

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall via Zoom,

July 17, 2023, at 7:00 PM

<i>Members Present</i>	Mayor Deputy Mayor Councillors	Don Coombs Keith Skinner Brendan Chafe Lee Rogers Gordon Stone Randy Wrice
<i>Members Absent</i>	Councillor	<i>Terry Barnes</i>
<i>Staff Present</i>	Town Clerk/Manager Admin. Assistant Economic Development Officer	Amy Dwyer Sherrie Best Matthew McCarthy
Minutes:	Mayor Coombs called the meeting to order at 7:02 pm. Mayor Coombs called for a motion to adopt the regular council meeting minutes of June 27, 2023.	
Regular Meeting June 27, 2023	Motioned to adopt the regular council meeting minutes of June 27, 2023, as presented. MOTION #23 - 213 CLR. CHAFE/CLR. WRICE MOTION CARRIED UNANIMOUSLY	
Regrets	Mayor Coombs announced regrets from Councillor Terry Barnes.	

BUSINESS ARISING FROM MINUTES

Land Tax Sale	Mayor Coombs advised that the Real Estate Agent, Mr. Barry Clarke, is putting fair market value on the list of properties. The funds from the sale of the properties will be put towards economic growth and development for the Town and the Council has agreed to take 143 Lady Lake Road off the list.
Paving	Update from Public Works Committee.
Dilapidated Buildings	Mayor Coombs advised that an update was received from Fire Commissioner's Office. Referred to Fire Department Liaison.
CVFSA	Update. Referred to the Fire Department Liaison.
91 Water Street	Mayor Coombs advised that the two-week discretionary notice is completed for the Airbnb at 91 Water Street. Referred to Housing and Zoning.
Water/Sewer	Referred to Public Works Committee.
Bannerman Bridge	Referred to Public Works Committee.
Water Meter	Referred to Public Works Committee.

NEW BUSINESS

CBN Trailway	Mayor Coombs advised that a meeting was held on July 14, 2023, with Adam Hindy and the Parks and Recreation Committee regarding the CBN Trailway. Referred to Parks/Recreation Committee
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CORRESPONDENCE

Building Permits	Mayor Coombs tabled the following building permits: A). Building Permit for a 26 x 26 house at 174 Harvey Street. B). Building Permit for a 40 x 24 garage at 100 – 102 Gully Path. C). Building Permit for a 26 x 26 house at 123 Main Rd., Bristol's Hope. D). Building Permit for a 12 x 16 extension to existing shed at 70 Bannerman Lake Road. Referred to Housing/Zoning
Take Charge NL	Mayor Coombs tabled correspondence from Take Charge NL regarding the Make the Switch LED Bulb Giveaway 2023. Referred to the Town Manager.
Municipalities NL	Mayor Coombs tabled correspondence from Municipalities NL advising of funding available for municipal members to attend regional meetings.

CORRESPONDENCE cont'd

Kids Eat Smart	Mayor Coombs tabled correspondence from the Kids Eat Smart Foundation of NL advising of a radiothon being held on November 8, 2023, and requesting for continued support. Referred to Finance.
PMA	Mayor Coombs tabled correspondence from the Professional Municipal Administrators regarding general information for Municipalities.
Austin Curl	Mayor Coombs tabled correspondence from Austin Curl requesting permission for the supply of electrical power to the hanger at Harbour Grace Airfield. Referred to Housing/Zoning and Public Works Committees.
Eastern Safety Services	Mayor Coombs tabled correspondence from the Eastern Safety Services advising of its new safety training facility at 44 Austin Street and training schedule for July and August.
Municipalities NL	Mayor Coombs tabled correspondence from Municipalities NL advising that the Housing Accelerator Fund application portal for municipalities is now open.
Municipalities NL	Mayor Coombs tabled an Info Note from Municipalities NL offering information and updates on various subjects for municipalities.
Municipalities NL	Mayor Coombs tabled correspondence from Municipalities NL regarding the Canoe Procurement Group of Canada.
Nadiya Butt-Velychko	Mayor Coombs tabled a thank you letter to the Town of Harbour Grace from Nadiya Butt-Velychko for the warm reception given to the group of Ukrainians that visited the town on July 2, 2023.
Immaculate Con. Parish	Mayor Coombs tabled a letter from the Immaculate Conception Parish regarding the purchase of a property at 434 Harvey Street. Referred to Housing/Zoning.
PAR ID #084995	Mayor Coombs tabled a letter requesting tax reduction on PAR ID #084995. Referred to Finance.
Bay Roberts Retire. Cent.	Mayor Coombs tabled a donation request from the Bay Roberts Retirement Centre in aid of their Community Garden Party. Referred to Finance.
Matthew Drover	Mayor Coombs tabled a letter from Matthew Drover requesting that Neighbourhood Watch signs be posted around the town due to the recent rise in crime in the Town. Mayor Coombs thanked Matthew Drover for spearheading this campaign and encouraged citizens to get involved with neighbourhood watches and report suspicious activities to the RCMP.
J.W. Consulting Assoc.	Mayor Coombs tabled correspondence from J.W. Consulting Associates offering a full range of municipal services to municipalities. Referred to Town Manager.
Health Canada	Mayor Coombs tabled correspondence from Health Canada reminding citizens of barbeque safety tips.
Tina Neary, MNL	Mayor Coombs tabled a letter from Tina Neary, Avalon Director, MNL reminding of the Eastern Regional Meeting on July 14 and 15, 2023, in St. John's.
Municipalities NL	Mayor Coombs tabled correspondence from Municipalities NL regarding the MMSB online Consultation Session that was held on June 27, 2023.
Munic. & Prov. Affairs	Mayor Coombs tabled correspondence from Municipal & Provincial Affairs regarding the schedule for In Person and Virtual Training for July and Aug. 2023
Munic. & Prov. Affairs	Mayor Coombs tabled correspondence from Municipal & Provincial Affairs reminding of the Access and Privacy Training course being held in-person in Gander on July 26, 2023
New Horizons for Seniors	Mayor Coombs tabled correspondence from the New Horizons for Seniors Program advising that on August 1, 2023, the Government of Canada will launch the annual New Horizons for Seniors Program Community-Based Stream 2023-2024 Call for Proposals funding for community-based project. Referred to EDO
Munic. & Prov. Affairs	Mayor Coombs tabled correspondence from Municipal & Provincial Affairs announcing the call for the 2023 Municipal Long Service Awards Applications for elected officials.
Barbara Stuart Foley	Mayor Coombs tabled a donation request from Barbara Stuart Foley to support the 2 nd Annual Dance to Advance Campaign to raise funds for the William Michael Foley Scholarship in Vascular Surgery. Referred to Finance.

CORRESPONDENCE cont'd

Town of Bay Roberts Mayor Coombs tabled a letter from Mr. Tibbo, the Recreation Director for the Town of Bay Roberts, requesting the Town of Harbour Grace to provide the St. Francis Soccer Field for the soccer portion of the games. Bay Robert's will be hosting the 2024 Provincial Summer Games on August 10 – 17, 2024.

MOTION #23 – 214**CLR. ROGERS/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY****COMMITTEE REPORTS****CAPITAL & PUBLIC WORKS COMMITTEE****Paving**

Deputy Mayor Skinner reported that the Committee met with the Public Works Superintendent to review the list of 21 streets that are in need of paving. The funds available from the Gas Tax for this year's paving is \$140,000 and from the list of 21 roads, the following roads have been chosen depending on cost and maintenance upgrades:

1. Rogers Lane. Paving and upgrading along with repairs to water/sewer for a total cost of \$28,331.00.
2. Cathedral Street. Paving at a cost of \$28,463.00.
3. Old Water Street. Leveling the road at a cost of \$11,080.00.
4. Water Street. Resurfacing the street from the museum to Cathedral Street at a cost of \$49,495.00. This section of the street is part of the Strategic Plan for the trailway and for the Town to obtain funding from ACOA to do other projects.

Deputy Mayor Skinner noted that the total cost of these four streets is \$117,369.00 with a balance of \$22,631.00. He added the Town will receive more Gas Tax money of \$70,00.00, in October which will be added to that balance, and it will be allocated to other paving projects.

Motioned for \$117,369.00 of the Gas Tax money to be used for the maintenance and paving of four roads, Rogers Lane, Cathedral Street, Old Water Street, and Water Street, from the Museum to Cathedral Street.

MOTION #23 – 215**DM SKINNER/CLR. STONE****MOTION CARRIED UNANIMOUSLY****Water/Sewer****Roger's Lane**

Deputy Mayor Skinner advised that the problems that Mr. Peddle is having with water and sewer at Roger's Lane will be fixed before the paving of Roger's Lane.

Bannerman Lake Bridge

Deputy Mayor Skinner advised that he had heard from Lands and Environment and expects to have a meeting next week to discuss the problem and a solution with Bannerman Lake Bridge

Water Meter

Motioned to charge the Harbour Authority a flat rate of \$500.00 per buyer per calendar year to cover the cost of providing water to their facilities.

MOTION #23 – 216**DM SKINNER/CLR. WRICE****MOTION CARRIED UNANIMOUSLY**

Deputy Mayor Skinner advised that the tender for the lift station for South Side Road and Mercer's Road closed on Friday, July 14, 2023. Three tenders were received and will be awarded by the end of this week. He also added that Bear's Cove Brook will be cleaned once the water level has lowered, and dirt roads will be graded when a grader becomes available.

FINANCE COMMITTEE**Kids Eat Smart**

Motioned to deny the request of Heather Russell, Kids Eat Smart, for a financial donation as the Town only donates locally as per the Town's donation policy.

MOTION #23 – 217**CLR. STONE/CLR. WRICE****MOTION CARRIED UNANIMOUSLY****PAR ID #084995**

Motioned that the Town deny the request from PAR ID #084995 for tax relief as tax policy for the Town requires that the tax be paid.

MOTION #23 – 218**CLR. STONE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

FINANCE COMMITTEE

Bay Roberts Retire. Cent. Motioned that the Town deny the donation request from the Bay Roberts Retirement Centre, in aid of its Community Garden Party, as it does not meet the Town's donation policy.

MOTION #23 – 219**CLR. STONE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Otterbury School House Deputy Mayor Skinner advised that the bids received for work on the Otterbury School House, funded under the New Horizons for Seniors program, were too high. The EDO has made a recommendation for a solution to the problem.

Motioned that Council accept the EDO's recommendation to use the New Horizon Funding for insulation, heat pump, and electrical upgrades, and that the new washroom facilities be developed through a JCP Program and local partnerships.

MOTION #23 – 220**CLR. STONE/CLR. WRICE.****MOTION CARRIED UNANIMOUSLY****EXECUTIVE COMMITTEE OF COUNCIL No Report****BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE**

Councillor Rogers provided Council with a committee report noting that the committee has requested a meeting with ACOA and the Provincial Government regarding an update on the funding for the proposed Channel Dredging Project. He advised that there are some boxes remaining for the Community Garden and that the Town will be participating in the Miracle Grows Best Garden Selection Competition. He also advised of the many festivals and events are happening in the Town of Harbour Grace during the month of July, such as the Pirates to Pilots Festival, Annual Kite Festival, the Harbour Grace Regatta, and the Geocache Challenge. Councillor Rogers spoke about working with the Pike Group on the revitalization of the Spirit of Harbour Grace site, with Dave Evans retained for the landscaping work, and added that a JCP grant has been approved for the interior renovations at the Otterbury Schoolhouse.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

91 Water Street Councillor Chafe noted that there was an error regarding the discretionary use during the last meeting, however a discretionary use is needed for a business to open in a residential area.

Motioned to approve the Airbnb business located at 91 Water Street as per the application submitted by Pamela Edwards.

MOTION #23 – 221**CLR. CHAFE/CLR. WRICE****MOTION CARRIED UNANIMOUSLY**

174 Harvey Street Councillor Chafe advised that Council is not ready to approve the building application at 174 Harvey Street at this time.

Motioned to advise the owner of the property at 174 Harvey Street to provide the Town with an up-to-date survey.

MOTION #23 – 222**CLR. CHAFE/CLR. WRICE****MOTION CARRIED UNANIMOUSLY**

100 Gully Path Motioned to approve the building application submitted by Gerald Sullivan for a 40 x 24 garage located at 100 – 102 Gully Path following all Town guidelines and Government regulations.

MOTION #23 – 223**CLR. CHAFE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

123 Main Rd.
Bristol's Hope

Motioned to approve the building application submitted by David and Joanne Behm for a 26 x 26 house located at 123 Maid Road, Bristol's Hope following all Town development standards, all Government permits and/or regulations, and water/sewer approval from Service NL, which the owner must provide to Government prior to construction.

MOTION #23 – 224**CLR. CHAFE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY**

Immaculate Con.Parish Motioned to approve the application from the Immaculate Conception Parish as per application to acquire a residence at 434 Harvey Street to house the Priest, parish office, meeting room, and St. Vincent de Paul's Food Bank.

MOTION #23 – 225**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

Motioned for the Town to request a meeting with the representatives of the Immaculate Conception Parish to discuss ownership or leasing of the St. Francis Soccer Field.

MOTION #23 – 226

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

Councillor Chafe reminded of a meeting that was held last year with the Eastern Regional Service Board regarding the upkeep of the surrounding area of the facility. He, along with other members of council, have received complaints of the amount of waste that is left along the road and entrance of the facility. Councillor Chafe suggested a meeting needs to be scheduled between the Town Council and Mr. Tessier, of the Eastern Regional Service Board, to press for a solution to this deplorable problem.

Motioned that the Town Manager send an e-mail to Steve Tessier, of the Eastern Regional Service Board, to set up a follow up meeting on agreements made at the last meeting and find a resolution for the debris and garbage that has been left on the sides of the Incinerator Road.

MOTION #23 – 227

CLR. CHAFE/CLR. WRICE

MOTION CARRIED UNANIMOUSLY

Councillor Wrice gave an update on the dilapidated buildings matter and advised that Jim Barry of FES will be in contact with Council next week to make plans to visit #1 Harvey Street due to the ongoing complaints about the unsafe nature of the property.

100 – 102 Gully Path

Motioned for the applicant to obtain a demolition permit, at a cost of \$100.00, to tear down the existing garage and have the site cleaned up and debris removed from the property within 60 days. Once the site is inspected by the Town Manager, the owner will be given a refund on the demolition permit and issued a building permit.

MOTION #23 – 228

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

70 Bannerman Lake Rd.

Motioned to approve the building application submitted by John Noseworthy to build a 12 x 16 extension to an existing shed located at 70 Bannerman Lake Road following all Town guidelines and Government regulations.

MOTION #23 – 229

CLR. WRICE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

TOURISM & HERITAGE
PARKS & RECREATION

No Report

Councillor Rogers reported that a successful meeting was held with Adam Hindy of the CBN Trailway group who is looking forward to partnering with the Town and the Harbour Grace Trailway Association to improve the trailways in the area. He also advised that the Aero Tennis club would be operating again this summer and added that the S.W. Moores Memorial Park Committee are doing a beautiful job with the upkeep of the park.

FALL FAIR LIAISON

Councillor Rogers announced the dates for the Fall fair, noting that Thomas Amusements will be there to provide rides for all to enjoy and a Craft Fair will be held inside the Stadium.

DCHGCC LIAISON

Councillor Rogers advised that the ice will be put on at the stadium this week and bookings begin July 31, 2023. He also thanked staff for their hard work at the Community Centre

CIVIC EVENTS LIASON

Councillor Wrice thanked all involved with the Canada Day Celebration's and the Harbour Grace Volunteer Fire Brigade for providing the firetruck rides and putting off the fireworks. He also reported that the Committee hosted the Annual Pride Day celebrations and flag raising at the S.W. Moores Memorial Park, congratulated the 50+ Seniors Committee on becoming members of Seniors NL, and added that TADA Events along with Civic Events will be presenting the 3rd Annual Come Fly with Us and Harbour Grace Kite Festival at the Harbour Grace Airstrip in July.

JOINT COUNCIL LIASON

No Report

FIRE DEPT. LIASON

Councillor Chafe advised that training has ceased for the summer and regular training will resume in September. The Fire Brigade will be doing Cold Water Rescue Training at Lady Lake with the local rowing teams to provide information and emergency aid in case an emergency should take place during the races.

FIRE DEPT. LIASON

Councilor Chafe reported that CO2 Inspection Advertisings are in place and hopes that it speeds up the process for those who are in need of CO2 inspections, and the Annual Truck Pull is scheduled for September, at the DCHGCC.

BRISTOL'S HOPE LIAISON No Report**HOUSING/ZONING COMMITTEE**

Councilor Chafe and Councillor Wrice left the meeting at 7:55 pm.

Motioned that Tony McCarthy pays all costs related to rezoning from Industrial Zone to Town Zone for his lots four, five, six, and seven located at 345 Water Street. He will pay the agreed amount when the zoning is complete. He cannot occupy the property until zoning is completed. A legal agreement will be drawn up by the Town Solicitor and signed by the Town and Mr. McCarthy before the rezoning will start.

MOTION #23 - 230

CLR.ROGERS/DM SKINNER

MOTION CARRIED UNANIMOUSLY

Councillor Chafe and Councillor Wrice returned to the meeting at 7:59 pm.

TOWN MANAGER REPORT Tabled

Motioned to adopt the Town Clerk's Financial Report as presented.

MOTION #23 - 231

CLR.STONE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

EDO REPORT Tabled

Motioned to adopt the Economic Development Officer's Report as presented.

MOTION #23 - 232

CLR. ROGERS/ DM SKINNER

MOTION CARRIED UNANIMOUSLY

PUBLIC WORKS REPORT Tabled

Motioned to adopt the Public Works Superintendent's Report as presented.

MOTION #23 - 233

CLR. WRICE/ CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

DCHGCC MANAGER'S REPORT Tabled

Motioned to adopt the Danny Cleary Harbour Grace Community Centre's Report as presented.

MOTION #23 - 234

DM SKINNER/CLR. STONE

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 8:09 pm.

MOTION #23 -235

CLR.WRICE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

Next regular meeting of Council is tentatively scheduled for 7:00 pm on Monday, August 14, 2023.

Confirmed:

Don Coombs, Mayor

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Amy Dwyer, Town Clerk/Manager