

TOWN OF PORT REXTON
Minutes
Regular Council Meeting
Wednesday, December 10, 2025
6:30pm

Meeting held in the Recreation Room

Present at the meeting were:

Mayor Chris Kelly	Deputy Mayor Colette Churchill-White
Councillor Penny Vivian-Penney	Councillor Eldon Bannister
Councillor Madelyn Jill White	Councillor Christine Hiscock

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

Regrets: Councillor Janice Hayward

Visitors: Patricia Connolly, Nick Stead

Mayor Kelly called the council meeting to order at 6:30 pm and asked for the adoption of the agenda for this meeting. Note: Carol Osmond who was delegated to speak at the council meeting emailed December 7, 2025 to withdraw her name.

MOTION #107 – 2025 – Bannister/Vivian-Penney; resolved that the agenda for this meeting shall be adopted as presented. All six members present in favour, resolution carried.

Mayor Kelly then asked if there are no errors or omissions, for a motion to adopt the minutes of the regular council meeting held on November 12, 2025.

MOTION #108 - 2025 – Hiscock/White; resolved the adoption of the minutes of the regular council meeting held on November 12, 2025. All six members present in favour, resolution carried.

REPORTS AND BUSINESS ARISING

Fire Department

Mayor Kelly reported the fire department will be assisting the Recreation Committee for the annual tree lighting in front of the fire hall on December 8/2025. They have no nominations to date for the fire chief position and they are reaching out within the department for a new training officer.

Heritage Society

Deputy Mayor Churchill-White has reached out to Beryl Fisher to let her know she is the new contact person and has volunteered to go on their committee.

Recreation Commission

Councillor Vivian-Penney (Councillor Hayward absent) reported the annual tree lighting took place on December 8, 2025 (date change due to bad weather on December 3, 2025). There was a fair number of children/people in attendance. Highlight of the evening was a visit from Santa and Mrs. Claus.

Waste Site

Mayor Kelly reported the local contractor has done some cleanup/maintenance at the waste site. Old ropes/nets have been dealt with.

Hike Discovery

Nothing to report. New board should be in place in the early new year.

Otter House

Councillor White reported she attended the board meeting on November 13, 2025. Architects are still working on cost estimates for the new structures. Meeting planned for early in the new year.

Ongoing Business

- Letter from Hike Discovery requesting funds from the Skerwink Trail Committee account. After a lengthy discussion Council still have many unanswered questions and funds will not be released. Councillor White suggested to meet with the new board members when the restructuring takes place. Update to follow.

CORRESPONDENCE

- Circular from Municipalities NL regarding 75th Trade Show and AGM. Filed.
- Email from Nancy Churchill dated November 30, 2025 regarding World Pond Road conditions. Mayor Kelly/Town Clerk had a discussion with the local contractor and the road needs extensive work done on it (ditching, pipes installed) which will have to wait until the spring of 2026. Town Clerk to notify Nancy Churchill.
- Letter from Bell regarding proposed site for new cell phone tower (11 Middle Brook Road). Letters sent out to residents in the surrounding area of the proposed site plus notice posted at the local store and on the towns Facebook page. Bell will accept any comments/concerns up to January 15, 2026.
- Email from Bishop White School looking for a contribution to their Awards Night. After a brief discussion Council decided to go ahead with their request.

MOTION #109 - 2025 – Bannister/Hiscock; resolved that Council will contribute \$100.00 to Bishop White School for their Awards Night. All six members present in favour, resolution carried.

FINANCES

The financial summary for November 1 - 30, 2025 that was included in Council member's meeting documents was briefly discussed.

Expenses

November Invoices Paid:		\$10,891.86
Pre-Authorized Payments/Payroll:		\$13,541.36
	Total	\$24,433.22

Revenue

November 1 - 30 , 2025 Income:	Total	\$21,078.67
Property Taxes, PGT, Town of Trinity (1/2 Waste Site Expense)		

General Account Bank Balance November 30/2025: \$72,726.66

The **November 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 #110 – 2025 – Hiscock/White; 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 six members present in favour, resolution carried.

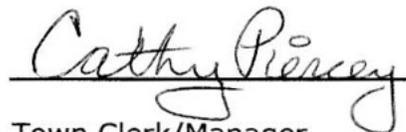
GENERAL/NEW BUSINESS

- MACE letter regarding Mandatory Orientation Training was emailed/handed out to Councillors. All Councillors (new/old) are required to complete within 6 months of being sworn into office. Modules are available online to complete.
- Letter from Fire Services notifying our Fire Department that their application for funding for a new fire truck did not get approved. Can reapply in January 2026. Fire Chief has requested the Town Clerk to set up a meeting with Craig Pardy to see if his office can help with any assistance. Council to also attend. Update to follow.
- Emailed received from Alicia MacDonald dated December 9, 2025 regarding the Outdoor Skating Rink. She would like to inform Council that Dean Bailey (former Mayor) and herself will not be volunteering their time this winter for rink maintenance. Suggested that Recreation reach out to their members and the general public looking for volunteers. Will also need to post on Facebook. In the event there is little/no response Council will have to post a part time job position for the rink maintenance. Update to follow in early new year.
- Budget 2026 is still in the preparation stages and will be finalized before year end.

Being no further business the meeting adjourned at 7:04 pm on a motion, **2025 - #111 (Bannister/White)**. Next regular council meeting January 14, 2026.



Mayor
Chris Kelly



Town Clerk/Manager
Cathy Piercey