Minutes of Regular Public Council Meeting
October 27, 2026, at 7:00PM

A Public Meeting of Council was held at the Town Office on October 27, 2026, with the following in attendance.

Councilor's Present:

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

Staff:

Pauline Payne, CAO
Daphne Coles, Deputy Town Clerk

Absent:

Mayor Andrew Shea

1. **Call to Order:**
   - Due to the absence of Mayor Shea, Deputy Mayor Roebotham chaired the meeting and welcomed everyone viewing the meeting on the ZOOM Platform.
   - Deputy Mayor reviewed the meeting agenda and the meeting was called to order at 7:05PM.

2. **Agenda:**

   2026-273
   Holmes/Payne
   Resolved that the agenda be adopted as presented.
   Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

3. **Minutes:**

   2026-274
   Wells/Warren
   Resolved that the minutes of the Regular Public Meeting held on September 29, 2026 be adopted.
   Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

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

5. **Department Reports**

5.1 Economic Development presented by Councilor Warren

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

A. **Updates**
   I. Staff Training
   II. Tomorrow's Tales
      a) The Town of Fogo Island was selected by Tomorrow's Tales, to commemorate a local story with a newly commissioned piece of art. As 2027 will be the 60th anniversary of the Challenge for Change/Fogo Process films, and the founding of the Fogo Island Co-operative Society, we applied with the intention of highlighting that period in Fogo Island's history.
   III. Green Municipal Fund - Old RCMP Building

2026-275
Warren/L. Roebotham
Resolved that Council approve proceeding with Option 3 from the Schematic Design submitted by Kingman Brewster Studio for the Old RCMP Building conversion feasibility study. The modification will involve the lower level being converted into 2 accessible residential units, with a 60/40% split, rather than an equal split of that level. Landscaping work will not be incorporated in the plans at this time to give drive up access to the units on first floor. Further detailed redesign of the building and driveways will go back to Kingman Brewster Studio.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

5.2 Recreation & Tourism presented by Councilor Holmes

Committee did not hold a committee meeting for October. Acting Director, Elizabeth Blundon submitted a report to Council with updates:

A. Recreation
- I. Etheridge Point held Softball tournaments September 25/26 & October 3/4
- II. Etheridge Point received a new Fence in August
- III. School Soccer Team has been using the Soccer Field every Tuesday & Thursday
- IV. Ladies Darts started up in the Common Room every Tuesday.
- V. Red Shoe Walk raised $2166.00.
- VI. Started Wellness Wednesday at the Central Park.
- VII. Our Winter Staff have started and are preparing for the upcoming winter ice season.
- VIII. Haunted Park & Our First Trunk or Treat took place on October 26, great success.
- IX. Planning Christmas Fair at the VIC November 7,21,28, & December 5.

B. Summer Events
- I. Makers Marker Ended September 18th.
- II. Hilliers Paving sealed and replaced the lines on the Stadium parking lot

C. Heritage
- I. All museums are closed for the season.
- II. Attended Heritage Conference Oct. 15th to 18th in Heart's Content
- III. VIC stats May 26th to October 9th approximately 3,800 visitors signed the guest book highest in 6 years.

5.3 Planning & Public Works presented by Councilor Holmes

Committee did not hold a committee meeting for October. Superintendent, Sheldon Hoffe submitted a report to Council with updates on activities:

A. Fall Residential Waste Drop Off
- I. Central Waste Management was contacted in September to arrange a free waste drop off for residents. Central Waste Management were unable to allow a residential drop off event due to staff shortage at the transfer site.

B. Paving
- I. Paving work has been completed by Twin City Paving. Hall Road, Foleys Lane, Combdens Lane, 300 metres of Main Street Fogo was recapped, and all road cuts were replaced. Total cost was $157,000 plus HST.

C. Water Line Flushing
- I. Water lines have been flushed in Tilting, Seldom, and Joe Batts Arm- Barr'd Islands. Fogo will be completed late October or early November.

D. Snow Clearing Equipment

I. The new Case Loader has been brought back to the dealer to have the wing installed. Island Mechanical and Repair are checking out all other equipment to ensure its ready for the 2026/27 snow clearing season.

5.4 Public Safety and Fire Services – No Meeting

5.5 Finance and Administration presented by Councilor Roebotham

A meeting of the Finance and Administration Committee was held at the Town Office on October 21, 2026, at 7:00PM. In attendance were Chairperson Councilor Lary Roebotham, Councilor Carol Warren, Councilor Cynthia Wells, CAO Pauline Payne and Deputy Town Clerk Daphne Coles.

The following items are for Council discussion:

A. For Council Approval

I. Adoption of Cheque Register

2026-276
L. Roebotham/Warren
Resolved to adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from July 1st – 31st, 2026 for a total amount of $402,922.59.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-277
L. Roebotham/Warren
Resolved to adopt the cheque register from Scotiabank and Atlantic Edge Credit Union from from August 1st – 31st, 2026 for a total amount of $294,295.92.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

II. Adoption of Finance Reports

2026-278
L. Roebotham/Wells
Resolved to accept the Financial Reports for July and August 2026 as presented.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

III. Approval of Aged Accounts for Payment

2026-279
L. Roebotham/Payne
Resolved to approve the Aged Accounts for payment listed in the Aged Payable Report as of October 21, 2026, totaling $237,219.70.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

IV. Approval of Invoices

2026-280
L. Roebotham/Wells
Resolved to approve payment of Invoice #2026-027 in the amount of $5656.00 plus HST for the Climate Ready Project.

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

2026-281
L. Roebotham/Holmes
Resolved to approve payment of Invoice #2863 in the amount of $157,000.00 plus HST for grading and paving of Town Roads.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

V. Tax Arrears

2026-282
L. Roebotham/Wells
Resolved to approve proceeding to Court Action for tax collection for Par ID #211188
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

VI. Request for Interest Relief
a) Par ID #211075

2026-283
L. Roebotham/Warren
Resolved that Council deny the request for Interest Relief on Business Taxes charged for a Nightly Rental for Par ID #211075 as the onus is on the resident or business owner to pay all taxes and to keep the Town updated on contact information. An adjustment was made to the account when the Nightly Rental closed in June 2025.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

b) Par ID #211319

2026-284
L. Roebotham/Wells
Resolved that Council deny the request for Interest Relief for Par ID #211319 as it is the responsibility of the Property Owner to check with the Town for any taxes owing on the property before the purchase is complete and also to inform the Town when a property is purchased for transfer of ownership. The Property Owner has already received reimbursement on Poll Tax and Accrued Interest dated back to May 2020 which has been transferred to the property account.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

VII. Request for Business Tax Review

2026-285
L. Roebotham/Warren
Resolved that Council deny the request for an exemption of Business Tax charged for since 2023 for a Business operating. Further recommends that the Business Owner can provide a Statement of Gross Earnings for each year starting from 2023 and taxes owing will be determined by 2.5% of Gross Earnings and if applicable adjustments will be made by Staff if the amount is below the yearly tax charged.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

VIII. 2026/27 MCW Applications

2026-286

L. Roebotham/Warren
Resolved that Council approve the Town of Fogo Island apply for Municipal Capital Works funding with the Department of Transportation and Infrastructure for the following project, Fogo Island – Retaining Wall – Main Street, in the amount of $488,623.78 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-287
L. Roebotham/Wells
Resolved that Council approve the Town of Fogo Island apply for Municipal Capital Works funding with the Department of Transportation and Infrastructure for the following project, Fogo Island – Country Road Upgrades in the amount of $2,297,839.61 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-288
L. Roebotham/Warren
Resolved that Council approve the Town of Fogo Island apply for Municipal Capital Works funding with the Department of Transportation and Infrastructure for the following project, Fogo Island – Lift Station – Southside Road in the amount of $646,886.19 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-289
L. Roebotham/Wells
Resolved that Council approve the Town of Fogo Island apply for Municipal Capital Works funding with the Department of Transportation and Infrastructure for the following project, Fogo Island – Lift Station - Main Street, in the amount of $646,886.19 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

IX. Fire Services Review

2026-290
L. Roebotham/Payne
Resolved that Council award the Contract for Services to Black Helmet Fire to complete an independent review of fire protection services within the Town of Fogo Island to support Council, Administration and Fire Department Leadership in determining a sustainable model for FIre Service Delivery over the next decade for $36,500.00 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-291
L. Roebotham/Wells
Resolved that the Town of Fogo Island submit a Capital Investment Plan Application to Department of Municipal Affairs and Community Engagement for Canada Community Building Funds in the amount of $36,50.00 for Fire Services and Infrastructure Review.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

X. Request for Business Tax Adjustment

2026-292
L. Roebotham/Wells

Resolved that the Town of Fogo Island approve an adjustment in Business Taxes and interest for Account #Polis001 in the amount of $116.78 due to a business closure from October 10, 2025, to January 10, 2026, for building repairs.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

XI. Donation Request – Kids Eat Smart Radiothon

2026-293
L. Roebotham/Payne
Resolved that Council approve a donation of $200.00 for the Kids Eat Smart Radiothon for Fogo Island Central Academy.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

XII. Request for meeting with Council

2026-294
L. Roebotham/Wells
Resolved that Council meet with Winds and Waves Artisan's Guild as a delegation at the next public council meeting scheduled for November 24th, 2026. This will be a closed session, and the delegation will be given 15 minutes to make their presentation to Council.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

XIII. Amendment to Rules of Procedure

2026-295
L. Roebotham/Wells
Resolved that the following amendment be added to the Agenda Section to By-Law No. 2025-02 Rules of Procedure for the Conduct of Meetings:

"A tentative Agenda will be posted on Town Social Media for public viewing on the Monday prior to the regular scheduled monthly public meeting held on the last Tuesday of every month".

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

XIV. Closed Session

a) Finance and Administration Committee meeting adjourned for a closed session at 8:45pm for discussion on Human Resources Concerns. Reopened and adjourned at 9:32pm.

6. **Correspondence**

6.1 Town Land

- Town has received an inquiry about selling the vacant land lot located at 336 Main Road, Barr'd Island
- Council reviewed the documents on the land and decided to defer the discussion until a review of the Town properties is complete

6.2 Brimstone Head Lions Club

- Councilor Wells inquired about Conflict of Interest as a family member is a Director of the Lions Club.
- There was discussion on Conflict of Interest as it pertains to the Municipal Conduct Act, Section 5. Councilors held a vote with a show of hands to determine if Councilor Wells was in conflict with the results being as follows:

In Favour: 4 Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne and Councilor Roebotham.

Against: 2 Councilor Warren and Councilor Wells

- Councilor Wells departed the meeting table and sat in the Gallery at 8:09pm

2026-296
L. Roebotham/Holmes
Resolved that Council approve to contribute a portion of the amount allotted in the 2026 Municpal Budget for Warming Centres on Fogo Island to the Brimstone Head Lions Club to help with upgrading the Lions Club for use as a Warming Centre. CAO will review the 2026 Budget to determine the amount of funds remaining for Warming Centres and a donation amount will be determined at the November Finance and Administration Committee meeting for Council approval.
Resolution Carried. In favour – 5. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Payne, and Councilor Warren. Against - 0.

- Councilor Wells returned to the meeting table at 8:16pm

6.3 Letter – Gander Military Family Resource Centre

2026-297
Holmes/Wells
Resolved that Council approve a donation of $100.00 to Gander Military Family Resource Centre to help prepare Christmas Morale Mail packages for Newfoundland and Labrador military members deployed during the holiday season.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

6.4 Letter – Request for Town Souvenirs

- Grade 10 student from Souris Regional School in PEI has been doing some research on Fogo Island as part of a class project.
- Council request that Staff send some souvenirs with Town Logo and Council members will submit an email with some historical fun facts about Fogo Island.

6.5 Letter – Department of Municipal and Community Affairs

- Letter was addressed concerning a reminder of fraud reporting responsibilities for Council.

6.6 Letter – Canada Post

- Town has received a Survey Letter from Canada Post with 3 options to help find a practical solution regarding the interruption of postal services at Island Harbour Post Office effective December 3, 2026.
  - Option 1 – A Post Office in your Community
  - Option 2 – Community Mailboxes
  - Option 3 – Transfer to a Post Office in a neighbouring community

2026-298
L. Roebotham/Holmes
Resolved that Council approve to support Option 1 – A Post Office in your Community. Further resolved that the Town of Fogo Island will also fully support the resulting decision from the survey received from the residents of Island Harbour on the future postal services for Island Harbour.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

7. New Business

7.1 Future of Fogo Island

2026-299
Warren/Holmes

Resolved that due to time constraints Item 7.1 Future of Fogo Island be deferred for a Special Meeting of Council at a later date to be arranged by the CAO.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

8. Closed Session

2026-300
L. Roebotham/Holmes
Resolved that Council enter into a closed session at 8:33pm.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

The following items were discussed:

- Fire Services
- Open Call for Bids

- For discussion on Fire Services, Fire Chief Paul Torraville and Fire Chief Bobby Parsons entered the meeting at 8:34 and left again at 9:25 . Fire Chief Dion Harnett did not attend.
- For discussion on Open Call for Bids, Councilor Holmes declared Conflict of Interest and left the meeting chambers at 9:27pm and returned to the meeting again at 9:31pm

2026-301
Holmes/Wells
Resolved that Council return to the Public Meeting at 9:47pm .
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-302
Holmes/L. Roebotham
Resolved to defer Items 8.3 Potential Town Office and 8.4 Fogo Island Central Academy – Old Gymnasium Structural Report for a Special Meeting.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

2026-303
Payne/Wells
Resolved that Council approve to reinstate 10 members from Tilting to Station 2 Fogo Island Fire Services under the following criteria:

Where As all 10 members shall be re-sworn in under Station 2.

Where As all 10 members shall complete the Code of Conduct Training and sign Acknowledgement Letter

Where As once the above conditions are completed Fire Q will be re-instated for these members.

Further resolved that monthly meeting and training attendance logs will be required at the Fire Services Committee meeting each month for all Stations of Fogo Island Fire Services.

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

2026-304
L. Roebotham/Payne

Resolved that Council award the Request for Pricing for the Bank Building and Station 3, Fogo to Thomas Aluminum in the amount of $14,700.00 plus HST.
Resolution Carried. In favour – 6. Deputy Mayor Roebotham, Councilor Holmes, Councilor Payne, Councilor Roebotham, Councilor Warren and Councilor Wells. Against - 0.

9. **Date of Next Regular Meeting:**
   - Public Council Meeting – November 24, 2026 @ 7:00pm.

10. **Adjournment:**

2026-305
Payne/Warren
Resolved the public council meeting of October 27, 2026, be adjourned at 9:52pm.

Pauline Payne
Chief Administrative Officer

Damian Roebotham
Deputy Mayor