

## TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
October 10 at 4:47 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 September 28, 2017 were adopted as presented.

Regular Meeting  
September 28, 2017

**MOTION #17-214 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

Minutes: Special meeting minutes of September 29, 2017 were adopted as presented.

Special Meeting  
September 29, 2017

**MOTION #17-215 WILLIAMS, K./BYRNE CARRIED UNANIMOUSLY**

### **BUSINESS ARISING FROM MINUTES**

Meeting time

Motioned to schedule regular meetings of Council on Monday evenings at 7:00pm.

**MOTION #17-216 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

### **CORRESPONDENCE**

Gail Downing -Tax Relief

Mayor Coombs tabled a letter from Mrs. Gail Downing requesting to formally address Council. Mayor Coombs invited Mrs. Downing to address Council.

Mrs. Downing advised Council of her concerns relating to taxes on vacant land. Ms. Downing's gardens were once billed \$12-\$15 dollars and in January were billed \$100.00 per parcel of land. Mrs. Downing also spoke about a property that has been vacant for more than 14 years; the Town sent a letter advising that a structure on this property was dilapidated and must be removed. Mrs. Downing feels that since the Town made the request the property should not be billed as a residential property but a vacant parcel of land and water/sewer should not be charged. Mrs. Downing has sent correspondence and called the office but has not been able to get a response. Mayor Coombs advised that this Council will be prudent in responding. Deputy Mayor Williams and Clr. Tetford will meet with their committees to address Mrs. Downing's request and come back to Council with an answer by the next regular meeting of Council.

Mrs. Downing inquired about the status of the Community Garden and Healthy Living Committees. Mayor Coombs advised that the committees will remain intact but may have additional members.

**CORRESPONDENCE**

- Verge's Place Road Condition Mayor Coombs tabled correspondence from Ms. Melissa Parsons concerning the condition of Verge's Place. Public Works to investigate and report back at the next meeting.
- Feather Point, Southside Mayor Coombs tabled correspondence from Mr. Gordon Coombs concerning access to the pasture on Feather Point at Harbour Grace South.
- Motioned for the Town to reply to Mr. Coombs' letter advising that the Cattlemens Asociation is responsible for the property and that the Town does not have any jurisdiction for this property.  
**MOTION #17-217 TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**
- Targa Race Mayor Coombs tabled correspondence from Ms. Courtney Clarke concerning the road race held in Harbour Grace by Targa NL. Ms. Clarke advised that she lost business due to the lack of notice provided and also expressed safety concerns. Deferred to Finance Committee.
- Petting Farm - Southside Mayor Coombs tabled correspondence from Mr. Greg Haire, Mr. Des Fillier and Mr. Dean Shute concerning the proposed petting farm on Southside. Deputy Mayor Williams advised that former Councillor Gord Stone said that the application had been withdrawn.
- Motioned for the Town to reply to the correspondence from Mr. Haire, Mr. Fillier and Mr. Shute informing them the Town has been notified that the application for a Petting Zoo located in Harbour Grace South has been withdrawn.  
**MOTION #17-218 TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**
- Traffic Regulations Mayor Coombs tabled correspondence from the Department of Municipal Affairs thanking the Town providing a copy of the amended and adopted Traffic Regulations for the Town of Harbour Grace.
- Wastewater Regulations Mayor Coombs tabled correspondence from Environment and Climate Change Canada following up to an onsite inspection on June 30, 2017. Council questioned the deadlines given. Public Works Superintendent Pat Hearn advised that these regulations have been in place for a long time but are now being enforced. Clr. Tetford to review finances in order to put a plan in place.
- Municipal Budget Training Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Environment outlining the dates and locations of upcoming Municipal Budget Training.
- Fall 2017 Training Circular Mayor Coombs tabled the Fall 2017 Training Circular from the Department of Municipal Affairs.

**CORRESPONDENCE**

MNL AGM 2017

Mayor Coombs tabled the Municipalities Newfoundland and Labrador 2017 AGM Registration Package. Mayor Coombs suggested that the Town should send only two representatives to the AGM due to the cost. Clr. Tetford advised that the AGM is very informative and is a good learning tool. Clr. Tetford advised Council that the budget allows for 7 Councillors to attend this year. Deputy Mayor Williams advised that she is unable to attend. Mayor Coombs stated that he will not be attending, the Town must curb spending.

Motioned to allow all 7 Councillors to attend the 2017 MNL AGM because it was already included the budget for this year.

<b>MOTION #17-219</b>	<b>TETFORD/WILLIAMS CARRIED</b>
	<i>In Favour</i>
	<i>Deputy Mayor Williams</i>
	<i>Clr. Byrne</i>
	<i>Clr. Fitzgerald</i>
	<i>Clr. Tetford</i>
	<i>Clr. Vaters</i>
	<i>Clr. Williams</i>
	<i>Opposed</i>
	<i>Mayor Coombs</i>

MAA-Call for Nominations

Mayor Coombs tabled correspondence from the Municipal Assessment Agency advising that they are now accepting nominations for the Avalon Regional Director.

Motioned to nominate Kathy Tetford for the position of Avalon Regional Director.

**MOTION #17-220 WILLIAMS, S./BYRNE CARRIED UNANIMOUSLY**

Trio’s Annual General Meeting

Mayor Coombs tabled correspondence from TRIO advising the date and time of their Annual General Meeting. The AGM coincides with the MNL AGM.

John Sheehan Tour

Mayor Coombs tabled a request for support through advertising from John Sheehan for his upcoming tour. Deferred to the Finance Committee.

French’s Enterprises

Mayor Coombs tabled a business application from French’s Enterprises to buy and sell used cars at 275 Water Street.

Motioned to approve the business application submitted by French’s Enterprises to buy and sell used cars at 275 Water Street.

**MOTION #17-221 WILLIAMS, S./BYRNE CARRIED UNANIMOUSLY**

Kiwanis Club/CBDC

Mayor Coombs tabled correspondence from the Kiwanis Club in partnership with CBDC advising Council of a business luncheon to celebrate Small Business Week. Mayor Coombs requested that any Councillors interested in attending should contact the office staff.

Plow Truck

Mayor Coombs tabled correspondence from the Department of Transportation and Works offering an operational plow truck to the Town of Harbour Grace at no charge. Deferred to Public Works.

**CORRESPONDENCE**

Glenn Vokey-Bldg Application Mayor Coombs tabled an application for building permit from Glenn & Debbie Vokey requesting to a build house at 40 Gully Path Road.

Motioned to approve the application for building permit from Glenn & Debbie Vokey to construct a house at 40 Gully Path Road subject to the following:

1. All Town Development Standards
2. Pegs placed for the MEO's inspection and approval
3. Well and Septic approval from Service NL

**MOTION #17-222 WILLIAMS, S./VATERS CARRIED UNANIMOUSLY**

St. Vincent de Paul Mayor Coombs tabled correspondence from St. Vincent de Paul Food Bank seeking a monetary donation to support their annual event of supplying Christmas Hampers to the less fortunate. Deferred to the Finance Committee.

Alec Moore Court Mayor Coombs tabled correspondence from David Randell concerning the lack of town services to the building lots at Alec Moores Court. Deferred to Public Works.

MAA Annual Report Mayor Coombs tabled the Municipal Assessment Agency's Annual Report and advised that the complete report will be forwarded to Council via email.

**NEW BUSINESS**

SNC Lavelin Report Mayor Coombs tabled a report from SNC Lavelin and advised that the Finance Committee should meet to discuss the report.

Harvey Street Proposal Mayor Coombs advised Council that he met with Harris & Associates concerning the Harvey Street proposal. Mayor Coombs will prepare a report to present to Council on Friday. The Provincial Government would like the town to take over Harvey Street and has offered two pieces of equipment; Mayor Coombs stated that the last piece of equipment that the Town received from them only lasted one month. The Town must consider that taking over this street would require extra funds needed for water/sewer, paving, wages and equipment. Clr. Byrne advised that some municipalities have chosen not to take over government roads and the Town should meet with government officials.

Clr. Byrne advised Council that she is a resident being serviced by Mercer's Well and wondered why additional requests were added to the initial application for emergency funding. Clr. Tetford advised that a motion was made to apply for emergency funding for residents using Mercer's Well and has no idea why anything would have been added.

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

No report

**FINANCE COMMITTEE**

Clr. Tetford advised that there is currently \$332,658.74 in the bank and 66.03% of the budget has been used as of the end of August, collections are ongoing and the bills are being paid.

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

Sheldon Fitzgerald-Bldg Permit Mayor Coombs tabled an application for building permit from Sheldon & Bernice Fitzgerald requesting to construct a garage at 33 Mercer's Road.

Motioned to approve the application submitted by Sheldon & Bernice Fitzgerald requesting to construct a garage at 33 Mercer's Road subject to:  
1. All Town Development Standards.

**MOTION #17-223 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE**

No report

**HUMAN RESOURCES/PARKS & RECREATION COMMITTEE**

Grants Mayor Coombs requested Clr. Byrne to obtain information on the current grants and bring Council up to date. Mayor Coombs also advised that the Town has received another grant but there has been no further information supplied to date.

**FIRE DEPT. LIAISON**

Deputy Mayor Williams advised that Fire Prevention Week is October 8<sup>th</sup> - October 14<sup>th</sup>, 2017. HGvFB has activities planned to coincide with Fire Prevention Week, including an open house at the Fire Department on October 11<sup>th</sup> and they will be visiting the students of St. Francis.

**COMMUNITY CENTRE LIAISON**

Mayor Coombs advised that he toured the Danny Cleary Harbour Grace Community Centre with the Facility Manager, Carl Dohey and staff.

**CIVIC EVENTS LIAISON**

Mayor Coombs asked Clr. Vaters to schedule a meeting with the committee.

**CAO/TOWN CLERK REPORT** Tabled

**ECONOMIC DEVELOPMENT OFFICER REPORT** Tabled

**PUBLIC WORKS SUPERINTENDENT REPORT** Tabled

**COMMUNITY CENTRE MANAGER'S REPORT** Tabled

Facility Manager Carl Dohey presented his report to Council. Deputy Mayor Williams reiterated her concern that a 2-3 year warranty is not sufficient for the ice surface slab. Clr. Tetford requested an update on the windbreak. The CAO advised that there has been difficulty in obtaining a contractor to install the concrete base. Clr. Williams stated that the parking at the facility is not sufficient and inquired if this was noted as a deficiency. Mr. Dohey advised that there was some work done levelling an overflow area but it has not been completed. Mr. Dohey will circulate the deficiency report.

### **COUNCILLOR'S INFORMATION**

3-Way Stop Sign	Deputy Mayor Williams said she was surprised to see the 3-way stop signs removed before the Council meeting and advised that Mayor and Councillors should not be giving instructions to workers. Workers do not take direction from Council. Deputy Mayor Williams would like to see a speed bump in the area.
Victoria Street	Clr. Tetford advised that the Masonic Lodge recently held a ceremony to celebrate its 150 <sup>th</sup> Anniversary. During the ceremony a resident entered the Masonic Lodge and caused a disturbance, the resident was asked to leave only to return a little later. Clr. Tetford requested that the Town declare that this is a public road and there is not designated parking. Mayor Coombs requested that the Municipal Enforcement Officer visit the resident and discuss the regulations.
3-Way Stop	Clr. Tetford spoke about the removal of the 3-way stop at Water Street and Lee's Lane and noted she had previously made a motion to have it removed however the speeding problem still has to be resolved. Cars drive 80-90 kms/hr on some stretches. Mayor Coombs advised that he would like Staff Sgt. Hicks to come in and meet with Council, possibly for the next meeting.
Committees	Clr. Tetford advised that all committees of Council should be sending reports to her. Mayor Coombs advised that he has requested information from the committees.
Street Lights	Clr. Williams requested to have the street lights on Martin's Lane and Cottage Lane repaired.
Masonic Lodge	Clr. Williams also spoke about the 150 <sup>th</sup> Anniversary Ceremony at the Masonic Lodge, noting that the interruption to the dedication was very disrespectful to the members and the dignitaries in attendance. The parking issue needs to be resolved.
Street Lights	Mayor Coombs stated that the Town's policy is to have a street light on every second pole and asked the CAO/Town Clerk to investigate.

Adjournment

Motioned to adjourn regular meeting of Council at 5:45 P.M.

**MOTION #17-224 WILLIAMS, K./FITZGERALD CARRIED UNANIMOUSLY**

Next regular meeting of Council will be scheduled to coincide with the transition of Councils.

**Confirmed:**

---

Don Coombs, Mayor

---

Mike Saccary, CAO/Town Clerk

DATE:

np