

## TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall via Zoom,  
November 21, 2023, at 7:00 PM

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| Members Present                       | Mayor<br>Deputy Mayor<br>Councillors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Don Coombs<br>Keith Skinner<br>Brendan Chafe<br>Gordon Stone<br>Randy Wrice |
| Members Absent                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Terry Barnes<br>Lee Rogers                                                  |
| Staff Present                         | Town Clerk/Manager<br>Admin. Assistant<br>Economic Development Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Amy Dwyer<br>Sherrie Best<br>Matthew McCarthy                               |
|                                       | Mayor Coombs called the meeting to order at 7:00 pm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                             |
| Minutes:                              | Mayor Coombs called for a motion to adopt the special council meeting minutes of September 25, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                             |
| Special Meeting<br>September 25, 2023 | Motioned to adopt the special council meeting minutes of September 25, 2023, as presented.<br><b>MOTION #23 – 331</b><br><b>DM SKINNER/CLR. WRICE</b><br><b>MOTION CARRIED UNANIMOUSLY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                             |
| Minutes                               | Mayor Coombs called for a motion to adopt the regular council meeting minutes of October 17, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                             |
| Regular Meeting<br>October 17, 2023   | Motioned to adopt the regular council meeting minutes of October 17, 2023, as presented.<br><b>MOTION #23 – 332</b><br><b>CLR. STONE/CLR. CHAFE</b><br><b>MOTION CARRIED UNANIMOUSLY</b><br><br>Mayor Coombs announced regrets from Councillor Lee Rogers and Councillor Barnes notified that he will be joining the meeting shortly.<br><br>Mayor Coombs announced birthday greetings to, Mrs. Hazel Yetman, who turned 103 years old on November18, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                             |
| <b>BUSINESS ARISING FROM MINUTES</b>  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                             |
| Land Sale                             | Councillor Stone reported that most of the land was sold and the land that did not sell will be forwarded to the Minister of Municipalities to request permission to sell the remaining properties at less than market value. Councillor Chafe mentioned that there was a tie bid on a parcel of land and a rebid was needed between the two parties involved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                             |
| Resolution of MNL                     | Mayor Coombs advised that a motion regarding dilapidated properties and liens being put on those properties, was presented at the conference, and received unanimous support from other municipalities in the province. Mayor Coombs noted that Bill 54 was supposed to support this process, however, after reading through the document, he could not find anything that pertained to it.<br><br>Motioned to write the MHA and carbon copy all municipalities in the province for their support and to write to their members to ask that the Town of Harbour Grace’s resolution, which was presented at the MNL Conference, be tabled in the House of Assembly.<br><b>MOTION #23 – 333</b><br><b>CLR. CHAFE/ DM SKINNER</b><br><b>MOTION CARRIED UNANIMOUSLY</b><br><br>Motioned to write to Minister John Haggie, and carbon copy to Minister Pam Parsons and Minister Andrew Parsons, to request a meeting to address the issue as a municipality and bring this resolution regarding dilapidated buildings to the floor.<br><b>MOTION #23 – 334</b><br><b>CLR. CHAFE/ CLR. WRICE</b><br><b>MOTION CARRIED UNANIMOUSLY</b> |                                                                             |
| CVFSA                                 | Mayor Coombs referred the update to the Fire Department Liaison.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                             |
| Bannerman Bridge                      | Mayor Coombs referred the update to Public Works Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                             |

**BUSINESS ARISING FROM MINUTES cont'd**

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| St. Francis Soccer Field | Mayor Coombs advised that the town manager, Ms. Dwyer, was in contact with Mr. Pembroke and a meeting will take place in January 2024, as the expiry of the lease is in 2024. |
| Mobile Housing           | Mayor Coombs referred the update to the Housing/Zoning Committee.                                                                                                             |
| LeMarchant Street        | Mayor Coombs referred the update to the Public Works Committee.                                                                                                               |
| Budget 2024              | Mayor Coombs referred the update to the Finance Committee.                                                                                                                    |

**NEW BUSINESS**

|                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| MNL Conference | Mayor Coombs thanked the councillors and staff that attended the MNL Conference and expressed the importance of bringing information discussed at the conference back to council. Councillor Stone informed council that the conference was one of the most effective conferences he had attended throughout his years of work and as a councillor. He noted the biggest improvement he saw was the participation of the province's politicians with everyone in attendance. Deputy Mayor Skinner said that he attended the climate change seminar, and it was discussed that there was no funding available or what department to apply to for funding. But the Town will be notified when everything is put in place. Councillor Chafe remarked that for the brief time he was able to attend, due to work commitments, the conference was informative. |
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**CORRESPONDENCE**

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Miss NL Pageant          | Mayor Coombs tabled a letter from Mrs. Wendy Penney, chair of the Miss NL Pageant Committee and a donation request from the Miss NL Pageant Committee. Referred to Finance.                                                                                                                                                                                                                                                  |
| Judy Ash                 | Mayor Coombs tabled a letter from Judy Ash requesting for the Spirit of Harbour Grace Park to be illuminated. Referred to Parks & Recreation Committee.                                                                                                                                                                                                                                                                      |
| Paul McCarthy            | Mayor Coombs tabled a letter from Paul McCarthy requesting for the resurfacing on Glover Road in the 2024 paving season. Referred to the Public Works Committee.                                                                                                                                                                                                                                                             |
| Town of Carbonear        | Mayor Coombs tabled correspondence from the Town of Carbonear requesting a joint meeting between the towns. Mayor Coombs said he would contact Mayor Butt of Carbonear to arrange a meeting.                                                                                                                                                                                                                                 |
| Tender JCB Loader        | Mayor Coombs informed that the tender opening for the loader was held on November 3, 2023, and referred the report to Public Works Committee.                                                                                                                                                                                                                                                                                |
| Kiwanis Club             | Mayor Coombs tabled a donation request from the Kiwanis Club of Carbonear to support the 2024 Kiwanis Club Regional Music Festival. Referred to Finance Committee.                                                                                                                                                                                                                                                           |
| Reginald Garland         | Mayor Coombs tabled a letter from Reginald Garland requesting to have a public meeting to present the Municipal Plan to the public. Referred to Housing/Zoning Committee.                                                                                                                                                                                                                                                    |
| HGVFB                    | Mayor Coombs tabled the tender for the installation of the concrete ramp and walkway for the HGVFB Social Building. Referred to Housing/Zoning Committee.                                                                                                                                                                                                                                                                    |
| MPA                      | Mayor Coombs tabled correspondence from the Municipal and Provincial Affairs reminding municipalities of the submission dates for the 2024 Budget. Referred to the Finance Committee.                                                                                                                                                                                                                                        |
| Crohn's & Colitis Canada | Mayor Coombs tabled correspondence from Crohn's & Colitis Canada requesting that the Town Hall be illuminated in red during November to show awareness for Crohn's and Colitis. Referred to Parks & Recreation Committee.                                                                                                                                                                                                    |
| PAR ID 083843 001        | Mayor Coombs tabled a letter from PAR ID #083843 001 advising of business closure and to have the account adjusted. Referred to Finance Committee.                                                                                                                                                                                                                                                                           |
| PMA                      | Mayor Coombs tabled a bulletin from the Professional Municipal Administrators regarding 2024 membership fees.                                                                                                                                                                                                                                                                                                                |
| MPA                      | Mayor Coombs tabled the Harbour Grace Municipal Plan Amendment No. 5, 2023 and the Development Regulations Amendment No. 6, 2023. Referred to Housing & Zoning.<br><br>Councillor Chafe advised that he and Councillor Wrice are in conflict and cannot give the report. Councillor Rogers was to give the report but due to work commitment was not able to attend. Mayor Coombs asked Councillor Stone to give the update. |

**CORRESPONDENCE cont'd**

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| Joy French Coleman                    | Mayor Coombs tabled a letter from Mrs. Joy French Coleman showcasing the history of the CLB in Harbour Grace and thus requested that the Town show recognition to honor the role of the CLB in Harbour Grace. Referred to Parks & Recreation Committee.                                                                                                                             |
| MNL                                   | Mayor Coombs tabled the Info Note bulletin from Municipalities NL.                                                                                                                                                                                                                                                                                                                  |
| PMA                                   | Mayor Coombs tabled the bulletin from the Professional Municipal Administrators regarding Minister Haggie's announcement of the new act, Bill 54, that will replace the Municipalities Act, 1999.                                                                                                                                                                                   |
| Health Canada                         | Mayor Coombs tabled correspondence from Health Canada advising that November is Radon Action Month.                                                                                                                                                                                                                                                                                 |
| Public Procurement Agency             | Mayor Coombs tabled correspondence from the Public Procurement Agency regarding amendments to the Public Procurement Thresholds.                                                                                                                                                                                                                                                    |
| Dept. of Education                    | Mayor Coombs tabled correspondence regarding the Department of Education's Childcare Demand Portal and how to access it.                                                                                                                                                                                                                                                            |
| MNL                                   | Mayor Coombs tabled correspondence from Municipalities NL regarding the proposed Municipal Legislation in the House of Assembly.                                                                                                                                                                                                                                                    |
| CSCNL                                 | Mayor Coombs tabled correspondence from the Community Sector Council of Newfoundland & Labrador advising of a Well-Being Festival being held on November 27, 2023 at the St. John's Farmers' Market.                                                                                                                                                                                |
| Epilepsy NL                           | Mayor Coombs tabled a donation request from Epilepsy NL. Referred to Finance.                                                                                                                                                                                                                                                                                                       |
| Make a Wish Foundation                | Mayor Coombs tabled a donation request from the Make a Wish Canada Newfoundland and Labrador chapter and the RCMP. Referred to Finance.                                                                                                                                                                                                                                             |
| TRIO Benefits                         | Mayor Coombs tabled correspondence from TRIO regarding an update on the Pension Solvency rules for the province's municipal pension plans.                                                                                                                                                                                                                                          |
| S.S Kyle Committee                    | Mayor Coombs tabled a letter from Christina Cox-Hearn, S.S. Kyle Committee Chair, requesting information regarding the ownership of properties near the areas of and adjacent to the Spirit of Harbour Grace and east to Otterbury School House and Stapleton's Beach. Mayor Coombs advised that the Town Manager has already passed the information on the chair of the committee. |
| NL Brain Injury Assoc.                | Mayor Coombs tabled correspondence from the NL Brain Injury Association advising that its programs and services have been suspended indefinitely.                                                                                                                                                                                                                                   |
| CBN Skating Club                      | Mayor Coombs tabled a letter from Marti Keefe, president of the CBN Skating Club regarding positive Comments of the DCHGCC and its manager.                                                                                                                                                                                                                                         |
| PAR ID #083 967 001                   | Mayor Coombs tabled a letter from Par ID #083967 001 requesting an adjustment to business taxes. Referred to the Finance Committee.                                                                                                                                                                                                                                                 |
| Eating Disorder Foundation            | Mayor Coombs tabled correspondence from the Eating Disorder Foundation requesting to proclaim February 1 – 7, 2024 as Eating Disorder Awareness Week.<br>Motioned to proclaim February 1 – 7, 2024 as Eating Disorder Awareness Week.<br><b>MOTION #23 – 335</b><br><b>CLR. CHAFE/ DM SKINNER</b><br><b>MOTION CARRIED UNANIMOUSLY</b>                                              |
| Dept. of Environment & Climate Change | Mayor Coombs tabled the Fall 2023 Operator Seminars schedule for Water and Wastewater System operators. Referred to Public Works Committee.                                                                                                                                                                                                                                         |
| MAA                                   | Mayor Coombs tabled the supplemental schedule from the Municipal Assessment Agency for Tax Year 2024.                                                                                                                                                                                                                                                                               |
| Aviva Canada                          | Mayor Coombs tabled correspondence from Emillie Fargeout, the project manager for the Charged for Change program, advising of funding available for 2 EV charging stations. Motioned to apply for funding for EV stations under the Charged for Change Program with Aviva Canada.<br><b>MOTION #23 – 336</b><br><b>DM SKINNER/ CLR. WRICE</b><br><b>MOTION CARRIED UNANIMOUSLY</b>  |
| CSCNL                                 | Mayor Coombs tabled correspondence from the Community Sector Council NL advising of updates, insights, and opportunities.                                                                                                                                                                                                                                                           |

**CORRESPONDENCE cont'd**

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| Ken McDonald MP                 | Mayor Coombs tabled a letter from Ken McDonald MP, advising that the 2023 Canada Service Corps Program call for proposals is open until December 19, 2023. Referred to the Economic Development Officer.                                                                                                                         |
| Heritage NL                     | Mayor Coombs tabled correspondence from Heritage NL regarding the Governor General's History Award for excellence in community programming.                                                                                                                                                                                      |
| Rock Island Security            | Mayor Coombs tabled correspondence from Rock Island Security regarding video surveillance systems.                                                                                                                                                                                                                               |
| Building Permits                | Mayor Coombs tabled the following building permits:<br>A) 73 Lady Lake Road – 20' x 16' Garage.<br>B) 658 Harvey Street -- 30' x 20' House.<br><br>Also, included with the permit is a request to rezone the area at 658 Harvey Street from Environmentally Protected Zone to Residential. Referred to Housing/Zoning Committee. |
| Austin Curl                     | Mayor Coombs tabled a letter from Austin Curl regarding fire protection services at the airfield. Referred to Housing/Zoning Committee.                                                                                                                                                                                          |
| PAR ID #084148                  | Mayor Coombs tabled a letter from Par ID 3084148 requesting for tax relief. Referred to Finance Committee.                                                                                                                                                                                                                       |
| The Telecommunications Alliance | Mayor Coombs tabled correspondence from the Telecommunications Alliance advising of the introduction of the new 879 area code starting on February 17, 2024.                                                                                                                                                                     |

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

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Bannerman Bridge             | Deputy Mayor Skinner advised that the committee has been in contact with the Department of Transportation but is being told that the problem with the bridge is being looked at, yet we are no further ahead than when the department was first approached on the matter. Mayor Coombs said it will continue to be added to the agenda as it is an important issue that must be dealt with especially if an emergency occurs in that area and the bridge will need to be used by heavy emergency vehicles.            |
| LeMarchant Street            | Deputy Mayor Skinner announced that the new engineering firm for the LeMarchant Street water and sewer project is Englobe Corporation. Deputy Mayor Skinner emphasized that this project is to be next as it is connected to the Sanitary Storm & Sewer Outfall LeMarchant Street 17-GI-22-00090 project that was completed last Spring.                                                                                                                                                                              |
| Riverhead Sewer Lift Station | Deputy Mayor Skinner advised that council received three bids for the Riverhead Sewer Lift Station. They are as follows:<br>1) Top Notch Electrical \$342,596.50<br>2) Shaw Venture \$436,558.40<br>3) Kelco Construction \$505,187.57<br><br>Deputy Mayor Skinner said the contract was awarded to Top Notch Electrical and the project is 75% completed.<br>Motion to accept Top Notch Electrical as the contractor for the Riverhead Sewer Lift Station with their bid of \$342,596.50.<br><b>Motion #23 – 337</b> |
|                              | <b>DM SKINNER / CLR. WRICE</b><br><b>MOTION CARRIED UNANIMOUSLY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Paul McCarthy                | Deputy Mayor Skinner advised that the resurfacing of Glover Road is on the list for paving in 2024.                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Tender JCB Loader            | Deputy Mayor Skinner announced there were three bids received for the JCB Loader as follows:<br>1) Darren Smith \$ 7,500.00<br>2) NL Noel's Turkey Farm \$15,000.00<br>3) Rodway Excavation \$13,151.00                                                                                                                                                                                                                                                                                                               |

Deputy Mayor Skinner advised that all three bids were rejected and future discussion on the loader will take place at the next Public Works Committee meeting.

## FINANCE COMMITTEE

Councillor Stone advised that a motion previously made at a council meeting to have a committee study the possibility of relocating the Town Council offices to the DCHGCC or to remain at the present location be rescinded.

Motioned to rescind Motion #23 – 251.

**MOTION #23 – 338**

**CLR. STONE/CLR. WRICE**

**MOTION CARRIED UNANIMOUSLY**

Councillor Stone advised that the Finance Committee has decided that there are immediate needs regarding the Town Hall building to improve the heating efficiency of the building.

Motioned that the Council empower the Town Manager, Ms. Dwyer, to begin the work associated with replacing the windows, doors, and AC/Heating Unit to make the Council building more heat efficient and that Council use Gas Tax Funds to pay for the renovations.

**MOTION #23 – 339**

**CLR. STONE/CLR. CHAFE**

**MOTION CARRIED UNANIMOUSLY**

Councillor Stone added that the provincial government has heating subsidies available, and the Finance Committee will be researching avenues to take advantage of those grants.

Councillor Stone advised that a previous motion made on October 17, 2023, to set up an account for the income from the Vacant Land Sales branded “Reserved for Town’s Payment Share of Economic Development Funding Partnerships” such as Federal and Provincial Governments needed to be rescinded.

Motioned to rescind Motion #23 – 303.

**MOTION #23 – 340**

**CLR. STONE/DM SKINNER**

**MOTION CARRIED UNANIMOUSLY**

Councillor Stone added that the Finance Committee decided a GIC account would be the simplest to set up and accomplish the same result.

Motioned that Council direct the Town Manager, Ms. Dwyer, to place the Vacant Land Sales Income into a GIC branded, Reserved for the Town’s Share of Economic Development Funding Partnerships, such as Federal and Provincial Governments.

**MOTION #23 – 341**

**CLR. STONE/DM SKINNER**

**MOTION CARRIED UNANIMOUSLY**

Councillor Stone reported that three budget sessions have been held and only a small amount of work is left to be completed with balancing the budget. The Committee anticipates slight change in the tax structure and mil rate. He added that there will be another meeting before the deadline to finalize the budget and bring it before Council to accept the recommendations of the committee. Mayor Coombs noted that the Budget is to be adopted by December 1, 2023, and presented to the provincial government by December 31, 2023.

Land Sale

Motioned that Council approach the Minister of Municipalities and request permission to sell the remaining properties that did not sell in the Land Sale at less than Market Value.

**MOTION #23 – 342**

**CLR. STONE/CLR. WRICE**

**MOTION CARRIED UNANIMOUSLY**

Kiwanis Club

Motioned that the Town of Harbour Grace donate \$50.00 to the Kiwanis Club of Carbonear Music Festival as requested in the letter of October 26, 2023.

**MOTION #23 – 343**

**CLR. STONE/CLR. CHAFE**

**MOTION CARRIED UNANIMOUSLY**

PAR ID #083843 001

Motioned that the Town accept the letter from Par ID #083843 001 regarding the business closing and to adjust the tax account accordingly for 2023 as per Town Policy.

**MOTION #23 – 344**

**CLR. STONE/DM SKINNER**

**MOTION CARRIED UNANIMOUSLY**

**FINANCE COMMITTEE cont'd**

- PAR ID #083967 001 Motioned that the Town reject the letter of request from Par ID#083967 001 requesting adjustment to the business taxes since the letter confirms the business is still open and the Town does not adjust taxes if the business is open but not operating.  
**MOTION #23 – 345** **CLR. STONE/CLR. CHAFE**  
**MOTION CARRIED UNANIMOUSLY**
- Epilepsy NL Motioned that Council reject the donation request from Epilepsy NL. due to a donation has been made to them in this calendar year, 2023.  
**MOTION #23 – 346** **CLR. STONE/DM SKINNER**  
**MOTION CARRIED UNANIMOUSLY**
- RCMP Wish Tree Motioned that the Town of Harbour Grace donate \$50.00 to the RCMP Make a Wish Tree as per the RCMP letter.  
**MOTION #23 – 347** **CLR. STONE/DM SKINNER**  
**MOTION CARRIED UNANIMOUSLY**
- Mayor Coombs questioned if the donation is going directly to the Make a Wish Foundation or if it is going to the Local RCMP Wish Tree in Harbour Grace. Mayor Coombs clarified that the Town do make an annual donation to the RCMP Make a Wish Tree that collaborates and supports the Make a Wish Foundation.  
*Councillor Stone withdrew the previous motion.*  
 Motioned to donate to the RCMP Make a Wish Tree in Harbour Grace.  
**MOTION #23 – 347** **CLR. STONE/CLR. CHAFE**  
**MOTION CARRIED UNANIMOUSLY**

**EXECUTIVE COMMITTEE OF COUNCIL**

Mayor Coombs advised that there was a privileged matter to be discussed to Council from the Executive Committee after the regular meeting was adjourned.

**BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE**

No Report

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE**

Councillor Chafe advised that the committee has discussed the letters that were sent to businesses and citizens on dilapidated buildings and the majority are being conformed to, however, the owners of properties that are not doing anything to clean up their properties will be sent more letters in the new year.

Councillor Chafe advised that the committee wishes to review the town bylaws as there are talks in progress with sharing the Municipal Enforcement Officer with Bay Roberts. He noted that the committee has ideas and additions outlined to bring before council.

Councillor Chafe informed that a meeting was held with Steve Tessier and the Eastern Reginal Service Board and discussions regarding fencing the property to prevent winds from blowing debris towards Lady Lake and the surrounding areas are progressing well. He announced that the gate has been erected, however, there is a holdup on the security camera system as the application sent to NL Power is waiting for approval. Updates are to come at the next council meeting or early New Year.

- Mobile/Tiny Homes Councillor Chafe advised that the committee has discussed the prospect of people downsizing to smaller homes due to the rising cost of living, retirement, etc., and how it will fit into the municipal plan. He explained that a public meeting is scheduled with the Town Planner on December 5, 2023, and it will be one of the topics of discussion.

*Councillor Barnes joined the meeting at 7:45 pm.*

- Airfield Fire Protection Councillor Chafe explained that Lady Lake Road is plowed just to the end of the pavement during the winter months and from that point to the airstrip is a long stretch of road that is not plowed during the winter. Therefore, the Fire Brigade is not able to offer 100% fire protection to the airstrip. Councillor Chafe added that if the road was cleared, the Fire Brigade would show up if there was an emergency at the Airfield. Deputy Mayor Skinner suggested that the Public Works Committee would discuss the matter further and to defer the issue to the next public meeting.

**HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd**

73 Lady Lake Road Motioned that the building application submitted by Francis A. Martin for a 20' x 16' garage at 73 Lady Lake Road following all Town Development Standards and all necessary government regulations, with the stipulation that the garage on the property must be removed before construction can begin, the applicant must obtain a \$100.00 Demolition Permit and the full amount will be refunded after all structure is removed and inspected by the Town Manager.

**MOTION #23 – 348****CLR. WRICE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

658 Harvey Street Motioned to defer the building application submitted by Craig Pelly for a 30' x 20' house at 658 Harvey Street until the Town's Municipal Plan is finalized after the public meeting on December 5, 2023, due to property being rezoned from "Environmental Protected Zone" to "Residential Zone" as it will be included in the Municipal Plan.

**MOTION #23 – 349****CLR. WRICE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe clarified to the public that all protocol was followed for rezoning. Mr. Pelley was given the choice to pay to have the area rezoned now but since he is not going to be building till spring of 2024 and the new Municipal Plan will be finalized on December 5, 2023, Mr. Pelley is willing to wait.

*Councillor Chafe and Councillor Wrice left the Chambers at 7:51 pm.*

Municipal Plan Amendment No. 5 and Development Regulations No. 6

Councillor Stone read the following correspondence from Kim Blanchard, MCIP, Manager of Land Use Planning.

I am pleased to inform you that the town of Harbour Grace, Municipal Plan Amendment No. 5, 2023, and Development Regulations No. 6, 2023, was adopted by the Council on September 18, 2023, has now been registered. Council must publish a notice in the Newfoundland and Labrador Gazette within 10 days of this letter. These amendments will come into effect on the date that this notice appears in the Gazette. Council must also place a notice of registration in a local newspaper and post a notice of registration on its website and social media pages. The Newfoundland and Labrador Gazette is published every Friday and notices must be submitted a week in advance. Council can submit the notice by email, by fax, or by mail. Attached are Councils registered copies of the Municipal Plan No. 5, 2023, and the Development Regulation No. 6, 2023. As these are legal documents, they should be reserved in a safe place.

The Town of Harbour Grace, Municipal Plan Amendment No. 5, 2023

Under the authority of section 16, section 17, and section 18 of the *Urban and Rural Planning Act 2000*, the Town Council of Harbour Grace:

- A) Adopted the Harbour Grace Municipal Plan Amendment No. 5, 2023 on the 18<sup>th</sup> day of September, 2023.
- B) Gave notice of the adoption of the Town of Harbour Grace Municipal Plan Amendment No. 5, 2023 by advertising inserted on the 22<sup>nd</sup> day, 2023, and the 29<sup>th</sup> day of September, 2023, in the Shoreline newspaper.
- C) Set the 11<sup>th</sup> day of October, 2023, at 7:30 pm at the Town Hall, Water Street, Harbour Grace for the holding of a public hearing to consider objections and submissions.

Under section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Harbour Grace approved the Town of Harbour Grace Municipal Plan Amendment No. 5, 2023, as adopted. Signed and sealed on the 19<sup>th</sup> day of October, 2023 by the Mayor and by the town Manager.

Urban and Rural Planning Act resolution to adopt the Town of Harbour Grace Municipal Plan Amendment No. 5, 2023.

Under the authority of section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Harbour Grace adopts the Town of Harbour Grace Municipal Plan Amendment No. 5, 2023, adopted by the Town Council of Harbour Grace on the 18<sup>th</sup> day of September, 2023, signed and sealed on the 19<sup>th</sup> day of October, 2023 by the Mayor and the Town Manager.

Councillor Chafe and Councillor Wrice returned to the chambers at 7:76 pm.

**TOURISM & HERITAGE** No Report.

**PARKS & RECREATION**

Councillor Barnes requested that the Trailway Association meet with the Economic Development Officer, Mr. McCarthy, in the upcoming 2024 season to look for ways to get funding to build a new bridge at the trussell in Riverhead for the public.

A lengthy discussion was held among the councillors regarding if the Trussell was a priority as there are priorities already in place in the Strategic Plan and to research programs for 100% funding instead of programs that require 10% funding from the Town. It was also suggested to explore alternate routes that would be a cheaper alternative than the building of a bridge at the Trussell in Riverhead.

Motioned to have the Park and Recreation Committee meet with the Economic Development Officer to explore 100% funding programs that may be available to support the building of a bridge for the trussell in Riverhead.

**MOTION #23 – 350**

**CLR. BARNES/CLR. CHAFE**

**MOTION CARRIED UNANIMOUSLY**

**FALL FAIR LIAISON**

No Report

**DCHGCC LIAISON**

Councillor Barnes advised there would be a report for the next council meeting.

**CIVIC EVENTS LIAISON**

Councillor Wrice reported that the Committee held its first annual Pumkin Walk fundraiser on November 1, 2023, in aid of the Make a Wish Foundation, the winner of the Fall Photo Contest was Todd Snelgrove and despite the rainy weather, Guy Fox Night was a remarkable success. He thanked the HGVFB for assisting with the event. Councillor Wrice announced that the Annual Christmas Tree Lighting will take place on December 3, 2023, at 6:30 pm at the SW Moores Memorial Park and the Community Christmas Dinner will be held on December 17<sup>th</sup>, 2023. Tickets for this free event can be picked up at the Town Hall Chambers on December 10, 2023, from 1:00 to 3:00 pm.

**JOINT COUNCIL LIAISON**

No Report.

**FIRE DEPT. LIAISON**

Councillor Chafe reported that CVFSA is close to being finalized and a date for the award ceremony will be announced prior to Christmas break.

Councillor Chafe advised he wished to ratify a motion that was made in a previous meeting.

Motioned to ratify that GCL Cement Finishing Ltd. be awarded the accessible concrete ramp and walkway for the Harbour Grace Volunteer Fire Department Social Building in the amount of \$10,200.00 with GST included.

**MOTION #23 - 351**

**CLR. CHAFE/CLR. WRICE**

**MOTION CARRIED UNANIMOUSLY**

Councillor Chafe advised that the tender for the Brigade's Fire Rescue Truck closes on November 30 at 2:00 pm and will be opened at the Town Hall Chambers. Councillor Chafe passed on a message from the fire chief, Dave Earle, that the election of officers is completed, and all positions are filled for a two-year term and reminded the Annual Christmas Parade is Saturday, December 2 at 2:00 am.

Motioned to appoint David Earle as the Fire Chief for the Town of Harbour Grace.

**MOTION #23 - 352**

**CLR. CHAFE/CLR. WRICE**

**MOTION CARRIED UNANIMOUSLY**

**BRISTOL'S HOPE LIAISON**

No Report

**TOWN MANAGER REPORT**

Tabled

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

**MOTION #23 - 353**

**CLR.STONE/DM SKINNER**

**MOTION CARRIED UNANIMOUSLY**

**EDO REPORT**

No Report

**PUBLIC WORKS REPORT**

Tabled

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

**MOTION #23 - 354**

**CLR. CHAFE/CLR. BARNES**

**MOTION CARRIED UNANIMOUSLY**

**DCHGCC REPORT**

No Report

**COUNCILLORS SUGGESTIONS/CONCERNS**

Councillor Barnes suggested for a group or committee within Council be formed to lobby for a meeting with Municipal Affairs, Premier Andrew Fury, MHA Pam Parsons, and MHA Steve Crocker to discuss the DCHGCC financial situation to either wipe out the dept or receive a yearly grant to offset the dept. Mayor Coombs explained that the Provincial Government invested \$18,000,000.00 into the building of the DCHGCC, and council has previously written to the government requesting financial assistance but was denied funding. Mayor Coombs said that he would take the liberty to write a letter to the Minister of Municipal Affairs and carbon copy our MHA, Pam Parsons to request a meeting to discuss the affairs of the facility. Councillor Chafe agreed with Councillor Barnes' suggestions and noted that the DCHGCC is a regional facility which many people in the area avail to. He would also like a question asked in the letter to confirm if there have been funds issued for other facilities that are not deemed as regionalized. He noted if one facility can avail to funding, so should all.

Councillor Stone noted that all the major priorities for infrastructure that were outlined in the Strategic Plan have now been accomplished, more priorities need to be added, and a public meeting needs to be scheduled. He advised that the HGCIB Inc. has presented to Council asking for support to develop around the Spirit of Harbour Grace Park

Next regular meeting of Council is tentatively scheduled for 7:00 pm on Monday, December 11, 2023.

**ADJOURNMENT**

Motioned to adjourn the regular meeting of Council at 8:23 pm.

**MOTION #23 - 355**

**CLR. BARNES/CLR. STONE**

**MOTION CARRIED UNANIMOUSLY**

Confirmed:

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Don Coombs, Mayor  
sb

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Amy Dwyer, Town Clerk/Manager