

Minutes of regular council meeting held  
at 7:00PM at June 14<sup>th</sup> at the Eastport Town Hall

**Attendance**

**Mayor Art Crisby, Deputy Mayor Amanda Handcock**

**Councillors: Monica Bull, Shannon Powell(arrived at 7:17PM), Ben Patey, Roger Bull**

**Staff: Chantal Lynch – Town Clerk/Manager, Chelsea Harris– Admin Assistant**

**Absent – Councillor Kim Powell**

**1. Call to Order**

The meeting was called to order at 7:00PM by Mayor Crisby

**2. Adoption of the Agenda**

|                                                   |                        |
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| <b>MOTION:</b>                                    | <b>78-23</b>           |
| <b>Proposed by:</b>                               | <b>Ben Patey</b>       |
| <b>Seconded by:</b>                               | <b>Amanda Handcock</b> |
| Resolved that the agenda be adopted as presented. |                        |
| <b>In favour – 5; Opposed – 0. Carried.</b>       |                        |

**3. Information Session on the Town Plan Process – John Baird**

Mr. Baird gave an overview of the process of a zone change in the town plan, and advised that any major changes would require a more comprehensive review/update. Simple amendments could cost approximately \$1500.00. A full update/review would cost approximately \$25,000.00. The process is very lengthy and thorough and takes up to 2 years or more.

Mr. Baird left the meeting at 7:32PM

**4. Adoption of Regular Council Minutes**

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| <b>MOTION:</b>                                                                                      | <b>79-23</b>          |
| <b>Proposed by:</b>                                                                                 | <b>Roger Bull</b>     |
| <b>Seconded by:</b>                                                                                 | <b>Shannon Powell</b> |
| Resolved that the minutes of the Regular Council Meeting held on May 10th, be adopted as presented. |                       |
| <b>In favour – 5; Opposed – 1; Councillor Monica Bull opposed. Carried.</b>                         |                       |

**5. Business Arising**

- a. Municipal Conduct Act – Mandatory Training & Codes of Conduct Training  
Town Clerk will continue to send out the training dates as they become available. Deadline to have the 5 modules completed is August 31, 2023.
- b. Branding Eastport – deferred, may need a special meeting to discuss.
- c. Joint Council Meeting, - June 29<sup>th</sup>, Sandy Cove – Agenda item  
Deputy Mayor Amanda Hancock left the room citing conflict of interest.

Correspondence from The Town of Sandringham, dated May 29<sup>th</sup>, 2023 (Re: Correspondence from G & R Contracting Ltd, dated May 8, 2023) was discussed and there was a general agreement that while the matter is under appeal, council will not comment on the matter.

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| <b>MOTION:</b>                                                                                                                                                                                       | <b>80-23</b>      |
| <b>Proposed by:</b>                                                                                                                                                                                  | <b>Ben Patey</b>  |
| <b>Seconded by:</b>                                                                                                                                                                                  | <b>Roger Bull</b> |
| Resolved that the Town Clerk/Manager, in consultation with Municipal Affairs, prepare an information statement to be presented at the Joint Council meeting in Sandy Cove on June 29 <sup>th</sup> . |                   |
| <b>In favour – 5; Opposed – 0. Carried.</b>                                                                                                                                                          |                   |

Deputy Mayor Amanda Handcock returned to the meeting.

d. Tulks Road Development Application

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| <b>MOTION:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>81-23</b>      |
| <b>Proposed by:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Ben Patey</b>  |
| <b>Seconded by:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Roger Bull</b> |
| Resolved that the town would conditionally approve the development application for a sub-division 38-40 Tulks Road subject to a zone change from Environmentally Protected and Rural to Residential(all costs to be paid for by the proponent), all conditions and stipulations of Water Resources Division must be adhered to, the road in the subdivision to be maintained by the proponent, water to be supplied to the land lots at the expense of the proponent, subject to all other government regulations, and furthermore subject to the Town of Eastports Development Regulations. |                   |
| <b>In favour – 5; Opposed – 1, Deputy Mayor Amanda Handcock. Carried.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                   |

e. Capital Works – There will be a Special meeting to discuss Capital Works Projects on Tuesday, June 27<sup>th</sup> for the whole of Council.

**6. New Business**

a. Application to Operate a Business – Rebecca Denty

Deputy Mayor Amanda Handcock left the meeting, citing conflict of interest.

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| <b>MOTION:</b>                                                                               | <b>82-23</b>          |
| <b>Proposed by:</b>                                                                          | <b>Roger Bull</b>     |
| <b>Seconded by:</b>                                                                          | <b>Shannon Powell</b> |
| Resolved that the application to operate an Air BnB business at 119B Beach Road be approved. |                       |
| <b>In favour – 5; Opposed – 0.Carried.</b>                                                   |                       |

Deputy Mayor Amanda Handcock returned to the meeting.

b. Building Application – Shriners Park

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| <b>MOTION:</b>                                                                                                    | <b>83-23</b>          |
| <b>Proposed by:</b>                                                                                               | <b>Shannon Powell</b> |
| <b>Seconded by:</b>                                                                                               | <b>Ben Patey</b>      |
| Resolved that the application to build an outdoor recreation center(48ft x 24ft) at 400 Main Street, be approved. |                       |
| <b>In favour – 6; Opposed – 0.Carried.</b>                                                                        |                       |

- c. Leave of absence request – The leave of absence request from Councillor Kim Powell has been withdrawn

- d. Graduation Banner -

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|-------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>MOTION:</b>                                                                                                          | <b>84-23</b>          |
| <b>Proposed by:</b>                                                                                                     | <b>Shannon Powell</b> |
| <b>Seconded by:</b>                                                                                                     | <b>Roger Bull</b>     |
| Resolved that a congratulations banner for graduates be purchased to hang outside the town hall during graduation week. |                       |
| <b>In favour – 6; Opposed – 0.Carried.</b>                                                                              |                       |

## 6. Finance

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| <b>MOTION:</b>                                                                                                                                                                                                                                                                             | <b>85-23</b>      |
| <b>Proposed by:</b>                                                                                                                                                                                                                                                                        | <b>Ben Patey</b>  |
| <b>Seconded by:</b>                                                                                                                                                                                                                                                                        | <b>Roger Bull</b> |
| Resolved that the following invoices be approved for payment as presented and reports tabled:<br>Line of Credit May 2023 - \$153.88<br>Fire Dept: Cheque #1773 – 1780; \$4,591.61<br>General Account: Cheque #9541 – 9580; \$44,049.10<br>Bank Statements May 2023<br>Quick Stats May 2023 |                   |
| <b>In favour – 6; Opposed – 0. Carried</b>                                                                                                                                                                                                                                                 |                   |

Councillor Ben Patey as chair of the Finance Committee provided and update . The land sale for tax arrears is proceeding under legal direction. The audit process is stalled while waiting on information from outside organizations and expected to move along after the information is obtained.

## 7. Correspondence

- a. Gander and Area SPCA, Donation request, May 17<sup>th</sup>, 2023

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| <b>MOTION:</b>                                                                                                                                                                    | <b>86-23</b>          |
| <b>Proposed by:</b>                                                                                                                                                               | <b>Shannon Powell</b> |
| <b>Seconded by:</b>                                                                                                                                                               | <b>Monica Bull</b>    |
| Resolved that a \$50.00 donation be made to the Gander and Area SPCA.                                                                                                             |                       |
| <b>In favour – 3(Councillors Monica Bull, Shannon Powell and Deputy Mayor Amanda Handcock); Opposed – 3(Councillors Roger Bull, Ben Patey and Mayor Art Crisby) .Motion died.</b> |                       |

- b. Elvis Feltham, Site visit (Development Application), May 25<sup>th</sup>, 2023 – previously dealt with.  
c. MAA – Clar Simmons Scholarship – June 9<sup>th</sup>, 2023 – filed for information purposes  
d. Gov NL, Permitting requirements associated with work in and near waterbodies- June 9<sup>th</sup>, 2023 – filed for information purposes

## REGULAR COUNCIL MEETING - JUNE 14TH, 2023 @ 7:00 P.M.

e. Eastport Road Race Committee, New Event, May 31, 2023 –

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|------------------------------------------------------------------------------------|-------------------|
| <b>MOTION:</b>                                                                     | <b>87-23</b>      |
| <b>Proposed by:</b>                                                                | <b>Roger Bull</b> |
| <b>Seconded by:</b>                                                                | <b>Ben Patey</b>  |
| Resolved that the application for a Provincial Road Race be approved as presented. |                   |
| <b>In favour – 6. Opposed – 0. Motion Carried.</b>                                 |                   |

f. Water and Sewer Tax Exemption Request Form – Margaret Hynes

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|------------------------------------------------------------|-------------------|
| <b>MOTION:</b>                                             | <b>88-23</b>      |
| <b>Proposed by:</b>                                        | <b>Roger Bull</b> |
| <b>Seconded by:</b>                                        | <b>Ben Patey</b>  |
| Resolved that the Water/Sewer exemption request be denied. |                   |
| <b>In favour – 6. Opposed – 0. Motion Carried.</b>         |                   |

g. Shannon Powell, June 10<sup>th</sup>, 224 Main Street.

|                                                                                                                                             |                    |
|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>MOTION:</b>                                                                                                                              | <b>89-23</b>       |
| <b>Proposed by:</b>                                                                                                                         | <b>Ben Patey</b>   |
| <b>Seconded by:</b>                                                                                                                         | <b>Monica Bull</b> |
| Resolved that the request to park and rent the camper as a business on 224 Main Street be denied as it is not permissible in the town plan. |                    |
| <b>In favour – 6. Opposed – 0. Motion Carried.</b>                                                                                          |                    |

### 8. Reading File

- a. MAPA Circular, 2023 Real Property Tax Exemption for Productive Farm Land, Woodland and Associated Buildings
- b. Gov NL, Dept of Children, Seniors and Social Development – June 2, 2023
- c. MAA, May 17<sup>th</sup>, Assessment Roll for Tax Year
- d. MAA, May 17<sup>th</sup>, Update on MAA
- e. Terra Nova Thriving Regions Partnership Process Summary Report Workshop #1
- f. David Diamon, NL Health Services, June 7<sup>th</sup>, – NL Health Services Launch.

### 9. Committee/Liaison Reports

**Public Works** – General consensus to prepare a request for proposals in consultation with the Public Works Supervisor for the Babstocks Road to remediate the issue of the road sloping into the ditch.

#### Admin/HR –

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| <b>MOTION:</b>                                                                                                                                                                                          | <b>90-23</b>      |
| <b>Proposed by:</b>                                                                                                                                                                                     | <b>Ben Patey</b>  |
| <b>Seconded by:</b>                                                                                                                                                                                     | <b>Roger Bull</b> |
| Resolved that Denise Hickey, working as admin assistant on the audits, would be “as – needed” basis after June 17 <sup>th</sup> , as she is up to date on gathering necessary material and information. |                   |
| <b>In favour – 6. Opposed – 0. Motion Carried.</b>                                                                                                                                                      |                   |

**Planning & Development** – no update

**Communication & Public Engagement** – no update

**Recreation & Social** – no update

**Fire Hall Liaison** – no update

**RTTB Tourism**– no update

**CNWM**- no update

**EP Rec & Wellness**- Councillor Monica Bull has prepared a proposal for an Economic Development Officer/Recreation Director to be presented to the Joint Council Meeting on June 29<sup>th</sup> as was agreed at the previous Joint Council Meeting.

Two Canada Summer Jobs have been approved, hiring will commence and the workers will build upon the program from last year.

**Emergency Management Regional Team** - Voyent system is online and over 100 people have subscribed.

#### 10. Town Clerk Manager Report

The Town Clerk/Manager advised that the Town had received another ATIPP request, and had been granted an extension on a previous one based on the amount of records that needed to be searched through.

In the matter of the Conflict of Interest complaint, the Town Clerk/Manager advised that the timelines are being adhered to and a report would be compiled and forwarded to Council as required by legislation.

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|------------------------------------------------------------------------------|-----------------------|
| <b>MOTION:</b>                                                               | <b>91-23</b>          |
| <b>Proposed by:</b>                                                          | <b>Shannon Powell</b> |
| <b>Seconded by:</b>                                                          | <b>Roger Bull</b>     |
| Resolved that flowers be planted in the town planters the same as last year. |                       |
| <b>In favour – 6. Opposed – 0. Motion Carried.</b>                           |                       |

#### 11. Adjournment

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|-----------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>MOTION:</b>                                                                                                              | <b>92-23</b>          |
| <b>Proposed by:</b>                                                                                                         | <b>Shannon Powell</b> |
| <b>Seconded by:</b>                                                                                                         | <b>Ben Patey</b>      |
| Resolved that the meeting be adjourned at 9:40PM and the next regular meeting would be held on July 12 <sup>th</sup> , 2023 |                       |
| <b>In favour –6; Opposed – 0, Carried.</b>                                                                                  |                       |

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Art Crisby – Mayor

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Chantal Lynch – Town Clerk/Manager