

Town of Port au Port East
Minutes
May 26th, 2026

Minutes of a regular meeting of the council of the Town of Port au Port East, held in the Town Hall, May 26th, 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

6 people are present in the public galleries.

Mayor K. DeGroot called the meeting to order at 6:14 pm.

Meeting Minutes

Regular Council Meeting April 21st, 2026

Motion # 39 - 26 – A. Barry/K. Gaudon

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

Be it resolved that the minutes from April 21st, 2026, regular 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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Deferred Business

Storage of Vehicles – 188-198 Main Street
Motion # 40 - 26 – A. Barry/K. Gaudon

The town clerk/manager advised council that, a letter was written and sent to the property owner. To date no response has been received. Councillor K. Gaudon expressed concerns about the protentional business being operated without town approval.

Be it resolved that this matter will be deferred until after a private meeting has taken place.

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

Xplornet Fibre Project
Motion # 41 – 26 – A.Barry/G. McFatridge

The town clerk/manager advised council that proposal for a pole installation has now been moved to west side of Hynes Road, approximately 25m north of Main Street. This pole is for the purpose of providing service to the area.

Be it resolved that the proposed pole installation will be permitted in principle, reliant on the written consent of the Department of Transportation and Infrastructure acknowledging permission to Xplornet to proceed at this location, being provided by Xplornet to the council.

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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Garage Permit – 2 Pine Avenue
Motion # 42 – 26 – A.Barry/M. Gale

The town clerk/manager advised council that proposal for a pole installation has now been moved to west side of Hynes Road, approximately 25m north of Main Street. This pole is for the purpose of providing service to the area.

Be it resolved that the proposed garage will be permitted in principle, reliant on the written letter of acknowledgement being provided by property owner to the council, stating they are aware of the unknown location of the water service line and agree to accept all costs associated should it be discovered that the water line is located under the newly built garage.

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

Opposed: 0

Abstaining: 0

Motion Carried

Regulations/Policies

None

Correspondence

Bacteriological Water Analysis Report – April 27th, 2026 and May 11th, 2026 – Satisfactory Results

Water Operator Update

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

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Finances

Account Payable for April 2026

Resolution # 31 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager reported that the outstanding account payable list up to and including April 30th, 2026 is \$ 52,868.78.

Be it resolved that the attached Accounts Payable list for April 2026, as circulated with the agenda, in the amount of \$ 52,868.78 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

Employee Remittance for April 2026

Resolution # 32 - 26 – A. Barry/G. McFatridge

The town clerk/manager reported the amount of \$ 2,518.80 to be remitted for the period beginning April 1st, 2025 and ending April 30th, 2026.

Be it resolved that the employee remittance for April 2026 in the amount of \$ 2,518.80, 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

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Mastercard Statements for 2025
Resolution # 33 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided the Mastercard statements for January 2025 to December 2025 to council for review. Councillor K. Gaudon questioned the name of a past town clerk being present on the statement. The town clerk/manager explained that credit card company had been contacted on numerous occasions to remove the name in question. The past town clerk has no authority on this account, there has even been two new credit cards issued since the retirement of the past town clerk, but credit card company has not yet removed the name from the account. Councillor K. Gaudon has requested that the current town clerk/manager contact the past clerk to advise that their name remains on the account.

Be it resolved, that the Mastercard statements for 2025 are accepted as presented and the current town clerk/manager will contact the past town clerk to advise of their name still showing on account.

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 2025
Resolution # 34 - 26 – A. Barry/G. McFatridge

The Town Clerk/Manager provided council with the variance report ending April 30th, 2026.

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

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

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Extension of Rental Agreement with Port au Port Indian Band

Resolution # 35 - 26 – A. Barry/M. Gale

A request has been made by the Port au Port Indian Band to extend the current rental agreement for the Tourist Chalet Building to December 31st, 2026.

Be it resolved, the current rental agreement between the Town of Port au Port East and the Port au Port Indian Band be extended to December 31st, 2026.

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

Opposed: 0
Abstaining: 0
Resolution Carried

Permits

General Repairs and Maintenance Permits

Motion # 42 – 26 – A. Barry/M. Gale

13 Oceanview Drive
148 Main Street
131 Main Street
34 Romaines Road
22 Romaines Road
5 Country Lane
37 Romaines 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

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Shed/Garage/House Permits

399 Route 462 – Garage Permit- Requested Revision
Motion # 43- 26 – A. Barry/M. Gale

Be it resolved, that the application to revise the length of the proposed garage 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

400 Main Street – Permit to Extend Existing Home/Rebuild Garage on Existing Foundation/General Permit
Motion # 44 - 26 – A. Barry/K. Gaudon

Be it resolved, that the application(s) to extend the existing residence, replace garage on existing foundation and to obtain a general repair permit for 400 Main Street have been reviewed and approved.

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

Abstaining: 0
Motion Carried

Route 462 – House Permit
Motion # 45 - 26 – A. Barry/M. Gale

Be it resolved, that the application to build a house, as presented, on property located in close proximity to 399 Route 462 be approved and issued. The civic address will be determined at a later date.

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

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G. McFatridge

Opposed: 0
Abstaining: 0

Other Permits - None

Discussion:

Fire Department Update

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

Property Tax in Arrears

Motion # 46 - 26 – A. Barry/M. Gale

Be it resolved, that town clerk/manager will proceed with the disconnection of water services for those individuals that received Notice of Disconnection in October/November of 2025 and have not paid account in full or have a unfulfilled agreement to pay outstanding balance.

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

Opposed: 0
Abstaining: 0

1 Duffy Lane – Pooling of Water Affecting Septic System

Motion # 47 – 26 – A. Barry/K. Gaudon

The town clerk/manager informed council that they had been contacted by a resident voicing concerns about the pooling of water in front of the property at 1 Duffy Lane that affects the ability of the septic system to function properly when the water is present.

Be it resolved, that this matter will be tabled until the town water operator/maintenance person can visit the site to provide the council with recommendations to remedy the situation.

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

Opposed:
Abstaining: 0
Motion Carried

Councillor M. Gale left the council table at 7:00pm

Code of Conduct - Councillor

Motion # 48 - 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
Councilors: K. Gaudon
G. McFatridge

Opposed: 0
Abstaining: Mayor K. De Groot
Motion Carried

Councillor M. Gale returned to the council table at 7:02pm

Code of Conduct – Municipal Official

Motion # 49 - 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.

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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
	Councilors:	M. Gale
		K. Gaudon
		G. McFatridge
Opposed:	0	
Abstaining:	Mayor	K. De Groot
Motion Carried		

Use of SeaCans on Private Property

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

The town clerk/manager advised the council that a resident has contacted the town office to enquire about placing a seacan on their property. Council would like to table this until the town clerk/manager can create a policy following the town's development regulations.

Be it resolved, the request for use of seacans on private property will be tabled until a policy can be written and put into place.

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

Other Business

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

Councillor G. McFatridge took a moment to thank all the residents that voted for her in the by-election held on May 5th, 2026. The amount of support was overwhelming.

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Deputy Mayor A. Barry addressed the town clerk/manager to ask if she had been contacted by Best Buds Auto Detailing with questions regarding changing the civic address. The town clerk/manger advised council that a conversation had taken place between Best Buds Auto Detailing and the town clerk/manager during which time the process to complete their request was explained to them.

No other councillor came forward.

Guests

None

Adjournment

Motion # 51 – 26 – G. McFatridge/M. Gale

Be it resolved that Council do now adjourn to meet again on Tuesday, June 9th, 2026 at 6:00 PM

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

Opposed: 0

Abstaining: 0

Motion Carried

The meeting adjourned at 7:06 P.M

Mayor Kimberly De Groot

Town Clerk/Manager – Koren Hunt