

## TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
October 23 at 7:05 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  
October 10, 2017

Regular meeting minutes of October 10, 2017 were adopted as presented with the following corrections and/or omissions:

1. Page 2 - Petting Farm; Confirmation of the withdrawn application was given verbally to the CAO. Deputy Mayor Williams requested that the applicant withdraw the application in writing.
2. Page 3 - MNL AGM; Clr. Tetford advised that the conference is a very important networking tool.
3. Page 4 - Harvey Street Proposal; Clr. Tetford advised that maintenance for Harvey Street would be \$200,000.00 annually.
4. Page 6 - Committees; "...should be sending reports to **Council**."  
**MOTION #17-225 WILLIAMS, S./WILLIAMS, K. CARRIED UNANIMOUSLY**

### **BUSINESS ARISING FROM MINUTES**

RCMP

Mayor Coombs welcomed Staff Sergeant Hicks of the Harbour Grace RCMP Detachment. Staff Sgt. Hicks started in Harbour Grace in September and looks forward to working with the Town. The detachment currently has 17 officers and 2 plain clothes officers. He noted that the issues in Harbour Grace are very similar across the communities. As of October 1, there have been 52 calls for service in Harbour Grace. Staff Sgt. Hicks spoke about the number of accidents on the Veteran's Memorial Highway recently, he noted that the Harbour Grace detachment only covers about 15 kms of this highway. Three of the four recent accidents have involved moose. ATVs are a growing problem in the area however officers will not chase drivers. Staff Sgt. Hicks requested that people still call to report problems, 6 charges have been laid in the last 6 months. Residents do not have to leave their name when reporting problems. Mayor Coombs stated that police presence is a deterrent. Clr. Tetford asked if there are any figures on drivers using cell phones. Staff Sgt. Hicks said that he can bring this information to the next meeting. Clr. Tetford commented that she witnessed 4 teenagers walking up Water Street with drug paraphernalia and wondered if we are being complacent with drug use and if there are any officers specifically assigned to the drug problem. Staff Sgt. Hicks advised that there are specialized units for this. He feels like people are flaunting it because of the proposed legalization

**BUSINESS ARISING FROM MINUTES**

RCMP of marijuana. The RCMP are utilizing volunteers and partnering with schools in an effort to reach youth before they are exposed. Mayor Coombs thanked Staff Sgt. Hicks for their help with “Chase the Ace”. Mayor Coombs advised that the Town of Harbour Grace will be meeting with RCMP every three to four months.

**CORRESPONDENCE**

TCP Health Foundation Mayor Coombs tabled correspondence from the Trinity Conception Placentia Health foundation thanking the Town for their continued support of the Annual Telethon.

Service NL Mayor Coombs tabled correspondence from Service NL congratulating Council on their recent election or re-election. The letter also included an overview of BizPal.

Official Opposition Office Mayor Coombs tabled correspondence from Paul Davis, Leader of the Opposition in the House of Assembly extending congratulations on being elected as the new council for the Town of Harbour Grace. Mayor Coombs offered condolences to Mr. Davis and his family for the recent passing of his brother in law.

CBN Joint Council Mayor Coombs tabled correspondence from Joint Council of Conception Bay North advising that an Election of Officers will take place at the next meeting. Clr. Williams will attend.

2012 Summer Games Mayor Coombs tabled correspondence from Cynthia Davis, CAO Town of Carbonear requesting to disperse the remaining funds in the 2012 Summer Games Fund.

Motioned to disperse the remaining funds in the 2012 Summer Games fund evenly between the Town of Harbour Grace and the Town of Carbonear.

**MOTION #17-226 TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

Eastern Regional Service Board Mayor Coombs tabled correspondence from the Eastern Regional Service Board advising of its intension to commence elections for its Board of Directors.

Motioned to have an appointed representative from the Town of Harbour Grace Council to sit on the Eastern Regional Service Board. The Town wishes to be extended the same right to have an appointed Representative as given to other Municipalities.

**MOTION #17-227 TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

Mayor Coombs offered himself to represent Council on the Eastern Regional Service Board, no other members came forward.

Motioned to invite Ken Kelly of Eastern Waste Management to a meeting to discuss the previous agreement that was made with Chief Justice Wicks.

**MOTION #17-228 TETFORD/BYRNE CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

- Hr. Grace Library Mayor Coombs tabled correspondence from the Harbour Grace War Memorial Library Board requesting a donation to their book fund. Deferred to the Finance Committee.
- Canada Post Mayor Coombs tabled correspondence from Canada Post requesting a donation or support of their fundraising campaign. Deferred to the Finance Committee.
- Ronald McDonald House Mayor Coombs Tabled correspondence from the Ronald McDonald House Children's Charities requesting a donation.  
Motioned to donate \$100.00 to the Ronald McDonald Children's Charities.  
**MOTION #17-229 TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**
- TLC Bookkeeping Mayor Coombs tabled an application to open a home based business from TLC Bookkeeping at 9 Doyle's Road. Mayor Coombs advised that applicants requesting to open a business should be instructed to place a discretionary ad before their application is tabled at a meeting.  
Motioned to defer approval of the home based business application submitted by TLC Bookkeeping pending the placement of a discretionary use advertisement in the local paper.  
**MOTION #17-230 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**
- 15 Pike's Rd, Building Permit Mayor Coombs tabled an application for building permit from Ms. Shelley Reid requesting permission to construct a shed at 15 Pike's Road.  
Motioned to approve the application submitted by Ms. Shelley Reid to construct a shed at 15 Pike's Road subject to:  
1. All Town Development Standards.  
**MOTION #17-231 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**
- 10 Alberta Dr, Building Permit Mayor Coombs tabled an application for building permit from Mr. Chris Puddister requesting permission to construct a shed at 10 Alberta Drive.  
Motioned to approve the application submitted by Mr. Chris Puddister to construct a shed at 10 Alberta Drive subject to:  
1. All Town Development Standards.  
**MOTION #17-232 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**
- HGVFB Parade Committee Mayor Coombs tabled correspondence from Mr. Lee Rogers requesting funding to make any necessary repairs to the equipment for the upcoming Santa Claus Parade. Deferred to the Finance Committee.
- Dept. Of Municipal Affairs Mayor Coombs tabled correspondence from the Department of Municipal Affairs concerning the 2018/2019 Capital Works Funding Program.  
Motioned to request a meeting with Minister Joyce of Municipal Affairs to discuss the priority list for capital works and other issues.  
**MOTION #17-233 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

**CORRESPONDENCE**

14 Mount Pleasant Road Mayor Coombs tabled an application for building permit from Mr. Lloyd Parsons requesting permission to construct a shed at 14 Mount Pleasant Road.

Motioned to approve the application submitted by Mr. Lloyd Parsons to construct a shed at 14 Mount Pleasant Road subject to:

1. All Town Development Standards

**MOTION #17-234 WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

Watts Lane Mayor Coombs tabled correspondence from Mr. William Rose concerning the condition of Watts Lane. Deferred to the Public Works Committee.

Carbonear Collegiate Mayor Coombs tabled correspondence from Carbonear Collegiate inviting Council to attend their Remembrance Day Ceremony. Mayor Coombs advised that he will attend.

**NEW BUSINESS** No new business

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

Plow Truck Motioned that council decline the offer of a plow truck free of charge from the Department of Transportation and Works, the committee would like to explore options of obtaining new equipment instead of acquiring used equipment that will add to the current rising costs of repairs on the Town's aging equipment.

**MOTION #17-235 FITZGERALD/WILLIAMS, S. CARRIED UNANIMOUSLY**

Alec Moores Court Clr. Fitzgerald advised Council that discussions are ongoing concerning the letter from Mr. Dave Randell about Alec Moores Court.

Verge's Lane Clr. Fitzgerald advised Council that in response to Ms. Melissa Parsons' letter, three culverts have been replaced on Verge's Lane and that this should rectify the problems previously experienced.

Spillway Clr. Fitzgerald advised that construction of the new spillway at Bannerman Lake is underway.

Cooper Corner Road Clr. Fitzgerald informed Council that they are waiting on a contractor for upgrades to Cooper Corner Road.

Equipment Rental Motioned to rent a loader with a blade from John Hearn to assist with snow clearing operations for November and December 2017 at a cost of \$3000.00 per month. January - March rental to be reviewed in 2018 Budget.

**MOTION #17-236 FITZGERALD/BYRNE CARRIED UNANIMOUSLY**

**CAPITAL & PUBLIC WORKS COMMITTEE**

New Southside Well                      Motioned to have the Town CAO find the funding to purchase a new well water treatment system in the amount of \$24,800.00 to rectify the problems with the new Southside Well.

**MOTION #17-237                      FITZGERALD/TETFORD CARRIED UNANIMOUSLY**

Harvey Street

*Clr. Byrne left chambers at 7:30pm due to a conflict of interest.*

Motioned to apply for emergency funding in the amount of \$3,200,000.00 for Harvey Street West as per the Town Engineer’s report concerning water and sewer services.

**MOTION #17-238                      FITZGERALD/WILLIAMS, S. CARRIED UNANIMOUSLY**

*Clr. Byrne returned to chambers at 7:34pm.*

**FINANCE COMMITTEE**

Tax Recovery Plan                      Clr. Tetford tabled the tax recovery plan dated December 31, 2016.

Motioned that the Town of Harbour Grace accept the Tax Recovery Plan dated December 31, 2016 as presented.

**MOTION #17-239                      TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

Waste Water Monitoring              Motioned to instruct the CAO and Public Works Supervisor to order 5 Monitors and services in the amount of \$53,550.00 to be put in place for 2018.

**MOTION #17-240                      TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

John Sheehan Tour                      Clr. Tetford advised that she requires more information on the request from Mr. John Sheehan, Clr. Tetford has not been able to meet with Mr. Sheehan to discuss his request.

Motioned to defer Mr. John Sheehan’s request for advertising until further information can be obtained.

**MOTION #17-241                      TETFORD/BYRNE CARRIED UNANIMOUSLY**

SNC Lavelin Report                      Motioned to set up a meeting with the HG VFB Executive, Finance Committee and the Fire Department Liaison to discuss the SNC Lavelin Report.

**MOTION #17-242                      TETFORD/VATERS CARRIED UNANIMOUSLY**

Grants    Clr. Tetford advised that Finance is waiting on EDO reports to determine if the Town will have to absorb any costs from the outstanding grants.

2018 Budget                                      Clr. Tetford advised that the CAO will begin the budget process on November 1<sup>st</sup> and the Finance Committee will meet him at the end of November. Department heads are reminded to submit their budgets.

Hr. Grace Library                              Motioned to donate \$200.00 to the Harbour Grace War Memorial Library in support of its book fund.

**MOTION #17-243                      TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

**FINANCE COMMITTEE**

- Office Staff Training                      Motioned to allow Nancy Pike and Dianne Rees to attend training for administrative assistants in St. John’s on November 22, 2107 at a cost of \$399.00 plus HST per person.  
**MOTION #17-244              TETFORD/BYRNE CARRIED UNANIMOUSLY**
- Town Committees                              Motioned that the Town of Harbour Grace will not sanction or support incorporation of Committees of Council.  
**MOTION #17-245              TETFORD/BYRNE CARRIED UNANIMOUSLY**
- Payment/Payroll Upgrades                  Clr. Tetford advised that the CAO is working on upgrading the Town’s system to allow for direct deposit of payroll and debit payments for residents.
- SW Moores Memorial Park                      Motioned to contact NL Power to install extra lighting in SW Moores Memorial Park to provide extra security.  
**MOTION #17-246              TETFORD/VATERS CARRIED UNANIMOUSLY**
- Baccalieu Trail Animal Hosp.                  Motioned to donate \$50.00 to the Baccalieu Trail Animal Hospital.  
**MOTION #17-247              TETFORD/BYRNE CARRIED UNANIMOUSLY**
- St. Vincent de Paul                              Motioned to donate \$100 to St. Vincent de Paul food bank.  
**MOTION #17-248              TETFORD/WILLIAMS, S. CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- Janes Electrical-Business App.                  Deputy Mayor Williams tabled a business application from Janes Electrical to open an Electrical Company at 40 Fisherman’s Road. The applicant placed a discretionary notice in the newspaper and the Town did not receive any correspondence for or against.  
  
 Motioned to approve the application submitted by Janes Electrical to open an Electrical Company at 40 Fisherman’s Road subject to:  
 1.            All Town Development Standards.  
**MOTION #17-249              WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**
- Glen Clarke - Bldg Permit                      Deputy Mayor Williams tabled an application for building permit from Mr. Glenn Clarke to construct Office Retail Mall on Ceebee Drive, South of the Community Centre.  
  
 Motioned to approve the application submitted by Mr. Glenn Clarke to construct an Office Retail Mall on CeeBee Drive subject to:  
 1.            Town Development Standards  
 2.            Pegs placed for MEO’s inspection and approval.  
 3.            Well and Septic approval from Service NL  
 4.            Acquisition of property from Crown Lands  
 5.            All Government regulations  
**MOTION #17-250              WILLIAMS, S./WILLIAMS, K. CARRIED UNANIMOUSLY**



**HUMAN RESOURCES/PARKS & RECREATION COMMITTEE**

Playground Equipment                      Motioned to redirect funds from recreation to purchase playground equipment.  
**MOTION #17-254                      WILLIAMS, S./TETFORD CARRIED UNANIMOUSLY**

**FIRE DEPT. LIAISON**

Deputy Mayor Williams advised that the fire department has taken on new members. The Santa Claus Parade will take place on December 2, 2017.

Deputy Mayor Williams informed Council that the ceremony to dedicate Crystal’s Way will take place on Thursday November 16 at 6:00pm near the Ball Field. Deputy Mayor Williams requested to have the lobby of the Community Centre booked for a reception after the dedication and asked the Mayor to speak on behalf of the Town.

**COMMUNITY CENTRE LIAISON                      No report**

**CIVIC EVENTS LIAISON**

Clr. Vaters advised that the Civic Events Committee will be hosting a bonfire on the beach near the Chalet on November 5 at 6:30pm.

**CAO/TOWN CLERK REPORT                      No report**

**ECONOMIC DEVELOPMENT OFFICER REPORT                      No report**

**PUBLIC WORKS SUPERINTENDENT REPORT                      Tabled**

**COMMUNITY CENTRE MANAGER’S REPORT                      No report**

**COUNCILLOR’S INFORMATION**

Fireworks                                      Clr. Tetford advised Clr. Vaters that the fireworks for the sparkle parade on New Year’s Day need to be ordered soon.

Adjournment                                      Motioned to adjourn regular meeting of Council at 8:05 P.M.

**MOTION #17-255                      WILLIAMS, K./BYRNE CARRIED UNANIMOUSLY**

Next regular meeting of Council is Monday November 6<sup>th</sup> at 7:00PM.

**Confirmed:**

\_\_\_\_\_  
Don Coombs, Mayor

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

DATE:  
np