

TOWN OF PORT REXTON
Minutes
Regular Council Meeting
Wednesday, April 8, 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: Patricia Connolly, Carol Osmond, Alicia MacDonald

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

MOTION #22 – 2026 – Bannister/Vivian-Penney; 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 March 11, 2026.

MOTION #23 - 2026 – Hayward/Hiscock; resolved the adoption of the minutes of the regular council meeting held on March 11, 2026. All six members present in favour, one member via Facetime in favour, resolution carried.

REPORTS AND BUSINESS ARISING

Fire Department

Mayor Kelly has no report at this time but will be attending their next meeting.

Heritage Society

Deputy Mayor Churchill-White reported they did not apply for a summer student grant this year. Sewer system is badly needed at the building. They also have to bring water in totes to the building.

Recreation Commission

Councillor Hayward reported they had 20+ children at the Easter Egg/Cookie Decorating hosted by the Port Rexton Brewery. Recreation had a Scavenger Hunt where 14 children participated. Easter Breakfast had to be rescheduled to April 9/2026 as an evening meal. Lois's retirement party date is June 5/2026. Applied for a SCCM Grant of \$100.00 for Volunteer Week. Janice/Penny will be on the Signage Committee. AGM will be at the end of the month.

Waste Site

Mayor Kelly reported no current issues at the waste site.

Hike Discovery

Mayor Kelly has nothing to report.

Otter House

Mayor Kelly reported there has been no meeting lately and monthly reports are now available on the website. Next round of funding will soon be available.

Multi-Use Trail Committee

Mayor Kelly reported they have their first meeting scheduled for April 12/2026.

CORRESPONDENCE

- Email received from Rising Tide Theatre inquiring if we want to advertise in their 2026 "Seasons in the Bight" program bulletin. Council briefly discussed what we did for last year's program and agreed to go ahead with the same for this year.

MOTION #24 - 2026 – Hiscock/Bannister; resolved that Council will advertise again this year in the 2026 "Seasons in the Bight" program bulletin a half page (colour) advertisement at a cost of \$525.00 (plus tax). All six members present in favour, one member via Facetime in favour, resolution carried.

- Email received from Moneris (partnership with RBC) with information/rates on setting up a debit/credit card machine at the town council office. Council discussed and had concerns as the setup/monthly fee of the machine would be costly to use and agreed to put on hold at this time and will revisit at a later date.

FINANCES

The financial summary for March 1 - 31, 2026 was incomplete and will be discussed at the April meeting.

ONGOING BUSINESS

- Town Council Well Surveys submitted were 26/42 (62%). Overall response was good. Had some valuable feedback and concerns which council will discuss and make decisions about at a later date. Also, discussed getting the water levels in the wells checked this summer.

- Dog Cove Road new development still under review. Emailed some questions to the potential builder. Main concerns are accessibility other than Dog Cove Road and time frame of build. Update to follow.

GENERAL/NEW BUSINESS

- Community Wildfire Resiliency Plan Application came back unsuccessful. Encouraged us to reapply when second round of funding opens. Trinity/Lethbridge were successful.

- 3 quotes have been received for the new website design and after discussion Council have decided to go ahead with Jessica Harnum - \$2,500.00 (optional maintenance services available if requested for a fee).

MOTION #25 – 2026 – Hiscock/Bannister; resolved to use Jessica Harnum as the new website designer at a cost of \$2,500.00 (optional maintenance services available if requested for a fee). All six members present in favour, one member via Facetime in favour, resolution carried.

- Code of Conduct mandatory training for councillors/office staff that was previously distributed to them has now been reviewed and completed by March 20/2026. Council have agreed the document is acceptable to make a motion to adopt.

MOTION #26 – 2026 –Hayward/Churchill-White; resolved the Code of Conduct Template for councillors/office staff shall be adopted as received from Municipal Affairs and Community Engagement for the Town of Port Rexton. All six members present in favour, one member via Facetime in favour, resolution carried.

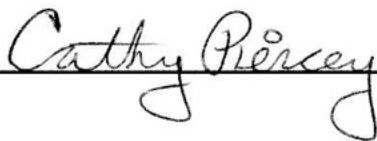
- Pictures of the potholes have been sent to 2 supervisors/1 office staff at Highways Depot in Port Rexton and their supervisor in Clareville.

- Councillor White has submitted the Emergency Municipal Plan. All councillors were extremely grateful and thanked Jill for her hard work throughout the winter to get this project completed and submitted.

Being no further business the meeting adjourned at 7:00 pm on a motion, **2026 - #27 (Bannister/Hiscock)**. Next regular council meeting May 13, 2026.



Mayor
Chris Kelly



Town Clerk/Manager
Cathy Piercey