

**TOWN OF HARBOUR GRACE**

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
April 8, 2019 at 7:00 PM.

*Members Present*

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

*Staff Present*

CAO/Town Clerk Michael Saccary  
Admin Assistant-A/R Clerk Nancy Pike  
Public Works Superintendent Pat Hearn

Mayor Coombs called the meeting to order at 6:58pm.

Minutes:  
Regular Meeting  
March 11, 2019

Regular meeting minutes of March 25, 2019 were adopted with the following errors, omissions and/or amendments:

1. Page 3 – Fire Department Liaison; Deputy Mayor Williams noted that the dates for the Fire Fighter school in Clarenville should be May 25<sup>th</sup> – May 31<sup>st</sup>, 2019.

**MOTION #19-074 CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM MINUTES**

Crown Land

Mayor Coombs advised that the Crown Land issue is being dealt with, correspondence is being looked after as it comes in. The CAO said that they plan to meet with Crown lands and come up with a standardized plan.

**CORRESPONDENCE**

Patrick Collins, CB Museum

Mayor Coombs tabled correspondence from Patrick Collins of the Conception Bay Museum concerning the former Colston’s Cove Stairs. Mr. Collins requested confirmation that the Town of Harbour Grace will assume liability for the structure. The CAO advised that in order for the Town’s insurance to cover this structure, the property must be transferred to the Town.

Motioned to transfer land (location of former Colston’s Cove Stairs) from the Conception Bay Museum to the Town of Harbour Grace and the Town will assume the liability of public use of the stairs.

**MOTION #19-075 DEPUTY MAYOR WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

Motioned to provide \$5000.00 to the Conception Bay Museum as per the Budget.

**MOTION #19-076 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**

Transportation & Works

Mayor Coombs tabled correspondence from the Department of Transportation and Works concerning Summer Maintenance 2019. Mayor Coombs requested that Public Works meet with the Public Works Supervisor and come up with a list to submit. The deadline is April 30, 2019.

**CORRESPONDENCE**

- Hon. Ken McDonald Mayor Coombs tabled correspondence from the Honourable Ken McDonald, MP advising that the Town of Harbour Grace has been allocated to receive an additional \$148,297.70 in Federal Gas Tax Funding. The Finance and Public Works Committees are to meet and bring back recommendations.
- Canadian Transplant Assoc. Mayor Coombs tabled correspondence from the Canadian Transplant Association informing the Town of Harbour Grace about National Organ and Tissue Donor Awareness Week.
- Motioned to proclaim April 21<sup>st</sup> – 27<sup>th</sup>, 2019 as National Organ and Tissue Donor Awareness Week.
- MOTION #19-077 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- Dept. of Municipal Affairs Mayor Coombs tabled correspondence from the Department of Municipal Affairs announcing approval to award tender for the Bannerman Lake Dam & Spillway Upgrading.
- Motioned to award the tender for the Bannerman Lake Dam & Spillway - Upgrading – New Intake Valves Replacement Part ‘B’ – Project # 17-CWWF-00143 to Precision Excavation Ltd. in the amount of \$37,776.81.
- MOTION #19-078 CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- JDRF Mayor Coombs tabled correspondence from the JDRF – Juvenile Diabetes Research Foundation requesting a donation in support of funding research into Type 1 diabetes. Referred to Finance.
- Can. Mental Health Assoc. Mayor Coombs tabled correspondence from the Canadian Mental Health Association asking the Town of Harbour Grace to sign a proclamation for Mental Health Week.
- Motioned to proclaim May 6<sup>th</sup> – 12<sup>th</sup>, 2019 as Mental Health Week in the Town of Harbour Grace.
- MOTION #19-079 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- Harris & Associates Mayor Coombs tabled meeting minutes from the project meeting concerning the Water & Sewer Upgrading – Kitchen’s Hill.
- Keith Whalen Mayor Coombs tabled correspondence from Mr. Keith Whalen concerning the private lane located at 48 Southside Road being taken over by the town. Mayor Coombs requested the Public Works Committee to meet with the Public Works Supervisor and bring back a recommendation to Council. Deputy Mayor Williams requested to have this report made available for the next meeting of Council.
- Saltwire (Compass/Telegram) Mayor Coombs tabled correspondence from Saltwire Communications inquiring if the Town would like to place an ad in the Summer Vacation Guide for 2019. Referred to Finance.
- Bill & Donna Rose Mayor Coombs tabled correspondence from Bill & Donna Rose regarding the condition of Watts Lane. Referred to Public Works.

**CORRESPONDENCE**

- Les & Linda Chafe Mayor Coombs tabled correspondence from Les & Linda Chafe concerning an oil tanker that is parked in a residential area overnight. The CAO stated that to the best of his knowledge the Town has no liability if a spill or leakage occurs. There are parking regulations for commercial vehicles parked in a residential area and the MEO is looking into this. Referred to housing & zoning to bring a recommendation back to Council.
- Tom & Bridget Rose Mayor Coombs tabled correspondence from Tom & Bridget Rose expressing concerns about the Kitchen's Hill Project.

**NEW BUSINESS**

**COMMITTEE REPORTS**

**CAPITAL & PUBLIC WORKS COMMITTEE**

- Noad Street Clr. Fitzgerald advised that the Noad Street Tender has been closed and he is waiting on the approvals from Government before they can proceed.

**FINANCE COMMITTEE**

- Easter Seals Motioned to donate \$50.00 to Easter Seals of Newfoundland and Labrador.  
**MOTION #19-080 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- JDRF Motioned to donate \$50.00 to the Juvenile Diabetes Research Foundation.  
**MOTION #19-081 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- Garbage Collection Clr. Tetford advised that the tender process had been done and accepted for the garbage collection but later found out through the procurement act, it is recommended by procurement that the Town re-advertise for one week asking for bids excluding the tipping fees.  
  
Motioned to re-advertise for one week, the tender for garage collection for the Town of Harbour Grace excluding tipping fees as recommended by the Public Procurement Agency.  
**MOTION #19-082 CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- 840 Harvey St.-Bldg App Motioned to approve the application for building permit as submitted by Kathleen Crane to construct a 40' x 30' house and garage located at 840 Harvey Street subject to all Town Development Standards.  
**MOTION #19-083 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 13A Hunt's Rd.-Bldg App Motioned to approve the application for building permit as submitted by Paul Pike to construct a 24' x 12' garage located at 13A Hunt's Road subject to all Town Development Standards.  
**MOTION #19-084 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

9-11 Pike’s Rd.-Bldg App                      Motioned to approve the application for building permit as submitted by Paul Snow to construct a 26’ x 24’ garage located at 9-11 Pike’s Road subject to all Town Development Standards.

**MOTION #19-085                      CLR. VATERS/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

8 Griffin’s Lane-Bldg App                      Motioned to approve the application for building permit as submitted by Shawn Dobbin to construct a 22’ x 26’ Shed located at 8 Griffin’s Lane subject to all Town Development Standards.

**MOTION #19-086                      CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

840 Harvey St.-Bldg App                      Clr. Tetford asked why a letter requesting proof of ownership as a stipulation of obtaining the permit was sent to an applicant, she says that the Town has never requested this information in the past and believes that the Town is not permitted to request proof of ownership. Mayor Coombs believes that Clr. Tetford is correct but would like confirmation. Clr. Byrne questioned if the proposed new dwelling located at 840 Harvey Street can be added to Mercer’s Well. Mayor Coombs requested to have a meeting with the Town’s engineers and the Public Works Supervisor to see if this will create a problem.

Motioned to rescind motion #19-083 approving the application for building permit as submitted by Kathleen Crane to construct a 40’ x 30’ house located at 840 Harvey Street.

**MOTION #19-087                      CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

Motioned to approve the application in principle for building permit as submitted by Kathleen Crane to construct a 40’ x 30’ house located at 840 Harvey Street subject to all Town Development Standards and a meeting with Harris & Assoc. and Public Works to ensure that there is adequate water supply from Mercer’s Well.

**MOTION #19-088                      CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT COMMITTEE                      No report**

**TOURISM & HERITAGE COMMITTEE                      No report**

**HUMAN RESOURCES COMMITTEE**

Trail Project                      Clr. Byrne advised that the positions for the Trailway in Bear’s Cove have been advertised, the closing date is April 17<sup>th</sup>. There are nine positions available; one supervisor and eight labours. Clr. Byrne noted that anyone interested should submit their resume.

**PARKS & RECREATION COMMITTEE**

Paul Moriarty Lions Park                      Deputy Mayor Williams advised that the Committee met, and it was felt that the park is not being used to its full potential. They would like to see the west end of the facility to be transformed/redeveloped into a multipurpose

**PARKS & RECREATION COMMITTEE**

Paul Moriarty Lions Park facility. A splash pad, ball hockey courts, snowshoe trail and a dog park are some of the possible uses that were discussed. Motioned to have the Finance Committee check into funding opportunities to redevelop/upgrade the Paul Moriarty Park as a multi-recreational facility.

**MOTION #19-089 DEPUTY MAYOR WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

Motioned to have the Parks and Recreation Supervisor replace the sign at the Paul Moriarty Park, funding to come from the Parks and Recreation budget.

**MOTION #19-090 DEPUTY MAYOR WILLIAMS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

Play area at DCHGCC Deputy Mayor Williams asked if there was an update on the proposed preschool play area at the Danny Cleary Harbour Grace Community Centre. Council discussed the need to find out what the liability would be and hours that are available.

Motioned to contact the Town's insurance carrier and request a reply in writing what liability is covered if the Community Centre were to operate a preschool play area in the multipurpose room.

**MOTION #19-091 DEPUTY MAYOR WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

**FIRE DEPARTMENT LIAISON**

Deputy Mayor Williams advised Council that the Men's Charity Dart Tournament was held last weekend with a great turnout and the Ladies Tournament is next weekend. Practices are ongoing and the monthly meeting has been changed to Tuesday night to accommodate the Volunteer luncheon on Wednesday night.

Clr. Byrne congratulated Deputy Mayor Williams on her 25 years of service with the Harbour Grace Volunteer Fire Brigade.

**COMMUNITY CENTRE LIAISON** No report

**CIVIC EVENTS LIAISON** No report

**JOINT COUNCIL LIAISON**

Clr. Williams gave a report on the latest Joint Council Meeting. The RCMP advised that there have been 646 calls for the year and gave a breakdown of type of calls. RCMP also participated in the D.A.R.E. program at St. Francis. There was a slideshow on climate change and the damage it can cause to infrastructure. A monitoring system is in place to monitor speeding, three companies are involved. Construction workers are in danger from the speeding on highways. An emergency meeting was held with Eastern Waste Management, Clr. Williams referred to a fact sheet that he distributed. Rates may go up due to cost of servicing areas where residents are scattered further apart. More information can be found on the Eastern Waste Management's website.

**JOINT COUNCIL LIAISON**

Motioned to write Eastern Waste Management along with Mr. Kelly and Mr. Clarke and request a meeting to address the issues the Town has as a municipality at the local site.

**MOTION #19-092 CLR. WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

**CAO/TOWN CLERK REPORT**

Tabled

Clr. Tetford reviewed the payables with the CAO.

Motioned to accept the CAO report as presented.

**MOTION #19-093 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

**Assess. Review Commissioner**

Motioned to appoint Mr. Derek Edwards of Avalon Appraisals as the Assessment Review Commissioner for the Town of Harbour Grace.

**MOTION #19-094 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

**Harbour Grace BCIB**

Clr. Tetford spoke about the Harbour Grace Board of Culture, Innovation and Business on which herself and Deputy Mayor Williams serve as liaisons. The board felt that they should also be directors and have voting power. Mayor Coombs and the CAO questioned the issue of conflict. Clr. Tetford and Deputy Mayor Williams resigned as directors but will continue as liaisons. Clr. Tetford called Lori Evoy of the Department of Municipal Affairs and had a lengthy discussion over the matter. Clr. Tetford noted that Section 207 4 of the Act which negates Section 207 1.D and Clr. Tetford believes that it shows that there is no conflict. Clr. Tetford asked Council to take a vote to determine if herself and Deputy Mayor William serving as directors on the Harbour Grace BCIB as volunteers in an incorporated body constitutes a conflict of interest. Mayor advised that he and the CAO spoke with Mr. Gyles of Stewart McKelvey, the law firm for Municipal Affairs Federation of Municipalities and they felt that Clr. Tetford and Deputy Mayor Williams are in conflict under the act if they serve as directors, but it is ok to serve on the committee. After a lengthy discussion, Clr. Tetford decided to put off the vote until she can speak with Mr. Gyles and get clarification.

Motioned to provide the Harbour Grace Board of Culture, Innovation and Business with \$5000.00 for a start up fund from the Tourism and redevelopment budget. A full accounting of the \$5000.00 is to be brought back to the Town.

*\*\*Mayor Coombs reminded Council that Clr. Tetford and Deputy Mayor Williams are not directors with the committee as previously stated.*

**MOTION #19-095 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT OFFICER REPORT**

Tabled

**PUBLIC WORKS SUPERINTENDENT REPORT**

Tabled

**COMMUNITY CENTRE MANAGER'S REPORT**

Tabled

**MUNICIPAL ENFORCEMENT OFFICER'S REPORT**

No report



April 8, 2019

Next regular meeting of Council is Monday May 6<sup>th</sup>, 2019 at 7:00 PM.

**Confirmed:**

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Don Coombs, Mayor

DATE:

Np

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Mike Saccary, CAO/Town Clerk