

A Public Meeting of Council was held at the Town Office on July 8<sup>th</sup>, 2025, with the following in attendance.

**Councillors Present:**

Mayor Andrew Shea  
Councillor Damian Roebotham

Councillor David McKenna  
Councillor Lary Roebotham

**Staff:**

Daphne Coles, Deputy Town Clerk  
Pauline Payne, CAO

**Absent:**

Deputy Mayor Alexander Crawford  
Councillor Mark Budden  
Councillor Adam Young

**1. Call to Order:**

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:05PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on ZOOM.

**2. Agenda:**

2025-114

McKenna/D. Roebotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 4. Mayor Shea, Councillor McKenna, Councillor Damian Roebotham, and Councillor Lary Roebotham. Against - 0.

**3. Minutes:**

2025-115

D. Roebotham/McKenna

Resolved that the minutes of the Regular Public Meeting held on June 24<sup>th</sup>, 2025, be adopted as presented.

Resolution Carried. In favour – 4. Mayor Shea, Councillor McKenna, Councillor Damian Roebotham, and Councillor Lary Roebotham. Against - 0.

**4. Business Arising**

**4.1 Invoice Clarification – Central Technical Services**

- At the public meeting held on June 24<sup>th</sup>, Council requested that Staff get clarification on the difference in the price quote and the actual invoice cost for repairs done on the town Pumper Trucks.
- Details of the actual invoice costs were received from Central Technical Services and presented to Council for review.

**4.2 Amendment to Motion #2025-111**

- Minister of Municipal Affairs and Community Engagement requested more information on the terms of the loan from the Atlantic Edge Credit Union to be included in the motion.

2025-116

L. Roebotham/McKenna

Resolved that Council approve for the CAO, Pauline Payne to write a letter to the Minister of Municipal Affairs and Community Engagement requesting approval to transfer the following bank loans from Scotiabank to the Atlantic Edge Credit Union:

1. Loan #34033-00008-55-04 - Scotiabank – Water – Barr'd Islands Phase 2 & Extension
2. Loan #34033-00008-55-02 – Scotiabank – Paving
3. Loan #34033-00008-55-008 – Scotiabank – Barr'd Island Watermain

Further resolved that the Town of Fogo Island enter into a loan agreement with the Atlantic Edge Credit Union in the amount of \$602,099.30 at a variable rate of interest at the prime rate of 4.95% plus 0.25% per annum. Monthly installments of principal and interest in the amount of \$6445.22 over a period of 120 months.

Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

#### 4.3 Review of Motion #2024-117

- At a public council meeting held on July 30<sup>th</sup>, 2024, Council passed Motion #2024-117 to help alleviate some of the issues Staff are dealing with for permit applications that involve working within the 15m shoreline reservation. Motion #2024-117 states:

*"Resolved that Council approve for staff to make the necessary changes to the permit and permit application with the following statement:*

*"This permit is issued pursuant to the Town of Fogo Island Development Regulations. The applicant shall be responsible for obtaining all other required permits and approvals from all other authorities having jurisdiction, including but not limited to the Water Resources Management Division of the Government of Newfoundland and Labrador, and the Town of Fogo Island makes no representation in that regard."*

*It is also recommended that staff approve any permit for the resident if the development meets the Town Development regulations and is capable of being approved in the absence of the WRM issue."*

- A resident is now infilling the shoreline and the ocean out to an existing stage without a permit from the town and Water Resource Management, damage occurred to the shoreline and wharf during storm surges this past year. It is not clear from the motion whether the Town should request a Water Resource Management approval before issuing a permit. A verbal stop work order has been issued.
- Council discussed the motion and the concerns with Water Resource Management regulations, along with who is responsible for enforcement. Council requested that the CAO contact Water Resource Management for further clarification and Council will review again at the next meeting.

## 5. Department Reports

### 5.1. Economic Development & Special Projects – No Report

### 5.2. Recreation & Tourism

The Recreation & Tourism Department has not met since the last public council meeting.

The following item was presented for Council discussion:

#### A. Memorial Benches

- I. Recreation previously discussed offering residents a Memorial Bench program, benches would be supplied by the Town at cost price to residents, along with a plaque to go on the bench. Plaque cost would be a separate item based on the cost.
- II. Council requested that the CAO put out a public notice for Expression of Interest from any carpenters/builders on the island to submit bench drawings that can be used.

### 5.3. Planning & Public Works/Enforcement & Permitting

The Planning and Public Works Department has not met since the last public council meeting.

The following item was presented to Council for discussion:



## A. MCW - 17-MCW-25-00000 - Seldom Pumphouse Upgrade

2025-117

D. Roebbotham/McKenna

Resolved that Council enter into a closed session.

Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

- ❖ Council entered into a closed session at 7:50PM and Superintendent of Public Works, Sheldon Hoffe entered into a closed session.
- ❖ Superintendent of Public Works, Sheldon Hoffe departed the closed meeting at 8:10PM

2025-118

McKenna/L. Roebbotham

Resolved that Council end the closed session and return to the public meeting at 8:10PM.

Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

- ❖ Upon returning to the public meeting CAO explained to the listening public on ZOOM that Council can enter into a closed session under the Town and Local Service Districts Act, Section 41 1. (c) which involves information that could cause financial loss or gain to a person or the town or could jeopardize negotiations leading to an agreement or contract. Town is currently engaged in a contract with the engineers for the Seldom Pump House Upgrade Municipal Capital Works Project.

2025-119

D. Roebbotham/L. Roebbotham

Resolved that the Town of Fogo Island apply to the Department of Transportation and Infrastructure to change the scope of work for MCW Project #17-MCW-25-00000 Seldom Pump House Upgrade to complete replacement of building by new construction as opposed to a renovation of the existing building at an estimated cost of 1,306,889.00 including HST. Further resolved that Staff reapply for the replacement/upgrade of pumps and electronic equipment as a new MCW project as soon as possible. Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

## 5.4. Fire Services presented by Councilor McKenna – No Report

## 5.5. Finance and Administration – No Report

## 6. Correspondence

### 6.1 Letter – Findhelp - 211

- 211 is a free, confidential 24/7 information and referral service that connects residents to community, social, health and government programs. It's available by phone, text and online chat.

2025-120

D. Roebbotham/McKenna

Resolved that the Town of Fogo Island support Findhelp – 211 to help raise awareness by promoting their information on the Town Website and social media platforms.

Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

## 7. New Business

### 7.1 Stop Work Order

2025-121

McKenna/D. Roebbotham

Resolved that the Town of Fogo Island issue a Stop Work Order for infilling the shoreline reservation and ocean at 32 Stag Harbour Road North, Stag Harbour until the the proper permit approvals from the Town and Water Resources Management are in order.

Resolution Carried. In favour – 4. Mayor Shea, Councilor McKenna, Councilor Damian Roebbotham, and Councilor Lary Roebbotham. Against - 0.

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

➤ Public Council Meeting – July 29, 2025 @ 7:00pm.

**9. Adjournment:**

2025-122

McKenna/L. Roebbotham

Resolved the public council meeting of July 8<sup>th</sup>, 2025, be adjourned at 8:20PM.

Pauline Payne  
Chief Administrative Officer



Andrew Shea  
Mayor

