

# MINUTES

Town of Port au Port East  
Regular Council Meeting February 10th, 2026

Minutes of a regular meeting of the council of the  
Town of Port au Port East,  
held in the Town Hall, February 10th, 2026 at 6:00 P.M.

## *Members*

<i>Present</i>	Mayor	K. DeGroot
	Deputy Mayor	A. Barry
	Councillor	M. Gale
	Councillor	K. Gaudon

## *Also,*

<i>Present</i>	Town Clerk/Manager	K. Hunt
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## *Members*

<i>Not Present</i>	Councillor	F. Barter
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8 people are present in the public galleries.

**Mayor K. DeGroot called the meeting to order at 6:03 pm.**

## **Meeting Minutes**

### Regular Council Meeting January 27th, 2026

Motion # 09 - 26 – A. Barry/M. Gale

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the regular meeting on January 27<sup>th</sup>, 2026 which had been circulated via email with the agenda and provided in print to council at the public meeting on February 10<sup>th</sup>, 2026, at the request of council.

Be it resolved that the minutes from January 27<sup>th</sup>, 2026, regular meeting of council, be adopted as circulated.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Motion Carried

## **Regulations/Policies**

None

## **Correspondence**

*Bacteriological Water Analysis Report – February 4<sup>th</sup>, 2026 – Satisfactory Results*

## **Finances**

### **Account Payable for January 2026**

Resolution # 07 - 26 – A. Barry/K. Gaudon

The Town Clerk/Manager reported that the outstanding account payable list up to and including January 31st, 2026 is \$ 72,265.05.

Be it resolved that the attached Accounts Payable list for January 2026, as circulated with the agenda, in the amount of \$ 72,265.05 be approved for payment.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Resolution Carried

### **Employee Remittance for January 2026**

Resolution # 08 - 26 – A. Barry/K. Gaudon

The town clerk/manager reported the amount of \$ 3,237.89 to be remitted for the period beginning January 1<sup>st</sup>, 2025 and ending January 31<sup>st</sup>, 2025.

Be it resolved that the employee remittance for January in the amount of \$ 3,237.89, be approved for payment.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Resolution Carried

**Bank Reconciliations for December 2025 and January 2026**

Resolution # 09 - 26 – A. Barry/M. Gale

The Town Clerk/Manager provided the reconciled bank statements for the months of December 2025 and January 2026.

Be it resolved that the completed and reconciled bank statements for December 2025 and January 2026 have been reviewed and accepted as presented.

In favor: Mayor K. De Groot  
Deputy Mayor A. Barry  
Councilors: M. Gale  
K. Gaudon

Opposed: 0  
Abstaining: 0  
Resolution Carried

**Trial Balance for period ended January 31<sup>st</sup>, 2026**

The trial balance was presented to council. Councillor Gaudon inquired about receiving the Municipal Operating Grant. The town clerk/manager advised that the Municipal Operating Grant will not be issued until the Financial Statements for the year ended December 31<sup>st</sup>, 2024 are completed and submitted to Municipal Affairs and Community Development.

**BSG Sport Recognition Association – Seeking Donation**

Resolution # 10 - 26 – A. Barry/K. Gaudon

The Bay St. George Recognition Association has been working on a project to recognize the accomplishments of the teams, athletes, volunteers and coaches from our BSG area. This is a project that is sponsored by local businesses and people within our communities. They have approached council for a donation. Deputy Mayor Barry and Councillor Gaudon expressed praise for the wonderful job that is being done. Councillor Gale and Mayor De Groot were also in agreement that this endeavor was great for the communities. Council would like to wait until the budget is approved before making a decision regarding this request.

Be it resolved that BSG Sport Recognition Association request for donation be tabled until the 2026 Budget has been approved by Municipal Affairs and Community Development.

In favor: Mayor K. De Groot  
Deputy Mayor A. Barry  
Councilors: M. Gale  
K. Gaudon

Opposed: 0  
Abstaining: 0  
Resolution Carried

**Port au Port East 2026 Revised Budget**

Resolution # 11 - 26 – K. Gaudon/M. Gale

The town clerk/manager presented council with a revised annual budget for 2026.

Be it resolved that the town council of Port au Port East has reviewed the revised 2026 Budget and accept as presented.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0  
 Abstaining: 0  
 Resolution Carried

**Port au Port East 2026 Revised Tax Structure**

Resolution # 12 - 26 – A. Barry/M. Gale

The town clerk/manager presented council with the revised annual tax structure for 2026.

Be it resolved that the town council of Port au Port East has reviewed the revised 2026 Tax Structure and accept as presented.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0  
 Abstaining: 0  
 Resolution Carried

**Elimination of Economic Development Officer Position**

Resolution # 13 - 26 – M. Gale/A. Barry

During a closed meeting held on February 8<sup>th</sup>, 2026 council discussed the sustainability of the newly created role of a town Economic Development Officer. Due to financial constraints that have impacted our town budget, and to ensure long-term sustainability of the town operations, the position of Economic Development Officer is being eliminated. Council appreciates the contributions and hard work of our Economic Development Officer and are committed to supporting them through this transition.

Be it resolved that the position of Economic Development Officer will be eliminated, effective March 6<sup>th</sup>, 2026.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0  
 Abstaining: 0  
 Resolution Carried

## **Permits**

### **General Repairs and Maintenance Permits**

None

### **Shed/Garage/Home Permits**

2 Pine Avenue – Garage

Motion # 10 - 26 – A. Barry/K. Gaudon

Council discussed the information that was provided but had questions about the location and lot size. Before voting on this permit council would like more information and to have the water operator/maintenance person visit the property to do a walk through.

Be it resolved that the application to build a garage at 2 Pine Avenue has been deferred until additional information is obtained.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Motion Carried

### **Other**

None

## **Discussion:**

### **Water Update**

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

### **Fire Department Update**

A representative was unavailable to attend. Things remain status quo with 12 active members and no incidents to report.

### **Reminder to Residents Regarding Snow Removal**

Concerns from residents regarding placement of excess snow during this winter season have been received at the town office. With the large amount of snow that we have received this year it can be extremely challenging to find room to put the snow as we clear out driveways and walkways. Please do not place snow near hydrants, in ditches or in areas that would impair visibility and cause safety hazards.

## **Atlantic Technical Services Ltd**

Motion # 11 – 26 – A. Barry/K. Gaudon

A component of the new deep water well system that will provide information regarding the available water level has not yet been installed. The town clerk/manager has spoken with D. Hynes from Atlantic Technical Services Ltd and was informed that this would be installed the next time the company is in the area. ATSL does contract work for surrounding towns and tries to pass along cost savings on travel if able to group multiple projects into a single visit. Council questioned whether or not the installation of this part was included in the original contract and feel that if it was included then cost of travel should be free.

Be it resolved that the Town Clerk/Manager will contact Atlantic Technical Services Ltd to inquire about the cost of travel to install the new component.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Motion Carried

## **2026 Invoices**

Property tax, water tax, and business tax invoicing have been issued for 2026. A 10% discount is available for residents who pay their property taxes on or before March 31<sup>st</sup>, 2026.

## **Other Business**

Mayor K. DeGroot asked councillors if there was any other business to discuss before adjourning.

No councillor came forward.

## **Guests**

Resident J. Cochrane Jr. addressed council with his concerns regarding the potential spring flooding due to the abundance of snow this year. There is a large volume of snow in local areas, including on Pine Tree, which has led to flooding in previous years during the spring thaw. Mr. Cochrane expressed concern for various properties that have been directly affected and have received property damage due to this flooding in the past. Efforts to reduce/eliminate this flooding issue had been started by previous council but halted when, council at that time, had received provincial monies to be used but returned the money to the provincial government. A meeting is needed with all of the affected residents to fully understand was suggested. These are the individuals who can provide valuable information and work with the town and our MHA/Premier Wakeham to prevent future flooding.

Mayor K. De Groot thanked J. Cochrane Jr for his time.

## **Adjournment**

Motion # 12 – 26 – A. Barry/M. Gale

Be it resolved that Council do now adjourn to meet again on Tuesday, March 10th, 2026 at 6:00 PM

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon

Opposed: 0

Abstaining: 0

Motion Carried

The meeting adjourned at 7:07 P.M

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Mayor Kimberly De Groot

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Town Clerk/Manager – Koren Hunt