

TOWN OF PORT REXTON

Minutes

Regular Meeting

Wednesday, August 13, 2025

6:30 P.M.

Meeting held in the Recreation Room

Present at the meeting were:

**Mayor Dean Bailey
Councillor Eldon Bannister
Councillor Chris Kelly
Councillor Shirley Clark**

**Deputy Mayor Wanda Rex
Councillor Janice Hayward
Councillor Roland Taylor**

**Staff Present: Town Clerk/Manager: Cathy Piercey
Office Staff Assistant: Tina Toope**

Visitors: Patricia Connolly, Darren Cooper, Lois Long, Carol Osmond

Mayor Bailey called the Council Meeting to order at 6:30 pm and asked for the adoption of the agenda for this meeting.

MOTION #74 – 2025 –Hayward/Bannister ; resolved that the agenda for this meeting shall be adopted as presented. All seven members present in favour, resolution carried.

Mayor Bailey then asked if there are no errors or omissions, for a motion to adopt the minutes of the meeting held on July 9, 2025.

MOTION #75 - 2025 –Bannister/Kelly; resolved the adoption of the minutes of the regular meeting held on July 9, 2025. All seven members present in favour, resolution carried.

REPORTS AND BUSINESS ARISING

Fire Department

No one from the fire department was in attendance. Mayor Bailey reported he talked to the Fire Chief regarding speeding when responding to fire calls. Fire Chief said it was discussed at their meeting and if necessary suspensions and/or dismissals will be enforced and going forward any issues from concerned citizens need to be submitted to the town in writing or e-mail. They had helicopter training on the softball field July 30/25 with 9 members taking part in the training exercise. There was no cost to the town. Fire Department responded to a call August 5 on Middle Brook Road regarding a wood burning hot tub. Guests were unaware of province wide

fire ban. Wood burning hot tub was extinguished. Property owner was notified of the incident.

Heritage Society

Deputy Mayor Rex reported they had a good turn out for the Saturday night dance for Port Rexton weekend but unfortunately only a few people attended the next day for the afternoon tea party. They had a Music and Friends fundraiser in honor of the late Maureen Howard on August 2/25 with approximately 70 people in attendance. Ticket sale is still ongoing for the painting donated by Ed Roche. Draw to take place Labour Day weekend.

Recreation Commission

Councillor Hayward reported the Summer Sports Program seems to be going good with a fair number of children enrolled. They are in the process of spreading the sand for the beach volleyball court. There is a concern about the bonfire materials still on the beach being a fire hazard and possibly being lit without permission. Council agreed to get it removed as soon as possible. Councillor Hayward to contact Ervin Locke to get it removed and brought to the waste site facility.

Waste Site

Mayor Bailey reported 150 + tires were removed from the dump. Town Clerk/Manager and Councillor Kelly attended Waste Site meeting in Port Union on July 16. Looking at getting a committee in place to look at the possibility/feasibility of getting a Waste Site Facility on the Bonavista Peninsula. Next meeting will be later the fall after the municipal elections take place.

Hike Discovery

Deputy Mayor Rex reported there hasn't been a meeting lately.

Otter House

Councillor Kelly reported there were 7 people who did the land/area walk of the Otter Housing location on July 14/2025. More detailed drawings of the building/site to follow.

CORRESPONDENCE

No correspondence at this time.

FINANCES

The financial summary for July 1 - 31, 2025 that was included in Council member's meeting documents was briefly discussed.

Expenses

| | |
|----------------------------------|--------------------|
| July Invoices Paid: | \$31,754.11 |
| Pre-Authorized Payments/Payroll: | \$13,786.87 |
| Total | \$45,540.98 |

Revenue

| | | |
|--|--------------|--------------------|
| July 1 - 31, 2025 Income: | Total | \$38,948.15 |
| Taxes, Interest, GST/HST Rebate, CSJ Grant, Rentals, Fees | | |

General Account Bank Balance July 31/2025: \$86,930.69

The **July Budget Revenue/Expense Summaries** distributed to Council was discussed at some length and questions asked/answered on various parts of these reports. Regarding these reports and the foregoing financial report a motion was made.

MOTION #76 – 2025 – Taylor/Clark; resolved the acceptance of all monthly financial reports, the approval for payment of all regular monthly bills, and confirms payment of related invoices as submitted that have been paid to date. All seven members present in favour, resolution carried.

GENERAL BUSINESS

- The town clerk/manager presented a copy of the Tax Recovery Plan and the Tax Receivable Summary to council and requested a resolution to submit the same to MACE. It was explained that this Tax Recovery Plan/Tax Receivable Summary is to be completed and submitted each year as part of the requirements for municipalities to receive the various sources of government funding, such as Municipal Operating Grant (MOG) and Canada Community Building Fund (formerly known as the Provincial Shared Gas Tax-PSGT). This goes hand in hand with our yearly audit which is presently being completed. After some discussion a motion was made.

MOTION #77 – 2025 – Kelly/Hayward; resolved the adoption of the Tax Recovery Plan (2025) and the Tax Receivable Summary (2024) as presented for submission to the Department of Municipal and Provincial Affairs. All seven council members present in favour, resolution carried.

- Climate Adaptation Grant (through TRACT) that was discussed at the previous council meeting is now open to submit applications in partnership with the Town of Trinity.

MOTION #78 – 2025 – Taylor/Bannister; resolved that Council directs staff to apply for a funding opportunity from the Federation Of Canadian Municipalities' Local Leadership for Climate Adaptation: Climate-Ready Plans and Processes for the Town of Port Rexton, Climate Readiness Initiative in partnership with the Town Of Trinity. All seven council members present in favour, resolution carried.

NEW BUSINESS

- Upcoming Municipal Election for October 2, 2025 is approaching the Nomination Day period which is from September 4 – 11, 2025. Town Clerk/Manager has requested September 4, 2025 (8am-8pm) for the Nomination Day.

Motion #79 – 2025 – Bannister/Rex; resolved that September 4, 2025 (8am-8pm) will be the Nomination Day for the upcoming Municipal Election on October 2, 2025. Seven members present in favour, resolution carried.

- Upcoming Municipal Election for October 2, 2025 has to have people appointed to oversee/administer duties for Election Day.

Motion #80 – 2025 – Hayward/Clark; resolved that the Returning Officer is Cathy Piercey, Poll Clerk is Tina Tooze and the Alternate Returning Officer is Lois Long for the Municipal Election on October 2, 2025. Seven members present in favour, resolution carried.

- Application to operate a Food Truck from Darren Cooper and Michelle Rex Bailey. Operate seasonally mid August to mid November this year. Next year from April to November. Food Truck (Mobile Trailer) is located at 3-5 Rocky Hill Road. Will move the Food Truck (Mobile Trailer) after shutting down for the season. Town Clerk discussed with Mary Bishop (although not really her department) she reached out to another municipality and found out they charge a Monthly Vendor Permit Fee of \$50.00 a month and a Roadside Vendor Permit of \$50.00 a year. If Council approves will need a motion as a standard to follow for future food truck/mobile unit vendors. Council can decide the length of time it can operate, unit to be removed after a specific date, garbage, litter and odour control conditions to be met.

Motion #81 – 2025 – Rex/Bannister; resolved that the Food Truck Permit is approved to operate from mid August to mid November 2025 and tentatively April to November 2026.

Monthly Vendor Permit Fee is \$50.00 a month and Roadside Vendor Permit is \$50.00 a year. Food Truck/Mobile Unit to be removed after shutting down for the season. Seven members present in favour, resolution carried.

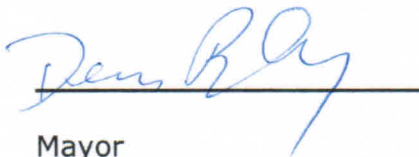
- Permit request from Andrew Churchill, 3A Mill Road to build 2 sheds. Woodshed (10' x 16') and Outbuilding (10' x 15').

MOTION #82 - 2025 – Taylor/Bannister; resolved that Council will approve 2 permits (woodshed and outbuilding) for Andrew Churchill. All seven members present in favour, resolution carried.

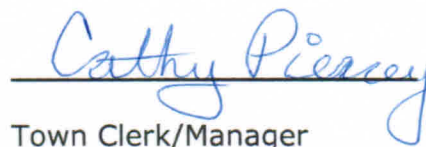
- SAM sign we received Port Rexton weekend will be placed between Trinity Bight Services (Frank Porter's old garage) and Port Rexton Brewery (production plant). Make sure not obstructing view of intersection to the brewery. Deputy Mayor Rex to follow up with DOT.

- John Vivian has requested a cheque from the Skerwink Trail Committee account. Wants GIC + interest deposited into the account as well. Total amount to date is \$23,665.15 (includes GIC/Interest). After a brief discussion Council has decided they would like his request in writing stating the reason why he wants the funds, if they have a committee in place, if so who are the members and what positions do they hold, do they have their own bank account and if so who are the signing officers. Funds not approved for release. Mayor Bailey will follow up with John Vivian. Update to follow.

Being no further business the meeting adjourned at 7:11 pm on a motion, **2025 #83 (Bannister/Rex)**. Next regular meeting, September 10, 2025.



Mayor
Dean Bailey



Town Clerk/Manager
Cathy Piercey