

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,
May 6, 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 minutes of May 6, 2019 were adopted as presented.

Regular Meeting
May 6, 2019

**MOTION #19-105 CLR. BYRNE/CLR. VATERS
CARRIED UNANIMOUSLY**

Special Meeting Minutes: Clr. Byrne requested to defer the adoption of special meeting minutes from April 11 & 12, 2019 due to the inclusion of identifying information.

Councillors Tetford and Fitzgerald left council chambers at 7:07pm.

Motioned to defer the adoption of special meeting minutes from April 11 and April 12, 2019 based on the inclusion of personal information. Motions will be reworded to have personal information removed.

**MOTION #19-106 CLR. BYRNE/CLR. VATERS
CARRIED UNANIMOUSLY**

Councillors Tetford and Fitzgerald returned to council chambers at 7:08pm.

BUSINESS ARISING FROM MINUTES

Crown Lands Motioned to defer the Crown Land application pending further information.

**MOTION #19-107 CLR. VATERS/CLR. WILLIAMS
CARRIED UNANIMOUSLY**

Gas Tax Funding Clr. Tetford advised that they have started but they do not have anything to bring forward at this time.

Private Lane – 48 Southside Rd Deferred to Public Works report.

Watt’s Lane Deferred to Public Works report.

Commercial Parking Motioned to defer to the correspondence concerning Commercial Parking in a residential area until the next meeting of Council.

**MOTION #19-108 CLR. VATERS/CLR. FITZGERALD
CARRIED UNANIMOUSLY**

840 Harvey St., Mercer’s Well Deferred to Public Works report.

Preschool Play Area, DCHGCC CAO advised that he has spoken with the Facility Manager and the only other place that offers this is in St. John’s. Referred to Parks and Recreation.

BUSINESS ARISING FROM MINUTES

- Expansion of Chambers CAO advised that the request to look into the expansion of Council Chambers is ongoing.
- Ball Field Clubhouse Repairs Deferred to Finance.

CORRESPONDENCE

- Dept. of Municipal Affairs Mayor Coombs tabled correspondence from the Department of Municipal Affairs announcing approval to award the contract for Water & Sewer Upgrade – Noad Street – 17-SCF-19-00108. Referred to Public Works.
- Dept. of Trans. & Works Mayor Coombs tabled correspondence from the Department of Transportation and Works regarding the Intersection of Jamie’s Way, Glover Road and Route 75. Referred to Public Works.
- Cheryl Gallant, MP Mayor Coombs tabled correspondence from Cheryl Gallant, MP Renfrew-Nipissing-Pembroke concerning Bill C-68 and its impact on municipalities.
- Eastern Reg. Service Board Mayor Coombs tabled correspondence from Eastern Regional Service Board concerning Community Clean-up. Mayor Coombs requested to have information posted on the Town’s Website.
- Ronald McDonald House Mayor Coombs tabled correspondence from Ronald McDonald House seeking a donation. Referred to Finance.
- Prop. Owner-Parmiter’s Lane Mayor Coombs tabled correspondence from a property owner on Parmiter’s Lane concerning water pressure and discolouration. Deferred to Public Works.
- Residents of Line Road Mayor Coombs tabled correspondence from the residents of Line Road concerning their previous request for paving. Referred to Public Works and Finance.
- Municipal Assessment Agency Mayor Coombs tabled correspondence from the Municipal Assessment Agency announcing the 2019 Clar Simmons Scholarship.
- Public Health Canada Mayor Coombs tabled correspondence from Public Health Canada announcing National Immunization Awareness Week.
- 57 Bannerman Lake Rd Mayor Coombs tabled an application for building permit for 57 Bannerman Lake Road. Deferred to Housing and Zoning.
- 378 Harvey Street Mayor Coombs tabled and application for building permit for 378 Harvey Street. Deferred to Housing and Zoning.
- Prop. Owner-Harvey St. Mayor Coombs tabled correspondence from resident concerning property located at 839-843 Harvey Street. Referred to Finance.

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE

- Noad Street Motioned to award Platinum Construction the contract for Water & Sewer Upgrades to Noad Street, project number 17-SCF-19-00108 in the amount of \$716,317.75 as per the consultant’s recommendation.
**MOTION #19-109 CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

CAPITAL & PUBLIC WORKS COMMITTEE

Kitchen's Hill Clr. Fitzgerald advised that the Kitchen's Hill project is slated to start on May 13, 2019. The contractor also hopes to start the Noad Street project on May 13 and run both projects at the same time.

Motioned to have the CAO request approval to add an additional sidewalk to the Noad Street project with an approximate cost of \$30,000.00, with the Town's cost to be 10%. This request must first be approved by the Minister of Municipal Affairs.

**MOTION #19-110 CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

Clr. Byrne left council chambers at 7:17pm.

840 Harvey Street Motioned that the Town of Harbour Grace not extend water service of Mercer's Well to any additional houses.

**MOTION #19-111 CLR. FITZGERALD/CLR. VATERS
CARRIED UNANIMOUSLY**

Clr. Byrne returned to council chambers at 7:18pm.

Summer Maintenance Clr. Fitzgerald advised that the Transportation & Works Summer Maintenance Site has been disabled for the upcoming election.

Watt's Lane Clr. Fitzgerald advised that the committee is exploring the cost of widening the lane and addressing drainage issues and will provide an update once they have the cost.

Private Lane, 48 Southside Rd Clr. Fitzgerald advised that it is the committee's recommendation as per motion 18-041 that the Town not take over the lane at this time, the Town already has 32 gravel roads and is not in a position to take on more.

Motioned to defer the request for the Town to take over the private lane located at 48 Southside Road.

**MOTION #19-112 CLR. FITZGERALD/CLR. VATERS
CARRIED**

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

Walking Trail Parking Clr. Fitzgerald advised that the parking area for the walking trail has started.

Unit 202-Dump Truck Motioned to sell Unit # 202 (Dump Truck) and use the funds from the sale to offset the purchase of a new sander.

**MOTION #19-113 CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS
CARRIED**

FINANCE COMMITTEE

Gas Tax Clr. Tetford advised that the gas tax funding for road upgrades is an ongoing discussion with Public Works.

FINANCE COMMITTEE

Garbage Tender

Clr. Tetford advised that the Town received two tenders for garbage and recycling pick up.

Motioned to accept the lowest bid of \$470,000.00 for a three-year contract for the collection of solid waste and recyclables from Lynch's Trucking Enterprise Ltd.

MOTION #19-114 CLR. TETFORD/DEPUTY MAYOR WILLIAMS CARRIED

Lion's Park Clubhouse

Clr. Tetford advised that the Town received two bids for the restoration of the clubhouse.

Motioned to accept the lowest quote of \$22,022.50 from Endeavour Construction Services to restore the clubhouse.

MOTION #19-115 CLR. TETFORD/DEPUTY MAYOR WILLIAMS CARRIED

Deputy Mayor Williams inquired how much it would cost to add a line toward the ball field while the repairs are being done for future use. Referred to Public Works.

Clr. Byrne left council chambers at 7:23pm.

839 Harvey Street

Clr. Tetford spoke about correspondence concerning 839 Harvey Street, explaining that the Town shut off the water in 2017 in increase the volume of water for Mercer's Well.

Motioned to reverse the water tax for 2019 and write off the water tax for 2017 & 2018 for the residence located at 839 Harvey Street.

MOTION #19-116 CLR. TETFORD/DEPUTY MAYOR WILLIAMS CARRIED

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

Clr. Byrne returned to council chambers at 7:27pm.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

3 Main Rd-Bldg App

Motioned to approve the application for building permit as submitted by Selwyn Welsh to construct a 24' x 24' extension to existing garage located at 3 Main Road in Bristol's Hope subject to all Town Development Standards.

MOTION #19-117 CLR. VATERS/CLR. FITZGERALD CARRIED UNANIMOUSLY

9 Cathedral St.-Bldg App

Motioned to approve the application for building permit as submitted by Dave Regular to construct a 14' x 12' extension to existing shed located at 9 Cathedral Street subject to all Town Development Standards.

MOTION #19-118 CLR. VATERS/CLR. FITZGERALD CARRIED UNANIMOUSLY

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

- 186 Southside Rd.-Bldg App Motioned to approve the application for building permit as submitted by Katherine Hogan & Terry Mercer to construct a 10' x 10 1/2' deck located at 186 Southside Road subject to all Town Development Standards.
MOTION #19-119 CLR. VATERS/CLR. FITZGERLAD
CARRIED UNANIMOUSLY
- 10-12 Verge's Lane-Bldg App Motioned to approve the application for building permit as submitted by Shawn Dobbin to construct a 22' x 26' extension to existing house located at 10-12 Verge's Lane subject to all Town Development Standards.
MOTION #19-120 CLR. VATERS/CLR. WILLIAMS
CARRIED UNANIMOUSLY
- 122 Harvey St-Business App Motioned to approve the application to open a home-based business known as Hyper Squad Productions as submitted by Gary Noseworthy located at 122 Harvey Street subject to:
 1. All Town Development Standards.
 2. Applicant obtaining all necessary government permits and licences.
 3. Applicant obtaining a commercial occupancy permit from the Town of Harbour Grace.
MOTION #19-121 CLR. VATERS/CLR. WILLIAMS
CARRIED UNANIMOUSLY
- 378 Harvey St-Bldg App Motioned to approve the application for building permit as submitted by David & Krista Cox to construct a 28' x 28' garage located at 378 Harvey Street subject to all Town Development Standards.
MOTION #19-122 CLR. VATERS/CLR. FITZGERLAD
CARRIED UNANIMOUSLY
- 57 Bannerman Lk Rd-Bldg App Motioned to approve the application for building permit as submitted by Tim & Claire Soper to construct a 52' x 30' garage located at 57 Bannerman Lake Road subject to all Town Development Standards.
MOTION #19-123 CLR. VATERS/CLR. FITZGERLAD
CARRIED UNANIMOUSLY
- Commercial Parking Motioned to defer correspondence concerning commercial parking in residential areas.
MOTION #19-124 CLR. VATERS/CLR. BYRNE
CARRIED UNANIMOUSLY

ECONOMIC DEVELOPMENT COMMITTEE No report

TOURISM & HERITAGE COMMITTEE No report

PARKS & RECREATION COMMITTEE

- Preschool Play Area-DCHGCC Motioned to spend \$1500.00 from the recreation budget to purchase toys for the proposed Preschool Play Area for the Danny Cleary Harbour Grace Community Centre.
MOTION #19-125 DEPUTY MAYOR WILLIAMS/CLR. BYRNE
CARRIED UNANIMOUSLY

PARKS & RECREATION COMMITTEE

Motioned to have the Town’s EDO order ten concrete forms for chairs, six (6) sets of three (3) red, white and blue high back chairs and two (2) tables and chairs (similar to a picnic table).

**MOTION #19-126 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Redevelopment of Ball Field

Motioned to hire Mills & Wright Landscape Architecture to design a conceptual design for the redevelopment of the western most ball field at a cost of \$6500.00 plus HST.

**MOTION #19-127 DEPUTY MAYOR WILLIAMS/CLR. BYRNE
CARRIED UNANIMOUSLY**

There was discussion about where the funds would come from, there is a possibility that gas tax funds could be used but it was noted that approval must be obtained from the Gas Tax Secretariat.

CAO Report

Clr. Tetford advised Council that she reviewed the CAO’s report and everything is in order.

Motioned to approve the CAO Report as presented.

**MOTION #19-128 CLR. TETFORD/DEPUTY MAYOR WILLIAMS
CARRIED UNANIMOUSLY**

HUMAN RESOURCES COMMITTEE

Clr. Byrne advised that the Town’s applications for student grants have been approved, the ad has been placed and the deadline for applications is May 14, 2019. Human Resources will meet once the deadline is up and review what is allotted to the Town. The grant for the Trailway is waiting on some administrative issues, once resolved a start date can be set.

FIRE DEPARTMENT LIAISON

Deputy Mayor Williams advised that practices are ongoing, and meetings are being held once per month. The Department responded to three calls today.

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 gave their monthly report on number of calls and the type of calls they have responded to this year. A representative of Biomaxx attended to speak on waste water treatment in the province.

CAO/TOWN CLERK REPORT Tabled

ECONOMIC DEVELOPMENT OFFICER REPORT Tabled

PUBLIC WORKS SUPERINTENDENT REPORT Tabled

All outside workers are back as of today, May 6, 2019.

COMMUNITY CENTRE MANAGER’S REPORT

Tabled

MUNICIPAL ENFORCEMENT OFFICER’S REPORT

No report

COUNCILLOR’S SUGGESTIONS/CONCERNS

Harbour Grace BCIB

Motioned to include the Harbour Grace Board of Culture, Innovation and Business Liaison Report to the Agenda for each meeting.

**MOTION #19-129 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Environment Week

Deputy Mayor Williams noted that Environment Week is June 2 – June 8, 2019. Deputy Mayor inquired whose responsibility it would be to make a motion for clean-up week.

Motioned to announce June 8, 2019 as Clean-up day in the Town of Harbour Grace and encourage all groups to get in involved. The Town will provide garbage bags.

**MOTION #19-130 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Spirit of Harbour Grace

Clr. Tetford inquired about maintenance to the area surrounding the Spirit of Harbour Grace. The CAO advised that the Recreation Supervisor is back from holidays and in conjunction with a private individual, the area is scheduled to be revitalized.

MEO

Clr. Tetford requested that priority be placed on getting penalties in place for non-conformance. Clr. Tetford asked to have a reminder on the Town’s Website that the Town has regulations and that residents are required to abide by them. These regulations are not there to hurt but to help and protect properties.

Trailers on Glover Road

Clr. Williams requested to have the MEO inspect the trailers on Glover Road, he feels that they may be too close to the water shed area.

Harbour Grace BCIB

Clr. Tetford advised that the Harbour Grace BCIB has been meeting every week and there is a lot of excitement over both the short- and long-term plans. The committee has been working weekly and will bring back up to date reports.

Beavers in Bannerman Lake

Deputy Mayor Williams had a complaint of the number of beavers in Bannerman Lake.

Motioned to contact Government Services and request a list of trappers that can be contacted to help with the number of beavers in Bannerman Lake.

**MOTION #19-131 DEPUTY MAYOR WILLIAMS/CLR. TETFORD
CARRIED UNANIMOUSLY**

Russell Family Boat Launch

Mayor Coombs congratulated the Russell Family on the launch their new boat.

Adjournment

Motioned to adjourn regular meeting of Council at 7:58 PM.

MOTION #19-132

CLR. VATERS/CLR. BYRNE

CARRIED UNANIMOUSLY

Next regular meeting of Council is Monday June 17th, 2019 at 7:00 PM.

Confirmed:

Don Coombs, Mayor

DATE:

Np

Mike Saccary, CAO/Town Clerk