

MINUTES

Town of Port au Port East
Regular Council Meeting February 11th, 2025

Minutes of a regular meeting of the council of the
Town of Port au Port East,
held in the Town Hall, February 11th, 2025 at 6:00 P.M.

Members

Present

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|--------------|-------------|
| Mayor | K. De Groot |
| Deputy Mayor | C. Joseph |
| Councilors: | F. Barter |

Also,

Present

Town Clerk/Manager K. Hunt

Members Not

Present

Councilor: A. Barry

11 people are present in the public galleries.

Mayor K. De Groot called the meeting to order at 6:01 pm.

Guests To Address Council

None

Meeting Minutes

Regular Council Meeting January 14th, 2024

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the regular meeting on January 14th, 2025 which had been circulated via email with the agenda and provided in print to council at the public meeting on February 10th, 2025 at the request of council.

Motion # 16 - 25 – F. Barter/C. Joseph

Be it resolved that the minutes from January 14th, 2025, regular meeting of council, be adopted as circulated.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0

Abstaining: 0

Motion Carried

Finances

Account Payable for January 2025

The Town Clerk/Manager reported that the outstanding account payable list up to and including January 31st, 2025 is \$ 62,301.84.

Motion # 18 - 25 – C. Joseph/A. Barry

Be it resolved that the attached Accounts Payable list for January 2025, as circulated with the agenda, in the amount of \$ 62,301.64 be approved for payment.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0

Abstaining: 0

Motion Carried

Employee Remittance for January 2025

The town clerk/manager reported the amount of \$ 3,350.91 to be remitted for the period beginning December 1st, 2025 and ending December 31st, 2025.

Motion # 3- 25 – C. Joseph/F. Barter

Be it resolved that the employee remittance for January 2025 in the amount of \$ 3,350.91, be approved for payment.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0

Abstaining: 0

Motion Carried

Bank Reconciliations

The Town Clerk/Manager provided the bank reconciliation for January 2025 for review by council.

Canada Community Building Fund Financial Statement

The town clerk/manager presented the draft copy of the Canada Community Building Fund for the Year Ended December 31st, 2023 as received from the town accountant.

Resolution # 1 - 25 – C. Joseph/F. Barter

Be it resolved that the town council approves and accepts the Canada Community Building Fund Financial Statement for the Year Ended December 31st, 2023 as presented.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |

Opposed: 0
Abstaining: 0

Motion Carried

Discussion:

Water Update as at February 10th, 2025

The water in the reservoir is maintaining a satisfactory level. Daily consumption from the reservoir is averaging 25,000 – 35,000 gallons. The level of water in the deep water well is unavailable until the sensor arrives and is installed. Daily consumption from the deep water well is 75,000 – 100,000 gallons per day. Our consumption levels are still higher than where they should be however that may be the result of a few different factors. It is that time of the year when water may be left “running” by some residents to avoid freezing in the pipes and according to some local residents there are two sections of town that have not received upgrades since their installation in the 1970’s which may have the potential for leaking. Taking all of this into consideration our water and chlorine are currently maintaining satisfactory levels.

Fire Department Chief and Deputy Chief

Our current fire chief W. Deaves is stepping down from the chief position for personal reasons and will assume the role of Deputy Chief. He has recommended Mr. Joe Young to assume the position of fire chief.

Motion # 21- 25 – C. Joseph/F. Barter

Be it resolved that Mr. J. Young will become the new Fire Chief of the Port au Port Regional Volunteer Fire Department and Mr. W. Deaves will become the new Deputy Chief of the Port au Port Regional Volunteer Fire Department.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0
Abstaining: 0

Motion Carried

Fire Department Update

The fire department provided a written update for the town clerk/manager to read to council and residents.

The Port au Port Regional Volunteer Fire Department has responded to two (2) 911 calls since January 14th, 2025. Training is going well and the department training days are averaging 6+ members. Training day was moved from Thursday to Sunday afternoon at 2:00pm to better accommodate our volunteer members. To make it easier to record training progress and to track volunteer hours the department has begun using Excel.

D. Flynn attend this year's conference as D. Benoit attended in 2024. D. Flynn would leave on Monday, March 24th, 2025 and return on Thursday, March 27th, 2025 weather permitting.

Be it resolved, that the part-time water operator D. Flynn will attend the 2025 Water and Wastewater Workshop to be held in Gander, NL March 24th, 2025 to March 27th, 2025.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0

Abstaining: 0

Motion Carried

2025 PMA Convention Trade Show and AGM

Motion #24 – 25 – F. Barter/C. Joseph

The annual PMA Convention Trade Show and AGM will take place this year from April 8th, 2025 to April 10th, 2025 in St. John's, NL. There is a pre-convention training workshop being offered by Strategic Steps that will address the pressing issues of incivility and harassment in local government on April 8th, 2025. K. Hunt would leave on April 7th, 2025 and return on April 11th, 2025 weather permitting.

Be it resolved; that the town clerk/manager K. Hunt will attend both the annual PMA Convention Tradeshow/AGM and the pre-convention training workshop on April 8th, 2025 to be held in St. John's, NL April 7th, 2025 to April 11th, 2025.

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| In favor: | Mayor | K. De Groot |
| | Deputy Mayor | C. Joseph |
| | Councilors: | F. Barter |

Opposed: 0

Abstaining: 0

Motion Carried

New Business

Mayor K. De Groot asked council if there was any new business to be discussed that was not on the agenda. There was no new business.

Adjournment

Motion # 25 – 25 – C. Joseph/F. Barter

Be it resolved that Council do now adjourn to meet again on Tuesday, March 11th, 2025 at 6:00 PM