

Town of Port au Port East

Minutes

July 21st, 2026

Minutes of a regular meeting of the council of the Town of Port au Port East, held in the Town Hall, July 21st, 2026 at 6:00 P.M.

Council Members

Present

Mayor	K. DeGroot
Deputy Mayor	A. Barry
Councillor	K. Gaudon
Councillor	G. McFatridge

Also,

Present

Town Clerk/Manager K. Hunt

7 people are present in the public galleries.

Mayor K. De Groot called the meeting to order at 6:02 pm.

Mayor K. De Groot passed control of the meeting to Deputy Mayor A. Barry at 6:03 pm.

Code of Conduct - Councillor

Resolution # 48 - 26 – K. Gaudon/G. McFatridge

A recent code of conduct complaint against a councillor could not be resolved by the town clerk/manager. The complaint was brought to the council for resolution. Review of the supplied documents concluded that the code of conduct was violated. As per Subsection 6 of the Referral to Council “If the council finds a councillor(s) contravened the code, the council shall, during a public council meeting, by resolution, take an action as set out in Section 15 (Penalties) of the Municipal Conduct Act – Penalty 1. (d) under Section 15 of the Municipal Conduct Act determined to be best for resolution.

Be it resolved that Penalty 1(d) from the Municipal Conduct Section 15, be put in place as resolution for the recent code of conduct complaint against Councillor M. Gale. Councillor Gale will be suspended from all council duties for three (3) months, effective date of July 6th, 2026.

In favor:	Deputy Mayor	A. Barry
	Councillors:	K. Gaudon
		G. McFatridge
Opposed:	0	
Abstaining:	Mayor	K. De Groot
Resolution Carried		

Mayor K. De Groot returned to the meeting at 6:05 pm.

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Meeting Minutes

Regular Council Meeting June 9th, 2026

Motion # 66 - 26 – A. Barry/G. McFatridge

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the regular meeting on June 9th, 2026 which had been circulated via email with the agenda and provided in print to council at the public meeting on July 21st, 2026, at the request of council.

Be it resolved that the minutes from June 9th, 2026, regular meeting of council, be adopted as circulated.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Motion Carried

Special Council Meeting June 26th, 2026

Motion # 67 - 26 – A. Barry/K. Gaudon

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the special meeting on June 26th, 2026 which had been circulated via email with the agenda and provided in print to council at the public meeting on July 21st, 2026, at the request of council.

Be it resolved that the minutes from June 26th, 2026, special meeting of council, be adopted as circulated.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Motion Carried

Deferred Business

Property Tax Arrears Update

The town clerk/manager advised council that some residents are following the signed payment plan agreements. For those who are not the next step would be to disconnect services. There is an issue with one curb stop and the current water operator/maintenance D. Flynn will require assistance to complete.

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Water Culvert on Duffy Lane

Motion # 68 - 26 – K. Gaudon/ K. De Groot

During periods of heavy rain, the resident(s) at 1 Duffy Lane had been experiencing issues with their septic system due to the amount of water that flows down from the mountain and through the culvert on Duffy Lane.

Be it resolved that the town clerk/manager will contact an engineering firm to obtain quotations to address the pooling of water on Duffy Lane.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Motion Carried

Reversal of Payment 245 Main Street

Resolution # 49 - 26 – A. Barry/K. Gaudon

241 Main Street and 245 Main Street were combined and consolidated into one parcel of land in February 2026.

Be it resolved that any monies paid on account for 245 Main Street for the 2026 fiscal year be reversed and placed in credit for the 241 Main Street account.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Resolution Carried

Regulations/Policies

None

Correspondence

Bacteriological Water Analysis Report – None provided prior to monthly meeting.

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Water Operator Update

Monthly information was provided to council by D. Flynn. Our water and chlorine are currently maintaining satisfactory levels.

Finances

Account Payable for June 2026

Resolution # 50 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager reported that the outstanding account payable list up to and including June 30th, 2026 is \$ 40,635.16.

Be it resolved that the attached Accounts Payable list for June 2026, in the amount of \$ 40,635.16 be approved for payment.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	G. McFatridge
		K. Gaudon

Opposed:

Abstaining: 0

Resolution Carried

Employee Remittance for June 2026

Resolution # 51 - 26 – A. Barry/K. De Groot

The town clerk/manager reported the amount of \$ 1,980.48 to be remitted for the period beginning June 1st, 2026 and ending June 30th, 2026.

Be it resolved that the employee remittance for June 2026 in the amount of \$ 1,980.48, be approved for payment.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Resolution Carried

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Mastercard Statements for December 2025 and June 2026

Resolution # 52 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided the Mastercard statements for December 2025 and June 2026.

Be it resolved, that the Mastercard statements for December 2025 and June 2026 are accepted as presented.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councillors:	K. Gaudon
		G. McFatridge

Opposed: 0
Abstaining: 0
Resolution Carried

Variance Report for June 30th, 2026

Resolution # 53 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided council with the variance report ending June 30th, 2026. Councillor K. Gaudon requested that during the April meeting each year council be provided with the total amount of current year discounts given to the public for early payment on property tax.

Be it resolved, that the attached Variance Report ending June 30th, 2026, as circulated with the agenda, be accepted as presented.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councillors:	K. Gaudon
		G. McFatridge

Opposed: 0
Abstaining: 0
Resolution Carried

Bank Reconciliation

Resolution # 54 - 26 – G. McFatridge/K. Gaudon

Bank Statements for March, April, May, and 2026 were presented to council. In May 2026 Computers and Communications (Accounting Program Designer) accessed the accounting system to make adjusting entries. Upon completing the bank reconciliations, the town clerk/manager discovered a discrepancy affecting the bank reconciliations. This has been brought to the attention of Computers and Communications.

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Be it resolved, the reconciled bank statements for March, April, May and June 2026, be accepted as presented to council.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	G. McFatridge

Opposed:	Councillors:	K. Gaudon
Abstaining:	0	

Resolution Carried

Summer Employment Program – Direct Deposit

Resolution # 55 - 26 – A. Barry/G. McFatridge

The students have requested that their weekly payroll check be directly deposited to their bank accounts.

Be it resolved, the summer students will receive their weekly wage through direct deposit.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed:	0
Abstaining:	0

Resolution Carried

Community Garden Committee – Release of Remaining Funds

Resolution # 56 - 26 – A. Barry/K. Gaudon

Be it resolved, that all remaining funds be released to the community garden committee to complete construction.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed:	0
Abstaining:	0

Resolution Carried

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Permits

General Repairs and Maintenance Permits

Motion # 69 – 26 – K. Gaudon/A. Barry

8 Cashin's Lane

11 Romaines Road

12 Robert Drive

11 Mountainview Road

73 Hynes Road

Be it resolved, that the above application for general repairs and maintenance permits be approved and issued.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Motion Carried

Shed/Garage/House Permits

73 Hynes Road – Shed - New Build

Motion # 70 - 26 – G. McFatridge/K. De Groot

Be it resolved, that the application to construct a new shed at 73 Hynes Road has been reviewed and is approved, as presented.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0

Abstaining: 0

Motion Carried

Other Permits - None

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Discussion:

Fire Department Update

No update provided at time of meeting.

Recreation Committee Update

The Canada Day Celebrations were held on July 1st, 2026 at the town office from 11:00am – 2:00pm. Thank you to all the business and individuals who donated; to the recreation committee for their time, and to the residents for showing up. Canada Day was a huge success!!!!

Community Garden Update

The community garden was officially opened on July 6th, 2026. It consists of 10 raised 2' x 4' garden beds, 2 composters, 4 benches so you can sit and relax while visiting the garden and a number of memory trees have been planted. The committee would like to thank all of those who helped along the way. In the words of Councillor G. McFatridge "This garden has certainly been a work of heart".

By-Law Enforcement

The town council would like to remind residents that any matter arising between individuals regarding animals, including disagreements or disputes between residents, should be reported directly to the RCMP for assistance. The Town does not have a By-Law Enforcement Officer and, therefore, is unable to intervene in disputes between individual residents or enforce matters that fall outside the Town's authority. Residents are encouraged to contact the RCMP when they require assistance with animal-related incidents, disputes, or concerns involving another individual.

Xplornet Pole Installation

Motion # 71 - 26 – A. Barry/G. McFatridge

Xplornet has approached the town council seeking permission for the installation of a service pole located at the NW corner of the town office. Council members question whether or not this could potentially cause an issue for any future developments for the town in that area.

Be it resolved, that the request from Xplornet to install a new service pole at the NW corner of the town office building, be deferred until more information can be obtained.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councillors:	K. Gaudon
		G. McFatridge
Opposed:	0	

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Abstaining: 0
Motion Carried

Installation of Curb Stop for 290A, 290B, and 290C Main Street

Motion # 72 - 26 – A. Barry/K. Gaudon

Two (2) homeowner(s), and a parish representative, have approached the town to request that water service lines be installed for each property.

Be it resolved, that the town council will install three (3) individual curb stops at the NW corner of the intersection of Hynes Road and Maria Regina Parish parking lot entrance to provide each residence with their own curb stop.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

Opposed: 0
Abstaining: 0
Motion Carried

Other Business

Mayor K. DeGroot asked councillors if there was any other business to discuss before adjourning. No new business was introduced.

Guests

None

Adjournment

Motion # 73 – 26 – A. Barry/G. McFatridge

Be it resolved that Council do now adjourn to meet again on Tuesday, August 11th, 2026 at 6:00 PM

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge

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Opposed: 0
Abstaining: 0
Motion Carried

The meeting adjourned at 6:48 P.M

Mayor Kimberly De Groot

Town Clerk/Manager – Koren Hunt