



## Minutes of Regular Public Council Meeting November 12, 2025, at 7:00PM

A Public Meeting of Council was held at the Town Office on November 12, 2025, with the following in attendance.

### Councilor's Present:

Mayor Andrew Shea  
Councilor David McKenna  
Councilor Lary Roebbotham

Deputy Mayor Damian Roebbotham  
Councilor Holly Payne

### Staff:

Daphne Coles, Deputy Town Clerk  
Pauline Payne, CAO

### 1. Call to Order:

- Mayor Shea welcomed everyone viewing the meeting on the ZOOM Platform, the public meeting was called to order at 7:07PM.
- Mayor Shea reviewed the meeting agenda for the public joining in on ZOOM.

### 2. Agenda:

#### 2025-191

McKenna/L. Roebbotham

Resolved that the agenda be adopted as presented.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

### 3. Minutes:

#### 2025-192

McKenna/D. Roebbotham

Resolved that the minutes of the Regular Public Meeting held on October 21, 2025, be adopted as presented.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

#### 2025-193

D. Roebbotham/Payne

Resolved that the minutes of the Special Public Meeting held on October 28, 2025, be adopted as presented.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

### 4. Business Arising

- No Business Arising for discussion.

### 5. Department Reports

#### 5.1. Economic Development & Special Projects presented by Councilor Lary Roebbotham

A departmental meeting was held on Tuesday Nov. 4<sup>th</sup> at 9:30 am. Attending were CAO Pauline Payne, Economic Development and Special Projects Coordinator Victoria Bailey, and Assistant Hillary Vallis.

The following items were discussed:

#### A. Climate Readiness Plans & Processes

- I. This project will gather climate change data for our community and make recommendations on how we can best adapt to these potential changes. By the end of this project, we will have a *Climate Risks and Hazards Map* and climate-informed updates for our municipal *Emergency Plan*. This is the planning phase for climate adaptation, which will set the municipality up for the implementation phase - which includes making any infrastructure changes to adapt to identified climate risks.
- II. The total project will cost \$87,331.00 with \$69,864.80 covered by the FCM grant and the Town will be responsible for contributing \$17,506.00.

2025-194

L. Roebbotham/McKenna

Resolved to approve to apply for funding through Federation of Canadian Municipalities for the Climate Readiness Project on an 80/20 percent cost shared ratio and allocate \$17,506.00 in the 2026 Municipal Budget to cover the Town's 20%.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

#### B. Green House Gas Emissions Inventory with Econext

- I. We are conducting our Green House Gas (GHG) Emissions Inventory with the help of Econext, a non-profit organization specializing in green economies. The data from this inventory will assist us with gaining access to more grant funding going forward, as many new programs require this information as part of the eligibility criteria.

#### C. FCM RCMP Building Conversion Project

- I. Received approval from Federation of Canadian Municipalities (FCM) to complete the 'Sustainable Affordable Housing' feasibility study on the former RCMP building in Fogo to explore converting this building into affordable, energy efficient, housing units. The FCM requires us to go through the study phase, which includes conducting the required assessments, creating the schematic designs, and outlining construction estimates, before we can access funds for the capital project phase, which includes construction.
- II. This study project totals \$122,820.00 with FCM covering 80%, or \$98,256.00, which means the Town would be responsible for contributing \$24,564.00 towards this project, which will come through the funding we have already been approved for through the Housing Accelerator Fund (HAF).

2025-195

L. Roebbotham/McKenna

Resolved to approve to accept funding through Federation of Canadian Municipalities for a feasibility study on the former RCMP building located at 54 Main Street, Fogo on an 80/20 percent cost shared ratio in the amount of \$122,820.00 and allocate \$24,564.00 in the Housing Accelerator Fund to cover the Town's 20%.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

#### 5.2. Recreation & Tourism presented by Deputy Mayor Damian Roebbotham

A meeting for Recreation and Tourism took place on Tuesday, October 28, at 1:30 pm in the town office, in attendance were CAO, Pauline Payne, Director of Recreation and Tourism, Colette Wells – Coish, Program Coordinator, Elizabeth Blundon.

The following items were discussed:

##### A. Recreation

- I. As part of the fundraising for the new accessible bus for the Health Care Center the Town held a Community Music Night on August 22, with local entertainers and placed paper buses in local businesses which sold for \$2.00 each. In total \$2,632.00 were raised.
- II. The Ronald McDonald Fundraiser for kids and families was held on October 1<sup>st</sup>, raising \$785.00 and all profits will go to the Ronald McDonald House in St. John's.



- III. Early in September a former councilor came to the Town office inquiring if Town Staff could help spread gravel on the ballfield in Joe Batt's Arm. The gravel had already been ordered by the Recreation Committee and delivered to the field. The Town was not aware of this activity. Staff went to the ball field to investigate, and the gravel was partially spread with a small bobcat left on the field. This prompted conversations with Joe Batt's Arm Recreation Committee representative, our school, parents, and volunteers to understand who planned the work and to discuss safety concerns. Two school softball events were scheduled for September 13<sup>th</sup>, and September 20<sup>th</sup>. On September 24<sup>th</sup> the Town received correspondence from a resident expressing concerns about who was being blamed for the work on the ballfield and requested a meeting with Council for discussion on future plans and some suggestions on what the community would like to see happen on Fogo Island for our youth.

**2025-196**

**McKenna/D. Roebbotham**

Resolved that Staff respond to the resident and request that they can meet with Council through a delegation at a Public Council meeting for discussion on concerns expressed in the letter.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

- IV. Received funding in the amount of \$10,000.00 through a new initiative under NL Health Services to help plan events and activities to promote engagement with the community for new staff at the Fogo Island Health Care Center and new residents who are from other places that are not familiar with our heritage and culture.
- V. A Senior's bingo and refreshments, FREE of charge took place at the Visitor Information Center on October 8<sup>th</sup>, from 1:30 pm to 3:30 pm. There were thirty-eight people in attendance.
- VI. The Annual Haunted Park event took place on Wednesday, October 23, from 5:30pm to 8:00 pm.
- VII. In September, Ventilation and Mechanical upgrades were completed in the stadium by Dawe's Mechanical.

**B. Tourism:**

- I. Correspondence was received from a local accommodator expressing displeasure that their business was not listed on the Town App and website. In February of 2025, the operator noticed their business was not on the Newfoundland and Labrador Tourism web page. The operator contacted the Town to discuss. Earlier this year the government made amendments to the Tourist Accommodations Act requiring accommodators to register. Council sent a letter to all accommodators, asking them to provide proof of registration with the Department of Tourism, Culture, Arts and Recreation before they are advertised on our town app and the town website.

**2025-197**

**McKenna/D. Roebbotham**

Resolved that Staff respond to the Business Owner expressing the Town's empathy in the matter and requested that Staff repost Tourism NL requirements for registration of short-term accommodation on the Town's website.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

**5.3. Planning & Public Works/Enforcement & Permitting - No Report**

**5.4. Fire Services presented by Councilor McKenna**

A meeting of the Fire Services Department was held at 6 pm on Nov. 3, at the Town Office. In attendance: Station Chiefs Paul Torraville, Dion Harnett and Bobby Parsons, along with CAO Pauline Payne. Absent was Enforcement Permitting Officer, Germaine Morgan.

**A. Fire Calls Update**

- I. Fogo Island Central – Motor Vehicle Accident

- II. Seldom – Cell Phone Crash Alert – No incident
- III. Fogo Island Central Academy – Alarm testing with no notification
- IV. Seldom – Cell Phone Crash Alert – No incident
- V. Seldom - Cell Phone Crash Alert – No incident

## **B. Training Update**

- I. Training has been on hold during the summer season due to many having work commitments.
- II. Station 2 offered Jaws of Life training for all stations
- III. Basic training will begin soon for all new members

## **5.5. Finance and Administration**

No report was presented for Council review. The following items were presented for Council approval.

### **A. Approval to Pay Invoices**

**2025-198**

**L. Roebbotham/Mckenna**

Resolved to approve payment of Invoice #18308 to Feltham's Construction in the amount of \$10,000.00 plus HST for 10% holdback on MCW Project #17-GI-24-00063 Fogo Road Upgrades. Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

**2025-199**

**L. Roebbotham/Payne**

Resolved to approve payment of Invoice #FB61722 to Allnorth Consultants Limited in the amount of \$5575.00 plus HST for preliminary engineering, design and commissioning on the Iceberg Arena Ventilation Upgrade Project. Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

**2025-200**

**L. Roebbotham/Mckenna**

Resolved to approve payment of Invoice #28715 to Dawe's Mechanical (1981) Limited in the amount of \$98,595.00 plus HST for the Iceberg Arena Ventilation Upgrade Project. Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

## **6. Correspondence**

### **6.1 Letter – MHA, Jim McKenna**

- MHA Jim McKenna extended congratulations to all Council members.

## **7. New Business**

### **7.1 Steering Committee Update – FICA Gym Community Centre Project**

**2025-201**

**D. Roebbotham/Payne**

Resolved to enter into a closed session at 8:00pm due to the confidentiality of information with the FICA Gym Community Centre Project. Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

- Council discussed funding and other planning perspectives related to the project.

**2025-202**

**Mckenna/D. Roebbotham**

Resolved to enter back into the public council meeting at 8:30pm.



Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

2025-203

Mckenna/D. Roebbotham

Resolved to approve allocating \$30,000.00 in the 2026 Municipal Budget for engineering costs required for an assessment of the old gymnasium located in Fogo Island Central High pending further meetings with the Fogo Island Recreation Committee.

Resolution Carried. In favour – 5. Mayor Andrew Shea, Deputy Mayor Damian Roebbotham, Councilor David McKenna, Councilor Holly Payne, and Councilor Lary Roebbotham. Against - 0.

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

➤ Public Council Meeting - November 25<sup>th</sup>, 2025, at 7:00pm.

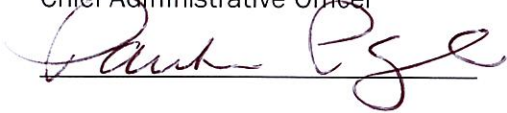
**9. Adjournment:**

2025-204

McKenna/Payne

Resolved the public council meeting of November 12, 2025, be adjourned at 8:34PM.

Pauline Payne  
Chief Administrative Officer



Andrew Shea  
Mayor

