

MINUTES

Town of Port au Port East
Regular Council Meeting July 15th, 2025

Minutes of a regular meeting of the council of the
Town of Port au Port East,
held in the Town Hall, July 15th, 2025 at 6:00 P.M.

Members

Present

Mayor	K. De Groot
Deputy Mayor	C. Joseph
Councilors:	F. Barter
	A. Barry

Also,

Present

Town Clerk	J. Pinksen
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18 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

A) Regular Council Meeting June 18th, 2025

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the meeting on June 18th, 2025 which had been circulated via email with the agenda and provided in print to council at the public meeting on July 15th, 2025 at the request of council.

Motion # 58 – 25: A. Barry/F. Barter

Be it resolved that the minutes from June 18th, 2025, meeting of council, be adopted as circulated.

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

Abstaining: 0

Motion Carried – Adopted June 18th meeting minutes.

B) Special Council Meeting July 6th, 2025

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the meeting on July 6th, 2025 which had been circulated via email with the agenda and provided in print to council at the public meeting on July 15th, 2025 at the request of council.

Motion # 59 – 25: C. Joseph/A. Barry

Be it resolved that the minutes from July 6th, 2025, meeting of council, be adopted as circulated. Adopt Motions #56 and 57 from special meeting.

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

Abstaining: 0

Motion Carried – Adopted July 6th meeting minutes. Adopt Motions #56 and 57 from special meeting.

Correspondence

A) *Water Consumption Report*

June 2025: Reviewed, accepted.

B) *Community Partnership with Port au Port Indian Band*

Motions #56 and 57 – 2025 Above

C) *LCP Property Request*

Sent to Andrew Smith for professional consultation. Response received.

Motion #60 – 25: F. Barter/C. Joseph

Be it resolved that the response from Andrew Smith be forwarded to answer the LCP Property Request.

Motion Passed: F. Barter/C. Joseph

D) *Cal LeGrow Claim – Northbridge*

Paul Davis Systems contracted to fix roof.

Motion #61 – 25: F. Barter/C. Joseph

Be it resolved that the town will pay the insurance deductible to have Paul Davis Systems repair the roof leak on the tourist chalet.

Motion Passed: F. Barter/C. Joseph

F) *Sustainergy Group* – Council interested in viewing the presentation to learn more.

G) *Security Cameras* – K. DeGroot to forward the emails she has; Jasmine will get more quotes.

H) *Keyin College Business/Admin Student* - Not interested, send thanks.

Fire Chief Report

Joe Young (Chief of the Port au Port Regional Volunteer Fire Department): We had one fire recently. Good sponse. Fire did not spread to house.

K. DeGroot gave thank you to Joe and the Port au Port East Recreation Committee.

Finances

A) Finances for the period of June 18 to July 15, 2025

Motion # 62 – 25: F. Barter/K. Degroot

Be it resolved that the attached daily cash report, detailed general ledger and cheque list for the period from June 18 to July 11, 2025, as circulated with the agenda, be approved by council.

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

Opposed: 0

Motion Carried – Approved finances for period from June 18 to July 11, 2025.

B) Quote from Hach – Chlorine Test

Motion # 63 – 2: to purchase – K. DeGroot/ F. Barter

Be it resolved that the quote for chlorine tests from Hach is approved for purchase.

Motion Passed: K. DeGroot/F. Barter

C) Donations

Best Bus (\$1000) – Motion # 64 – 25: C. Joseph/F. Barter – Passed

Stephenville Search and Rescue (\$1000) – Motion # 65 – 25: C. Joseph/F. Barter – Passed

Port au Port Recreation Committee (\$454.84) – Motion # 66 – 25: C. Joseph/F. Barter – Passed

D) T-Shirts – Tourist Chalet

Motion # 67-25: F. Barter/C. Joseph

Be it approved that the two t-shirts will be purchased for the Tourist Chalet Attendant.

Motion Passed: B. Barter/C. Joseph

Permits

A) General Repairs and Maintenance Permits

Motion # 68 – 25:

Be it passed that the town clerk issued 2 general maintenance permits: 119 Main Street – General Maintenance; 84 Hynes Road – General Maintenance.

Motion Passed: F. Barter/A. Barry

B) Shed/Garage/Home Permits

Motion # 69 – 25: F. Barter/K. Degroot

Be it resolved that building application to place a build a new shed at 7-9 Robert Drive be approved.

Motion Passed: F. Barter/ C. Joseph

Discussion

A) Baseball Field

Motion # 70 – 25: A. Barry/ F. Barter – Passed

Be it approved that the Port au Port Indian band will supply and install new dirt for the Baseball field with the help of the soft ball team (permit not needed for town property)

Motion # 71 - 25: A. Barry/F. Barter – Passed

Be it approved that the Recreation Coordinator for the Port au Port Indian Band receive keys for the baseball field gate and garbage can.

Motion #72 – 25 A. Barry/F. Barter – Passed

Be it approved that the Port au Port Indian Band hire a contractor to work with Town Maintenance to repair the dugout.

B) Firework policy

Motion # 73 – 25: A. Barry/C. Joseph – Passed

Be it approved that the town will develop a Fireworks Policy.

c) Property of 217A Sale

Deferred

d) Community Garden - GCCC Funding

Motion # 74 – 25: F. Barter/ A. Barry – Passed

Be it resolved that the town begin the start of the Community Garden.

Town clerk to look in getting a sign for the community garden and follow up on potential for GCCC funding.

e) *AiA Funding*

Potential applications: water storage container.

f) *Tourist Chalet Keys*

Motion # 75 – 25: F. Barter/K. DeGroot – Passed

Be it approved that copies of the Tourist Chalet Keys will be given to the summer student and rec coordinator.

g) *Port au Port East Recreation Committee* – Kim thanked committee for all their hard work on Canada Day.

h) *Water update* – Mayor K. DeGroot updated the public on the current water levels and that the technician will be back soon to install a water level meter.

i) *Newsletter*

Motion 76 – 25: F. Barter/K. DeGroot – Passed

Be it approved that town newsletters will be mailed to residents quarterly.

j) *Live Stream*

Motion # 77 – 25: F. Barter/ A. Barry – Passed

Be it approved that future town council meetings will be live streamed on the town Facebook page.

k) *AirBNB Tax*

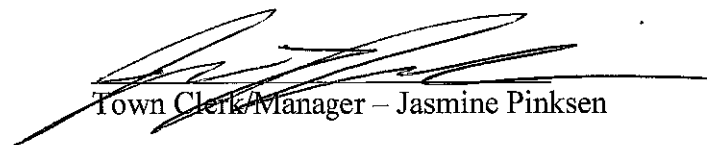
Deferred

l) Next meeting August 12th

Motion to adjourn: K. DeGroot/F. Barter – 6:56pm

The meeting adjourned at 6:56 P.M


Mayor Kimberly De Groot


Town Clerk Manager – Jasmine Pinksen

