

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,
February 11, 2019 at 7:00 PM.

<i>Members Present</i>	Mayor	Don Coombs
	Deputy Mayor	Sonia Williams
	Councillors:	Lyda Byrne
		Kathy Tetford
		Kevin Williams
		Shawn Vaters
<i>Members Absent</i>	Councillors:	Paul Fitzgerald
<i>Staff Present</i>	CAO/Town Clerk	Michael Saccary
	Admin Assistant-A/R Clerk	Nancy Pike

Mayor Coombs called the meeting to order at 7:00pm.

Minutes: Regular meeting minutes of January 28, 2019 were adopted as presented.

Regular Meeting
January 28, 2019

**MOTION #19-023 CLR. WILLIAMS/CLR. BYRNE
CARRIED UNANIMOUSLY**

BUSINESS ARISING FROM MINUTES

Dept. of Municipal Affairs Mayor Coombs advised that he is removing item 2.1 from the agenda to be given to Councillors for their perusal. Clr. Tetford advised that she wished to speak on this item. Mayor Coombs adopted the document into the agenda. Clr. Tetford met with Mr. Byron Smith today concerning the letter that was received from the Department of Municipal Affairs outlining concerns with the financial position of the Town from 2014 to present. Clr. Tetford advised that she is not a certified accountant and asked the Town’s Auditor for clarification. The letter received from Municipal Affairs does not indicate that there are any concerns and a telephone conversation that Clr. Tetford had with the writer of the letter did not have any concerns. Page 22 of an auditor’s report would list any concerns that he/she may have. The auditor advised Clr. Tetford that he would have liked the author to come forward to Council in order to discuss any concerns and also said while the person who wrote the letter may have knowledge of accounting, but they are not a certified accountant in understanding what the items meant in the audited statement. Clr. Tetford advised that her position and the former mayor’s position were mentioned, Clr. Tetford plans to continue on and noted that any statements she made were based on information passed forward by the CAO or the auditor. Mayor Coombs stated that any resident has a right to check with Municipal Affairs into any concerns with Council and their activities. Mayor Coombs requested to have a meeting with the Town’s auditor, Mr. Byron Smith to address issues.

Committees Deputy Mayor Williams distributed a list of proposed standing Committees. Mayor Coombs noted that he put together the Council Committees and changed some of the committees to give Councillors experience and opportunities. Mayor Coombs added that in the history of Harbour Grace Committees have been appointed by the Mayor and this has never been done before, it is not the way that Council should be set up. New Councillors

BUSINESS ARISING FROM MINUTES

Committees should be given the opportunity to sit on committees and gain from the experience of others. Deputy Mayor Williams stated that the Municipalities Act states in Section 25, part 2 that a Council can appoint committees. Mayor Coombs stated that committee meetings are a requirement of Council and that committees have not been meeting, this is another reason for the change in committees.

Motioned to approve the standing committees as presented effective immediately for the period of one year.

MOTION #19-024 DEPUTY MAYOR WILLIAMS/CLR. TETFORD CARRIED

In Favour	Deputy Mayor Williams Clr. Byrne Clr. Tetford Clr. Vaters
Opposed	Mayor Coombs Clr. Williams

Crown Land Update No report.

Animal Control Clr. Byrne commented that the animal control issue has been on the agenda for a long time and has not been resolved. Mayor Coombs noted that there are no regulations in place, and this is the reason why there has been no action. Clr. Tetford said that a former councillor spent a lot of time working on the regulations. Discussion continued on whether or not regulations are in place.

Motioned to direct the Municipal Enforcement Officer to follow up and action his report of January 28, 2019, tabled at a regular meeting of Council on January 28, 2019. He is to ensure that Town regulations and bylaws are followed or take necessary action to make sure permits are followed and obtained.

MOTION #19-025 CLR. BYRNE/CLR. TETFORD CARRIED

In Favour	Deputy Mayor Williams Clr. Byrne Clr. Tetford Clr. Vaters
Opposed	Mayor Coombs Clr. Williams

Budget Mayor Coombs tabled correspondence from the Department of Municipal Affairs confirming that the 2019 budget was received from the Town of Harbour Grace.

Committees Mayor Coombs noted that he is going to check into the policy and that remuneration is based on committee reports and he expects reports to be done, if they are not it will affect remuneration. Clr. Tetford advised that with technology today committees can use emails, committees do not have

BUSINESS ARISING FROM MINUTES

Committees to meet in a “place” to meet or discuss something. Clr. Tetford stated that the policy requires Councillors to attend one meeting per month, Mayor Coombs disagreed and said the policy will be reviewed. Discussion continued about the standing committees.

CORRESPONDENCE

PMA – Development Session Mayor Coombs tabled correspondence from Professional Municipal Administrators with a tentative schedule for the professional development session and membership meeting in Clarenville on Friday February 22, 2019.

Robert Saunders - Downhome Explore Travel Guide Mayor Coombs tabled correspondence from Robert Saunders, with information about placing an ad in the Explore Travel Guide. Referred to Finance.

Tom & Bridget Rose Mayor Coombs tabled correspondence from Tom and Bridget Rose concerning the Kitchen’s Hill project. Mayor Coombs stated that the project has been tendered and awarded and the letter contains accusations directed at him, whenever the Mayor received a call from Municipal Affairs or the MP’s Office, everything was addressed and brought back to Council. Mayor Coombs asked if Council wanted to cancel the Kitchen’s Hill contract. Clr. Tetford stated that that she doesn’t believe any Councillor wants to delay the project but wonders why if there is a better way of doing it why wasn’t it brought to Council. Clr. Tetford also stated that her concern is not with the project itself but with the process, Clr. Tetford thought that it was over and done but Mr. & Mrs. Rose are being given new avenues to follow in order to get what they think is right for the project.

NEW BUSINESS

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE No report

FINANCE COMMITTEE

Clean Harbours Initiative Motioned to donate \$100.00 to Clean Harbour Initiative to help offset the costs of their mission to clean the harbours in Newfoundland and Labrador.
MOTION #19-026 CLR. TETFORD/CLR. VATERS CARRIED UNANIMOUSLY

CC Live Auction/Dinner Motioned to donate \$100.00 to Carbonear Collegiate in support of their Annual Live Auction/Dinner Fundraiser.
MOTION #19-027 CLR. TETFORD/DEPUTY MAYOR WILLIAMS CARRIED UNANIMOUSLY

Kiwanis Music Festival Motioned to donate \$50.00 to the Annual Kiwanis Music Festival.
MOTION #19-028 CLR. TETFORD/DEPUTY MAYOR WILLIAMS CARRIED UNANIMOUSLY

Swim for Hope Motioned to donate \$50.00 to the Swim for Hope in support of the Dr. H. Bliss Murphy Cancer Care Foundation.
MOTION #19-029 CLR. TETFORD/CLR. VATERS CARRIED UNANIMOUSLY

FINANCE COMMITTEE

Business Tax Exemption

Motioned to remove the business tax from Sweet Tooth Caker’s account.

**MOTION #19-030 CLR. TETFORD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

Motioned to charge business tax to Cookie Monsters home-based business.

**MOTION #19-031 CLR. TETFORD/CLR. BYRNE
DEFEATED**

**In Favour Clr. Byrne
 Clr. Tetford
Opposed Mayor Coombs
 Deputy Mayor Williams
 Clr. Vaters
 Clr. Williams**

Max & Jeanie Harding

Clr. Tetford recommended that the Town split the property in question with all associated costs to be absorbed between the two potential buyers or that the Town enter into a lease the land to both property owners for a period of twenty-five (25) to fifty (50) years and asked Council to discuss. Mayor Coombs advised that the property cannot be sold without going to public tender and feels that the new property owners have put a lot of work into the property, so a lease may be the best option.

Motioned to offer a lease agreement to the property owners on each side of 159 Water Street, provided that both parties agree. The leased land is to be used only for parking. Both parties will be responsible for any costs incurred to draw up the lease. The lease will be for an amount of \$1.00 and will be for a period of fifty years.

**MOTION #19-032 CLR. TETFORD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

Outside Workers Contract

Clr. Tetford advised that the Collective Agreement between the Town of Harbour Grace and Transport & Allied Worker’s Union Teamsters Local 855 has been finalized and noted that there was a 3% pay increase for three (3) years.

Motioned to accept the collective agreement as presented, between the Town of Harbour Grace and Transport & Allied Worker’s Union Teamsters Local 855 effective January 1, 2019 and remain in effect until December 31, 2021.

**MOTION #19-033 CLR. TETFORD/ DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

Ken Kent

Mayor Coombs requested to have a letter written to Mr. Ken Kent asking him to resubmit his offer concerning his request to purchase land owned by the Town.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Brandon Winsor–Crown Lands

Mayor Coombs tabled an application for Crown Lands from Brandon Winsor. Deputy Mayor Williams deferred the application to the Housing Committee.

ECONOMIC DEVELOPMENT/TOURISM/HERITAGE COMMITTEE

Clr. Williams advised that there is a traffic study done for Jamie’s way and hopes since the budget is done, he can meet with the CAO to discuss the two recommendations.

HUMAN RESOURCES/PARKS & RECREATION COMMITTEE

Municipal Enforcement Officer Motioned to adjust the Municipal Enforcement Officer’s hours to 35 hours per week from the first week of May until the last week of September and work 7 hours or one day per week from January 1 until April 30 and October 1 until December 31. If more days or time is required, then the MEO should request the same.

**MOTION #19-034 CLR. BYRNE/CLR. VATERS
CARRIED UNANIMOUSLY**

**Town Clerk/CAO noted that he had no input into this motion.*

DCHGCC Call-in Employees Motioned to have the two call-in employees that were hired for the Danny Cleary Harbour Grace Community Centre called in for one week each quarter for a total of four weeks annually to ensure proper training for when their services are required.

**MOTION #19-035 CLR. BYRNE/DEPUTY MAYOR WILLIAMS
CARRIED**

In Favour	Deputy Mayor Williams
	Clr. Byrne
	Clr. Tetford
	Clr. Vaters
Opposed	Mayor Coombs
	Clr. Williams

**Town Clerk/CAO noted that he had no input into this motion.*

Clr. Tetford remarked that call-in employees must be trained in order to work at the Community Centre, there are many aspects of the job that can be dangerous. Deputy Mayor Williams commented that there was \$90,000.00 spent in over time last year and that would certainly cover training of the two employees. Mayor Coombs advised that the \$90,000.00 was not solely for overtime, the amount included wages for workers due to the community centre being open during the summer which was not originally budgeted for.

FIRE DEPT. LIAISON

Deputy Mayor Williams advised that tickets for the Annual Steak and Eggs breakfast during St. Patrick’s Day weekend are available from all members of the department. The Men’s and Ladies Charity Dart Tournaments are coming up in April. The Brigade Ice Rescue Team has been requested to attend the Polar Dip in Salmon Cove on February 23. Practices are ongoing.

COMMUNITY CENTRE LIAISON No report

CIVIC EVENTS LIAISON No report

JOINT COUNCIL LIAISON No report

CAO/TOWN CLERK REPORT Tabled

ECONOMIC DEVELOPMENT OFFICER REPORT Tabled

PUBLIC WORKS SUPERINTENDENT REPORT	Tabled
COMMUNITY CENTRE MANAGER'S REPORT	Tabled
MUNICIPAL ENFORCEMENT OFFICER'S REPORT	No report

COUNCILLOR'S SUGGESTIONS/CONCERNS

Council Meeting Chair	Deputy Mayor Williams asked to be informed as soon as possible by the CAO if she has to chair a Council meeting.
Trail Vandalism	Deputy Mayor Williams asked for an update on the vandalism that has occurred on the walking trails. CAO has spoken with Constable Bourne and he is still working on it. Deputy Mayor Williams asked what the value of the damage is. The CAO estimates that over \$2000.00 in materials is missing.
Softball Field Damage	Deputy Mayor asked for the estimated value of the damage that was done to the clubhouse at the ball field. Mayor Coombs advised that the Town is waiting to hear from the insurance adjuster. Mayor Coombs noted that the RCMP believes that the damage occurred prior to last weekend and that he visited site and noted that there is extensive damage.
Train Station	Deputy Mayor thanked everyone who was involved with the interior restoration of the train station. Motioned for the EDO to apply for two students to be placed at the train station for the summer and also apply for funding for the grounds surrounding the train station to obtain crushed stone, grass seed and flowers. MOTION #19-036 DEPUTY MAYOR WILLIAMS/CLR. TETFORD CARRIED UNANIMOUSLY
Museum Fundraiser	Deputy Mayor Williams advised Council about a Museum Fundraiser on Saturday February 16. The cost is \$15.00 per person. There will also be a 50/50 draw and tickets will be available at the fundraiser.
Speed Reduction Signage	Clr. Byrne received correspondence from the resident who requested advance notice signs for the speed reduction near St. Francis thanking all those who were involved for their quick response.
Complaints	Motioned that all complaints received via any source by the office are to be recorded, dated and any action recorded. MOTION #19-037 CLR. VATERS/CLR. BYRNE CARRIED UNANIMOUSLY
Correspondence	Clr. Vaters motioned to have all correspondence placed in a folder for review by councillors. Mayor Coombs noted that since this motion was made previously, there is no need to make it again.
Train Station	Clr. Williams requested to have all items stored at the Otterbury school returned to the Train Station.

