

A Public Meeting of Council was held at the Town Office on May 26, 2026, with the following in attendance.

Councilor's Present:

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

Deputy Mayor Damian Roebbotham
Councilor David McKenna
Councilor Lary Roebbotham

Staff:

Pauline Payne, CAO
Daphne Coles, Deputy Town Clerk

1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform and reviewed the meeting agenda. Meeting was called to order at 7:10PM.

2. Agenda:

2026-136

D. Roebbotham/Payne

Resolved that the agenda be adopted as presented.

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

3. Minutes:

2026-137

McKenna/L. Roebbotham

Resolved that the minutes of the Regular Public Meeting held on April 28, 2026 be adopted as presented.

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

4. Business Arising

- ❖ No business arising from minutes of Regular Public Meeting held on April 28, 2026.

5. Department Reports

5.1 Economic Development presented by Deputy Mayor Roebbotham

Economic Development Committee did not hold a committee meeting for May. Economic Development and Special Projects Coordinator, Victoria Bailey submitted a report to Council with updates on the following projects:

- A. Staff Training
- B. Community Capacity Building Training
- C. Reaching Home Grant
- D. Community Sector Council (CSCNL)– Well Being Communities

5.2 Recreation & Tourism presented by Councilor Holmes

A meeting of the Recreation and Tourism Committee took place at the Town Office on Wednesday May 13th, 2026, at 7:00pm. In attendance were Councilor Chairperson Ryan Holmes, Councilor Lary Roebbotham, Councilor Holly Payne, CAO Pauline Payne and Director of Recreation and Tourism, Colette Wells – Coish.

The following was discussed:

A. Recreation

- I. Proclamation for June being recognized as Recreation month.
 - a) Community Cleanup day with a barbeque.
 - b) World Ocean Week May 30 – June 8th. In partnership with the Fogo Island Co-operative, Shorefast, DFO, the School and Harbour Authority, a Family movie evening is being planned with details to follow. This year another activity to show support for Ocean Week by lighting blue lights outside properties.
 - c) Fogo Island Beach Clean-up on Wednesday June 3rd. Following the clean up we will have a barbeque and other activities for families at the stadium.
 - d) World Ocean Day event is scheduled for June 6th at the stadium. It will be a full afternoon with food, music, a touch tank, presentations, and many booths and activities for families to enjoy.
- II. Friday Market will start on June 5th.
- III. Teeny Bopper Dance for end of school year - Date to be announced.

B. Tourism

- I. We anticipate opening the museums by mid-June.

5.3 Planning & Public Works presented by Councilor McKenna

Planning and Public Works Committee did not hold a committee meeting in May. Councilor McKenna brought forward the report below.

The following items are for Council discussion:

A. Request for 10% Variance on Land Frontage

- I. For property to be compliant with Town Development Regulations there must be a frontage on a public road or street. The minimum lot frontage is 15 metres.
- II. Section 11 (1) states the following:

11. Variances

(Refer to Minister's Development Regulations, Section 12, January 2, 2001)

(1) Where an approval or permit cannot be given by the Authority because a proposed development does not comply with development standards set out in development regulations, the Authority may, in its discretion, vary the applicable development standards to a maximum of 10% if, in the Authority's opinion, compliance with the development standards would prejudice the proper development of the land, building or structure in question or would be contrary to public interest.

2026-138

McKenna/D. Roebottom

Resolved to approve a 10% variance of 1.5m on the frontage for property listed as Par ID #281007 to allow for development as per Section 11 (1) of the Town Development Regulations.

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

B. Town Development Regulations – Amendment #4, 2026

- I. The following development standards for buildings in the Development Standards table in Condition 1 in the Use Zone Table for the Community Development Area (COMMDA) Zone would be deleted:
 - a) the row titled “Maximum floor area of all accessory buildings totalled (m²) where the main use of the lot is a residential use”, and,
 - b) the row titled “Lot Coverage of All Buildings totalled (%) (maximum)”
- II. Public notice was posted on Town Social Media and businesses around the island; no comments were received.

2026-139

McKenna/Warren

Resolved that under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Fogo Island adopts Amendment Number 4, 2026, to the Development Regulations for 2015 to 2025.

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

5.4 Public Safety and Fire Services – No Meeting

5.5 Finance and Administration presented by Councilor Roebbotham

A meeting of the Finance and Administration Committee was held at the Town Office on May 20, 2026 at 7:00PM. In attendance were Chairperson Councilor Lary Roebbotham, Councilor Carol Warren, CAO Pauline Payne and Deputy Town Clerk Daphne Coles. Absent from the meeting was Councilor David McKenna.

The following items are for Council discussion:

A. For Council Approval

I. Adoption of Cheque Register

2026-140

L. Roebbotham/McKenna

Resolved that Council adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from February 1 – 28, 2026 for a total amount of \$229,808.33.

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

2026-141

L. Roebbotham/Payne

Resolved that Council adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from March 1 – 31, 2026 for a total amount of \$206,636.95.

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

2026-142

L. Roebbotham/D. Roebbotham

Resolved that Council adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from April 1 – 30, 2026 for a total amount of \$213,241.94.

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

II. Adoption of Finance Reports

2026-143

L. Roebbotham/Holmes

Resolved that Council adopt the Financial Reports for February, March and April 2026 as presented.

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

III. Approval of Aged Accounts for Payment

2026-144

L. Roebbotham/McKenna

Resolved that Council approve the Aged Accounts for payment listed in the Aged Payable Report as of May 19, 2026, totaling \$194,383.97.

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

III. Approval of Invoices

2026-145

L. Roebbotham/Holmes

Resolved that Council approve payment of Invoice #586960 in the amount of \$23,532.00 plus HST for Ice Control Materials for December 2025

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

2026-146

L. Roebbotham/Payne

Resolved that Council approve payment of Invoice #587227 in the amount of \$13,356.00 plus HST for Ice Control Materials for January 2026

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

2026-147

L. Roebbotham/McKenna

Resolved that Council approve payment of Invoice #587509 in the amount of \$13,674.00 plus HST for Ice Control Materials for February 2026

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

2026-148

L. Roebbotham/Holmes

Resolved that Council approve payment of Invoice #1555 in the amount of \$8,500.00 plus HST for Backhoe Hire for Snow Clearing for March 2026

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

2026-149

L. Roebbotham/D. Roebbotham

Resolved that Council approve payment of Invoice #52014 in the amount of \$8,295.00 plus HST to supply and install new Heat Pump System at the Visitor Information Centre.

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

IV. Amendment – 2026 Tax Rates

2026-150

L. Roebbotham/D. Roebbotham

Resolved that Council rescind Motion #2026-077 passed at the Special Public Meeting held on March 10, 2026.

2026-077

McKenna/Holmes

Resolved to approve the Amended 2026 tax Structure As per section 118 of the Towns and Local Service District Act, that requires

118. (1) The real property tax rate shall be set as

(a) a percentage of the assessed value of the real property as set out in the last assessment roll of the town prepared under the Assessment Act, 2006; or

(b) a base amount plus a percentage of the assessed value of the real property as calculated in accordance with paragraph (a).

2026 Tax Rates

Residential Property Tax: 6.5 mils, base amount \$340 plus .00001% of assessed value

Commercial Property Tax: 6.75 mils, base amount \$415 plus .00001% of assessed value

Non-Residential – Small Structure Property Tax: 7.75 mils, base amount \$100 plus .00001% of assessed value

Vacant Land Property Tax : 7.75 mils, base amount \$190.00 plus .00001% of assessed value

Business Tax Rate: base amount \$310 per business plus 0.00001% of assessed value

Class mil Rate:

11 mils	Accommodations 1– B & B's, Air B & B's, Boarding Homes, Vacation Home Rentals, Efficiency Units, Campgrounds
15 mils	Accommodations 2 – Hotels, Motels, Inns, Personal Care Homes, Other Fishers
20 mils	Personal and Consumer Services - Crafts/Arts/Textiles, Museums, Consumer Services, Hairdressers, Taxation Office, Personal Services, Daycares, Dental
24 mils	Taxis, Boat Tours, Bus Companies
25 mils	Food/Beverage Services – Restaurant, Take out, Grill, Bars, Lounges, Cafeteria, Bakeries, Coffee Shop, Ice Cream Shop, Mobile Food Services
29 mils	Hydroponic Farming
29 mils	Fish Processors
33 mils	Retail - Hardware, General Stores, Furniture/Clothing, Pharmacies, Convenience Store, Grocery Store, Convenience Store & Gas Bar; Service Station/Auto Repair
47 mils	Construction Companies, Small manufacturing, Freight Companies, Contractors & Road Transport, Funeral Homes, Electrical Contractors, Plumbing & Heating
56 mils	Utilities - Propane Services, Oil Delivery Companies
119 mils	Oil Company - Tank Farm
232 mils	Banks

Business with no fixed address: 2.5% Gross Revenue

Utility Tax: 2.5% Gross Revenue

Peddlers: \$20 per day / \$125 per Season

Direct Sellers: \$25 - Consultants/Representative's such as Tupperware, Mary Kay, Avon, Scentsy, etc.

Small Home-Based Business

- Base business tax of \$25, maximum of \$400, plus .00001% of assessed value or 2.5% of Gross Revenue.
- Individuals are asked to please advise the Town of your Gross Sales, and your appropriate taxes will be applied.
- A small Home-based business is defined as an undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Residential Water/ Sewer Tax: \$410.00 per Unit

- i) Water only, 60% of rate
- ii) Sewer only 40% of rate

- iii) Churches, Church Halls & Lion's Club
- iv) Subsidiary Apartments \$410.00 per year
- v) Apartment Bldgs. Up to 20 units \$410.00 per unit
- vi) Cottages & vacation homes - Residential rates
- vii) B & B's and Vacation Rental Properties - \$410.00 per year for first three (3) rooms, \$130 per every additional room thereafter.

Commercial Water/Sewer Tax

- i) Basic: \$460.00 per unit per year
- ii) Water only 60% of rate
- iii) Sewer only 40% of rate
- iv) Senior Care residences \$460.00 per 4 restrooms
- v) Efficiency units \$460.00 per year for first unit, every additional unit \$140 per unit
- vi) Hotels & Motels \$6,000.00 per year
- vii) Fish Processors: \$110,000.00 per year
- viii) Fish offloading facilities: \$3,000.00 per year

Residential 10% Property Tax Discount:

- a) All prior year's taxes, including Water and Sewer Tax must be paid in full.
- b) As per the Towns and Local Service District Act 112 (1) (a) Current property taxes must be paid on or before **March 31st of current tax year.**
- c) Applies to one property within the Town and will apply to all residents (permanent and seasonal).
- d) Will not apply to residential properties that are used for rentals or nightly rentals.

Permit Fees:

a) Residential Permit – New Construction or Moved to new lot	\$150
b) Residential Shed, Fence, Deck	\$25
c) Renovations/Extension	\$25
d) Demolition Permit – Residential or Commercial	\$25
e) Commercial Permit - New Construction or Moved to new lot \$1,000 of construction value	\$250 Minimum, plus \$5 per
f) Commercial Permit – Renovations/Extension/Fencing \$1,000 of construction value	\$100 Minimum, plus \$5 per
g) Ditching and Relocation and hard surfacing of driveways	\$25
h) Landscaping	\$25
i) Curb Stop Installation:	\$100
j) Permit to Operate	\$50

Curb Stop Fees:

a) During Business Hours	\$50
b) After Business Hours and Holidays	\$100

Fire Inspection's	- Commercial	\$300
	- Residential	\$100

Cutting of Pavement (Town Roads)	Cost Recovery
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Other Fees and Charges:

- All other fees remain unchanged or at cost recovery and are subject to change within the year.
- All taxes and fees are due and payable in full by May 31st.
- **Simple interest at the rate 1%**

Resolution Carried. In favour – 4. Deputy Mayor Roebottom, Councilor Holmes, Councilor McKenna, and Councilor Warren. Against - 0.

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

2026-151

L. Roebbotham/Payne

Resolved that Council approve the following amendment to 2026 Tax Rates:

Remove: Simple Interest at the rate 1%

Replace with 1% interest (simple) will be applied monthly to outstanding balances as of May 31st, 2026.

2026 Tax Rates

Residential Property Tax: 6.5 mils, base amount \$340 plus .00001% of assessed value

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Class mil Rate:

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25 mils	Food/Beverage Services – Restaurant, Take out, Grill, Bars, Lounges, Cafeteria, Bakeries, Coffee Shop, Ice Cream Shop, Mobile Food Services
29 mils	Hydroponic Farming
29 mils	Fish Processors
33 mils	Retail - Hardware, General Stores, Furniture/Clothing, Pharmacies, Convenience Store, Grocery Store, Convenience Store & Gas Bar; Service Station/Auto Repair
47 mils	Construction Companies, Small manufacturing, Freight Companies, Contractors & Road Transport, Funeral Homes, Electrical Contractors, Plumbing & Heating
56 mils	Utilities - Propane Services, Oil Delivery Companies
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- A small Home-based business is defined as an undertaking supplying a product or service for a fee, on a continual or ongoing basis, that has not or cannot be assessed under the Municipal Assessment Agency.

Residential Water/ Sewer Tax: \$410.00 per Unit

- viii) Water only, 60% of rate
- ix) Sewer only 40% of rate
- x) Churches, Church Halls & Lion's Club
- xi) Subsidiary Apartments \$410.00 per year
- xii) Apartment Bldgs. Up to 20 units \$410.00 per unit
- xiii) Cottages & vacation homes - Residential rates
- xiv) B & B's and Vacation Rental Properties - \$410.00 per year for first three (3) rooms, \$130 per every additional room thereafter.

Commercial Water/Sewer Tax

- ix) Basic: \$460.00 per unit per year
- x) Water only 60% of rate
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- xii) Senior Care residences \$460.00 per 4 restrooms
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- xiv) Hotels & Motels \$6,000.00 per year
- xv) Fish Processors: \$110,000.00 per year
- xvi) Fish offloading facilities: \$3,000.00 per year

Residential 10% Property Tax Discount:

- e) All prior year's taxes, including Water and Sewer Tax, must be paid in full.
- f) As per the Towns and Local Service District Act 112 (1) (a) Current property taxes must be paid on or before **March 31st of current tax year.**
- g) Applies to one property within the Town and will apply to all residents (permanent and seasonal).
- h) Will not apply to residential properties that are used for rentals or nightly rentals.

Permit Fees:

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l) Residential Shed, Fence, Deck	\$25
m) Renovations/Extension	\$25
n) Demolition Permit – Residential or Commercial	\$25
o) Commercial Permit - New Construction or Moved to new lot \$1,000 of construction value	\$250 Minimum, plus \$5 per
p) Commercial Permit – Renovations/Extension/Fencing \$1,000 of construction value	\$100 Minimum, plus \$5 per
q) Ditching and Relocation and hard surfacing of driveways	\$25
r) Landscaping	\$25
s) Curb Stop Installation:	\$100
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Curb Stop Fees:

c) During Business Hours	\$50
d) After Business Hours and Holidays	\$100

Fire Inspection's	- Commercial	\$300
	- Residential	\$100

Other Fees and Charges:

- All other fees remain unchanged or at cost recovery and are subject to change within the year.
- All taxes and fees are due and payable in full by May 31st.
- **1% Interest (Simple) will be applied monthly to outstanding balances as of May 31st, 2026**

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

V. Approval of 2025 Canada Community Building Fund Audit**2026-152****L. Roebbotham/McKenna**

Resolved that Council approve the 2025 Canada Community Building Fund Audit as presented by Auditor Jordan Penney, CPA Professional Corporation.

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

VI. Request for Interest Relief on Tax Arrears**2026-153****L. Roebbotham/McKenna**

Resolved that Council deny the request for exemption of Interest Relief on Tax Arrears for Poll Tax and Business Tax. Further recommends that Staff work with the residents to obtain financial documents that may provide exemptions for the time period listed in the requests.

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

VII. Approval of Property Tax Sales**2026-154****L. Roebbotham/D. Roebbotham**

Resolved that Council approve to proceed with Property Tax Sale for properties with Parcel ID numbers:

- a) 060310
- b) 060404
- c) 060491
- d) 210817
- e) 211044

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

VIII. Belfor – Quote for Town Office Mould/Moisture Removal**2026-155****L. Roebbotham/Payne**

Resolved that no further action be taken on the quote from Belfor for mould and moisture removal at the Town Office until investigation is completed into a potential building for a new Town Office.

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

IX. Letter – Municipal & Community Affairs – Approval to Borrow

- a) Town received a letter from Municipal and Community Affairs with Approval to Borrow from Madsen Construction Equipment an amount not exceeding three hundred seventy-four thousand nine hundred dollars (\$374,900.00) repayable in full by Council over a 5-year term to lease a 2024 Case 621G Loader.

6. Correspondence

6.1 Invitation – Miss NL Achievement Awards

- ❖ Invitation was emailed to Councilors earlier and addressed at the public meeting.

7. New Business

7.1 Councilor Warren presented an overview of the 2026 MNL Symposium held on Gander. Some of the key highlights included:

- I. Municipal Governance & Support Organizations
 - II. Legislative & Governance Updates
 - III. Communications & Community Engagement
 - IV. Strategic & Economic Planning
 - V. Common Challenges Facing Municipalities
- a. A brief discussion was held by Council on how some of the regulations under the Municipal Conduct Act provide limitations on decision making and strategic planning in small rural areas.

2026-156

Warren/D. Roebbotham

Resolved that the CAO send an invitation for a meeting with Department of Municipal Affairs to discuss the Municipal Conduct Act and the boundaries in place for moving forward with Strategic Planning for Fogo Island.

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

7.2 Councilor Payne inquired about the Open Call for Bids for Etheridges Point Ballfield Fence Upgrades in Joe Batts Arm.

- I. Bid package is currently with the CAO and will be posted in the next day.

8. Closed Session

2026-157

Warren/McKenna

Resolved that Council enter into a closed session at 8:00pm.

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

- ❖ Justin Hearn and Melissa Hearn attended the closed session as delegates representing the Fogo Island Sports Association.
- ❖ The following items were discussed:
 - Review of Bids for FICA Old Gym Structural Assessment

2026-158

D. Roebbotham/Warren

Resolved that Council return to the Public Meeting at 8:16pm .

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

2026-159

L. Roebbotham/Warren

Resolved that Council accept the Limited Call for Bids for the Proposal for Engineering Services for the FICA Gym Structural Assessment from Allnorth in the amount of \$12,000.00 plus HST.

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

9. Date of Next Regular Meeting:

- Public Council Meeting – June 30, 2026 @ 7:00pm.

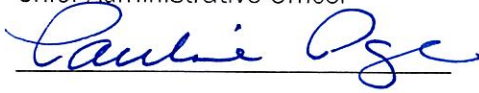
10. Adjournment:

2026-160

Warren/D. Roebbotham

Resolved the public council meeting of May 26, 2026, be adjourned at 8:18pm.

Pauline Payne
Chief Administrative Officer

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

Andrew Shea
Mayor

Handwritten signature of Andrew Shea in blue ink, written over a horizontal line.