

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,
April 24, 2018 at 7:02 P.M.

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

Minutes:
Regular Meeting
April 9, 2018

Regular meeting minutes of April 9, 2018 were adopted as presented, with the following errors and/or omissions:

1. Page 4 - Parks and Recreation Committee; motion should read “...*the remaining money that was allocated for playground equipment in the recreation budget...*”

MOTION #18-066 **CLR. WILLIAMS/CLR. VATERS**
CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

| | |
|--------------------------|---|
| Update from Public Works | Deputy Mayor Williams deferred this update until the next regular Council meeting. |
| Dilapidated Buildings | <p>Clr. Tetford spoke about dilapidated buildings in Town, motions were made to take action on these buildings but nothing has been done. CAO advised that there is an inventory of these buildings in his office but a motion is required to send it to Public Works. Clr. Tetford said that a plan is needed and something has to be done. Clr. Williams inquired why a motion is needed to send things to committees when the Town has laws and bylaws in place.</p> <p>Motioned to forward the inventory of dilapidated buildings to the Public Works Committee and then to the Finance Committee to arrange funds needed to complete any action required.</p> <p>MOTION #18-067 CLR. TETFORD/CLR. VATERS CARRIED UNANIMOUSLY</p> |
| Community Gardens | Deputy Mayor Williams advised that the Community Gardens group met and it was a very productive meeting. Remaining funds are being spent and once this grant is complete, the EDO will be able to apply for a 2018 grant. |
| DCHGCC | Deputy Mayor Williams stated that a motion was made to hire two casual call-in employees at the DCHGCC; the workers were hired but only received two hours of training. These workers must be fully trained in order to be prepared when they are called on. Clr. Byrne added that these employees were hired to help limit the overtime at the facility. |

BUSINESS ARISING FROM MINUTES

DCHGCC Clr. Tetford advised that someone is needed to help promote the DCHGCC, it needs to be treated as a business and fully utilized. Clr. Tetford suggested the addition of a board to oversee promotion of the facility, Clr. Tetford requested Council to consider and to revisit at the next meeting.

CORRESPONDENCE

TC Family Resource Centre Deputy Mayor Williams tabled an invitation from the Trinity Conception Resource Centre to their Annual General Meeting. Clr. Tetford advised that she will attend. Deputy Mayor Williams requested to have the details posted on the Town's website and social media.

Dept. of Municipal Affairs Deputy Mayor Williams tabled correspondence from the Department of Funding Opportunity Municipal Affairs advising Municipalities of the Government of Canada's Enabling Accessibility Fund Call for Concepts. Deputy Mayor Williams requested that all committees review the circular to see if there is anything that the Town can avail of and would like the correspondence forwarded to the Economic Development Officer.

Dept. of Municipal Affairs Deputy Mayor Williams tabled correspondence from the Department of Municipal Affairs concerning documentation required for approvals to borrow applications.

Eastern Reg. Service Board Deputy Mayor Williams tabled correspondence from the Eastern Regional Service Board concerning a Community clean-up for public spaces. Referred to Housing/Sanitation Committee. Deputy Mayor Williams requested to have a notice posted on the Town's website and social media asking residents to clean up their properties; garbage and debris tends to blow around during the winter months.

Ronald McDonald House Deputy Mayor Williams tabled correspondence from Ronald McDonald House Children's Charities requesting a donation.

Motioned to donate to the cost of one night's stay to Ronald McDonald House Children's Charities.

**MOTION #18-068 CLR. TETFORD/CLR. VATERS
CARRIED UNANIMOUSLY**

37 Harvey St.-Bldg App Deputy Mayor Williams tabled a request to construct a chicken coop at 37 Harvey Street and noted that the applicant withdrew the application.

CLB - Annual Inspection Deputy Mayor Williams tabled correspondence from the CLB inviting Council to their Annual Inspection on Saturday April 28 at 12:00pm.

John Brown Law Deputy Mayor Williams tabled correspondence from John Brown Law. Deferred.

Royal Canadian Legion Deputy Mayor Williams tabled correspondence from the Royal Canadian Legion Branch # 15 requesting to use St. Francis Field and its ground amenities to host a community garden party on August 11, 2018 with a rain date of Saturday August 18, 2018.

CORRESPONDENCE

Royal Canadian Legion Motioned to schedule the Community Garden Party at the St. Francis Field on Saturday August 11, 2018; with a rain date of Saturday August 18, 2018 hosted by the Royal Canadian Legion. Notification to be sent to RCL #15 and the CBN Minor Soccer Association.

**MOTION #18-069 CLR. BYRNE/CLR. TETFORD
CARRIED UNANIMOUSLY**

NEW BUSINESS

Deputy Mayor Williams inquired about the list of potential roads to be paved; the Public Works Superintendent advised that the list has been supplied to Council.

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE No report

FINANCE COMMITTEE No report

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

4 Aspen Road-Business App. Motioned to approve the home based business application for Sweetlegs by Melissa located at 4 Aspen Road, subject to all Town Development Standards. The discretionary notice was published and the Town did not receive any correspondence in support of or opposing the application.

**MOTION #18-070 CLR. VATERS/CLR. BYRNE
CARRIED UNANIMOUSLY**

272 Harvey St.-Business App Motioned to approve the business application as submitted by TT Automotive to open a full service automotive garage at 272 Harvey Street subject to:

- 1. All Town Development Standards
- 2. Any Government licenses and/or permits

**MOTION #18-071 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

168 Harvey St.-Business App Motioned to approve the business application as submitted by Chung's to open a restaurant at 168 Harvey Street subject to:

- 1. All Town Development Standards
- 2. Any Government licenses and/or permits

**MOTION #18-072 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Lot 17 Bristol's Hope-Bldg App Motioned to approve the application for building permit as submitted by James Mutrey to construct a 52' x 45' residential dwelling located at lots 17 & 18 in Bristol's Hope subject to:

- 1. All Town Development Standards
- 2. Well & Septic Approval by Service NL
- 3. Driveway access approval by Transportation and Works

**MOTION #18-073 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Water St. - Bldg. App. Motioned to approve the application for building permit as submitted by HGVFB - Top of the Ladder Club to construct a Fire Bell located on Water Street adjacent to S.W. Moores Memorial Park on the existing concrete pad.

**MOTION #18-074 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

216 Water St.-Bldg. App. Motioned to approve the application for building permit as submitted by Virginia Steele to construct a 24' x 14' garage located at 216 Water Street subject to all Town Development Standards.

**MOTION #18-075 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

1 Devonshire Rd-Bldg. App Motioned to approve the application for building permit as submitted by Phillip & Joan Mahaney to construct a 28' x 30' residential dwelling on the existing foundation located at 1 Devonshire Road subject to all Town Development Standards.

**MOTION #18-076 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

12 Line Rd-Bldg. App Motioned to approve the application for building permit as submitted by Wayne McCarthy to construct a 12' x 20' extension on an existing garage located at 12 Line Road subject to all Town Development Standards.

**MOTION #18-077 CLR. VATERS/CLR. TETFORD
CARRIED UNANIMOUSLY**

ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE No report

HUMAN RESOURCES/PARKS & RECREATION COMMITTEE

Playground Equipment Clr. Byrne advised that the committee plans to meet with the Recreation Supervisor when he returns from vacation to determine what needs to be done with the dilapidated playground equipment.

The work on the harassment policy is ongoing; work on the student grants is also ongoing.

Volunteer Week Clr. Byrne advised that Volunteer Week was last week and the Town of Harbour Grace did nothing to recognize its volunteers.

Motioned that the office administration organize an event to recognize and thank the volunteers of the Town of Harbour Grace for 2018 and every year going forward during Volunteer Week.

**MOTION #18-078 CLR. BYRNE/CLR. VATERS
CARRIED UNANIMOUSLY**

FIRE DEPT. LIAISON

Deputy Mayor Williams advised Council that the department responded to emergency calls. Practices are ongoing. Two members are registered for provincial school in May. Two members are set to attend the FDIC in Wolfville. The ladies dart tournament was a success; the winners of the men's and ladies dart tournaments donate prize money to a charity of their choice. Deputy Mayor Williams experienced a mishap and was grateful to have the assistance of the Fire Department.

COMMUNITY CENTRE LIAISON No report

CIVIC EVENTS LIAISON No report

JOINT COUNCIL LIAISON No report

CAO/TOWN CLERK REPORT Tabled

General Account Clr. Tetford inquired if any GICs had been purchased from the balance in the general account. The CAO advised that no GICs have been purchased so far.

Motioned to purchase GICs with at least half of the balance in the general account as of the CAO/Town Clerk’s report dated April 24, 2018.

**MOTION #18-079 CLR. TETFORD/CLR. VATERS
CARRIED UNANIMOUSLY**

ECONOMIC DEVELOPMENT OFFICER REPORT No report

Deputy Mayor Williams remarked that it is great to have a person in the Economic Development Officer position to look for opportunities for the betterment of the Town.

PUBLIC WORKS SUPERINTENDENT REPORT Tabled

COMMUNITY CENTRE MANAGER’S REPORT No report

COUNCILLOR’S SUGGESTIONS/CONCERNS

Meetings Deputy Mayor Williams stated that she doesn’t believe that meetings should take place at 2:30pm, Councillors work and are often not able to attend meetings during the daytime.

MEO Ticket Book Deputy Mayor Williams advised that the MEO is supposed to have a ticket book, CAO to check on this.

Crosswalks Deputy Mayor Williams advised that the crosswalks in the school zones need to be repainted and that a motion was made to have crosswalks added to the trail crossings as well. Public Works Superintendent advised that these are on his list and will be completed once all of the outside workers return to work.

Adjournment Motioned to adjourn regular meeting of Council at 7:52 P.M.

**MOTION #18-080 CLR. WILLIAMS/CLR. BYRNE
CARRIED UNANIMOUSLY**

Next regular meeting of Council is Monday May 7th, 2018 at 7:00PM.

Confirmed:

Don Coombs, Mayor

Mike Saccary, CAO/Town Clerk

DATE:

Np

Regular Meeting of Council on April 24, 2018 reopened at 9:08pm.

| | | |
|------------------------|------------------------------|---|
| <i>Members Present</i> | Deputy Mayor Councillors: | Sonia Williams Lyda Byrne Kathy Tetford Shawn Vaters Kevin Williams |
|------------------------|------------------------------|---|

| | | |
|-----------------------|-----------------------|-------------------------------|
| <i>Members Absent</i> | Mayor Councillors: | Don Coombs Paul Fitzgerald |
|-----------------------|-----------------------|-------------------------------|

| | | |
|----------------------|----------------|-----------------|
| <i>Staff Present</i> | CAO/Town Clerk | Michael Saccary |
|----------------------|----------------|-----------------|

2018 Revised Budget Motioned that Council approve the Revised 2018 Municipal Budget for the Town of Harbour Grace as presented with the requested changes by Municipal Affairs to the amounts for Gas Tax and Vacant Land Tax. These changes will be in line to the Rate Structure land tax.

**MOTION #18 - 081 CLR. TETFORD/CLR VATERS
CARRIED UNANIMOUSLY**

Adjournment Motioned to adjourn regular meeting of Council at 9:09 P.M.

**MOTION #18 - 082 CLR. BYRNE/CLR. VATERS
CARRIED UNANIMOUSLY**

Confirmed:

Don Coombs, Mayor
DATE:

Mike Saccary, CAO/Town Clerk