

Town of Port au Port East
Minutes
June 9th, 2026

Minutes of a regular meeting of the council of the Town of Port au Port East, held in the Town Hall, June 9th, 2026 at 6:00 P.M.

Council Members

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

Also,
Present Town Clerk/Manager K. Hunt

5 people are present in the public galleries.

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

Meeting Minutes

Special Council Meeting May 7th, 2026
Motion # 52 - 26 – A. Barry/G. McFatridge

Mayor K. De Groot asked if there were any errors or omissions to the minutes of the special meeting on May 7th, 2026 which had been circulated via email with the agenda and provided in print to council at the public meeting on June 9th, 2026, at the request of council.

Be it resolved that the minutes from May 7th, 2026, special meeting of council, be adopted as circulated.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon
		G. McFatridge
Opposed:	0	
Abstaining:	0	
Motion Carried		

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Regular Council Meeting May 26th, 2026

Motion # 53 - 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 May 26th, 2026 which had been circulated via email with the agenda and provided in print to council at the public meeting on June 9th, 2026, at the request of council.

Mayor K. DeGroot motioned to adjourn the public meeting to hold a brief private meeting at 6:05 pm.

Mayor K. DeGroot called the meeting to order at 6:17pm.

Be it resolved that the minutes from May 7th, 2026, special meeting of council, be adopted with the change to Motion # 32 -2 reflecting that Councillor Gale was opposed to the motion.

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

Opposed: 0

Abstaining: 0

Motion Carried

Deferred Business

Property Tax Arrears

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

The town clerk/manager advised council that although a letter was written and sent to the property owner(s) that were in arrears some residents were failing to follow with the signed payment plan agreements. The next step would be to disconnect services and the current water operator/maintenance D. Flynn would require assistance to complete.

Be it resolved, that the town clerk/manager will send out an additional disconnection notice and reach out to the call-in water operator/maintenance P. Martin to provide assistance with the water disconnection when necessary.

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

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Opposed: 0
Abstaining: 0
Motion Carried

Regulations/Policies

None

Correspondence

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

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 May 2026

Resolution # 36 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager reported that the outstanding account payable list up to and including May 31st, 2026 is \$ 52,821.12. The town clerk/manager had provided council with a payable list that was circulated with the agenda, however that list did not include the prepaid monthly utility bills however, the town clerk/manager advised council there were missing entries before circulating. The town clerk provided the updated inclusive payable list to all councillors before the public meeting began. Councillor Gaudon requested more time for review and was not comfortable accepting as presented without additional time requested.

Be it resolved that the attached Accounts Payable list for May 2026, in the amount of \$ 52,821.12 be approved for payment.

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

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Employee Remittance for May 2026

Resolution # 37 - 26 – A. Barry/M. Gale

The town clerk/manager reported the amount of \$ 2,465.60 to be remitted for the period beginning May 1st, 2026 and ending May 31st, 2026.

Be it resolved that the employee remittance for May 2026 in the amount of \$ 2,465.60, be approved for payment.

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

Opposed: 0
Abstaining: 0
Resolution Carried

Mastercard Statements for 2026

Resolution # 38 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided the Mastercard statements for January 2026 to May 2026. Councillor K. Gaudon made note that the December 2025 Mastercard statement had not been previously included. The town clerk/manager will provide at the next meeting. Councillor K. Gaudon also requested that the automatic payment taken monthly from the town operating account be discontinued.

Be it resolved, that the Mastercard statements for 2026 are accepted as presented and the town clerk/manager will contact BMO to enquire about discontinuing automatic monthly payments.

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

Opposed: 0
Abstaining: 0
Resolution Carried

Variance Report for May 31st, 2026

Resolution # 39 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided council with the variance report ending May 31st, 2026.

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Be it resolved, that the attached Variance Report ending May 31st, 2026, as circulated with the agenda, be accepted as presented.

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

Opposed:	Councillor:	K. Gaudon
Abstaining:	0	

Resolution Carried

Bank Reconciliation

Resolution # 40 - 26 – A. Barry/M. Gale

Bank Statements for March, April and May 2026 were presented to council. The town clerk/manager did not have sufficient time to prepare the reconciliations so council were provided with approved cheque lists from March, April and May, as well as the coinciding bank statements. Councillor K. Gaudon wanted more time for review.

Be it resolved, the bank statements for March, April and May 2026, along with coinciding monthly cheque listings, be accepted as presented to council until the town clerk/manager can complete the bank reconciliations.

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

Resolution Carried

Summer Employment Program Approval

Resolution # 41 - 26 – A. Barry/G. McFatridge

A grant has been provided to Port au Port East in the amount of \$ 12,600.00 to hire students to work in the Tourist Chalet this summer.

Be it resolved, the town clerk/manager will advertise the job positions for the tourist chalet and accept resumes for council to hire qualified candidates.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry

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Councilors: M. Gale
K. Gaudon
G. McFatridge

Opposed: 0
Abstaining: 0
Resolution Carried

Donations

Make a Wish Foundation
Resolution # 42 - 26 – A. Barry/M. Gale

Be it resolved, the town of Port au Port East will make a \$ 200.00 donation to the Make A Wish Foundation.

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

Opposed: 0
Abstaining: 0
Resolution Carried

Garden of Hope
Resolution # 43 - 26 – A. Barry/M. Gale

Be it resolved, the town of Port au Port East will make a \$ 100.00 donation to the Garden of Hope at Sir Thomas Roddick Hospital.

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

Opposed: 0
Abstaining: Councillor: G. McFatridge
Resolution Carried

Annual Student Scholarship
Resolution # 44 - 26 – K. Gaudon/A. Barry

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Each year the town of Port au Port East provides a scholarship to the grade 12 graduating student with highest overall average and resides in our community. Councillor K. Gaudon would like to increase the scholarship from \$ 200.00 to \$ 500.00.

Be it resolved, the town of Port au Port East will increase the current annual scholarship to \$ 500.00.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	M. Gale
		K. Gaudon
Opposed:	Councillor:	M. Gale
Abstaining:	0	
Resolution Carried		

Permits

General Repairs and Maintenance Permits

Motion # 54 – 26 – A. Barry/K. De Groot
39 Hynes Road
26 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:	M. Gale
		K. Gaudon
		G. McFatridge
Opposed:	0	
Abstaining:	0	
Motion Carried		

Shed/Garage/House Permits

42 Romaines Road – House - New Build
Motion # 55 - 26 – G. McFatridge/A. Barry

Be it resolved, that the application to construct a new residence at 42 Romaines Road has been reviewed and will be approved. Homeowner must provide a Line-of-Sight Permit from the Department of Transportation and Infrastructure for the placement of the entrance to property.

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

Opposed: 0
Abstaining: 0
Motion Carried

259 Main Street – Garage – Extension to Existing
Motion # 56 - 26 – G. McFatridge/A. Barry

Be it resolved, that the application to construct an extension to the existing garage at 259 Main Street has been reviewed and will be approved.

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

Opposed: 0
Abstaining: 0
Motion Carried

Other Permits - None

Discussion:

Fire Department Update

No update provided at time of meeting.

Recreation Committee Update

The Canada Day Celebrations will be held at the town office, rain or shine, on July 1st, 2026 from 11:00am to 2:00pm. Hope to see everyone there.

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Signing Authority for Banking

Motion # 57 – 26 – A. Barry/G. McFatridge

Be it resolved, that all signing authority will be revoked from previous councillor F. Barter. Councillor K. Gaudon will become the alternate signing authority for the town of Port au Port East.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councillors:	K. Gaudon
		G. McFatridge
Opposed:	Councillor:	M. Gale
Abstaining:	0	
Motion Carried		

Mayor K. De Groot and Councillor M. Gale left the council table at 7:15pm

Code of Conduct - Councillor

Motion # 58 - 26 – A. Barry/G. McFatridge

Members of the council convened at a closed meeting to address a code of conduct complaint that had been filed. The council's decision to hold a closed meeting to discuss this sensitive matter was in line with standard procedures, allowing for a thorough and confidential examination of the complaint. Both parties involved have been notified of the council's decision and any necessary steps of resolution to be taken.

Be it resolved that the matter has been fully addressed and council considers the code of conduct complaint to be closed.

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

Mayor K. De Groot and Councillor M. Gale returned to the council table at 7:17pm

Community Garden

Motion # 59 - 26 – A. Barry/G. McFatridge

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Two closed meetings were held to discuss the community garden. During this time Councillor G. McFatridge asked for the release of \$ 5,250.00 and \$ 500.00 to purchase items for the community garden.
Be it resolved, that the Community Garden Committee be granted \$ 5,750.00 for purchases to construct the community garden.

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

Opposed: 0
Abstaining: 0
Motion Carried

Steering Committee Update

On May 31st, 2026 the Steering Committee met again with the Memorial University Professor to discuss offshore wind. There will a summer student here from Memorial University who will be conducting water analysis from Kippens to Campbells Creek to monitor usage and water consumption. The student will be in contact with each municipality/LSD.

Reversal of Payment for 245 Main Street

Motion # 60 - 26 – A. Barry/K. Gaudon

The homeowner has approached the town to reverse the payment that was made on account for 245 Main Street as that parcel of land has now been combined with 241 Main Street. The town clerk/manager explained that invoicing for 2026 was sent to residents February 2nd, 2026, which was a week or two prior to Municipal Assessment Agency completing the assemblage of properties. It was brought to the attention of the town clerk/manager by the homeowner on May 27th, 2026 and added to the agenda for the regular public meeting on June 9th, 2026.

Be it resolved, that the town council will defer this item to obtain further clarification

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

Opposed: 0
Abstaining: 0
Motion Carried

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Permits

Motion # 61 - 26 – G. McFatridge/K. Gaudon

Recently it has been noted that individuals are beginning construction on projects before permits have been obtained. Deputy Mayor A. Barry inquired about what other municipalities are doing to prevent this. The town clerk/manager will place a notice on all applications informing residents that if construction begins before a permit is issued the individual will receive a fine in the amount of \$ 200.00, which will have to be paid before permit is issued.

Be it resolved, the town council puts into effect a \$ 200.00 fine for any individual who begins a project before a permit is granted.

In favor:	Mayor	K. De Groot
	Deputy Mayor	A. Barry
	Councilors:	K. Gaudon
		G. McFatridge
Opposed:	Councillor:	M. Gale
Abstaining:	0	
Motion Carried		

Local IBEW 1620

Resolution # 44 - 26 – A. Barry/G. McFatridge

On April 30th, 2026, the Labour Relations Board of Newfoundland and Labrador ruled in favor of the International Brotherhood of Electrical Workers Local 1620 that the terms of the first collective agreement be imposed with the Town of Port au Port East.

Be it resolved, that the terms of the first collective agreement are in effect as per the Labour Relations Board of Newfoundland and Labrador board order.

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

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Other Business

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

Deputy Mayor A. Barry addressed the council to ask if the office had been contacted by Best Buds Auto Detailing with questions regarding a culvert on Duffy Lane. The office was not contacted and the town council will look into this and gather more information to discuss at a future meeting.

Guests

Jack White – Walking Trail Development

Mr. White began addressing council and residents by a reference to the Danny McCann Walking Trail in Port au Port West and how many people access this trail. He then brought attention to the trail at the end of Cashin's Lane in our town, that people often use. This trail is only one of many existing in that area, that all interconnect at some point. He described how well-designed paths would make it easier for residents of all ages and abilities to get outside, stay active, and connect with one another. He noted that trails could improve public health, encourage safer routes for daily movement, and provide a welcoming space for everyone. He also emphasized that a trail network could boost local pride and support the economy by bringing more visitors to town. With thoughtful planning and community input, he said, a walking trail system would become a long-lasting improvement that strengthens our town for generations.

Mayor De Groot and council thanked Mr. White for his time.

Adjournment

Motion # 62 – 26 – G. McFatridge/M. Gale

Be it resolved that Council do now adjourn to meet again on Tuesday, July 14th, 2026 at 6:00 PM

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

Opposed: 0

Abstaining: 0

Motion Carried

The meeting adjourned at 7:36 P.M

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Mayor Kimberly De Groot

Town Clerk/Manager – Koren Hunt