

**TOWN OF HARBOUR GRACE**

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
July 4, 2019 at 7:00 PM.

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

*Members Absent* Councillors: Kevin Williams

*Staff Present* Asst. Town Clerk Sean O'Brien  
Admin Assistant-A/R Clerk Nancy Pike  
Public Works Superintendent Pat Hearn

*Staff Absent* CAO/Town Clerk Mike Saccary

Mayor Coombs called the meeting to order at 7:04pm.

Acting Town Clerk Motioned to appoint Mr. Sean O'Brien as the acting Town Clerk.  
**MOTION #19-133 DEPUTY MAYOR WILLIAMS/CLR. TETFORD  
CARRIED UNANIMOUSLY**

Minutes: Regular meeting minutes of May 6, 2019 were adopted as presented.

Regular Meeting  
May 6, 2019 **MOTION #19-134 CLR. TETFORD/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

*Councillors Tetford and Fitzgerald left council chambers at 7:05pm.*

Special Meeting Minutes of April 11 were adopted as presented.

**MOTION #19-135 CLR. BYRNE/CLR. VATERS  
CARRIED UNANIMOUSLY**

Special Meeting Minutes of April 12 were adopted as presented.

**MOTION #19-136 CLR. BYRNE/CLR. VATERS  
CARRIED UNANIMOUSLY**

*Councillors Tetford and Fitzgerald returned to council chambers at 7:06pm.*

**BUSINESS ARISING FROM MINUTES**

Crown Lands Motioned to defer the Crown Land applications until the CAO returns.

**MOTION #19-137 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

Bannerman Lake Update Deferred to Public Works report.

Noad St. Sidewalk Update Deferred to Public Works report.

**CORRESPONDENCE**

Bristol's Hope CDA Mayor Coombs tabled correspondence from the Bristol's Hope Community Development Association concerning Bristol's Hope being included as part of the planning area for the Town of Harbour Grace.

**CORRESPONDENCE**

- Bristol's Hope CDA Motioned to write Mr. Johnson and offer a meeting with his delegation and Council to discuss the concerns outlined in his correspondence.  
**MOTION #19-138 CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**
- Kiwanis Club of Carbonear Mayor Coombs tabled correspondence from the Kiwanis Club of Carbonear requesting a donation in support of the Kids Eat Smart Breakfast Program. Referred to Finance.
- Earle's Riding Horses Mayor Coombs tabled correspondence from Earle's Riding Horses outlining their services. Information only.
- Conception Bay Museum Mayor Coombs tabled correspondence from the Conception Bay Museum requesting to have picnic tables placed on the lawn for the use of visitors to the museum. It was noted that this has been completed.
- Conception Bay Museum Mayor Coombs tabled correspondence from the Conception Bay Museum requesting \$4000.00 to complete the work on Colston Cove Stairs. Referred to Finance.
- Heart & Stroke-Mayor's March Mayor Coombs tabled correspondence from the Heart & Stroke Foundation announcing registration for the 2019 Mayor's March. Information only.
- Carbonear Coll.-Relay for Life Mayor Coombs tabled correspondence from the Carbonear Collegiate Relay for Life Committee requesting support for their 2019 Relay for Life in support of the Canadian Cancer Society. Referred to Finance.
- Stephanie O'Brien Mayor Coombs tabled correspondence from Stephanie O'Brien, the Eat Great and Participate Coordinator, requesting to meet with Council to discuss a healthy eating plan for the Town of Harbour Grace. It was recommended to schedule a meeting with the EDO, interested Committees and Ms. O'Brien.
- Deputy Mayor Williams left chambers at 7:10pm.*
- Dept. of Health & Comm. Serv Mayor Coombs tabled correspondence from the Department of Health and Community Services in response to the Town's inquiry of March 27, 2019, concerning ambulance services to the area. The letter advised that Fewer's Group of Ambulance Services is now the service provider for the Conception Bay North region.
- Deputy Mayor Williams returned to chambers at 7:11pm*
- 32 RCSCC BEOTHIC Mayor Coombs tabled correspondence from the 32 RCSCC BEOTHIC Sea Cadets requesting a donation. Referred to finance.
- Mr. Reg O'Neill - Clean-up Mayor Coombs tabled correspondence from Mr. Reg O'Neill concerning the Annual Clean-up Day in the town. Deputy Mayor Williams to meet with Mr. O'Neill and bring back recommendations to Council.
- Dept. of Municipal Affairs Mayor Coombs tabled correspondence the Department of Municipal Affairs and Environment concerning Project # 17-CWWF-17-00143 Bannerman Lake Dam and Spillway Upgrading. Deferred to Public Works report.

**CORRESPONDENCE**

Harbour Grace Regatta Comm Mayor Coombs tabled correspondence from the Harbour Grace Regatta Committee requesting the Town's support for the Annual Regatta through advertising.

*Clr. Tetford left chambers at 7:12pm.*

Motioned to place a full page ad in the Annual Harbour Grace Regatta Program in the amount of \$115.00.

**MOTION #19-139 DEPUTY MAYOR WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

*Clr. Tetford returned to chambers at 7:13pm.*

Resident of Kitchen's Hill Mayor Coombs tabled correspondence from a resident of Kitchen's Hill with concerns with the construction. A retaining wall may be needed to give stability to the embankment. Mayor Coombs advised that this issue has been addressed.

Dept. of Finance Mayor Coombs tabled correspondence from the Department of Finance informing Council of an increase in the funding for the Federal-Provincial Administrative Agreement for 2019-2024. Referred to Finance.

Francis & Sharon Reynolds Mayor Coombs tabled correspondence from Francis & Sharon Reynolds requesting to purchase land. Referred to Housing; once reviewed housing committee should meet with Finance and bring back a recommendation to Council. Advise Mr. & Mrs. Reynolds that their request has been referred to the Housing Committee for review.

44 Water Street Mayor Coombs tabled a request for tax relief from the property owners at 44 Water Street. Referred to Finance.

Danceworx Studios Mayor Coombs tabled a request for a donation from Danceworx Studios Inc. in support of their upcoming travel to Portugal for training. Referred to Finance.

410 Harvey St. – Business App Mayor Coombs tabled correspondence requesting to open a business at 410 Harvey Street. Referred to Housing.

401 Southside Rd. Mayor Coombs tabled correspondence from the residents at 401 Southside Road requesting to connect to Town Water and Sewer service. Referred to Housing.

695 Harvey St. Mayor Coombs tabled an application for building permit to construct a garage at 695 Harvey Street. Referred to Housing.

759 Harvey St. Mayor Coombs tabled an application for building permit to construct a shed at 759 Harvey Street. Referred to Housing.

276 Southside Rd. Mayor Coombs tabled an application for building permit to construct a gazebo at 276 Southside Road. Referred to Housing.

67 Stretton's Hill Mayor Coombs tabled an application for building permit to construct a garage at 67 Stretton's Hill. Referred to Housing.

**COMMITTEE REPORTS****CAPITAL & PUBLIC WORKS COMMITTEE**

- Bannerman Lake Project      Clr. Fitzgerald advised that part B of the Dam and Spillway upgrading, new intake valves, is complete.
- Motioned to have the CAO write the Minister of Municipal Affairs and copy Inayat Rehman and Shatha Jawda to seek permission to use left over funds from the Bannerman Lake Spillway Project to install additional valves.
- MOTION #19-140      CLR. FITZGERALD/CLR. VATERS  
CARRIED UNANIMOUSLY**
- Motioned to have the contractor proceed with the valve installation upon receipt of permission from the Minister of Municipal Affairs to use the funds as per the original tender cost.
- MOTION #19-141      CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- Noad Street      Clr. Fitzgerald noted that due to width restrictions the additional sidewalk will create parking and snow clearing issues. Clr. Tetford questioned why the pavement cannot be widened to allow for on-street parking and the extra sidewalk. Deputy Mayor Williams agreed with Clr Tetford but noted that parking on the street would cause issues with snow clearing. Mayor Coombs added that widening the road would also involve expropriation of land.
- Motioned to move forward with the Noad Street project as per the original scope.
- MOTION #19-142      CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS  
CARRIED**
- |                  |  |
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| <b>In Favour</b> | <b>Mayor Coombs<br/>Deputy Mayor Williams<br/>Clr. Fitzgerald<br/>Clr. Byrne<br/>Clr. Vaters</b> |
| <b>Opposed</b>   | <b>Clr. Tetford</b>  |
- Tarrant's Hill      Clr. Fitzgerald noted that the committee is looking at the cost of upgrades to drainage on Tarrant's Hill to help prevent washouts on the lower section of the hill. Clr. Fitzgerald believes that there may be some left over funds that can be utilized for this.
- Parmiter's Lane      Clr. Fitzgerald advised that the water issue has been addressed. A new line has been installed to solve the issue.
- FINANCE COMMITTEE**
- Audit      Clr. Tetford inquired about the audit and advises that it will likely be the end of July before it is ready.
- Kiwanis Club      Motioned not to donate to the Kiwanis Club Golf Tournament in support of the Kids Eat Smart Breakfast Program Golf Tournament. The Town donates locally to St. Francis School.
- MOTION #19-143      CLR. TETFORD/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**FINANCE COMMITTEE**

- Conception Bay Museum Motioned to donate \$4000.00 from the tourism budget to the Conception Bay Museum to help with the restoration of Colston Cove Stairs.  
**MOTION #19-144 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- Biomaxx Motioned to renew the contract with Biomaxx Environmental to monitor the Town's wastewater for a term of four years. The four year term entitles the Town to a 5% discount.  
**MOTION #19-145 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- CC Relay for Life Motioned to donate \$50.00 to Carbonear Collegiate's Relay for Life in support of the Canadian Cancer Foundation.  
**MOTION #19-146 CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- 32 RCSCC Beothic Motioned to donate \$50.00 to the 32 RCSCC Beothic Sea Cadet Corps.  
**MOTION #19-147 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- Danceworx Studios Motioned to donate \$50.00 to Danceworx Studios in support of their upcoming training in Portugal.  
**MOTION #19-148 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- 44 Water St. Motioned to advise property owner of 44 Water Street that there is no forgiveness to the water levy as per the Town's policy.  
**MOTION #19-149 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- Motioned to contact the property owners of 44 Water Street to discuss the condition of the building and their intentions for the property.  
**MOTION #19-150 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**
- Gas Tax Amendment Motioned to accept the Gas Tax Amendment for 2019 to 2024 in the amount of \$848,611.00. The Finance and Public Works Committees will make application to use the funding in line with previous recommendations made by Council.  
**MOTION #19-151 CLR. TETFORD/CLR. BYRNE  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- 2 Plantation Rd-Bldg App Motioned to approve the application for building permit as submitted by Donna Burseley to construct a 10' x 12' shed located at 2 Plantation Road subject to all Town Development Standards.  
**MOTION #19-152 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- 5 Cathedral St-Bldg App Motioned to approve the application for building permit as submitted by Reg Galway to construct an 8' x 8' shed located at 5 Cathedral Street subject to all Town Development Standards.  
**MOTION #19-153 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 272 Southside Rd.-Bldg App Motioned to approve the application for building permit as submitted by Christopher Peddle to construct a 38' x 36' house located at 272 Southside Road subject to:  
1. All Town Development Standards  
2. Well and septic approval by Service NL  
3. Driveway access approval by Transportation and Works.  
**MOTION #19-154 CLR. VATERS/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- 114 Kildare Rd-Bldg App Motioned to approve the application for building permit as submitted by Stephen Haire to construct a fence to a maximum of 1.8 metres high. The fence will be 85' long on Archibald Court and 20' adjacent to Kildare Road subject to all Town Development Standards.  
**MOTION #19-155 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 8 Kitchen's Hill-Bldg App Motioned to approve the application for building permit as submitted by John Tetford to construct a 10' 4" x 22' 5" x 8' extension to existing house located at 8 Kitchen's Hill subject to all Town Development Standards.  
**MOTION #19-156 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 453 Harvey St-Business App Motioned to approve in principle the business application submitted by Dwain Noel to open a business known as Compassion Home Care at 453 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 #19-157 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 41 Thicket Rd-Bldg App Motioned to defer the application for building permit to construct a 15 lot development located at 41 Thicket Road until the CAO has returned.  
**MOTION #19-158 CLR. VATERS/ CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 759 Harvey St-Bldg App Motioned to approve the application for building permit as submitted by Gerard Reynolds to construct a 16' x 16' garage located at 759 Harvey Street subject to all Town Development Standards.  
**MOTION #19-159 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

- 276 Southside Rd-Bldg App Motioned to approve the application for building permit as submitted by Thomas Morrissey to construct a 10' x 10' gazebo located at 276 Southside Road subject to all Town Development Standards.  
**MOTION #19-160 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 67 Stretton's Hill-Bldg App Motioned to approve the application for building permit as submitted by Randell Babb to construct a 40' x 30' garage located at 67 Stretton's Hill subject to all Town Development Standards.  
**MOTION #19-161 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 840 Harvey St-Bldg App Motioned to approve in principal 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:
1. All Town Development Standards.
  2. Well and septic approval by Service NL
  3. Driveway access approval by Transportation and Works.
- MOTION #19-162 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**
- 410 Harvey St-Business App Motioned to approve in principle, the application as submitted by Tony McCarthy to open a restaurant located at 410 Harvey Street subject to:
1. All Town Development Standards
  2. Inspections completed by Service NL, Fire and Emergency
  3. Applicant obtaining all necessary government permits and licences.
  4. Applicant obtaining a commercial occupancy permit from the Town of Harbour Grace.
- MOTION #19-163 CLR. VATERS/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**
- 401 Southside Rd-Town Water Motioned to defer the request submitted by the property owners located at 401 Southside Road to the Public Works Committee.  
**MOTION #19-164 CLR. VATERS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT COMMITTEE** No report

**TOURISM & HERITAGE COMMITTEE** No report

**HUMAN RESOURCES COMMITTEE**

Clr. Byrne advised that all of the students have been hired and most have started, with the remainder starting on Monday.

**PARKS & RECREATION COMMITTEE**

Deputy Mayor Williams advised that the damage done to the Lion's Park was repaired the same day. Repairs have been made to the clubhouse. The walking trail in Bear's Cove goes out to Sow Point and work is ongoing. Benches have been placed along the trail. Picnic tables are in place at the Museum. Chairs will be placed on Crow Hill and Gibbet Hill.

**PARKS & RECREATION COMMITTEE**

Memorial Chairs Motioned to have the Town's EDO place an ad requesting if anyone has interest in placing a chair in memory of a loved one.

**MOTION #19-165 DEPUTY MAYOR WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

Community Garden Motioned for the Town's EDO to apply for funding to move the Community Garden Boxes from the former Courthouse to the ball field and also start preparing the ground for future development.

**MOTION #19-166 DEPUTY MAYOR WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

**FIRE DEPARTMENT LIAISON**

Deputy Mayor Williams advised that practices are ongoing, and meetings are being held once per month. Deputy Mayor Williams noted that the Department has had some calls and that they take a toll on members. The brigade was asked to install banners for veterans. Applications are available at Canadian Tire Gas Bar, Needs and Irving, the cost is \$200.00. The fireworks were a success and the brigade had a steak and lobster event that was successful.

**COMMUNITY CENTRE LIAISON** No report

**CIVIC EVENTS LIAISON**

Clr. Fitzgerald informed Council that Canada Day celebrations took place last weekend, festivities included a Senior's card game at the Firehall, a family fun day at the DCHGCC and fireworks at Point of Beach. Despite the poor weather conditions, the committee and volunteers put off a great Canada Day celebration. Clr. Fitzgerald thanked the Fire Department for their help with the fireworks display.

**JOINT COUNCIL LIAISON** No report

**HARBOUR GRACE BCIB** Report to be tabled under Privileged

**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** Tabled

Clr. Tetford inquired about the status of the ticket book. Acting Town Clerk to look into the status.

**COUNCILLOR'S SUGGESTIONS/CONCERNS**

CAO Report Motioned to adopt the CAO report as presented.

**MOTION #19-167 CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**



**COUNCILLOR'S SUGGESTIONS/CONCERNS**

Dilapidated Properties	Clr. Tetford noted that she has had questions about dilapidated properties in Town. Mayor Coombs requested that the Housing Committee bring back a recommendation to Council.
Meeting	Motioned to schedule the next meeting of Council for Monday August 5, 2019. <b>MOTION #19-168</b> <b>DEPUTY MAYOR WILLIAMS/CLR. VATERS</b> <b>CARRIED UNANIMOUSLY</b>
Adjournment	Motioned to adjourn regular meeting of Council at 7:58 PM. <b>MOTION #19-169</b> <b>CLR. VATERS/CLR. BYRNE</b> <b>CARRIED UNANIMOUSLY</b>

**Regular Meeting of Council on July 4, 2019 reopened at 9:00 P.M.**

23 Victoria Street	Motioned to request the Municipal Assessment Agency to remove the tenant's portion on this property. Based on the information the property owners have provided, once this is complete, the business tax will be eliminated. <b>MOTION #19-170</b> <b>CLR. VATERS/DEPUTY MAYOR WILLIAMS</b> <b>CARRIED UNANIMOUSLY</b>
136 Water Street	Motioned to advise the property owner that based on the issuance of a permit to renovate 136 Water Street into a four unit apartment building in 2012, the water and sewer apartment rate charged was correct. <b>MOTION #19-171</b> <b>CLR. VATERS/CLR. BYRNE</b> <b>CARRIED UNANIMOUSLY</b>
Adjournment	Motioned to adjourn the regular meeting of Council at 9:10 P.M. <b>MOTION #19-172</b> <b>CLR. FITZGERALD/CLR. VATERS</b> <b>CARRIED UNANIMOUSLY</b>

Next regular meeting of Council is Monday August 5, 2019 at 7:00 PM.

**Confirmed:**

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Don Coombs, Mayor

DATE:

Np

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Mike Saccary, CAO/Town Clerk