Minutes of Regular Public Council Meeting
September 29, 2026, at 7:00PM

A Public Meeting of Council was held at the Town Office on September 29, 2026, with the following in attendance.

Councilor's Present:

Mayor Andrew Shea
Deputy Mayor Damian Roebotham
Councilor Ryan Holmes
Councilor Holly Payne
Councilor Carol Warren
Councilor Cynthia Wells

Staff:

Pauline Payne, CAO
Daphne Coles, Deputy Town Clerk

Absent:

Councilor Lary Roebotham

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 7:00PM.

2. **Agenda:**

   2026-251
   Holmes/Wells
   Resolved that the agenda be adopted as presented.
   Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

3. **Minutes:**
   - Deputy Mayor Roebotham noted a mistake in the minutes of August 25, 2026. Mayor Shea is not listed as voting in Motion #2026-239. Clerk noted the error.

   2026-252
   D. Roebotham/Payne
   Resolved that the minutes of the Regular Public Meeting held on August 25, 2026 be adopted with noted error to be changed by the Clerk.
   Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

   2026-253
   D. Roebotham/Wells
   Resolved that the minutes of the Special Public Meeting held on September 24, 2026 be adopted as presented.
   Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

4. **Business Arising**
   - No business arising from minutes.

5. **Department Reports**

5.1 Economic Development presented by Deputy Mayor Roebotham

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

A. Net-Zero Communities Accelerator

I. One of the milestones for the Net-Zero Communities Accelerator project is the joining the Federation of Canadian Municipalities (FCM) and ICLEI – Local Governments for Sustainability (ICLEI Canada) led Partners for Climate Protection (PCP) Program.

2026-254
D. Roebotham/Warren
Resolved to approve signing the resolution to join the Partners for Climate Protection Program and assign Councilor Cynthia Wells to be Council Representative for the program.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

B. EV Charging Station

I. Two quotes were obtained for a Level 3 Fast Charger and for a Level 2.
   a) Option 1 - The Fast Charger (20-45 minutes for a full charge from empty) with a cost of $93,340.00 plus HST, with additional costs for installation.
   b) Option 2 - The Level 2 Charger with a cost of $12,333.00 plus HST, plus additional costs for installation. Charge time approximately 10 hours.

2026-255
Holmes/Payne
Resolved that due to high costs of Option 1 and 2 for the EV Charging Stations, Council approves that the Economic Development and Special Projects Coordinator wait until other funding opportunities becomes available.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

C. NL Settlement and Integration Program

2026-256
D. Roebotham/Holmes
Resolved to approve accepting the awarded funding under the NL Settlement and Integration Program in the amount of $15,000.00. The initiative is designed to support newcomer inclusion and participation by reducing barriers to recreation and fostering meaningful connections between newcomers and long-term residents.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

D. Wildfire Prevention Planning and Mitigation on Fogo Island

2026-257
D. Roebotham/Warren
Resolved to approve accepting the awarded funding under the Green Municipal Fund's Rapid Adaptation Project Accelerator Program in the amount of $75,000.00, constituting 90% of project costs to support wildfire training and mitigation work with Fogo Island Fire Services.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

5.2 Recreation & Tourism – No meeting.

5.3 Planning & Public Works/Municipal Enforcement – No meeting.

5.4 Public Safety and Fire Services presented by Councilor Payne

A meeting of the Fire Services Committee was held at 7 pm on Sept 15th at the Town Office. In attendance: Station Chiefs Paul Torraville, and Bobby Parsons, CAO Pauline Payne, Germaine Morgan, Councillor Lary Roebotham and Councillor Holly Payne. Absent from the meeting were Station Chief Dion Harnett and Councillor Carol Warren.

A. Items for discussion:

I. Fire Calls Update
II. Training Update
III. Reviewed memo regarding residential domestic fryers in commercial settings.
IV. Code of Conduct – still missing signed acknowledgements
V. Review vehicles and replacement planning
VI. Community Wildfire Resilience
VII. By-Laws/Constitution review and amendments
VIII. Emergency Plan and Fogo Island Inn Emergency plan review
IX. Update on Fire Services reviews - CAO is researching funding availability.
X. Cold Water Training
XI. GenLinks to be installed for power outages to hook-up generators, CAO to obtain quote for cost.
XII. StarLink Mini's for Trucks - CAO was asked to look into costs.
XIII. Meeting of Emergency Responders on Island – CAO to send email to all parties to request a meeting during the week of Oct. 5th to 9th, 2026.

5.5 Finance and Administration – No meeting.

6. Finance & Administration

6.1 Approval of Aged Accounts Payables

2026-258
Warren/D. Roebotham
Resolved to approve payment of Aged Payables as of September 23, 2026 in the amount of $199,265.29.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

6.2 Canada Community Building Fund – JBA Ballfield Fence

2026-259
Holmes/Warren
Resolved to approve to apply for funding through the Canada Community Building Fund in the amount of $69,650.00 for the Joe Batt's Arm Etheridges Point Ballfield Fencing.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

6.3 Tax Arrears – Court Action

2026-260
Warren/Holmes
Resolved that Council approve for the following properties proceed to Court Action for tax collection:

1) Par ID #212564
2) Par ID #211050
3) Par ID #156053
4) Par ID #211107
5) Par ID #093818
6) Par ID #156074
7) Par ID #093856
8) Par ID #211425

9) Par ID #211075

Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

6.4 Insurance – Tilting Heritage Centre

2026-261
Holmes/Warren
Resolved that Council approve to remove the Tilting Heritage Centre from the Town Insurance Policy with giving 90 days notice to building owners, TRACS.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

7. Correspondence

7.1 Letter – Interpersonal Communication

- Letter was addressed by Council.

7.2 Letter – Request for Veteran Recognition

- Received a letter from a family member requesting official recognition of Seaman Frederick Saunders Sr as a First World War Veteran.
- Requests that his name be inscribed on the "roll call" plaque at the cenotaph in Joe Batt's Arm.

2026-262
Warren/Wells
Resolved that Staff investigate the costs of getting names engraved in stone and to check with the public to see if any other Veterans were left off the Cenotaph's already erected on the island. Further resolved that Staff contact the family member of Seaman Frederick Saunders Sr to provide official service records.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

7.3 2026 MNL Conference

- Letter from President of Municipalities NL encouraging towns to attend the 2026 Conference.

7.4 Letter – Request for Cannibis Approval

2026-263
Warren/Holmes
Resolved that the Town of Fogo Island approve and provide a Letter of Support to C & J Convenience to obtain a license from Newfoundland Liquor Corporation to sell Cannibis located at 24 Mercer Memorial Drive, Fogo.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

7.5 Letter – Municipal Plan Consultant

- Town has received notice that the Municipal Plan Consultant is retiring as of December 31, 2026.
- This Consultant developed the Town Municipal Plan in 2015 and has continued to provide valuable interpretation of the Development Regulations since that time.

2026-264
Warren/D. Roebotham
Resolved that Council approve to issue a Request for Proposal for a new Plan Consultant and send a thank you letter to our existing Consultant for his services provided since 2015 and congratulations on his retirement.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

7.6 Letter – Island Harbour Post Office

- Town has received a letter from Canadian Postmasters and Assistants Association stating that the Postmaster position at Island Harbour Post Office is becoming vacant effective December 3, 2026.
- CPAA will be conducting a survey of Island Harbour residents to seek input on their preferences regarding the future of postal service.
- CPAA is requesting Council support to the residents of Island Harbour by encouraging residents to participate in the survey.

2026-265
Payne/Wells
Resolved that Council approve to support the Canadian Postmaster and Assistants Association to encourage the residents of Island Harbour to express their input on the future postal services for Island Harbour.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

8. New Business

- Councilor Holmes inquired about the process for the ferry lineup in Farewell. Traffic is being left up behind the ticket booth for long periods of time and its often a long lineup. This is creating issues for many people with using the washroom facitlites down by the ferry wharf, especially Seniors with it being a long walk or the ticket booth could open while people are gone to the washroom causing them to loose their spot in the lineup and not get on the next ferry crossing.
- Councilor Payne also inquired about the canteen services on the ferry.

2026-266
Holmes/Warren
Resolved that the CAO check with Lewisporte Office to see what the policy and procedure is for the ticket booth and the lineup.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

- Council discussed the vacant position for Council Representative on the Fogo Island Ferry Users Group.

2026-267
D. Roebotham/Warren
Resolved that Deputy Mayor Roebotham be removed from Council Representative on the Community Advisory Committee with NL Health Services and represent Council on the Fogo Island Ferry Users Committee. Futher resolved that Councilor Cynthia Wells take the role of Council Representative on the Community Advisory Committee with NL Heath Services.
Resolution Carried. In favour – 6. Mayor Shea, Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

- Councilor Warren requested that Councilors give some thought on the Future Outlook for Fogo Island and that it be added to the Agenda for the next public council meeting.

9. Closed Session

2026-268
Holmes/Payne
Resolved that Council enter into a closed session at 8:08pm.
Resolution Carried. In favour – 6. Mayor Shea,Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

The following items were discussed:

- Open Call for Bids

- Hiring Job Recruitment Consultant
- Fire Services

2026-269
Holmes/Wells
Resolved that Council return to the Public Meeting at 9:21pm .
Resolution Carried. In favour – 6. Mayor Shea,Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

2026-270
Wells/D. Roebotham
Resolved that Council approve for the CAO to enter into a Contract to engage a Hiring Consultant to recruit Public Works Staff.
Resolution Carried. In favour – 6. Mayor Shea,Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Warren and Councilor Wells. Against - 0.

2026-271
Warren/Wells

WHEREAS the Town recognizes the important role that volunteer firefighters play in protecting the safety and well-being of residents;
AND WHEREAS effective emergency response requires firefighters to maintain appropriate training, participate in meetings, and maintain communication with the fire department and its leadership;
AND WHEREAS concerns have been raised regarding attendance at required meetings and training, as well as communication between members of Tilting Station 2 and the fire department;

RESOLVED THAT Council direct the Chief Administrative Officer (CAO) to issue a formal letter and email to the firefighters of Tilting Station 2 dismissing these members from our volunteer fire department and removing FireQ access to be effective October 9th, 2026.

Resolution Carried. In favour – 4. Mayor Shea,Deputy Mayor Roebotham, Councilor Warren and Councilor Wells. Against – 2 Councilor Holmes and Councilor Payne.

10. **Date of Next Regular Meeting:**
    - Public Council Meeting – October 27, 2026 @ 7:00pm.

11. **Adjournment:**

2026-272
D. Roebotham/Payne
Resolved the public council meeting of September 29, 2026, be adjourned at 9:28pm.

Pauline Payne
Chief Administrative Officer

Andrew Shea
Mayor