

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall & via Zoom,
February 19, 2024, at 7:00 PM

Members Present

Mayor
Deputy Mayor
Councillors
Don Coombs
Keith Skinner
Brendan Chafe
Terry Barnes
Randy Wrice

Via Telephone

Lee Rogers

Members Absent

Gordon Stone

Staff Present

Town Clerk/Manager
Admin. Assistant
Economic Development Officer
Amy Dwyer
Sherrie Best
Matthew McCarthy

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

Minutes:

Mayor Coombs called for a motion to adopt the regular council meeting minutes of January 30, 2024.

Regular Meeting January 30, 2024

Motioned to adopt the regular council meeting minutes of January 30, 2024, as presented.

MOTION #24 - 029

CLR. BARNES/DM SKINNER

MOTION CARRIED UNANIMOUSLY

Mayor Coombs announced regrets from Councillor Gordon Stone and from Brianna Meadus, who was scheduled to speak during tonight's meeting. Council will reschedule a meeting with her for another time.

BUSINESS ARISING FROM MINUTES

Bill 54

Mayor Coombs reminded that last November 2023, Bill 54 was passed as legislation in the House, which will facilitate municipalities with dilapidated properties. Referred to Housing/Zoning.

Land Sale

Mayor Coombs reported that the Municipal and Provincial Affairs has advised the Town Manager that there are many aspects involved with selling the remaining land for less than fair market value that will make the process more complicated. Referred to Housing/Zoning.

Knowing Your Neighbor

Mayor Coombs advised a productive meeting took place with the Town of Carbonear and it was decided to continue with monthly meetings to discuss and collaborate on common interests and goals that benefit both towns.

2008 JCB Loader

Mayor Coombs referred the update to Public Works.

Historic Harbour Walk

Mayor Coombs referred the update to Councillor Rogers.

Softball Field

Mayor Coombs advised that the Recreation Department did not have the estimation of the cost to bring the softball field up to standards ready at this time.

NEW BUSINESS

CORRESPONDENCE

Building Applications

Mayor Coombs tabled the following building applications:

A). 1, 5 Rental Housing Unit at Mount Pleasant Road

B). 2, 5 Rental Housing Units at Squires Court

Referred to Housing/Zoning.

Andrew & Pam Short

Mayor Coombs tabled a letter from Andrew and Pam Short regarding concerns with the Business Tax rate in the Town of Harbour Grace. Referred to Finance.

Dept. of Municipal & Provincial Affairs

Mayor Coombs tabled correspondence from Jacob Kimball of Municipal and Provincial Affairs regarding the sale of property for less than fair market value. Previously addressed in 2.2 of Business Arising from Minutes and referred to Housing/Zoning.

Dept. of Municipal & Provincial Affairs

Mayor Coombs tabled the resubmission of a revised 2024 Municipal Budget for the Town of Harbour Grace. He explained that the increase in MOG of \$28,000.00 was for one year only but was mistaken by the Town as being an ongoing yearly increase. Referred to Finance.

CORRESPONDENCE cont'd

Dept. of Tourism, Culture Arts, & Recreation	Mayor Coombs tabled correspondence from the Dept. of Tourism, Culture, Arts, & Recreation announcing grants to commemorate the 75 th Anniversary of Confederation. Referred to EDO.
Joshua Nolan	Mayor Coombs tabled a letter of complaint from Joshua Nolan regarding the clearing of sidewalks and fire hydrants in the Town and advised that the Town Manager has addressed the issue. He explained that the town do not have the proper equipment for clearing sidewalks and the snow clearing equipment that the Town uses for roads would damage the sidewalks. Mayor Coombs advised that the Public Works Department has measures put in place to clear the fire hydrants from snow.
Dept. of Fisheries, Forestry and Agriculture	Mayor Coombs tabled correspondence from the Department of Fisheries, Forestry, and Agriculture regarding an expression of interest in the guidance for wildlife interactions. Referred to the Town Manager.
Tenders	Mayor Coombs tabled tenders for new equipment, a 4WD regular cab with hydraulic dump box & a pick up truck.
Dept. Trans. & Infrastructure	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure regarding an update to Procurement Thresholds.
Gladys Lynch	Mayor Coombs tabled a letter from Gladys Lynch regarding rental fees at the DCHGCC. Referred to Finance.
Dept of Tourism, Culture, Arts, & Recreation	Mayor Coombs tabled the following funding announcements from the Department of Tourism, Culture, Arts, and Recreation. A). Funding of \$5000.00 awarded to the Splash Centre. B). Funding of \$5000.00 for Soccer Nets for the Town of Harbour Grace.
Dept. of Tourism, Culture, Arts, & Recreation	Mayor Coombs tabled a news release regarding the Premiers Medal that will honour the excellence of individuals in Arts, Heritage, Recreation and Sport.
Stephen Parsons	Mayor Coombs tabled a letter from Stephen Parsons questioning the bidding process for the Otterbury School House insulation project. Mayor Coombs noted that this issue is now resolved.
Heritage NL	Mayor Coombs table correspondence from Heritage NL regarding Heritage Week 2024 Municipal Challenge and a proclamation to proclaim Monday Feb. 19 2024 as Heritage Day and February 19 – 25, 2024 as Heritage Week. Motioned that the Town of Harbour Grace to hereby declare Monday February 19, 2024, as Heritage Day and February 19 – 25, 2024, as Heritage Week. MOTION #24 - 030
	CLR. BARNES/CLR. WRICE MOTION CARRIED UNANIMOUSLY
Kerry Butt	
Chair Miss NL Pageant	Mayor Coombs tabled a letter from Kerry Butt requesting to withdraw the previous letter for sponsorship dated October 23, 2023.
Downhome Marketing	Mayor Coombs tabled a letter requesting for the Town of Harbour Grace to place an attraction listing in the Downhome's 2024 Explore Travel Guide. Referred to Finance.
MNL	Mayor Coombs tabled the following correspondence from Municipalities NL: A). Information Bulletin from MNL, dated Feb 5, 2024. B). Memo advising that the 2024 Municipal Symposium Registration is now open, dated February 8, 2024. C). Info Note regarding assorted topics, dated Feb 15, 2024 D). Memo advising that the Regional Meeting Agenda is now available.
PMA	Mayor Coombs tabled the following correspondence from PMA: A). Profession Municipal Administrators memo advising of registration for PMA CORE School – Spring 2024 Virtual classes. B). PMA Member Bulletin on assorted topics, dated Feb 9, 2024
CSCNL	Mayor Coombs tabled a CSNL Newsletter dated February 10, 2024.

CORRESPONDENCE cont'd

Communities in Bloom	Mayor Coombs tabled correspondence from Communities in Bloom regarding the 2024 Miracle-Gro Best Garden Selection. Motioned that the Town of Harbour Grace participate in the 2024 Miracle-Gro Best Garden Selection. MOTION #24 - 031	CLR. CHAFE/DM SKINNER MOTION CARRIED UNANIMOUSLY
Explore TNL	Mayor Coombs tabled an offer from Explore TNL to advertise in the 2024-2027 Explore TNL French Tourism Guide. Referred to Finance.	
Business Application	Mayor Coombs tabled a business application submitted by Stella McCarthy for an Air BnB at 8 Line Road. Referred to Housing/Zoning.	
Munn Place	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure regarding a project amendment request to include Munn Place in the LeMarchant Street Water & Sewer upgrading, MI Project Number 17-GI-24-00068. Referred to Public Works.	

COMMITTEE REPORTS**CAPITAL & PUBLIC WORKS COMMITTEE**

Councillor Wrice left the council chambers at 7:22 pm.

Susan Pike	Motioned to write a letter to Mrs. Susan Pike notifying her that the laneway between her property and a neighbour is not the property of the Town of Harbour Grace and therefore the Town will be discontinuing any further conversation regarding this laneway.
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MOTION #24 – 032

DM SKINNER/CLR. BARNES

MOTION CARRIED

(4) In Favour	Mayor Coombs
	Deputy Mayor Skinner
	Councillor Barnes
	Councillor Rogers
(1) Against	Councillor Chafe

A discussion on the topic was held by Council. Councillor Chafe noted that due to lack of information on the matter, he is not comfortable with the motion. The remaining councillors expressed that to their recollection, the laneway was never maintained by the town and agreed it was a dispute between two neighbours.

Munn Place	Motioned that the Town of Harbour Grace includes Munn Place, which consists of three homeowners, to be included in the upcoming LeMarchant Street Water and Sewer upgrading, project No. 17-GI-24-00068. The homeowners are responsible for hooking on to this new service at their cost.
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MOTION #24 – 033

DM SKINNER/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

A brief discussion was held by council to clarify questions regarding the hook up for the residents on Munn Place and other landowners for future use.

Councillor Wrice returned to the chambers at 7:29 pm.

FINANCE COMMITTEE

PAR ID 085345	Councillor Chafe advised that the request to adjust the business tax for 2023 cannot be retroactive however the business tax for 2024 can be adjusted. He noted that this is a new business and as per town policy, the first year's taxes are forgiven. Motioned that the business tax for PAR ID #085345, an Air BNB, be adjusted for 2024 as per the Town's policy.
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MOTION #24 – 034

CLR. CHAFE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

FINANCE COMMITTEE cont'd

PAR ID 084148 Motioned that the Town Manager contact the resident of PAR ID 084148 advising of the Town policy and advise Ms. Pike, Accounts Payable/Receivable, to apply this policy to PAR ID 084148.

MOTION #24 – 035**CLR. CHAFE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

Dept. of Municipal &
Provincial Affairs

Councillor Chafe advised that the resubmission of a revised 2024 Municipal Budget for the Town of Harbour Grace was necessary due to the finance committee mistakenly thinking that the increase in MOG of \$28,000.00 was for every year but the increase was for 2023 only.

Motioned to accept the resubmission of the revised 2024 Municipal Budget for the Town of Harbour Grace to the Department of Municipal and Provincial Affairs.

MOTION #24 - 036**CLR. CHAFE/CLR. BARNES****MOTION CARRIED UNANIMOUSLY**

Gladys Lynch

Councillor Chafe thanked Mrs. Lynch for her letter concerning the DCHGCC rental fees however, the fees must remain in place for 2024 as it was included in the 2024 Budget, which was adopted by Town Council. He advised that the DCHGCC Liaison and Finance Committee welcomes feedback and suggestions from the public and is continuously seeking ways to adjust budgets to help the user groups at the facility.

Down Home Marketing

Motion to defer the request for advertisement in the Down Home 2024 Explore Travel Guide until the next council meeting.

MOTION #24 – 037**CLR. CHAFE/DM SKINNER****MOTION CARRIED UNANIMOUSLY****EXECUTIVE COMMITTEE OF COUNCIL**

No Report

BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE

Newsletter

Councillor Rogers advised that the Town's winter edition newsletter, The Heart of the Harbour, is now available on the Town's website, social media pages, at the Town Office, and placed in many businesses throughout the town. For accessibility, a readout of the newsletter can be found on the SoundCloud page or by calling the Town Office at 596-3631, ext. 7.

Councillor Rogers reported that funding was received from Active NL for the purchase of new soccer nets at St. Francis Field and \$13,000 was received from New Horizon for Seniors to be used for various programs and initiatives at Otterbury School House. He advised that the job creation project at the Otterbury School House has ended with the construction of a wheelchair accessible bathroom and repairs to the interior of the schoolhouse. He added that the wheelchair ramp at the Fireman's Social building is complete, and an Accessibility Planning Session was held at the DCHGCC on January 31, 2024. Councillor Rogers advised that the EDO has submitted applications for the summer student jobs with the Federal and Provincial governments and the committee is currently seeking engineering tenders for the Heritage District Development Project.

Councillor Rogers congratulated Mr. Blaine Sullivan, co-owner of Ocean Choice International, on being the successful bidder on the purchase of Harbour Grace Ocean Enterprises. Mayor Coombs advised a meeting was scheduled with Mr. Sullivan, however due to inclement weather, it was postponed and a new date for the meeting is pending. On behalf of Council and staff, Mayor Coombs wished Mr. Sullivan and his company much success with future endeavours in the Town of Harbour Grace.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Dilapidated Buildings

Motioned that the Town Manager direct the Fire Chief and/or the Harbour Grace Volunteer Fire Department to provide a report and inspection of the state of dilapidation of the building at 1 Harvey Street.

MOTION #24 – 038**CLR. CHAFE/CLR. WRICE****MOTION CARRIED UNANIMOUSLY**

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

Land Sale Councillor Chafe advised that due to the correspondence received from the Municipal and Provincial Affairs advising the Town Manager that there are many aspects involved with selling the remaining land for less than fair market value and therefore making the process more complicated, the committee would like to defer the matter to a later date to gather more information on the subject.

Business Applications Councillor Chafe advised that the business application submitted by Stella McCarthy for an Airbnb is within the Town Plan and is not required for advertising for discretionary use. Motioned to approve the business application submitted by Stella McCarthy for an Airbnb, Stella's Rentals, located at 8 Line Road, following all town development standards and all necessary government approvals and regulations.

MOTION #24 – 039**CLR. CHAFE/CLR. BARNES****MOTION CARRIED UNANIMOUSLY**

Bill 54 Motioned to write to the Minister of Municipal and Provincial Affairs, the Honourable Dr. John Haggie and carbon copy to the Honourable Pam Parsons, MHA for Harbour Grace/Port de Grave, to thank them for the work on the legislation for Bill 54.

MOTION #24 – 040**CLR. CHAFE/DM SKINNER****MOTION CARRIED UNANIMOUSLY***Councillor Chafe left the chambers at 7:43 pm.*

Building Applications Motioned to approve the building application for two, five-unit affordable housing development units, each with an 8 x 8-foot storage shed behind each unit, located at Squire's Court, Harbour Grace, as submitted by Erroll Peddle, E & S Management Inc., subject to:

1. All Town development standards.
2. All necessary government permits and regulations.
3. Connection to town services at the owner's expense.
4. Occupancy permit at cost of \$50.00.
5. Advertising in a local paper as discretionary use for two weeks at the owner's expense.
6. The main line and curb stops must be accessible for repairs and upgrades as this is existing infrastructure with easement in place as per the survey.

MOTION #24 – 041**CLR. WRICE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY**

Motioned to approve the building application for funding for one, five-unit affordable housing development unit, each with an 8 x 8-foot storage shed behind each unit, located at Mount Pleasant Road, Harbour Grace, as submitted by, Saige Peddle, S.P. Trucking Limited, subject to:

1. All Town development standards.
2. All necessary government permits and regulations.
3. Connection to town services at the owner's expense.
4. Occupancy permit at cost of \$50.00.
5. Advertising in a local paper as discretionary use for two weeks at the owner's expense.

MOTION #24 – 042**CLR. WRICE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY***Councillor Chafe returned to the chambers at 7:46 pm.***TOURISM & HERITAGE**

Motioned to accept Stacey Harris, Communities Against Violence, and Maggie Snow, The Splash Centre, as members for the Accessibility Advisory Committee.

MOTION #24 – 043**CLR. WRICE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY****PARKS & RECREATION**

Councilor Barnes advised that the committee is seeking funding to resurface the tennis courts and funding for the softball field at Moriarity Park to bring it up to standard for community use.

FALL FAIR LIAISON

No Report

DCHGCC LIAISON

Councillor Rogers reported that the DCHGCC is kept busy with minor hockey, figure skating, and other users and the maintenance and operation of the facility is running smoothly and thanked the Town Manager, Michelle Pike, and the facility staff for their hard work and dedication. He added that spring is quickly approaching, and Cee Bees minor hockey will be hosting end of season tournaments and bookings are coming in for summer rentals.

CIVIC EVENTS/EARHART 50+ LIAISON

Councillor Wrice advised that the Civic Events Committee and the Splash Centre have collaborated to present Winter Festival 2024, February 25 – March 3. The full schedule of events can be found on the social media pages, on the Town's bulletin board, and posters which have been distributed to the businesses in the town. Councillor Wrice expressed enthusiasm for the launch of the snow sculpture contest and invited all residents to participate in many events.

JOINT COUNCIL LIAISON

Councillor Barnes reported that a meeting was held on February 1 at 7:00 pm via Zoom and tabled a copy of the Joint Council Meeting Minutes. He advised he was not able to attend due to another commitment.

FIRE DEPT. LIAISON

Councillor Chafe reported that the HGVFD has been kept busy with calls throughout this past month and expressed much praise for the firemen's expertise in their line of work. He advised the Brigade is selling tickets for the Annual Steak and Egg Breakfast fundraiser. Tickets are \$20.00 each, eat in or take out, and are selling quickly. Councillor Chafe advised that a date is still yet to be confirmed for the CVFSA ceremony but hopes to have a date set to announce at the next council meeting. Councillor Chafe reminded residents, as requested by the HGVFD, to shovel the snow from the fire hydrants that are close to their property. The time and effort it may take to do so could add minutes to saving your property or a life. He noted that the wheelchair ramp at the Fireman's Social building is completed, and the automatic door opener and the change of the swing of the door will be installed by early spring.

Ambulatory Care Unit

Councillor Chafe announced that a meeting is scheduled with the Minister of Health, the Honourable Tom Osbourn, on February 28, 2024, at 10:00 am to discuss Harbour Grace as a location for an Ambulatory Care Unit. He suggested having two members of the HGVFD attend this meeting as their expertise and input would be valuable in this matter.

BRISTOL'S HOPE LIAISON

No Report

TOWN MANAGER REPORT

Tabled

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

MOTION #24 - 044

CLR. BARNES/DM SKINNER

MOTION CARRIED UNANIMOUSLY

EDO REPORT

Tabled

Motioned to adopt the EDO report as presented.

MOTION #24 - 045

CLR. ROGERS/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

PUBLIC WORKS REPORT

Tabled

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

MOTION #24 - 046

CLR. WRICE/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

DCHGCC REPORT

Tabled

Motioned to adopt the DCHGCC report as presented.

MOTION #24 - 047

CLR. CHAFE/CLR. BARNES

MOTION CARRIED UNANIMOUSLY

COUNCILLORS SUGGESTIONS/CONCERNS

Councillor Rogers remarked that he noticed on social media positive comments regarding the snow clearing and state of the roads in Harbour Grace. He thanked residents for their patience and positivity and thanked the Public Works Dept. for doing a fantastic job in the Town.

Councillor Chafe reiterated Councillor Rogers's words.

Councillor Barnes spoke of the complaints received at the Town Office regarding certain areas of Town being infested with rats. He suggested to residents to keep their properties clean so not to attract rats, for example keep your property free from garbage, pick up your dogs' droppings and dispose of it properly, and do not have bird feeders as bird feed also will attract rodents.

Councillor Barnes asked Public Works Chair, Deputy Mayor Skinner, if there was any work left to be done at Cooper Corner Road, since the upgrade of the pump station, within the next four to five years under Capital Works. Deputy Mayor Skinner replied that it is on the list.

Councillor Barnes requested for council to write a letter to Paul Lannon, Kevin English, and Wayne Reid, the former owners of HGOE, to acknowledge the company's accomplishments during the 12 years of operation in the Town of Harbour Grace. He also congratulated and welcomed Mr. Blaine Sullivan, the new owner of HGOI to the Town of Harbour Grace.

Motioned to write to the previous shareholders of HGOE thanking them for their contributions during their 12 years of operation in Harbour Grace.

MOTION #24 - 048

CLR. BARNES/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Motioned to write to the Honourable John G. Abbott, Minister of Transportation and Infrastructure, carbon copy Pam Parsons, MHA for the district of Harbour Grace/ Port de Grace, requesting for the government roads in the Town, Southside Road, Thicket Road, and Jamie's Way, to be resurfaced/paved.

MOTION #24 - 049

CLR. BARNES/DM SKINNER

MOTION CARRIED UNANIMOUSLY

Both Councillor Wrice and DM Skinner spoke on the emergency that occurred during the early hours of a very cold morning at Bannerman Lake Road regarding a broken off fire hydrant and commended the Public Works Superintendent, the outside workers, and the Town Manager for bringing the matter under control and fixing the problem quickly.

Motioned that the Town set up a community events committee advising council of ongoing events that are happening in the Town and to properly offer congratulations to people in a timely manner.

MOTION #24 - 050

CLR. WRICE/BARNES

MOTION CARRIED UNANIMOUSLY

Mayor Coombs advised that February is Violence Prevention Month.

Next regular meeting of Council is tentatively scheduled for 7:00 pm on Monday, March 11, 2024.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 8:13 pm.

MOTION #24 - 051

DM SKINNER/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Confirmed:

Don Coombs, Mayor

sb

Amy Dwyer, Town Clerk/Manager