

REGULAR COUNCIL MEETING - JANUARY 22, 2025 @ 7:00 P.M
EASTPORT TOWN HALL

MEETING MINUTES

ATTENDANCE

Mayor: Kimberly Powell

Deputy Mayor: Monica Bull

Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown

Staff: Denise Hickey – Interim Town Clerk/Manager, Chelsea Harris - Admin Assistant.

1. CALL TO ORDER

The meeting was called to order at 6:56 pm by Mayor Kim Powell.

2. ADOPTION OF THE AGENDA

MOTION:	009-25
Proposed by:	Ben Patey
Seconded by:	David Decker
Resolved that the agenda be adopted as presented.	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

3. ADOPTION OF REGULAR COUNCIL

MOTION:	010-25
Proposed by:	Art Crisby
Seconded by:	Shannon Powell
Resolved that the minutes of the Regular Council Meeting held on January 8, 2025, be adopted as presented.	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

4. BUSINESS ARISING

The Eastport Draft Municipal Plan Background Report was received from Smith Community Planning on January 19, 2025. Each Councilor has received a copy for review. Any comments, errors or omissions need to be submitted to the Town Office by Wednesday, January 29, 2025.

REGULAR COUNCIL MEETING - JANUARY 22, 2025 @ 7:00 P.M.
EASTPORT TOWN HALL

5. NEW BUSINESS

New business application – 4 Church Street

MOTION:	011-25
Proposed by:	Art Crisby
Seconded by:	David Decker
Resolved that the business application for 4 Church Street be approved with the following stipulations: • The business meets all requirements of Service NL • Due to traffic safety concerns, customers to enter the property on Church Street only, not on Bank Road. No restrictions on customers exiting the property.	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

Municipalities Act

Councillor Barry Brown expressed concerns regarding the scheduling of two Special Council Meetings in December 2024. They were scheduled without the required 24-hour notice, as stipulated by the Towns and Local Service Districts Act. Due to the short notice, he didn't attend either meeting. Mayor Kim Powell offered apologies for the short notice and stated that Council would endeavor to schedule meetings according to regulations going forward but that there may be times a meeting on short notice is required.

2025 Disclosure Statements

All council members completed a 2025 Disclosure Statement.

6. FINANCE REPORT

MOTION:	012-25
Proposed by:	Ben Patey
Seconded by:	Barry Brown
Resolved that the following invoices be approved for payment as presented and report tabled: - Line of Credit: November - \$957.64 - Fire Dept A/P – \$792.42 - General A/P – \$42,254.96 - Quick Stats November 2024 - Line of Credit: December - \$11.12 - Fire Dept A/P – \$1,901.53 - General A/P – \$42,820.35 - Quick Stats December 2024	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

REGULAR COUNCIL MEETING - JANUARY 22, 2025 @ 7:00 P.M.
EASTPORT TOWN HALL

2023 Audit – Council will have a virtual meeting with the Auditor on Wednesday, January 29, to discuss any questions or concerns before adopting the 2023 audit. Councillors are requested to have any questions to Ben no later than Friday, January 24, 2025.

7. COMMITTEE REPORTS

HR Committee

Request for price has been sent to three (3) HR consulting companies to recruit for the Town Clerk/Manager position. Bids are due back Friday, January 31, 2025.

The part-time/casual clerical position will be readvertised. Initially it was advertised exclusively on social media and only one (1) candidate applied. This time it will be advertised in the NL Job Bank and Indeed. The application received to date will remain for consideration.

Fire Committee

Councillor Barry Brown met with Fire Chief Kirk Bull to discuss a security system for the Fire Hall. Kirk stated that he would like to have cameras on doors, bars on windows, and a forced entry siren, but ultimately it was up to the Town to decide on what gets installed. It was decided that Council will look further into this in next few meetings.

Communications Committee

The next newsletter is currently being reviewed by Council. Please send any comments/suggestions to Mayor Kim Powell by Sunday, January 26.

8. TOWN CLERK REPORT

ATIPP Requests

The Town Office has received nine (9) ATIPP requests in the last couple of weeks.

1. Request for all invoices from Woodman's Garage and Crisby's Automotive 2015-present.
2. All documents, files, minutes, etc. pertaining to the new Town Plan.
3. Request for all documents pertaining to the proposed zoning change for Lee Handcock 75B Main Street.
4. All documents pertaining to the decision to contract out garbage.
5. All document pertaining to the purchase of new plow and pick-up truck for snow clearing purposes.
6. All financial reports regarding accounts payable to North Atlantic (Squire's Gas Station) from 2015-2025.
7. Documents for tax rate structure from 2010-2025.
8. All financial reports (quickstats reports) for each month for 2010 through 2025.
9. All documents regarding the expenses and overall costs for the rink from 2023-2025.

REGULAR COUNCIL MEETING - JANUARY 22, 2025 @ 7:00 P.M
EASTPORT TOWN HALL

MOTION:	013-25
Proposed by:	Ben Patey
Seconded by:	Monica Bull
Resolved that a letter be sent to the Office of the Information and Privacy Commissioner (OIPC) regarding the increased number of ATIPPs that have been received by the Town Office over the last two years. The processing and gathering of information for these requests have been monopolizing the time of the Town Office Staff and significantly decreases the time available to complete essential duties.	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

Approval to Borrow

Council has received the Approval to Borrow letter from the Government of Newfoundland and Labrador for the purchase of one 2024 JCB 4CX Super with a 2023 Horst (HLA) Snow Blade.

G&R Contracting – Meeting Request

Council received a request for a face-to-face meeting with the whole of Council to discuss the following: the septic disposal system; and their quarries. Council will set a meeting to discuss the septic disposal system once G&R Contracting confirms whether they will be submitting a new development application or basing reconsideration on the current application. If a new application is forthcoming, the Council would need time to review, and a meeting would be set two weeks after receipt. Any discussion regarding the quarries would have to wait until after G&R Contracting completes necessary action(s) with Mines and Energy NL.

Storm Damage – High Tide Trail

There was significant damage to the High Tide Trail during a storm earlier this month. Council decided that to pay an Engineering Consultant to come out and assess the damage and provide a price to replace/repair would be too expensive. It was also stated that replacing the structure as it was would not be a good idea, as it would be damaged again in future storms. Council to discuss further at a later date.

9. CORRESPONDENCE

Amanda Handcock, January 12, 2025. Town Clerk to draft a response letter and it will be reviewed by Council before it is sent.

Marilyn Brown, January 15, 2025. Dumping at the old incinerator/dump site is getting worse. This has been discussed previously at a Joint Council meeting. This site is not town property; therefore, it cannot be cordoned off with a barrier. Mayor Kim Powell will go to the

REGULAR COUNCIL MEETING - JANUARY 22, 2025 @ 7:00 P.M.
EASTPORT TOWN HALL

Transportation Depot to discuss how to best remedy the issue. The next Town newsletter will include a “no dumping at this site” notification.

JWS Construction, January 17, 2025 - Councilor Shannon Powell stepped away from the table. JWS Construction now has a mini excavator, with a licensed operator, available for rent.

10. READING FILE

No discussion

11. ADJOURNMENT

MOTION:	014-25
Proposed by:	Art Crisby
Seconded by:	Barry Brown
Resolved that the meeting adjourn at 8:35 p.m. and the next Regular Council meeting would be scheduled for February 12, 2025, at the Town Hall at 7:00 p.m.	
In favour – 7. Mayor Kim Powell, Deputy Mayor Monica Bull, Councillors: Shannon Powell, Ben Patey, Art Crisby, David Decker, Barry Brown. Opposed – 0. Carried.	

Kim Powell – Mayor

Denise Hickey – Interim Town Clerk/Manager