

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,
January 29, 2018 at 7:00 P.M.

Members Present

Mayor	Don Coombs
Deputy Mayor	Sonia Williams
Councillors:	Lyda Byrne
	Paul Fitzgerald
	Kathy Tetford
	Shawn Vaters
	Kevin Williams

Staff Present

CAO/Town Clerk	Michael Saccary
Admin Assistant-A/R Clerk	Nancy Pike
Public Works Superintendent	Pat Hearn

Minutes: Regular meeting minutes of January 15, 2018 were adopted as presented,

Regular Meeting

January 15, 2018

MOTION #18-007

**DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

BUSINESS ARISING FROM MINUTES

Mayor Coombs advised that no further correspondence has been received concerning the Ambulance Services or Targa.

CORRESPONDENCE

34 Water Street

Mayor Coombs tabled a correspondence from the resident of 34 Water Street requesting tax relief. Referred to Finance.

Hospitality NL

Mayor Coombs tabled correspondence from Hospitality Newfoundland and Labrador advising of the upcoming Annual Conference and Trade Show. Deferred to Finance to be reviewed upon completion of the budget.

MRON-Pancake Breakfast

Mayor Coombs tabled correspondence from Mariner Resource Opportunities Network Inc. requesting support through their annual Pancake Breakfast in support of Homelessness along the Baccalieu Trail. Deferred to Finance to be reviewed upon completion of the budget.

Carbonear Collegiate

Mayor Coombs tabled correspondence from Carbonear Collegiate requesting a donation in support of their Annual Fundraising Dinner, Auction & Dance.

Motioned to have CAO check with the Facility Manager at the Danny Cleary Harbour Grace Community Centre to find out if there is ice time available to donate one (1) hour of ice time to the auction.

MOTION #18-008

**CLR. TETFORD/CLR. VATERS
CARRIED UNANIMOUSLY**

NL Youth Parliament

Mayor Coombs tabled correspondence from Curtis Knee, Director of Finance for Newfoundland and Labrador Youth Parliament requesting a donation to support youth engagement and involvement in the political process. Deferred to Finance to be reviewed upon completion of the budget.

CORRESPONDENCE

- St. Francis School Mayor Coombs tabled correspondence from St. Francis School thanking Council for the work done making the school zone safer for children walking to and from school.
- SWASP Program Mayor Coombs tabled correspondence from the Community Sector Council of Newfoundland and Labrador advising that the SWASP Program is no longer available.
- Clean & Safe Drinking Water Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Environment, Water Management Division informing Council of the upcoming 2018 Clean and Safe Drinking Water Workshop. Public Works Supervisor Pat Hearn will be attending.

 Motioned to apply for the \$400.00 subsidy provided by the Department of Municipal Affairs.

MOTION #18-009 CLR. WILLIAMS/CLR. FITZGERALD

CARRIED UNANIMOUSLY

NEW BUSINESS

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE

- Water Street Development Motioned to have the CAO send a letter of approval to Harris & Associates allowing them to proceed with the 11 unit development for Pat MacCormack.

MOTION #18-010 CLR.FITZGERALD/DEPUTY MAYOR WILLIAMS

CARRIED UNANIMOUSLY

- Spillway Clr. Fitzgerald advised that the Spillway is almost complete.

FINANCE COMMITTEE

- Tax relief Motioned to defer requests from 34 Water Street and 43 Street East until budget is adopted.

MOTION #18-011 CLR.TETFORD/CLR. VATERS

CARRIED UNANIMOUSLY

- 2018 Tax Structure Clr. Tetford presented the 2018 tax structure and advised that the major changes to the 2018 tax structure effect minimum property taxes and water/sewer charges for vacant land. Clr. Tetford also noted that the discount period has been extended to fall in line with the timing of billing.

 Motioned to adopt the 2018 Tax Structure as presented:

**TOWN OF HARBOUR GRACE
2018 TAX STRUCTURE**

The following taxes and rates were adopted at a regular meeting of Council held on January 29, 2018 into effect from January 1, 2018.

PROPERTY TAX

Residential Property Tax	7.75	mills	(\$350.00 Minimum)
Commercial Property Tax	7.75	mills	(\$350.00 Minimum)

FINANCE COMMITTEE

2018 Tax Structure

BUSINESS TAX

\$200.00 Minimum Tax

Banks, Financial Institutions	100	mills
Oil Companies	100	mills
Lawyers, Doctors, Dentists, Funeral Homes	22	mills
Manufacturing Firms	12	mills
All Other Types of Businesses	10	mills
Utility & Cable Companies	2.5%	of gross revenue
Other Businesses - No Fixed Place of Business	1%	of gross revenue
Recreational Facilities	4	mills
Direct Sellers	\$250.00	

WATER & SEWER

Domestic	\$400.00
(Water only \$260.00/Sewer only \$140.00)	
Recreation Facilities	\$400.00
Apartment Buildings	\$400.00 per unit
Schools	\$400.00 plus 6 mills
Banks & Financial Institutions	\$400.00 plus 10 mills
Federal/Provincial buildings, Oil Companies, Manufacturing Firms, Cold Storage	\$400.00 plus 10 mills
Garages, Gas Bars, Medical Clinics, Dental Offices, Motels, Hotels, Laundromats, Restaurants, Clubs, Take Outs, Salons	\$400.00 plus 8 mills
Other Commercial Properties - using water	\$400.00 plus 8 mills
Other Commercial Properties - not using water	4 mills
Oil Companies-not using water	50 mills

SCHEDULE OF FEES

Residential Building Permit & Extensions	\$ 0.20 per sq. ft.
Sheds	\$ 50.00
Residential Occupancy Permit	\$ 10.00
Commercial Building Permit-	\$ 0.20 per sq. ft.
Commercial Occupancy Permit	\$ 25.00
General Repair & Maintenance Permit (Residential)	\$ 25.00
General Repair & Maintenance Permit (Commercial)	\$ 50.00
Fence (Repair/Installation) Permit	\$ 10.00
Permit for Installation of Utility Poles/anchors	\$ 100.00
Roadside Vendor Permits (Annually)	\$ 200.00
Quarry Permit	\$ 1,500.00
Water Reconnecting Fee (Due to water shut-off for) (Non-payment of taxes)	\$ 100.00
Car Wreck Removal	At Cost
Demolition Deposit (Refundable)	\$ 100.00
Water On/Off	\$ 25.00

FINANCE COMMITTEE

2018 Tax Structure

After Hours call outs	\$ 100.00
Tax Certificate	\$ 75.00
Compliance Letter	\$ 75.00
NSF Cheque	\$ 50.00

NOTE: A 4% discount will be applied to all 2018 taxes if paid in full by March 15th, 2018 and provided all previous taxes have been paid. **DUE DATE** for 2018 taxes is June 30, 2018. Simple interest will be charged at the rate of 12.0% per annum on all past due taxes.

Signed: Mike Saccary, CAO/Town Clerk

**MOTION #18-012 CLR.TETFORD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

SNC Lavelin

Clr. Tetford advised that the committee that was created to oversee the SNC Lavelin report had a meeting and is planning to bring forward a 4-5 year plan. The committee hopes to meet monthly.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

65 Harvey Street-Business App. Motioned to approve the application to operate a home based business at 65 Harvey Street submitted by Jordin Austin subject to All Town Development Standards.

**MOTION #18-013 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Crown Land - Bastarache

Deputy Mayor Williams tabled a Crown Land Referral from the Eastern Regional Lands Office for an application submitted by Ms. Shelly Bastarache.

Motioned to defer the application pending new information.

**MOTION #18-014 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Motioned to remove the correspondence from Ms. Bastarache’s application that was not signed or stamped.

**MOTION #18-015 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Mayor Coombs left chambers at 7:14pm.

Crown Land-Beacon Services

Deputy Mayor Williams presided over the meeting and tabled a Crown Land Referral from the Eastern Regional Lands Office for an application submitted by Beacon Services.

Motioned to approve and complete referral letter from Eastern Regional Lands Office Re: Crown Land Application from Beacon Services for Point of Beach subject to All Town Development Standards.

**MOTION #18-016 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Mayor Coombs returned to chambers at 7:15pm.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Correspondence Motioned to start a correspondence file in which all correspondence will be available to Council to view as items are received.
MOTION #18-017 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY

ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE

Gordon G. Pike Train Stn. Clr. Williams advised that the Gordon G. Pike Train Station is now complete. The finances are not yet complete.

Jamie's Way Development Motioned to move forward with Crown Land Application 151703.
MOTION #18-018 CLR. WILLIAMS/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY

HUMAN RESOURCES/PARKS & RECREATION COMMITTEE

2018 ECHO Program App. Clr. Byrne advised that in 2017 the ECHO Program and Green Team were one application but in 2018 these have been separated. The ECHO application is complete and has been submitted. The Green Team application is almost complete and will be submitted before the deadline at the end of February.

Summer Student Jobs Clr. Byrne advised that 5 of the 8 applications for Canada Summer Jobs have been completed and submitted. The remaining 3 will be completed tomorrow.

Walking Track Motioned to use funds from the \$8000.00 grant received for the St. Francis walking track before they expire on March 31, 2018.
MOTION #18-019 CLR. BYRNE/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY

FIRE DEPT. LIAISON

Deputy Mayor Williams shared a report from the HGVEFB Fire Chief, including the number of recent callouts and home inspections. Deputy Mayor Williams also noted that practices have resumed for the New Year and that the executive has two new members. The department organized a takeout dinner as a fundraiser for Mrs. Jackie Luffman that sold out very quickly but added anyone wanting to make a donation is still able to do so.

COMMUNITY CENTRE LIAISON No report

CIVIC EVENTS LIAISON Clr. Vaters informed Council that the Civic Events Committee has planned a breakfast as part of the Winter Carnival. The event is being held at the Fire Hall on Saturday February 17 at 8:00am and tickets are \$8.00 each.

JOINT COUNCIL LIAISON No report

Mayor Coombs reminded Council that the next scheduled meeting for the Joint Council is February 12, 2018 and Councillors are encouraged to attend.

CAO/TOWN CLERK REPORT Tabled

2018 Budget CAO advised that the next revision of the 2018 budget will be available this week.

CAO/TOWN CLERK REPORT

Trophy Displays Deputy Mayor Williams asked for an update on the trophy display cases that are to be installed at the Community Centre. CAO advised that the Facility Manager requires more information to continue.

ECONOMIC DEVELOPMENT OFFICER REPORT No report

PUBLIC WORKS SUPERINTENDENT REPORT Tabled

School Zone Speed Limit Deputy Mayor Williams inquired if the Town could get confirmation that the Speed Limit on Cathedral Street near St. Francis School cannot be lowered from 50kms/hr to 30kms/hr. Mayor Coombs suggested to have this added to the agenda for the meeting with Minister Crocker in February.

Motioned for the CAO to contact Minister Crocker’s Office and have the speed limit reduction request added to the agenda for the upcoming meeting in February.

**MOTION #18-020 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

COMMUNITY CENTRE MANAGER’S REPORT Tabled

COUNCILLOR’S INFORMATION

Clr. Byrne left chambers at 7:29pm.

Mercer’s Well Clr. Vaters inquired about the status of Mercer’s well. Mayor Coombs advised that the Department of Transportation and Works sent out an engineer to meet with the Town’s CAO, Public Works Superintendent and Harris & Associates to discuss the Mercer’s Well project. Mayor Coombs hopes there will be more information after the meeting scheduled for February.

Clr. Byrne returned to chambers at 7:32pm.

48 Southside Road Deputy Mayor Williams requested an update on the request from the residents concerning the private road at 48 Southside Road. Public Works Superintendent advised that he has no issues with the structure of the road however it does not meet the 20’ width that is normally required. Clr. Fitzgerald, CAO and Public Works Superintendent are to inspect the road and bring findings back to Council.

Adjournment Motioned to adjourn regular meeting of Council at 7:35 P.M.
**MOTION #18-021 CLR. TETFORD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

Next regular meeting of Council is Monday February 12th, 2018 at 7:00PM.

Confirmed:

Don Coombs, Mayor

Mike Saccary, CAO/Town Clerk

DATE:

Np