

**TOWN OF HARBOUR GRACE**

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
September 24, 2018 at 7:01 P.M.

*Members Present*

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

*Members Absent*

Councillor: Paul Fitzgerald

*Staff Present*

CAO/Town Clerk Michael Saccary

Admin Assistant-A/R Clerk Nancy Pike

*Staff Absent*

Public Works Superintendent Pat Hearn

Minutes:

Regular Meeting  
September 10, 2018

Regular meeting minutes of September 10, 2018 were adopted with the following errors and/or omissions:

1. Page 6 – Fire Dept. Liaison; Comments concerning the Terry Fox Run should have been noted under Councillors Concerns.
2. Page 7 – Rate Increase; Motion 18-219, Mayor Coombs was in favour of motion.
3. Page 7 – Rate Increase; Motion 18-222, Mayor Coombs was opposed to motion.

**MOTION #18-229**

**CLR. WILLIAMS/CLR. VATERS**

**CARRIED UNANIMOUSLY**

**REQUEST TO ADDRESS COUNCIL**

Mrs. Bridgette Rose

Mrs. Rose thanked Council for the opportunity to present her concerns about Kitchen's Hill. Mrs. Rose stated that 1.5 million dollars has been allocated for Kitchen's Hill for water and sewer upgrades, but that water and sewer have never been an issue for the residents, the issues with Kitchen's Hill are the turns and winding road. The road needs to be widened and the blind turn removed, there are no guard rails or proper drainage for water run off and it is not wide enough for two cars to pass one another in certain places. There is a house less than two feet from the road that is in danger of being stuck by a plow or other vehicle. Mrs. Rose said that she was advised that the Town could apply for funding to expropriate the house that is close to the road to allow for it to be widened. Money from the existing allocation cannot be used to purchase property or expropriation. Mrs. Rose asked Council to ensure that the road is done correctly by applying for the extra funds and getting the road done right.

Mayor Coombs thanked Mrs. Rose for presenting her concerns to Council and advised that Council can request to have the scope of the project changed. He cautioned that doing so could mean the project would not be started this year and may take Kitchen's Hill off of the priority list meaning funds may no longer be available for the project. Mayor Coombs requested that Public Works look at the recommendations and bring information back to Council in order for Council to make a decision if they want to change the scope of the project.

**BUSINESS ARISING FROM MINUTES**

- Cabin-Crown Land Update      Mayor Coombs advised that two property owners have come in to see him concerning crown lands. There was correspondence sent out, but the CAO advised that he has not received anything and has requested to have the correspondence resent.
- Courthouse Update      No update, the CAO has talked to the MHA's office and they are still waiting as well. Mayor Coombs expressed concern over the sidewalk running along side a building being held up by 8 x 8 posts.
- Cathedral St. Sidewalk      Mayor Coombs advised that there has been no update on the request for sidewalks on Cathedral Street. Clr. Tetford noted that the Public Works Superintendent's report estimates that the project would cost between \$20,000.00 and \$25,000.00 and that she would like to see this included in the 2019 budget. Mayor Coombs requested to have the Public Works Committee review the estimate with the Public Works Supervisor.
- LED Light Update      No Update.
- Meeting with Jerry Dick      Mayor Coombs advised Council that a meeting has been set up with Mr. Jerry Dick, the Town's CAO and EDO concerning potential heritage projects in Harbour Grace. All members of Council are welcome to attend.
- Ken Kent-Request to purchase      Clr. Tetford advised that there are questions that must be answered. Finance Committee to meet and bring back recommendation to Council.
- Animal Permit Letters      Mayor Coombs advised that letters have been sent out to Farm Animal owners and that he met with a delegation of farm animal owners. The group expressed concerns as to why only certain people were sent letters and the fact that most of the residents who received letters have had animals prior to 2010 when the new regulations came into effect.

**CORRESPONDENCE**

- Year End Financials      Clr. Tetford presented the 2017 year end financial statements.
- Motioned to accept the 2017 audited financial statements as presented.  
**MOTION #18-230      CLR. TETFORD/CLR. WILLIAMS**  
**CARRIED UNANIMOUSLY**
- Mayor Coombs expressed concerns with the statements, specifically collections and the community centre. Deputy Mayor Williams expressed concern with applications not being completed in a timely manner such as the 2015/2016/2017 gas tax applications which were not submitted until 2018. Mayor Coombs asked the CAO if the Town is now up to date and the CAO confirmed that everything is up to date. Deputy Mayor Williams questioned why the wages for the DCHGCC were \$90,000.00 higher than the previous year. Clr. Tetford noted that while there was some overtime, the facility was open longer than previous years resulting in additional money being spent on wages.

**CORRESPONDENCE**

*Mayor Coombs left council chambers at 7:34pm.*

Beacon Services	Deputy Mayor Williams tabled correspondence from Beacon Services advising of the closure of Jag Roof Trusses located at 23-23A Beach Hill since February 2018 and a request for water/sewer tax relief for 264-268 Harvey Street. Clr. Tetford advised that this has been passed along to Accounts Receivable to make the necessary adjustments to the account as per the Town’s Policy.
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*Mayor Coombs returned to council chambers at 7:36pm.*

Dept. of Municipal Affairs	Mayor Coombs tabled correspondence from Kim Kieley of the Department of Municipal Affairs approving the Town’s request to engage Harris & Associates Limited to provide prime consulting services for project No. 17-SCF-19-00108.
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Lloyd Parsons-Farm Animals	Mayor Coombs tabled an application from Lloyd Parsons to house Farm Animals on property located at 14 Mount Pleasant Road. Referred to Housing and Zoning.
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**NEW BUSINESS**

Farm Animals	Mayor Coombs advised Council that Mr. Gord Meadus asked to meet with him on Monday morning and arrived with a group of people who had concerns about the letters that were recently mailed to some residents who have farm animals on their properties. The group inquired why the letters were only sent to certain people. They also had concerns with providing the number of animals, since this number fluctuates almost daily if new animals are born or animals are sold. One resident advised that he has had animals for over forty years and has permits and approvals from government. Mayor Coombs requested to have the Housing and Zoning Committee review the application that was submitted and signed by the group. Clr. Tetford advised that the motion was not made to point the finger at anyone or target legitimate farmers and anyone who was missed was unintentional. Deputy Mayor Williams questioned why Housing and Zoning would need to review applications if these residents were already approved since they were established prior to 2010. Clr. Tetford believes that permits will help to alleviate calls and complaints.
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Motioned to approve all applications for permits for farm animals from persons who were operating farms in 2010 to operate as a legal non-conforming use and are permitted to carry out farming as it was in 2010.

**MOTION #18-231      CLR. TETFORD/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

Tenders	Clr. Byrne inquired if the paving tenders have been awarded yet. The CAO advised that he has forwarded on the acceptance of the quote for the paving.
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<b>FINANCE COMMITTEE</b>	No report
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**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

14 Martin’s Lane-Bldg. App      Motioned to approve the application for building permit as submitted by Joanne Coady to construct a 12’ x 10’ shed located at 14-16 Martin’s Lane subject to:

- 1. All Town Development Standards

**MOTION #18-232      DEPUTY MAYOR WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE**

Clr. Williams advised that the Jamie’s Way survey is ongoing.

**HUMAN RESOURCES/PARKS & RECREATION COMMITTEE**

Grants      Motioned to instruct the Economic Development Officer to apply for a Regional Wellness Coalition Grant for the Walking Trail or Community Garden.

**MOTION #18-233      CLR. BYRNE/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

**FIRE DEPT. LIAISON**

Deputy Mayor Williams advised Council that October 7 – 13, 2018 is Fire Prevention Week, the Fire Brigade is having an Open House, everyone is encouraged to attend.

**COMMUNITY CENTRE LIAISON** No report

**CIVIC EVENTS LIAISON** No report

**JOINT COUNCIL LIAISON** No report

**CAO/TOWN CLERK REPORT** Tabled

Mayor Coombs offered condolences to the CAO and his family.

Mayor Coombs advised that any questions concerning water shut offs should be directed to the Accounts Receivable Clerk.

**ECONOMIC DEVELOPMENT OFFICER REPORT** Tabled

**PUBLIC WORKS SUPERINTENDENT REPORT** Tabled

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

**COUNCILLOR’S SUGGESTIONS/CONCERNS**

Recording Device      Clr. Byrne expressed concern with the speed of the meetings and suggested that a recording device could be beneficial. CAO to look into the purchase of a recording device.

Curling      Clr. Byrne advised that she has spoken with people who are unhappy about the recent article in the Compass concerning curling and they do not understand the \$5000-\$8000 needed to start up. CAO to check with facility manager. Clr. Tetford met with the facility manager and he advised that he did not come up with the figures. Clr. Tetford looked up pricing and found that it may be able to be done for as little as \$2500.00. Clr. Byrne suggested that funding may be available to help offset the cost.

**COUNCILLOR’S SUGGESTIONS/CONCERNS**

Curling Motioned to have the DCHGCC Facility Manager put forth a good effort to have curling in place before the season ends, preferably starting no later than January.

**MOTION #18-234 CLR. BYRNE/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

Gates Motioned to have the Gates that were manufactured for the Town of Harbour Grace erected at the Danny Cleary Harbour Grace Community Centre facing the Veteran’s Highway.

**MOTION #18-235 DEPUTY MAYOR WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

Financial Updates Motioned that the CAO provide Council with quarterly financial updates.

**MOTION #18-236 DEPUTY MAYOR WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

Clr. Tetford noted that these updates may help with having the budget done on time. The CAO advised that the accounting firm plans to have a partial audit done to the end of September to aid with the budget preparation.

Fall Fair Clr. Tetford advised that the Fall Fair was a success and discussions are taking place about the possibility of changing the date for next year to coincide with the times when the ice is not on at the Community Centre.

T & T Garage Clr. Tetford informed Council of an email that she received from T & T Automotive asking for support from the town, they have just opened a garage on Harvey Street. Clr. Tetford advised she has used their service and finds them to have competitive pricing.

Grants Deputy Mayor Williams remarked that the Town did not apply for grants last Fall or Spring and encouraged the CAO and EDO to apply for as many grants as possible.

Adjournment Motioned to adjourn regular meeting of Council at 8:11 P.M.

**MOTION #18-237 CLR. WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

Next regular meeting of Council is Tuesday October 9<sup>th</sup>, 2018 at 7:00PM.

**Confirmed:**

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Don Coombs, Mayor

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Mike Saccary, CAO/Town Clerk

DATE:

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