

TOWN OF PORT REXTON
Minutes
Regular Council Meeting
Wednesday, March 11, 2026
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 Janice Hayward
Councillor Eldon Bannister	Councillor Christine Hiscock

Councillor Madelyn Jill White (via Facetime)

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

Visitors: John Vivian, Patricia Connolly

Mayor Kelly called the council meeting to order at 6:30 pm and asked for the adoption of the agenda for this meeting.

MOTION #14 – 2026 – Bannister/Hiscock; resolved that the agenda for this meeting shall be adopted as presented. All six members present in favour, one member via Facetime 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 February 11, 2026.

MOTION #15- 2026 – Vivian-Penney/Hiscock; resolved the adoption of the minutes of the regular council meeting held on February 11, 2026. All six members present in favour, one member via Facetime in favour, resolution carried.

REPORTS AND BUSINESS ARISING

Fire Department

Mayor Kelly reported new helmets are ordered but not arrived yet. Shawn Piercey has been assigned the new Training Officer. They are currently looking to buy another truck to add to the fleet.

Heritage Society

No scheduled meetings in the winter months.

Recreation Commission

Councillor Hayward reported they will be having a meeting tomorrow. Second winter cooking class is rescheduled for March 17, 2026. Outdoor Rink had some ongoing challenges making it difficult to be ready to use this winter. Will need some repairs/maintenance over the summer months. Annual Easter Breakfast is planned for April 4, 2026. Port Rexton Brewery (Special Under Age Event) will be hosting their Annual Egg/Cookie Decorating on March 29, 2026. They are setting up a Town Signage Committee and are looking for some Council members to volunteer. Finalizing the details for Lois's retirement party. Volunteer Week is April 19-25,

2026 and would be a great time to recognize the high achieving individuals around our municipality. Also looking into being added to the provincial Tourism Website which will give our area greater exposure. No cost for this website.

Waste Site

Mayor Kelly reported there are a lot of tires at the waste site especially ones with rims. There is a need to look into constructing a fire break around the perimeter of the waste site.

Hike Discovery

Mayor Kelly invited John Vivian to speak on behalf of Hike Discovery. ACOA funds are approved. They are still waiting to set up a meeting date to get their new committee/board up and running.

Otter House

Mayor Kelly reported the February/March reports will be available on the website.

Multi-Use Trail Committee

Mayor Kelly reported they have their 10 committee members in place. Scheduling their first meeting.

RCMP Meeting

Mayor Kelly/Deputy Mayor Churchill-White attended a meeting in Port Union hosted by the RCMP. They are presently at their full complement of 6 officers. Major concerns are the crime rate and drug use in the area. People's safety is the top concern and they want residents to report any suspicious activity they see. They are in the process of restarting the DARE Program. They are also working closely with mental health to face the on going challenges in the whole area.

SAM Meeting (Virtual)

Prior to the start of the regular council meeting, Willem Peters of the Stewardship Association of Municipalities (SAM) gave a 15 minute introduction to the Council outlining the importance of securing, enhancing and preserving our wildlife habitat and conservation areas. The town has been a member since April 2025.

CORRESPONDENCE

- Olivia White has offered her help and has been looking into setting up a meeting with FCM to potentially apply for a grant/funding to convert from oil to heat pumps in the Fire Hall. Council discussed briefly to see if they should move forward with this opportunity;

MOTION #16- 2026 – Hiscock/Bannister; resolved that council go ahead and set up a meeting with FCM to potentially apply for a grant/funding to convert from oil to heat pumps. All six members present in favour, one member via Facetime in favour, resolution carried.

- Circular from MACE regarding Code of Conduct training for municipalities. Will look into required training and notify council. Update to follow.

- Circular from MACE regarding Finances and Human Resources for Council. File.

- Received 3 quotes for new website. Council discussed and will make a decision at a later date.

FINANCES

The financial summary for February 1 - 28, 2026 that was included in Council member's meeting documents was briefly discussed.

Expenses

February Invoices Paid:	\$18,334.86
Pre-Authorized Payments/Payroll:	<u>\$17,835.94</u>
	\$36,170.80

Revenue

February 1 - 28 , 2026 Income:	Total	\$43,366.91
Property and Business Tax		

General Account Bank Balance February 28, 2026: \$53,777.16

The **February 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 #17 – 2026 – Bannister/Hayward; 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, one member via Facetime in favour, resolution carried.

ONGOING BUSINESS

- Town Council Well Surveys submitted to March 10, 2026 are 24 out of possible 41. Decided to extend until March 25. Will be discussed at the April meeting.
- New residential build on Dog Cove Road is still under review. Our Town Planner has sent us a draft letter of opinion to send to the potential builder. She suggested we notify Hike Discovery and set up a meeting. Council still have concerns of the close proximity the new dwelling will be to the start of the Skerwink Trail. Council asked John Vivian to elaborate on a couple of topics. Vivian felt the 15m buffer zone be increased to at least 30 + meters and the new build can not take place in the peak tourist season. More discussions to follow.
- 55 World Pond Road potential buyer are no longer interested in buying.
- Trinity Historical Society looking for confirmation to participate as a Founding Member of Hello Trinity Bight website. Council gave their approval.

GENERAL/NEW BUSINESS

- Request from (CCBF) Canada Community Building Fund (was formerly know as the Gas Tax) to review old/outstanding projects with unused funds (\$24,279.41) from previous CCBF projects to use for future projects. A Resolution from Council is needed to reallocate the funds. Council had a brief discussion and reviewed the listing;

MOTION #18 – 2026 – Hiscock/Churchill-White; resolved that the Town of Port Rexton close project numbers; 202-2008-269, 202-2014-2935, 202-2015-5655, 202-2016-6085 and 202-2019-6768 with a remaining balance of \$24,279.41 to be reallocated for use on future projects. All six members present in favour; Chris Kelly-Mayor, Colette Churchill-White-Deputy Mayor, Penny Vivian-Penney-Councillor, Janice Hayward-Councillor, Eldon Bannister-Councillor, Christine Hiscock-Councillor, one member via Facetime in favour; Jill White-Councillor, resolution carried.

- Need to submit a new Capital Investment Plan to (CCBF) Canada Community Building Fund (was formerly know as the Gas Tax) to complete Batson's Road. Approximate rough cost is around \$70,000.00 (waiting on pipe quote). No cost to the town. A Motion from Council is needed to submit the application.

MOTION #19 – 2026 – Bannister/Hayward; resolved that Council go ahead and submit the Capital Investment Plan application. All six members present in favour, one member via Facetime in favour, resolution carried.

- There is a grant available for a Community Wildfire Resiliency Plan. Approximate amount is \$33,000.00 which is funded by the provincial government (no cost to the town). Councillor White has been looking into this with the guidance of Tract Consulting. Deadline to complete is March 13, 2026. Council had a brief discussion.

MOTION #20 – 2026 – Hiscock/Vivian-Penney; resolved that Council go ahead and submit the Community Wildfire Resiliency Plan application. All six members present in favour, one member via Facetime in favour, resolution carried.

- All Councillors/Office Staff have completed the Mandatory Orientation Training.

- It has been brought to Council's attention of residents putting snow in the middle of roadways. This is a safety concern/hazard. Posted a notice on Facebook advising residents to please refrain from doing this.

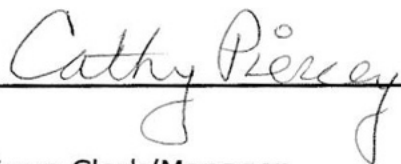
- Road conditions around town are desperately in need of repairs and upgrades. Have pictures taken to submit to the DOT and various government departments.

- Councillor White is at the final stages of updating our Emergency Municipal Plan. Virtual meeting planned for March 16, 2026 with committee members to go over the progress. She visited Trinity Council Office (recently renovated) and brought to Council's attention that our Town Council Office needs to be updated.

Being no further business the meeting adjourned at 7:43 pm on a motion, **2026 - #21 (Bannister/Hiscock)**. Next regular council meeting April 8, 2026.



Mayor
Chris Kelly



Town Clerk/Manager
Cathy Piercey