

**TOWN OF PORT BLANDFORD
REGULAR MEETING May 20th, 2026**

**Minutes of the regular meeting of the Town of Port Blandford
Held in Council Chambers on May 20th, 2026, at 7:00 p.m.**

Present:

Mayor:	Darlene Clouter
Deputy Mayor:	Winston Peddle
Councillors:	Jeanine Bursey Mathew Bursey Rick Greening Clyde Oldford Terry Roach
Town Clerk/Manager:	Philip Holwell

Absent:

Agenda: Mayor asked if there were any additions or changes to the agenda of May 20th, 2026.

Resolution 26 – 133 – R. Greening / T. Roach

Resolved that we adopt the agenda of May 20th, 2026. In favour 7; D. Clouter, W. Peddle, J. Bursey, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried.

Minutes Regular:

Mayor asked if there were any errors or omissions to the minutes of Regular Meeting May 06th, 2026.

Resolution 26 – 134 – W. Peddle / J. Bursey

Resolved that the minutes of May 06th, 2026, be adopted as presented. In favour 7; D. Clouter, W. Peddle, J. Bursey, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Business Arising:

Forestry email

Emailed to remind Forestry that we are working on a MOU with Blair Adams and Craig Coady. They responded that an update on the MOU will be provided shortly

Stop Sign at the Park

Public works has been notified to install the sign.

Business Arising:

Peddles Landing Zoning Issue

Emailed Anna Myers (Tract Consulting) a quote and she said \$1500 Plus HST if no Public hearing required. Could be up to \$5000 if Public Hearing required quoted over the phone.

Council agreed to offer developer to split costs. We would engage Tract once developer's half of quote was paid to the Town.

Chelsea Hann Business

Resolution 26 – 135 – W. Peddle / T. Roach

Resolved that Chelsea Hann's application for a business be approved subject to all town and government regulations. In favour 7; D. Clouter, W. Peddle, J. Bursey, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Development Permit Checklist

Staff is to develop and implement a checklist for permit applications. This Checklist will reduce errors when approving applications.

Town Clean-Up Day

Agreed Town Clean-Up Day would be June 7th from 9:30am – 11:30am. Public will meet at the Town Hall to get bags and gloves provided by the Council. Lunch to follow. Staff will put a post on social media and website to this effect.

Committee Reports:

None

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Invoices # 1 - # 18: Invoices #1- #18, presented in the amount of **\$12,636.27**

Resolution 26 – 136 – J. Bursey / C. Oldford

Resolved that invoices # 1 - # 18 in the amount of **\$12,636.27** be paid. In favour 7; D. Clouter, W. Peddle, J. Bursey, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Mayor Clouter, Councillors J. Bursey and M. Bursey left the meeting for concerns of conflict.

Invoices #A: Invoices #A, presented in the amount of **\$265.26**

Resolution 26 – 137 – C. Oldford / T. Roach

Resolved that invoices # A in the amount of **\$265.26** be paid. In favour 4; W. Peddle, C. Oldford, R. Greening, T. Roach. Opposed 0; Resolution Carried

Invoices #B: Invoices #B, presented in the amount of **\$1,972.25**

Resolution 26 – 138 – C. Oldford / T. Roach

Resolved that invoices # B in the amount of **\$1,972.25** be paid. In favour 4; W. Peddle, C. Oldford, R. Greening, T. Roach. Opposed 0; Resolution Carried

Mayor Clouter, Councillor's J. Bursey and M. Bursey returned the meeting.

Councillor C. Oldford left the meeting for concerns of conflict.

Invoices #C: Invoices #C, presented in the amount of **\$10,428.20**

Resolution 26 – 139 – W. Peddle / M. Bursey

Resolved that invoices # C in the amount of **\$10,428.20** be paid. In favour 6; D. Clouter, W. Peddle, J. Bursey, M. Bursey, R. Greening, T. Roach. Opposed 0; Resolution Carried

Councillor C. Oldford returned to the meeting.

Time Sheets:

Greg:	May 03 – 09	2026	Regular Hours
	May 10 – 16	2026	Regular Hours
Joanne:	May 03 – 09	2026	14 Hours Cleaning
	May 10 – 16	2026	12 Hours Cleaning
Shawn:	May 03 – 09	2026	14 Hours
	May 10 – 16	2026	32 Hours
Paul:	May 03 – 09	2026	24 Hours
	May 10 – 16	2026	30 Hours
Arthur:	May 10 – 16	2026	7 Hours (Dump)
Owen:	May 03 – 09	2026	Regular Hours
	May 10 – 16	2026	Regular Hours

Shawn 46 hours // Joanne 36.5 hours // Paul 54 hours // Arthur 7 Hours

Resolution 26 – 140 – W. Peddle / M. Bursey

Resolved that Shawn 46 hours, Joanne 26 hours, Arthur 7 hours, Paul 54 hours be paid. In favour 7; D. Clouter, W. Peddle, J. Bursey, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Correspondence:

Call re Poll Tax

Reviewed call and provided answers.

Property Sale Question

Staff will check on the requirements to sell the land.

General Business: Public Complaint

Agreed that staff will send a letter to property informing them that it has been brought to our attention.

Councillor J. Bursey left the meeting for a personal commitment

Dump Project

Resolution 26 – 141 – C. Oldford / M. Bursey

Resolved that the Town will accept the quote of \$6842.50 from GMK Equipment & Rentals subject that there is no extra charges unless approved by Council. In favour 6; D. Clouter, W. Peddle, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Poll Tax Exemptions

Resolution 26 – 142 – M. Bursey / W. Peddle

Resolved that the Town will exempt the presented poll tax amount of \$3021.65. In favour 6; D. Clouter, W. Peddle, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Garbage Boxes

Discussion on installing additional garbage boxes. Agreed no extra boxes are required at this time.

Use of Town Assets

Resolution 26 – 143 – C. Oldford / T. Roach

Resolved that the Town employees shall not use Town Assets for personal use. In favour 6; D. Clouter, W. Peddle, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

General Business: Accommodation Owners meeting

Agreed we would send an invitation for Accommodation Owners to come to the June CDC meeting once we have a date confirmed.

Dwayne Tucker's Permit Application

Resolution 26 – 144 – T. Roach / M. Bursey

Resolved that Dwayne Tucker's application for a new shed be approved subject to all town and government regulations. In favour 6; D. Clouter, W. Peddle, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Henry Power Permit Application

Agreed we would notify residents of Holloway's Subdivision of the potential nonconforming use being approved. Make applicant aware of issue and confirm height of building.

Keith Butler Permit Application

Resolution 26 – 145 – R. Greening / T. Roach

Resolved that Keith Butler's application for a shed be approved subject to all town and government regulations. In favour 6; D. Clouter, W. Peddle, M. Bursey, C. Oldford and R. Greening, T. Roach. Opposed 0; Resolution Carried

Quarry Permit

Agreed Council has no objections at this time.

Councillor R. Greening left the meeting with concerns of conflict

General Business: HR Report

Discussion on HR report that was sent to the HR Committee. Discussion on high pressure working environments. Discussion on Town Clerk/Manager not having time to supervise outside staff. Agreed that Staff will create a new job description for a working foreman.

Adjournment: Resolution 26 – 146 – W. Peddle / M. Bursey

Resolved that we do now adjourn to meet again on Wednesday, June 3rd, 2026, at 7:00 p.m. in the Council Chambers. In favour 5; D. Clouter, W. Peddle, M. Bursey, C. Oldford, and T. Roach. Opposed 0; Resolution Carried.

Meeting adjourned at 9:48 p.m.

_____ (Mayor) _____ (Clerk/Manager)