

**TOWN OF HARBOUR GRACE**

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall,  
September 23<sup>rd</sup>, 2019 at 7:00 PM.

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

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

Minutes: Regular meeting minutes of September 9, 2019 were adopted with the  
Regular Meeting following errors and/or omissions:  
September 9, 2019

1. Page 11 – Clr. Byrne inquires if the Rock Fitness contract date of September 2, 2016 was correct. The CAO confirmed that the date was correct from the original contract.
2. Page 9 – Fire Department Liaison; the last sentence should have been; “The Firefighter’s Ball”.

**MOTION #19-238 CLR. VATERS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM MINUTES**

Bristol’s Hope Meeting	Mayor Coombs advised that through a communication error, the meeting with Mr. Johnson had to be rescheduled. He is unavailable for three weeks and the meeting will be rescheduled upon his return.
MEO Ticket Book	Refer to MEO’s report.
Quarry Permit	Mayor Coombs advised that the Quarry permit was approved by the Provincial Government in 2012, as per correspondence from Gerald Kennedy of the Department of Natural resources. Deputy Mayor Williams questioned if it is in the right area, Mayor Coombs advised that Mr. Parsons confirmed with Mr. McCarthy that it is in the right area. After some discussion about ownership of the road and how long the permit is valid for, Mayor Coombs requested to have clarification brought back to the next meeting. CAO to contact Mr. Kennedy to find out if the quarry is not started within two years, does the applicant have to re-apply.
Municipal Plan Review	The CAO advised that the Town’s Municipal Plan must be reviewed every five years and redone every ten years according to legislation. The last one was done in 2010. The cost is between \$30,000.00 and \$60,000.00 and the CAO thinks that there may be something in the government that the Town can avail of.
Francis & Sharon Reynolds	Deferred to Housing Committee.
470 Southside Road	Deferred to Housing Committee.
Priority List for Cap. Projects	Deferred to Capital Works Committee.
Tax Sale	The Finance Committee must meet to discuss and bring back to next Council meeting.

**CORRESPONDENCE**

- Kiwanis Club of Carbonear Mayor Coombs tabled correspondence from the Kiwanis Club of Carbonear offering a business luncheon to celebrate Small Business Week. Anyone wishing to attend should contact the CAO.
- TCP Health Foundation Mayor Coombs tabled correspondence from the Trinity Conception Placentia Health Foundation requesting a donation to their 30th Annual Telethon. Referred to Finance.
- Newfoundland & Labrador Historic Trust Mayor Coombs tabled correspondence from Newfoundland & Labrador Historic Trust advising that the Town of Harbour Grace's efforts to restore the Harbour Grace Railway Station will receive a Southcott Award in the category of the Heritage Restoration. Mayor Coombs noted that there will be an awards ceremony in November, the date will be confirmed within in the next 30 days.
- MNL-Notice of Motion Mayor Coombs tabled a notice of motion from Municipalities Newfoundland and Labrador. Mayor Coombs advised that anyone wishing to register should contact the CAO. Mayor Coombs indicated that the CAO should attend.
- Kids Eat Smart Foundation Mayor Coombs tabled correspondence from the Kids Eat Smart Foundation announcing their annual radiothon on November 6<sup>th</sup>, 2019. Referred to Finance.
- NL Sexual Assault Crisis and Prevention Centre Mayor Coombs tabled correspondence from the Newfoundland and Labrador Sexual Assault Crisis and Prevention Centre requesting that the Town of Harbour Grace declare September 16th – 20th, 2019 as Sexual Violence Awareness Week. Mayor Coombs advised that the proclamation has been signed. Deputy Mayor Williams noted that a picture of the signing of the declaration was requested.
- Motioned to declare September 16th – 20th, 2019 as Sexual Awareness Week in the Town of Harbour Grace and have a picture taken of Council signing the declaration to be submitted to the NL Sexual Assault Crisis and Prevention Centre.
- MOTION #19-239** **DEPUTY MAYOR WILLIAMS/CLR. VATERS**  
**CARRIED UNANIMOUSLY**
- Department of Municipal Affairs Mayor Coombs tabled correspondence from the Department of Municipal Affairs advising Council that the Municipal Budget for 2020 must be adopted by December 1, 2019.
- 121 Water St-Bldg App. Mayor Coombs tabled an application for building permit submitted by Michael Foley to construct a 63' 10" x 62' 10" house located at 121 Water Street East. Referred to Housing Committee.
- 9 Cottage Lane-Bldg App. Mayor Coombs tabled an application for building permit submitted by Gordie Meadus to construct a 40' x 30' garage located at 9 Cottage Lane. Referred to Housing Committee.
- Department of Natural Resources Mayor Coombs tabled correspondence from the Department of Natural Resources concerning the Town's request for information on a quarry permit issued in 2012.
- Healthy Eating Policy Mayor Coombs tabled a Healthy Eating Policy as proposed by the Town's EDO and Stephanie O'Brien, the Eat Great and Participate Coordinator.
- Motioned to adopt the Healthy Eating Policy as presented.
- MOTION #19-240** **DEPUTY MAYOR WILLIAMS/CLR. VATERS**  
**CARRIED UNANIMOUSLY**

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

Clr. Fitzgerald advised that both Kitchen's Hill and Noad Street should see pavement in the near future. The road upgrade projects are prepped and ready and should see payment this week.

**CAPITAL & PUBLIC WORKS COMMITTEE**

Harvey Street Phase 4      Motioned to write Harris & Associates to cancel the current Professional Consultant Agreement of Phase 4 Harvey Street Project in reference to article 7.2 of the current Professional Consultant Agreement.

**MOTION #19-241                      CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

Motioned to seek a written quote from Harris & Associates to complete Harvey Street Phase 4, Project # 17-GI-20-00059.

**MOTION #19-242                      CLR. FITZGERALD/CLR. TETFORD  
CARRIED UNANIMOUSLY**

*Clr. Byrne left chambers at 7:22pm.*

Capital Works 5 Year Plan      Motioned to submit the Capital Works 5 year plan as follows.

- |    |                       |   |
|----|-----------------------|---|
| 1. | Harvey Street Phase 5 | Water, sewer & street upgrade Part A<br>Street upgrading, paving & storm sewer Part B |
| 2. | Mercer's Well/Road    | Water & sewer system upgrading  |
| 3. | Bannerman Street      | Water & sewer upgrading   |
| 4. | LeMarchant Street     | Water & sewer upgrading   |
| 5. | Southside Road        | Water & sewer upgrading   |
| 6. | Cochrane Street       | Water & Sewer upgrading   |

**MOTION #19-243                      CLR. FITZGERALD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

*Clr. Byrne returned to chambers at 7:24pm.*

Motioned to direct the CAO to continue on with the procurement process.

**MOTION #19-244                      DEPUTY MAYOR WILLIAMS/CLR. FITZGERALD  
CARRIED UNANIMOUSLY**

**FINANCE COMMITTEE**

*Mayor Coombs left chambers at 7:26pm, Deputy Mayor Williams assumed the chair.*

TCP Health Foundation      Motioned to donate \$500.00 to Trinity Conception Placentia Health Foundation's Annual Telethon.

**MOTION #19-245                      CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**

*Mayor Coombs left chambers at 7:27pm.*

Kids Eat Smart      Motioned not to donate to the Kids Eat Smart program and donate \$200.00 to the local breakfast program at St. Francis School.

**MOTION #19-246                      CLR. TETFORD/DEPUTY MAYOR WILLIAMS  
CARRIED UNANIMOUSLY**

CAO Report      Motioned to adopt the CAO report as presented.

**MOTION #19-247                      CLR. TETFORD/CLR. VATERS  
CARRIED UNANIMOUSLY**

Clr. Tetford asked if the Town is owed any money from ACOA, the CAO advised that the Town is owed \$80,000.00.

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

Francis & Sharon Reynolds      Motioned to reject the request to purchase part of the right of way located adjacent to property owned by Francis & Sharon Reynolds as the right of way is still being used.

**MOTION #19-248                      CLR. VATERS/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

470 Southside Rd-Bldg App Motioned to defer the application for building permit as submitted by Kenneth Jacques & Lisa Shute to allow the Committee to meet with the contractor.

**MOTION #19-249 CLR. VATERS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

121 Water St-Bldg App Motioned to approve the application for building permit as submitted by Michael Foley to construct a 63' 10" x 62' 10" house located at 121 Water Street, subject to all Town Development Standards.

**MOTION #19-250 CLR. VATERS/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

9 Cottage Lane-Bldg App Motioned to approve the application for building permit as submitted by Gordie Meadus to construct a 40' x 30' garage located at 9 Cottage Lane, subject to all Town Development Standards.

**MOTION #19-251 CLR. VATERS/CLR. WILLIAMS  
CARRIED UNANIMOUSLY**

**ECONOMIC DEVELOPMENT COMMITTEE** No report

**TOURISM & HERITAGE COMMITTEE** No report

**HUMAN RESOURCES COMMITTEE**

Clr. Byrne advised that the application period for the JCP had closed today and the HR Committee would be meeting tomorrow to review the resumes. The potential start date for the JCP is September 30, 2019.

**PARKS & RECREATION COMMITTEE**

Deputy Mayor Williams advised that the Annual Blueberry Run is scheduled for November 3, 2019, pre-registration and bib pick up is set for November 1, 2019 at the Firehall. Deputy Mayor Williams thanked the government for the JCP grant for the redevelopment of the ball field. The plans include relocating the Community Garden and adding a walking track.

Motioned to order two wheelchair accessible picnic tables.

**MOTION #19-252 DEPUTY MAYOR WILLIAMS/CLR. BYRNE  
CARRIED UNANIMOUSLY**

**FIRE DEPARTMENT LIAISON**

Deputy Mayor Williams advised that the Annual Firefighter's Ball will be held on November 9, 2019, Council and Staff are invited. The Annual Santa Claus Parade will be Saturday December 7, 2019. Deputy Mayor Williams congratulated the Bay Robert's Fire Department on their first place finish and the Bay de Grave Fire Department on their second place finish at the Firetruck Pull held at the Danny Cleary Harbour Grace Community Centre. The HG VFB was put out of the Championship by 0.2 seconds. More than \$5000.00 was raised for Muscular Dystrophy.

**COMMUNITY CENTRE LIAISON** No report

**CIVIC EVENTS LIAISON**

Clr. Fitzgerald noted that the Civic Events Committee are planning Fall and Winter events and advised that more information should be available shortly.

**JOINT COUNCIL LIAISON**

The next Joint Council meeting is scheduled for Thursday September 26, 2019.

**HARBOUR GRACE BCIB**

Clr. Tetford noted that the board had to send more information on the Kyle application and approval has been received. The board has received a JCP Grant for 4 employees for a duration of 12 weeks to conduct oral history interviews of residents of Harbour Grace with the aim of creating a video database of cultural heritage. September 30 is the deadline for applications.

**CAO/TOWN CLERK REPORT** Tabled

**ECONOMIC DEVELOPMENT OFFICER REPORT** Tabled

**PUBLIC WORKS SUPERINTENDENT REPORT** Tabled

**COMMUNITY CENTRE MANAGER'S REPORT** Tabled

Deputy Mayor Williams questioned if the matter regarding ice time had been resolved. CAO advised that as far as he knows it has been resolved.

**MUNICIPAL ENFORCEMENT OFFICER'S REPORT** Tabled

The CAO advised Council that the MEO's ticket book only deals with traffic regulations and not legislative issues. Clr. Tetford asked what the plan is now that the ticket books cannot be used for non-compliance issues. The CAO and MEO will meet and come up with a plan.

**COUNCILLOR'S SUGGESTIONS/CONCERNS**

**Budget** Deputy Mayor Williams commented that December is the deadline for the 2020 Budget and hopes that it will be submitted on time this year.

**Railbed** Deputy Mayor Williams asked if there was any news on the Railbed lease. The CAO has no update at this time.

**Transplant Trot** Deputy Mayor Williams noted that she has asked the Transplant Trot to coincide with the Come Home Year Celebrations in 2020.

**Fall Fair** Clr. Tetford advised that the Annual Fall Fair is taking place this weekend, September 27<sup>th</sup>, 28<sup>th</sup>, and 29<sup>th</sup>. The Miss Newfoundland and Labrador Pageant is scheduled for Sunday, November 3<sup>rd</sup>, 2019.

**Adjournment** Motioned to adjourn the regular meeting of Council at 7:52 P.M.

**MOTION #19-253**

**CLR. WILLIAMS/CLR. BYRNE**

**CARRIED UNANIMOUSLY**

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

**REGULAR MEETING OF COUNCIL ON SEPTEMBER 23<sup>rd</sup>, 2019 REOPENED AT 8:20PM.**

Valero Purchase                      Motioned to purchase the property owned by Valero adjacent to the Municipal Depot on Lady Lake Road for \$25,000.00.

**MOTION #19-254                      CLR. TETFORD/CLR. VATERS  
CARRIED**

Adjournment                      Motioned to adjourn reopened meeting of Council at 8:25pm

**MOTION #19-255                      CLR. WILLIAMS/CLR. VATERS  
CARRIED UNANIMOUSLY**

**Confirmed:**

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Don Coombs, Mayor

DATE:

Np

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Mike Saccary, CAO/Town Clerk