

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,
May 22, 2018 at 7:01 P.M.

<i>Members Present</i>	Mayor	Don Coombs
	Deputy Mayor	Sonia Williams
	Councillors:	Paul Fitzgerald
		Kathy Tetford
		Shawn Vaters
		Kevin Williams
<i>Members Absent</i>	Councillors:	Lyda Byrne
<i>Staff Present</i>	CAO/Town Clerk	Michael Saccary
	Admin Assistant-A/R Clerk	Nancy Pike
	Public Works Superintendent	Pat Hearn

Minutes:
Regular Meeting
May 7, 2018

Regular meeting minutes of April 24, 2018 were adopted as presented, with the following corrections and/or omissions:

1. Page 2 – 439 Southside Road; should state “...*office administration to see if it **warrants being** corrected...*”
2. Page 4 – Farm Animals; motion should state that residents must first apply for a permit and if regulations are not followed the removal of farm animals would be enforced.

**MOTION #18-101 CLR. WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

BUSINESS ARISING FROM MINUTES

Dilapidated Buildings	Deferred to Finance.
Vacant Land	Deferred to Finance.
Farm Land	Mayor Coombs advised that letters have been delivered to residents with animals. All residents who have farm animals will require a permit however residents who had farm animals prior to 2010 will likely receive approval automatically if they have not had any additions since 2010. Housing and sanitation should note on building permits for sheds/barns that no animals are permitted.
Ticket Book for MEO	CAO advised that he and Municipal Enforcement Officer have contacted the Department of Municipal Affairs. Municipal Affairs require a list of items that the Town would like noted on the tickets and then Municipal Affairs will advise what is allowed. CAO to check with other municipalities to find out what they are using and bring back to Council.
Eastern Waste Management	Mayor Coombs requested an update on the meeting requested by Council with Eastern Waste Management. The CAO advised that he has not yet received and answer. Motioned for the CAO to Contact Mr. Ken Kelly of Eastern Waste Management to request an emergency meeting. MOTION #18-102 DEPUTY MAYOR WILLIAMS/CLR. TETFORD CARRIED UNANIMOUSLY

CORRESPONDENCE

Joint Council-Annual Dinner Mayor Coombs tabled correspondence from the Joint Councils of Conception Bay North inviting Council to the Annual Joint Council Dinner on Thursday June 28, 2018. Councillors are to advise the CAO if they wish to attend.

Public Procurement Workshop Mayor Coombs tabled correspondence from the Town of Brigus advising Council of an upcoming workshop on the Public Procurement Act, Associated Regulations, and the Public Procurement Policy (Framework). The workshop is open to Mayor, Council and Staff. Anyone wishing to attend should notify the CAO.

Dept. of Municipal Affairs Mayor Coombs tabled correspondence from the Minister Andrew Parsons of the Department of Municipal Affairs concerning the Town's Capital Works priorities. The letter advised that the Town's request to reallocate funds from Harvey Street, Phase 4 to Harvey Street West and Mercer's Well cannot be granted and that the Town's current project for Harvey Street, Phase 4 will be cancelled due to the conditions not being met in the prescribed timelines.

Clr. Tetford advised that some items in the letter are not accurate and is disappointed that the funds cannot be reallocated. It was discussed that the Town cannot be expected to take on \$300,000.00 to \$400,000.00 for the upkeep of Harvey Street and that time has been wasted since the letter came out in July. Deputy Mayor Williams would like a copy of the motion made in the Minister's Office and thinks that it will help clarify what was discussed.

Motioned for the CAO to contact Minister Andrew Parsons to request a meeting as soon as possible and request Minister Parsons to reconsider the decision as stated in the correspondence from the Department of Municipal Affairs dated May 15, 2018.

**MOTION #18-103 DEPUTY MAYOR WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

NEW BUSINESS

Mayor Coombs advised that Council met with Mr. Powell and were informed that there are plans for a possible new development at the former supermarket location.

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE

Speed Bumps Motioned to place the speed bumps for the 2018 season near the Post Office and the playgrounds.

**MOTION #18-104 CLR. FITZGERALD/CLR. VATERS
CARRIED UNANIMOUSLY**

Clr. Fitzgerald advised that work on the list of roads needing repair is ongoing. Clr. Fitzgerald, the public works committee, public works supervisor and the CAO are to meet as soon as possible.

FINANCE COMMITTEE

- 34-36 Water Street
43 Water Street East
- Motioned to advise owners of 34-36 Water Street and 43 Water Street East that their request for tax relief has been denied and that Council currently has no policy for this type of request but will review this during the 2019 tax preparation.
- MOTION #18-105** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- 117 Water Street
119-123 Water Street
125 Water Street
- Motioned to advise owners of 117, 119-123, and 125 Water Street that their request for a tax adjustment has been denied and that the tax structure is just. Council is willing to meet with the owners to further discuss.
- MOTION #18-106** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- 25-31 Cathedral Street
- Motioned to advise owners of 25-31 Cathedral Street that their request for a inquiry of their 2018 tax invoice has been reviewed and it was determined that they were correctly taxed according to the 2018 tax structure.
- MOTION #18-107** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- Family Focus Health Centre
- Motioned to defer the request for a tax adjustment from Family Focus Health Centre until further discussions can take place.
- MOTION #18-108** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- Dilapidated Buildings
- Motioned to provide the Housing and Sanitation Committee with a budget of \$30,000.00 to \$36,000.00 for the removal of dilapidated buildings. Removal of buildings must work in conjunction with the Fire Commissioners Office and Occupational Health and Safety.
- MOTION #18-109** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- CIBC-Fees
- Motioned to meet with CIBC to discuss a proposal to improve costs of interest and banking fees.
- MOTION #18-110** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- Road Upgrades
- Motioned to give permission to Public Works to compile a list of roads to be upgraded and/or paved using \$120,000.00 from the Gas Tax funds.
- MOTION #18-111** **CLR. TETFORD/CLR. WILLIAMS**
CARRIED UNANIMOUSLY
- Bids
- Motioned to issue an open call for bids, the purchase of one (1) Back Hoe, one (1) Dump Truck and one (1) Pick-up Truck as outlined in the 2018 budget.
- MOTION #18-112** **CLR. TETFORD/CLR. VATERS**
CARRIED UNANIMOUSLY

FINANCE COMMITTEE

Permission to borrow Motioned to write Minister Parsons requesting approval to borrow an amount not exceeding \$368,000.00 from the Canadian Imperial Bank of Commerce (CIBC); \$315,000.00 for the purchase of one (1) Back Hoe and one (1) Dump Truck to be amortized over a 120 month period and \$53,000.00 for the purchase of one (1) Pick-up Truck to be amortized over a 60 month period. Demand instalment loans amortized with a maximum term of 120 months unless demand is made.

**MOTION #18-113 CLR. TETFORD/CLR. WILLIAMS
CARRIED UNANIMOUSLY**

Communications Motioned to allow the CAO to meet with Telus and other providers to update the Town’s communication systems.

**MOTION #18-114 CLR. TETFORD/CLR. WILLIAMS
CARRIED UNANIMOUSLY**

HGVFB-Bunker Gear Motioned to approve the purchase of bunker gear in the amount of \$1514.70 which covers the Town’s portion of the 80/20 cost sharing agreement.

**MOTION #18-115 CLR. TETFORD/CLR. WILLIAMS
CARRIED UNANIMOUSLY**

Vacant Land Motioned to instruct the administration staff to make necessary adjustments to adjust vacant land amounts to their original assessed values.

**MOTION #18-116 CLR. TETFORD/CLR. WILLIAMS
CARRIED UNANIMOUSLY**

It was noted that the CAO has set up the GIC Account as requested and the \$2,400,000.00 loan for the Danny Cleary Harbour Grace Community Centre has been paid off.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

8 Line Road-Bldg App Motioned to approve the application for building permit as submitted by Jerome McCarthy to construct a 10’ x 10’ greenhouse located at 8 Line Road subject to:

1. All Town Development Standards
**MOTION #18-117 DEPUTY MAYOR WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

4 Hard Path-Bldg App Motioned to approve the application for building permit as submitted by Judy Sheaves to construct a front step and deck located at 4 Hard Path subject to:

1. All Town Development Standards
**MOTION #18-118 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

149 Lady Lake Road-Bldg App Motioned to approve the application for building permit as submitted by Fred & Karen Chafe to construct a 14’ x 10’ shed located at 149 Lady Lake Road subject to:

1. All Town Development Standards
**MOTION #18-119 DEPUTY MAYOR WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

FINANCE COMMITTEE

31 Stretton’s Hill-Bldg App Motioned to approve the application for building permit as submitted by Linus Reddy to construct a 12’ x 10’ shed located at 31 Stretton’s Hill subject to:

- 1. All Town Development Standards

**MOTION #18-120 DEPUTY MAYOR WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE No report

Clr. Williams requested Council to review the Economic Development Officer’s report.

HUMAN RESOURCES/PARKS & RECREATION COMMITTEE

St. Francis Walking Track Deputy Mayor Williams advised that there are two new hires for the work being done on the St. Francis Walking Track.

Summer Students Deputy Mayor Williams advised that students who have been selected for summer grants are being notified and the Town hopes to have more grants available in the near future.

FIRE DEPT. LIAISON

Deputy Mayor Williams advised Council that the HGVFB had several calls recently including a three-department fire in Bristol’s Hope that also involved the Department of Forestry and the RCMP. Deputy Mayor Williams requested that the Town remind everyone to be very careful in wooded areas because it has been a very dry season with not a lot of snow last winter. The annual dinner/meeting was a success, the men’s and ladies dart tournament winners both received \$600.00 to be donated to a charity of their choice. The Fire Department also catered the Girl Guides Annual Banquet.

COMMUNITY CENTRE LIAISON No report

CIVIC EVENTS LIAISON No report

JOINT COUNCIL LIAISON

Clr. Williams advised that there has not been a Joint Council Meeting since the Council last met. Clr. Williams reminded Council about the Annual Dinner and encouraged Councillors to attend.

CAO/TOWN CLERK REPORT Tabled

ECONOMIC DEVELOPMENT OFFICER REPORT Tabled

PUBLIC WORKS SUPERINTENDENT REPORT Tabled

The Public Works Superintendent advised that there has been some trouble with the Chlorine Building and that K & D Pratt will be coming out to service and calibrate the system.

COMMUNITY CENTRE MANAGER’S REPORT Tabled

COUNCILLOR’S SUGGESTIONS/CONCERNS

- Illegal Dumping Clr. Fitzgerald commented on the importance of meeting with Eastern Waste Management concerning illegal dumping. Clr. Fitzgerald noted that extending the hours may help.

- Powell’s Deputy Mayor Williams noted that it was great that Mr. Powell came to meet with Council and discuss a possible development for the former supermarket.

- SW Moores Memorial Park Deputy Mayor Williams inquired when the covers will be removed from the fountains in the SW Moores Memorial Park. The CAO advised that it has been added to recreation department’s schedule.

- Community Garden Deputy Mayor Williams reminded everyone that the deadline to apply for a plot at the Community Garden is May 31, 2018.

- Tax Statements Mayor Coombs noted that the tax statements have recently been sent out and asked Council to direct any calls that they may receive to the Accounts Receivable Department.

- Old Court House Mayor Coombs noted that there has been some activity at the old Court House.
 Motioned to contact Minister Parsons concerning the future of the old Court House on Cathedral Street.
 MOTION #18-121 CLR. WILLIAMS/CLR. TETFORD
 CARRIED UNANIMOUSLY

- Adjournment Motioned to adjourn regular meeting of Council at 7:42 P.M.
 MOTION #18-122 CLR. WILLIAMS/CLR. VATERS
 CARRIED UNANIMOUSLY

Next regular meeting of Council is Tuesday June 4th, 2018 at 7:00PM.

Confirmed:

Don Coombs, Mayor

DATE:

Np

Mike Saccary, CAO/Town Clerk

May 22, 2018

Regular Meeting of Council on May 22, 2018 reopened at 8:23pm.

DCHGCC Tenants Motioned CAO to advise Carl Dohey to follow up on his recommendations in dealing with DCHGCC tenants. To have new contracts drawn up and reviewed by lawyer. Would like to have this done within 30 days.

**MOTION #18 - 123 CLR. TETFORD/CLR K. WILLIAMS
CARRIED UNANIMOUSLY**

Adjournment Motioned to adjourn regular meeting of Council at 8:24 P.M.

**MOTION #18 - 124 DEPUTY MAYOR WILLIAMS/CLR. VATERS
CARRIED UNANIMOUSLY**

Confirmed:

Don Coombs, Mayor
DATE:

Mike Saccary, CAO/Town Clerk