

## TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
March 8, 2017 at 7:05 P.M.

<i>Members Present</i>	Mayor Councillors:	Terry Barnes Hayward Blake Patrick Haire Tony McCarthy Gordon Stone Kathy Tetford
<i>Members Absent</i>	Deputy Mayor	Sonia Williams
<i>Staff Present</i>	CAO/Town Clerk Admin Secretary-A/R Clerk Works Superintendent	Michael Saccary Nancy Pike Pat Hearn
Minutes: Regular Meeting January 25, 2017	Regular meeting minutes of February 20, 2017 were adopted as presented with the following corrections: 1. Page 5 - Capital Works should include; Applications were submitted for MIP area and the vacant land in the immediate area of the DCHGCC. Council has heard back on the MIP and the other application is in process. 2. Page 5 - DCHGCC Committee should include that Deputy Mayor Williams disapproval of the selection process and that not all user groups were represented. 3. Page 5 - DCHGCC should read Deputy Mayor Williams not Council. <b>MOTION #17-043 STONE/MCCARTHY CARRIED UNANIMOUSLY</b>	
Minutes: Special Meeting February 22, 2017	Special meeting minutes of February 22, 2017 were adopted as presented. <b>MOTION #17-044 MCCARTHY/TETFORD CARRIED UNANIMOUSLY</b>	
Minutes: Special Meeting March 1, 2017	Special meeting minutes of March 1, 2017 were adopted as presented. <b>MOTION #17-045 MCCARTHY/TETFORD CARRIED UNANIMOUSLY</b>	
Moment of Silence	Mayor Barnes held a moment of silence for three residents who have passed away recently.	

### BUSINESS ARISING FROM MINUTES

DCHGCC Committee	Clr. McCarthy addressed Deputy Mayor Williams' concerns over the new DCHGCC Committee noting that the committee is put into place to assist the stadium manger and is not meant to represent each user group.
Garage - 205 Harvey St.	Clr. Stone inquired about the status of the garage at 205 Harvey Street. CAO advised that he has located the file. There was a meeting set up with the resident but it had to be postponed. Meeting to be rescheduled, possibility of next week. CAO has advised the Rose's.

**BUSINESS ARISING FROM MINUTES**

DCHGCC Facility Manager      Clr. McCarthy inquired about the terms of the contract for the new facility manager if they had been sent out yet. CAO advised that the proposal has been sent out but the contract is not done yet.

**CORRESPONDENCE**

Elena Parsons - Memorial      Mayor Barnes tabled correspondence from Elena Parsons concerning a proposed memorial for Quinn Butt in the form of a wooden wall painted with a mural. There was discussion as to whether or not this should be in Harbour Grace. Clr. Tetford advised that this memorial is not only for Quinn but for all victims/survivors of domestic abuse. Clr Stone advised that a former student of his was a victim of violence and a memorial had been placed however it is no longer maintained. Clr. Stone wanted to ensure if the Town takes this project on that it will be done correctly and maintained. Deferred until more information can be obtained.

TriPen AAA PeeWee - Donation      Clr. Tetford tabled correspondence from the TriPen AAA Peewee Team seeking support in the form of advertizing in their souvenir booklet.  
  
Motioned to place a full page ad in the TriPen AAA PeeWee souvenir booklet at a cost of \$100.00.

**MOTION #17-046      TETFORD/MCCARTHY CARRIED UNANIMOUSLY**

Epilepsy NL - Proclamation      Mayor Barnes tabled correspondence from Epilepsy NL requesting that the Town of Harbour Grace proclaim March 24, 2017 as “Purple Day”. It was requested that the proclamation be displayed on the Town’s Website and Social Media Accounts on March 24.

Motioned to declare March 24, 2017 as Purple Day in The Town of Harbour Grace to show support and help end the stigma associated with epilepsy in Newfoundland and Labrador.

**MOTION #17-047      STONE/BLAKE CARRIED UNANIMOUSLY**

Swim for Hope - Donation      Mayor Barnes tabled correspondence from the organizers of Swim for Hope in support of the Dr. H. Bliss Murphy Cancer Centre.

Motioned to donate \$50.00 to the Swim for Hope 12 hour swimming relay in support of the Dr. H. Bliss Murphy Cancer Centre.

**MOTION #17-048      TETFORD/MCCARTHY CARRIED UNANIMOUSLY**

Government NL - Community Healthy Fund      Mayor Barnes tabled correspondence from Government NL advising that the Department of Children, Seniors and Social Development has approved a grant to upgrade the walking track at St. Francis School in the amount of \$8000.00.

**CORRESPONDENCE**

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| <p>Government NL<br/>28 Lot Subdivision<br/>Bristol's Hope</p> | <p>Mayor Barnes tabled correspondence from Government NL to Terrence Penney concerning a proposed 28 lot subdivision in Bristol's Hope. CAO advised that Gov NL heard about the subdivision and started an investigation into the matter. CAO advised that he has researched the subject and read past correspondence to familiarize himself with the issue.</p>   |
| <p>MNL-Avalon/Eastern Mtg</p>                                  | <p>Mayor Barnes tabled correspondence from Municipalities Newfoundland and Labrador advising that registration is now open for the Avalon/Eastern Regional Meeting. Clr. Stone expressed an interest in attending or see someone else who is interested attend.</p>  |
| <p>Joint Council - Meeting</p>                                 | <p>Mayor Barnes tabled correspondence advising that a meeting to discuss regionalization in Conception Bay North will be held on March 9<sup>th</sup>, 2017 at 7:30pm in the Town of Bay Roberts.</p>  |
| <p>Municipal Safety Council</p>                                | <p>Mayor Barnes tabled correspondence from the Municipal Safety Council to inform Council of the upcoming MSCNL Safety Workshop on Friday March 24<sup>th</sup>, 2017.</p>   |
| <p>MNL - 2017 Membership</p>                                   | <p>Mayor Barnes tabled correspondence from Municipalities Newfoundland and Labrador thanking the Town for renewing the membership with MNL. The correspondence included a membership package.</p>  |
| <p>PMA - 2017 AGM</p>  | <p>Mayor Barnes tabled correspondence from Professional Municipal Administrators advising of the upcoming AGM from April 5<sup>th</sup> - April 7<sup>th</sup>, 2017. The letter also advised that there are Board of Director Seats open for nomination.</p>  |
| <p>Pardy/Coombs</p>  | <p>Clr. McCarthy tabled an application from Erika Pardy and Tanner Coombs to open a cafe/roasting company at 59 Water Street offering light lunches, tea, coffee and other hot beverages.</p> <p>Motioned to approve the application submitted by Erika Pardy and Tanner Coombs to open a cafe/roasting company at 59 Water Street.</p> <p><b>MOTION #17-049      MCCARTHY/HAIRE CARRIED UNANIMOUSLY</b></p>   |
| <p>Janes Electrical Ltd.</p>                                   | <p>Clr. McCarthy tabled an application from Ashley Janes to open an electrical business at 40 Fisherman's Road.</p> <p>Motioned to approve application submitted by Ashley Janes to open an electrical business at 40 Fisherman's Road subject to the applicant placing a Discretionary Notice in the local paper for one week. If no objections are received, a commercial Occupancy permit can be issued.</p> <p><b>MOTION #17-050      MCCARTHY/HAIRE CARRIED UNANIMOUSLY</b></p> |

**CORRESPONDENCE**

Tony Miller Art

Clr. McCarthy tabled an application form Tony Miller to open a home based art business at 688 Harvey Street.

Motioned to approve application submitted by Tony Miller to open a home based art business at 688 Harvey street subject to the applicant placing a Discretionary Notice in the local paper for one week and neighbours must be given hand delivered notices. If no objections are received, a commercial occupancy permit can be issued.

**MOTION #17-051      MCCARTHY/HAIRE CARRIED UNANIMOUSLY**

All Things Mechanical

Clr. McCarthy tabled an application from Clifford Alex Verge to open an automotive, power sport and small engine service and repair garage at 272 Harvey Street.

Motioned approve the application submitted by Clifford Verge to open a service and repair garage at 272 Harvey Street.

**MOTION #17-052      MCCARTHY/HAIRE CARRIED UNANIMOUSLY**

Pitcher-New Home

Clr. McCarthy tabled an application from Tyler and Nicole Pitcher to construct a residential dwelling at 40 Gully Path.

Motioned to approve application submitted by Tyler and Nicole Pitcher to construct a residential dwelling at 40 Gully Path subject to:

1. All Town’s Development Standards
2. Pegs being placed to allow for visual of where home is to be placed.
3. Approval from Service NL for well and septic system.

**MOTION #17-053      MCCARTHY/HAIRE CARRIED UNANIMOUSLY**

**NEW BUSINESS**

No New Business

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

Clr. Haire met with Mr. Pike concerning water/sewer services crossing Veteran’s Highway, this must be deferred until it can be determined how much the Town can contribute. The same must be determined for Kitchen’s Hill.

Clr. Stone advised that paving must be discussed, summer is approaching and a list of priorities should be made. Clr. Haire advised that the priorities remain the same. Clr. Haire wants to meet with Harris & Associates concerning Water Street; he feels that Concord is being unreasonable. Clr. Blake suggested that the Town needs to put pressure on the government to have Harvey Street added to list of projects. Clr. Stone noted that not only is Harvey Street not being upgraded, it is not being maintained. CAO noted that Jamie’s Way is quickly deteriorating due to the increase in traffic.

**FINANCE COMMITTEE**

2017 Revised Tax Structure Motioned to adopt the following revised Tax Structure for 2017 as presented, effective January 1, 2017.

**REVISED  
TOWN OF HARBOUR GRACE  
2017 TAX STRUCTURE**

The following taxes and rates were and adopted at a special meeting of Council held on March 8, 2017 into effect from January 1, 2017.

**PROPERTY TAX**

Residential Property Tax	7.75	mills (\$350.00 Minimum)
Residents owning additional parcels of vacant land	7.75	mills
Commercial Property Tax	7.75	mills (\$350.00 Minimum)

**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 (Water only \$260.00/Sewer only \$140.00)	\$400.00	
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	\$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
Commercial Properties – Suppliers of water	\$400.00	plus 20 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	

**FINANCE COMMITTEE**

2017 Revised Tax Structure

**SCHEDULE OF FEES**

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	\$ 200.00
Annual 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
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 2017 taxes if paid in full by February 28, 2017 and provided all previous taxes have been paid. **Due Date** for 2017 taxes is May 31, 2017. 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 #17-054**

**TETFORD/MCCARTHY CARRIED**

*In favour* Mayor Barnes  
 Clr. Blake  
 Clr. Tetford  
 Clr. McCarthy  
 Clr. Stone  
*Opposed* Clr. Haire

Tax Relief Study

Motioned that a Tax Relief study be undertaken by the Finance Committee. The information obtained shall be used by Council to decide on whether or not a tax Relief Program will be introduced into the 2018 Budget.

**MOTION #17-055 STONE/MCCARTHY CARRIED UNANIMOUSLY**

CBC Documentary Sponsor

Motioned that the Town sponsor a Meet and greet during the first intermission of the senior league game on March 11, 2017 to a maximum of \$350.00. This will be done as part of the CBC Documentary activities celebrating the success of Harbour Grace's own Daniel Cleary as well as other NHL players.

**MOTION #17-056 STONE/MCCARTHY CARRIED UNANIMOUSLY**

Tax Relief

Clr. Stone requested that the Finance Committee look into tax relief for a business in Town.

**FINANCE COMMITTEE**

Banner DCHGCC Motioned that the Town pay 50% of the \$750.00 cost of the banner for the CBC event/Presentation on March 11, 2017 at the Danny Cleary Harbour Grace Community Centre.

**MOTION #17-057 STONE/MCCARTHY CARRIED UNANIMOUSLY**

Sports Hall of Fame Clr. Tetford tabled correspondence from the Harbour Grace Sports Hall of Fame Committee requesting assistance from the Town to install showcases for memorabilia.

Motioned for the new DCHGCC facility manager and representatives from Council to meet with the Committee to find out what they require in order to display the memorabilia.

**MOTION #17-058 MCCARTHY/STONE CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

MAA Review Commissioner Motioned to appoint Mr. Gerald Greenland as Commissioner for the Assessment Review for the Town of Harbour Grace under Section 32 of the Assessment Act.

**MOTION #17-059 MCCARTHY/BLAKE CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE**

Heritage Awards Clr. Stone and EDO attended the Heritage Awards hosted by the Heritage Foundation of NL. Clr. Stone noted that Harbour Grace was the only municipality recognized, the train station was provisionally designated as a historic building.

Community Garden Motioned to establish a new committee for the community garden and healthy living activities with the \$20,000.00 funding provided through the Provincial Community Healthy Living Fund.

**MOTION #17-060 STONE/BLAKE CARRIED UNANIMOUSLY**

Amelia Earhart Celebrations Clr. Stone advised that the EDO has many things in the works right now, including a festival during the July 1<sup>st</sup> weekend. This includes Amelia Earhart celebrations and Canada 150 activities. Council requested that this committee and the Community Gardens committee be advertized on social media requesting volunteers.

Motioned to establish a committee to help organize and oversee the festival/Amelia Earhart celebrations.

**MOTION #17-061 STONE/MCCARTHY CARRIED UNANIMOUSLY**

RCMP Police Dog The RCMP called to inquire if they could use the DCHGCC to help train a new police dog. This would be a great opportunity to get involved with the RCMP. Council would like to see some information posted on the website with pictures of the dog.

**HUMAN RESOURCES/PARKS & RECREATION COMMITTEE** No Report

**FIRE DEPT. LIAISON**

Clr. Blake advised that the Fire Department had a very quiet month. The Department had one elevator rescue; Mayor Barnes advised that there is an issue with children using the elevators.

SNC Lavelin needs to convene a meeting to go over reports. The JCP is ongoing. The Fire Chief has been very proactive in working with other Fire chiefs in the area.

HGVFB Breakfast The Annual Steak and Eggs Breakfast will be held on Saturday March 18, 2017 at the Fire Hall.

**STADIUM LIAISON**

DCHGCC Committee Clr. Stone advised the DCHGCC Committee held its first meeting. In attendance were Tracy Shute, Joy Sparkes, Clr. Stone, Clr. McCarthy and CAO Mike Saccary. They will hold regular meetings every second Monday. The committee will meet with Corey Crocker to hear his ideas on how his facility is run. On Saturday March 11, CBC will be filming part of a documentary on Danny Cleary.

**CIVIC EVENTS LIAISON**

Mayor Barnes advised that the Winter Carnival was a success. Individual events saw between 80 and 100 people. There were 5 contestants for the cutie pageant.

**ECONOMIC DEVELOPMENT OFFICER REPORT** No Report

**PUBLIC WORKS SUPERINTENDENT REPORT** Tabled

Clr. Stone commended the Public Works Superintendent on getting through the winter without running out of salt/sand.

**STADIUM MANAGER'S REPORT** No Report

**COUNCILLOR'S INFORMATION**

Joint Council Joint Council will be having a meeting on March 13 to discuss regionalization.

Farm Clr. Stone advised that there is an applicant trying to set up a farm attraction on Southside and would like to see this come to Council. Clr. Stone thinks it would be a great idea.

Pam Whelan Clr. Tetford read correspondence from resident Pam Whelan concerning the new DCHGCC committee.

Miss NL Pageant Clr. Haire commended the SPLASH Centre on the recently held Miss NL Pageant and would like a letter sent out thanking them.



**COUNCILLOR’S INFORMATION**

- Trails  
 Clr. Haire acknowledged the work that Keith Skinner has done with the Trails project and would like a letter of appreciates sent out to thank him.
  
- Recorder  
 Clr. Haire advised that a recorder would be beneficial to the Town’s Secretary and requested that the CAO purchase one for the next meeting.  
  
 Motioned to allow regular meetings of Council to be recorded.  
**MOTION #17-062      HAIRE/BLAKE CARRIED UNANIMOUSLY**
  
- Libraries Report  
 Clr. Blake advised that the Ernst Young Libraries report is coming out in April and the Town should be prepared to respond.  
  
 Motioned to have the Harbour Grace Public added to next council meeting in order to prepare for the release of the EY libraries report.  
**MOTION #17-063      BLAKE/HAIRE CARRIED UNANIMOUSLY**
  
- Kraft Hockeyville  
 The Town of Bay Robert’s is in the running for Kraft Hockeyville 2017. Clr. Blake requested that the information be shared on the Town’s social media.  
  
 Motioned that the Town of Harbour Grace support the Bay Arena and Town of Bay Roberts in their quest to become Kraft Hockeyville 2017.  
**MOTION #17-064      STONE/MCCARTHY CARRIED UNANIMOUSLY**
  
- Crystal Young  
 Mayor Barnes advised that there is a reception for Crystal Young who will be competing in the Special Olympics, World Winter Games in Austria on Thursday night at the Tilton Bingo Hall. Mayor Barnes will be in attendance presenting a donation on behalf of the Town and welcomes Council to attend.
  
- Danny Cleary  
 Mayor Barnes advised that Danny Cleary is in Town and will be making a presentation at DCHGCC on Saturday March 11, 2017.
  
- Adjournment  
 Motioned to adjourn regular meeting of Council at 9:10 P.M.  
**MOTION #17-065      TETFORD/WILLIAMS CARRIED UNANIMOUSLY**  
  
 Next scheduled regular meeting of Council is 7:30 P.M. March 22<sup>nd</sup>, 2017.

**Confirmed:**

\_\_\_\_\_  
Terry Barnes, Mayor

\_\_\_\_\_  
Mike Saccary, CAO/Town Clerk

DATE:  
np