

MINUTES

Town of Port au Port East
Regular Council Meeting June 11th, 2024

Minutes of a regular meeting of the council of the
Town of Port au Port East,
held in the Town Hall, June 11th, 2024 at 6:00 P.M.

*Members
Present*

Mayor	J. Tuttle
Deputy Mayor	C. Joseph
Councillors:	A. Barry
	F. Barter
	K. DeGroot

*Also,
Present*

Town Clerk/Manager	K. Hunt
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10 people are present in the public galleries.

Mayor J. Tuttle called the meeting to order at 6:00pm.

Guests

Resident 1 - A resident has asked to address council regarding future ideas and plan for their property located at 290A Main Street. They will also be speaking to Section 111 (1) (2) regarding Exemption and Remission from the Municipalities Act. Resident has suggested 2% of gross earnings to be applied as a business tax and has asked council to review and notify of their decision.

Guest was thanked for their time by council.

Resident 2 – A resident has asked to address council regarding fire protection. Inquired as to why fire protection was not included on the building application form, as well as how many volunteers we currently have on the Port au Port Regional Volunteer Fire Department.

Guest was thanked for their time by council.

*Regular Meeting
Minutes:
May 21st, 2024*

Regular Meeting of May 21st, 2024

Mayor J. Tuttle asked if there were any errors or omissions to the minutes of the regular meeting on May 21st, 2024, which had been circulated with the agenda.

Motion # 64 - 24 – A. Barry/F. Barter

Be it resolved that the minutes of the May 21st, 2024, regular meeting of council be adopted as circulated with the change of date to reflect May 21st, 2024 not May 14th, 2024 and the addition of the concern over the proximity of high voltage transmission lines to proposed development of 11 Garden Drive to Motion # 56 – 24.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0

Abstaining: 0

Motion Carried

Regulations/Policies

No regulations/policies

Correspondence

Bacteriological Water Analysis Report for June 4th, 2024

SEA Newsletter – RCMP Launch of Education Campaign on Human Smuggling.

Council would like this placed on the website.

Finances

Account Payable for April 2024

The Town Clerk/Manager reported that the outstanding account payable list up to and including May 31st, 2024 is \$ 55,901.94.

Motion # 65 - 24 – A. Barry/C. Joseph
Be it resolved that the attached Accounts Payable list for May 2024 in the amount of \$ 55,901.94 be approved for payment as circulated.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Employee Remittance for May 2024

The town clerk/manager reported the amount of \$ 3,525.64 to be remitted for the period beginning May 1st, 2024 and ending May 31st, 2024.

Motion # 66 - 24 – A. Barry/C. Joseph
Be it resolved that the employee remittance for May 2024 in the amount of \$ 3,525.64, be approved for payment.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Permits

General Repairs and Maintenance Permits

6 Cashin's Lane
56 Main Street
210 Main Street
275 Main Street
129A Hynes Road
12 Romaines Road

Motion # 67- 24 – C. Joseph /F. Barter
Be it resolved that the general repairs and maintenance permits be approved.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Shed/Garage/Home Permits

56 Main Street – Application For Addition to Existing Home

Motion # 68 - 24 – C. Joseph /A. Barry

Be it resolved that building application for addition to existing home be approved as shown in drawing attached to application.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Permits (Other)

13 Oceanview Drive – Fence Application

Motion # 69 - 24 – A. Barry/C. Joseph

Be it resolved that the application for the new construction of a fence at 13 Oceanview Drive be approved as shown in drawing attached to application.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Permits (Other) con't

293 Main Street – Sawmill – Deferred from last meeting

Motion # 70 – 24 – C. Joseph/A. Barry

Be it resolved that the sawmill be permit to operate is acceptable during daytime hours only to reduce potential noise pollution to surrounding residents.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0

Abstaining: 0

Motion Carried

Discussion:

MNL Conference 2024

Being held in Gander November 7th, 2024 to November 9th, 2024.

Council is aware and will notify town clerk/manager of availability to attend.

Update on Artesian Well

The mayor addressed the gallery to inform everyone that the assessment of our current artesian well has been completed by Atlantic Technical Services Limited. We are currently waiting on the report with options/pricing to make decisions on what will be done.

Summer Employment for Student

One student has been hired as the Student Office Assistant. They will be employed from July 2nd, 2024 to August 23rd, 2024.

400 Main Road – Deferred from last meeting

Motion # 71 – 24 – C. Joseph/A. Barry

Newly realized that proposed development is in designated Conservation Zone.

Be it resolved, that the Port au Port East town council agree to defer this application until further information can be obtained on developing within Conservation Zones.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Purchase of Truck Cap or Tunnel Cover with Safety Lighting System for 2023 F150.

Motion # 72 – 24 – C. Joseph/A. Barry

Town Clerk/Manager obtained one additional quote. A. Barry suggested the purchase of a used Space Kap to place in the box of the truck. One is available for purchase advertised in classifieds in PEI. Town Clerk/Manager will try to find one available within Newfoundland.

Be it resolved that the town clerk/manager will be given a \$ 2,000.00 budget for the purchase of a used Space Kap.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Permit Applications for New Build

Motion # 73 – 24 – A. Barry/C. Joseph

Due to the artesian well currently out of operation the town is currently being supplied by the ground source reservoir. The ground source reservoir is currently low.

Be it resolved, that the Port au Port East town council agree to pause the issuance of new home building applications due to our current water supply. This motion will be reviewed in 6 months.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

Permit Applications for Building Additions

Motion # 74 – 24 – K. De Groot/C. Joseph

There is currently no cost included in the 2024 Tax Structure for Building Additions

Be it resolved, that the Port au Port East Town Council agree to change the 2024 Tax Structure to include a \$25.00 charge for Building Addition Permits.

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0
Abstaining: 0
Motion Carried

**Committee to Represent the Town Council during
Contract Negotiations with IBEW Local 1620.**

Motion # 75 – 24 – C. Joseph/K. De Groot

A committee is needed to sit with the Union during contract negotiations to gather information and relay information to council for final decision making.

C. Joseph, F. Barter and K. De Groot volunteered to be on the committee. F. Barter later withdrew her name and was replaced by A. Barry.

**Residents Completing Projects Without Obtaining
Permits**

Motion # 76 – 24 – C. Joseph /A. Barry

When it is noticed that a resident is completing a project without a proper permit the town clerk/manager shall contact via telephone or both maintenance workers will visit the site should there be no answer via telephone.

Adjournment

Motion # 77 – 24 – A. Barry/C. Joseph

Be it resolved that Council do now adjourn to meet again on Tuesday, July 9th, 2024 at 6:00 PM

In favor: Mayor J. Tuttle
Deputy Mayor C. Joseph
Councilors: A. Barry
F. Barter
K. DeGroot

Opposed: 0

Abstaining: 0

Motion Carried

The meeting adjourned at 7:21 P.M

Mayor Jeff Tuttle

Town Clerk/Manager – Koren Hunt