – No Report

## 5.4 Fire Services – No Report

## 5.5 Finance and Administration presented by Councilor Roebotham

A meeting of the Finance and Administration Committee was held at the Town Office on February 19<sup>th</sup>, 2026, at 7:00PM. In attendance were Chairperson Councilor Lary Roebotham, Councilor David McKenna, Councilor Carol Warren and Deputy Town Clerk Daphne Coles. Absent from the meeting was CAO Pauline Payne.

The following items are for Council discussion:

### A. For Council Approval

#### I. Adoption of Cheque Register

- a) Committee reviewed the cheques that were issued during January 2026

2026-064

#### L. Roebotham/McKenna

Resolved that Council adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from January 1 – 31, 2026 for a total amount of \$266,089.43.

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

#### II. Adoption of Finance Reports

- a) Committee reviewed the following reports for January 2026

- i) Breakdown of Receipts
- ii) Detailed Income Statement
- iii) Bank Reconciliation

2026-065

L. Roebbotham/McKenna

Resolved that Council adopt the Financial Reports for January 2026 as presented.

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

III. Approval of Invoices

a) Government of NL

2026-066

L. Roebbotham/McKenna

Resolved that Council approve payment of Invoice #586604 in the amount of \$10,944.00 plus HST to Government of NL for Ice Control Materials for March 2025

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

IV. Belfor – Quote for Town Office Mould/Moisture Removal

2026-067

L. Roebbotham/McKenna

Resolved that Council defer this decision and revisit with other options regarding a plan for moving forward and ensure safety for Staff working in the building. Further resolved that the CAO do further research on obtaining a detailed report on the air quality within the Town Office.

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

V. Limited Call for Bids – FICA Old Gymnasium Assessment

2026-068

L. Roebbotham/Warren

Resolved that Council defer awarding the Limited Call for Bids on the FICA Gym Structural Assessment until further consultation with relevant parties.

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

VI. Emergency Meeting Policy

2026-069

L. Roebbotham/McKenna

Resolved that Council adopt the Emergency Meeting Policy as presented.

Resolution Carried. In favour – 5. Deputy Mayor Roebbotham, Councilor Holmes, Councilor McKenna, Councilor Roebbotham and Councilor Warren. Against - 0.

VII. 2026 Public Meeting Schedule

2026-070

L. Roebbotham/McKenna

Public Regular meetings of Council shall be held on the last Tuesday of each month at 7 p.m. in the Chamber of the Town Office, unless Council, by resolution direct otherwise. Meetings will be held on the following dates:

January 27<sup>th</sup>, 2026

February 24<sup>th</sup>, 2026

March 31<sup>st</sup>, 2026  
April 28<sup>th</sup>, 2026  
May 26<sup>th</sup>, 2026  
June 30<sup>th</sup>, 2026  
July 28<sup>th</sup>, 2026  
August 25<sup>th</sup>, 2026  
September 29<sup>th</sup>, 2026  
October 27<sup>th</sup>, 2026  
November 24<sup>th</sup>, 2026  
December 15<sup>th</sup>, 2026 – Date changed due to Christmas

Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

## VIII. Standing Committee Schedule

2026-071

L. Roebotham/McKenna

Resolved that Council adopt Standing Committee Calendar Schedule for 2026 as presented by the CAO. Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

## 6. Correspondence

### 6.1 Proclamation – Easter Seals Month

2026-072

Warren/L. Roebotham

Resolved that the Town of Fogo Island declare the month of March 2026 as Easter Seals Month. Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

### 6.2 Complaint Form

- Staff received a Complaint Form from a resident regarding a vehicle parked on crown land at the end of their access road and the vehicles were impeding their snow clearing.

2026-073

Warren/L. Roebotham

Resolved that Staff send a response letter to the Complainant stating that the town has no jurisdiction over Crown Lands. Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor McKenna, Councilor Roebotham and Councilor Warren. Against - 0.

### 6.3 Thank You Letter

- Staff received an email from the FICA Parent-Teacher Council expressing thanks for the pizzas that were provided to the Teachers during Teacher Appreciation Week

### 6.4 Insurance Claim – Stadium Compressor

- Staff received confirmation from Northbridge of Cal Legrow Insurance that the claim for the cost of repairs to the Stadium Compressor was approved minus the town deductible.

## 7. New Business

- No new business for discussion.

## 8. Date of Next Regular Meeting:

- Public Council Meeting – March 31<sup>st</sup>, 2026 @ 7:00pm.

## 9. Adjournment:

2025-074

McKenna/Warren

Resolved the public council meeting of February 24, 2026, be adjourned at 8:33PM.

Pauline Payne  
Chief Administrative Officer

Handwritten signature of Pauline Payne in blue ink, written over a horizontal line.

Damian Roebottom  
Deputy Mayor

Handwritten signature of Damian Roebottom in blue ink, written over a horizontal line.