

TOWN OF HARBOUR GRACE

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

August 19, 2024, at 7:00 PM

Members Present

Mayor	Don Coombs
Deputy Mayor	Keith Skinner
Councillors	Lee Rogers
	Terry Barnes
	Gordon Stone

Members Absent

Brendan Chafe

Staff Present

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

Mayor Coombs called the meeting to order at 7:02 pm.

Minutes:

Mayor Coombs called for a motion to adopt the regular council meeting minutes of July 22, 2024.

Regular Meeting
July 22, 2024

Motioned to adopt the regular council meeting minutes of July 22, 2024, as presented.

MOTION #24 - 210

DM SKINNER/CLR. STONE

MOTION CARRIED UNANIMOUSLY

Special Meeting
August 13, 2024

Motioned to adopt the special council meeting minutes of August 13, 2024, as presented.

MOTION #24 - 211

CLR.CHAFF/CLR. STONE

MOTION CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

Bill 54

Mayor Coombs advised Council has still not received a response back from Minister Haggie and as this matter is a part of the 2025 Budget, Council is committed to moving forward with Bill 54 and the importance of 1st lien on a property. He added that Council will reach out to Minister Haggie again.

Mr. O'Keefe

Mayor Coombs advised that Council requested a meeting with Mr. O'Keefe regarding the trespassing claim and the Pirate's Path but was rejected by Mr. O'Keefe.

LeMarchant Street W/S
Project#17-GI-24-00068

Mayor Coombs advised that Public Works would be giving an update on the project in their report.

69 Lady Lake Road

Mayor Coombs advised that Housing and Zoning would be giving an update on the complaint in their report.

Doyle's Lane

Mayor Coombs advised that Public Works would be giving an update on the complaint in their report.

Mayor Coombs passed on condolences to the family of Kevin Parsons and to George French on the loss of his daughter, Georgette French.

NEW BUSINESS

CORRESPONDENCE

MPA

Mayor Coombs tabled a memo from the Municipal and Provincial Affairs regarding the Fall 2024 In-Person and Virtual Training Schedule and he advised that councillors and town staff were up to date with all required training.

MPA

Mayor Coombs tabled correspondence from the Honourable John Haggie, Minister of Municipal and Provincial Affairs, regarding the Town's request for the deferral of By-Election.

AIM Network

Mayor Coombs tabled correspondence from the AIM Network regarding an upcoming info session on climate preparation for coastal areas.

Dept. of Environment
& Climate Change

Mayor Coombs tabled correspondence from the Department of Environment & Climate Change regarding climate change flood mapping for Conception Bay.

CORRESPONDENCE cont'd

Dept. of Transportation & Infrastructure	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure advising municipalities of the new intake dates for the Green and Inclusive Community Buildings program from the Federal Government. Referred to EDO.
Sare Glavine	Mayor Coombs tabled a letter requesting the sponsorship of Sara Glavine in the torch relay of the NL Summer Games 2024. Referred to Finance.
MPA	Mayor Coombs tabled correspondence from the Department of Municipal & Provincial Affairs regarding the Long Service Awards for elected officials that will be presented at the MNL's Annual Convention. He added that Councillor Stone is an eligible participant and the deadline to submit is September 6, 2024.
Dept. of Transportation & Infrastructure	Mayor Coombs table correspondence from the Department of Transportation & Infrastructure advising of the Canada Public Transit Fund and the deadline to submit is September 16, 2024. Referred to EDO.
PMA	Mayor Coombs tabled a PMA Member Bulletin dated July 26, 2024.
Dept. of Justice & Public Safety	Mayor Coombs tabled correspondence from the Department of Justice & Public Safety regarding training and certification within the fire service.
Dept. of Justice & Public Safety	Mayor Coombs tabled correspondence from the Department of Justice & Public Safety regarding the rate increase for response outside municipal boundaries and advised that the reimbursement will go back to the HGVFB.
Grant Match	Mayor Coombs tabled correspondence from Michele Trempe of GrantMatch advising of the Federal Government's Green and Inclusive Community Buildings Grant program for funding to Canadian municipal projects.
Municipalities NL	Mayor Coombs tabled correspondence from Municipalities NL advising that the James Hiscock scholarship applications are now open.
Municipalities NL	Mayor Coombs tabled an InfoNote from Municipalities NL regarding several topics dated August 12, 2024.
Shannon Walsh	Mayor Coombs tabled correspondence from Shannon Walsh regarding Council's decision and the water sample report at 500 Water St. He advised that the matter was dealt with at the last council meeting and a letter was sent to the resident notifying him of council's decision.
CB Museum	Mayor Coombs tabled a letter of thanks from Brenda Hunt-Stevenson, Co-Chair, Conception Bay Museum and a request for danger signage at the Colston's Cove steps.
Justin Parsons	Mayor Coombs tabled correspondence from Mr. Justin Parsons, Director of Protective Services, Town of Bay Roberts, regarding the CBN Enforcement Officer Position. Mayor Coomb's advised that questions and concerns were brought forward to the Town of Bay Roberts and were answered to Councils satisfaction, therefore, the Town of Harbour Grace will continue to enter into the agreement of a shared CBN Enforcement Officer. Councillor Stone noted that it is a five-year shared program, provincially funded for one year, and if the program does not work out, any partner can back out of the program.
Digital Government & Service NL	Mayor Coombs tabled correspondence from Digital Government & Service NL regarding the Certificate of Approval for 22 Main Rd., Bristol's Hope, NL. Referred to Housing/ Zoning.
Harbour Grace War Memorial Library Board	Mayor Coombs tabled a thank you letter from the Harbour Grace War Memorial Library Board for the monetary gift donation from the Town of Harbour Grace.
Service Canada	Mayor Coombs tabled correspondence from Service Canada advising of the New Horizons for Seniors Program. Referred to EDO.
Building Applications	Mayor Coombs tabled the following Building Applications: A). Building application for a 32' x 40' Commercial Building to accommodate a dog daycare, boarding and grooming business at 9 – 35 Cottage Lane. Referred to Housing/Zoning. B). Building application for a 12' x 12' extension to an existing shed at 9 Pondsides Road, Bristol's Hope. Referred to Housing/Zoning.

C). Scale plot plan for the extension to the building at 104 – 106 Water Street. (Approval May 13, 2024, M24-144).

324 Water Street Mayor Coombs tabled a letter from a resident regarding water service activation at a property without request. Referred to Public Works. Mayor Coombs confirmed that water was not turned on at the property, therefore the Town is not responsible for any damage as the letter stated.

Cindy Luffman Mayor Coombs tabled a letter of complaint regarding property at 326 Harvey Street. Referred to Housing/Zoning.

COMMITTEE REPORTS

CAPITAL & PUBLIC WORKS COMMITTEE

LeMarchant Street W/S

Project#17-GI-24-00068 Deputy Mayor Skinner advised that a preconstruction meeting was held on August 6 at the Town Hall with Cougar Engineering & Construction Ltd. and work is scheduled to start on September 9, 2024, with a 65-day completion and work hours will be from Monday to Thursday, 7:00 am to 7:00 pm, and Friday, 7:00 am to 5:00 pm.

Doyle's Lane Deputy Mayor Skinner reported that the Town Manager was speaking to the resident and advised that he is responsible for the tree trimming.

FINANCE COMMITTEE

Motioned that the Town of Harbour Grace donate \$50.00 to Sara Glavine as per the email to Council, received on July 29, 2024, requesting sponsorship for Sara's participation in the 2024 NL Summer Games torch relay.

MOTION #24 – 212

CLR. STONE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace advertise immediately for a full time/part time Manager's Position for the Danny Cleary Harbour Grace Community Center.

MOTION #24 – 213

CLR. STONE/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

DCHGCC Income Report Councillor Stone advised that the DCHGCC Income Report for July 19, 2024, to August 14, 2024, the income versus expense was (-\$5,327.97), the bank account balance was \$21, 736.60 and to date the facility is running on a positive figure of \$16, 408.63. He added that from January 1, 2024, to August 14, 2024, the overall operating income /expense figure for the facility is (-\$70,495.87). Mayor Coombs noted that the Town of Harbour Grace has not put any of the projected budgeted money into the DCHGCC yet this year.

Hr. Grace War Memorial Library Board

Councillor Stone advised that the Town recently received a thank you letter from the Harbour Grace War Memorial Library for the donation of \$200.00 and the Finance Committee is recommending for the Harbour Grace War Memorial Library to send a request in writing for an annual donation from the Town as is done with the other volunteer groups in the Town of Harbour Grace.

Motioned that Council write to the Harbour Grace War Memorial Library Board advising them to send an annual letter to the Town of Harbour Grace requesting a yearly donation be added to the Budget.

MOTION #24 – 214

CLR. STONE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

Mayor Coombs requested Councillor Stone, chair of the Finance Committee, to contact the other department heads advising them to start preparing their projected budgets for 2025 as budget time is quickly approaching.

EXECUTIVE COMMITTEE OF COUNCIL

No Report

BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE

Councillor Rogers advised that drawings and plans for the Heritage Walk is ongoing, and the EDO is having discussions with a gentleman in Municipal and Provincial Affairs who has been giving guidance for contractors.

Councillor Rogers announced that a 14 week JCP Program has been approved for the interior and exterior repairs on the HGVFB Social Building which will start on September 16, 2024. Approval is for five participants and the closing date for applications is Tuesday, August 27, 2024.

Councillor Rogers advised that the Town will be sending letters to residents to voice their opinions on the Strategic Plan, will be holding an online Zoom meeting to present information gathered from residents, and will be posting an online survey for residents to participate in. He added that these sessions will allow Council to gather information from residents on what they would like to see in the Strategic Plan to make our town a better place for our residents.

Councillor Rogers advised that the EDO is exploring avenues into resurfacing the Aero Tennis Courts and that the Miracle Gro Best Garden competition is extended to August 23, 2024.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Councillor Chafe left the chambers at 7:24 pm after advising that he was in conflict with the following motion.

- 9 -35 Cottage Lane Motioned for Council to approve the building application submitted by Terri Lynn Meadus for a 32' x 40' commercial building to accommodate a dog daycare, boarding and grooming business at 9 – 35 Cottage Lane as per the following.
1. All Town development standards.
 2. All necessary government permits and/or regulations.
 3. Connection to Town services is at the owner's expense.

MOTION #24 – 215

CLR. ROGERS/CLR. BARNES

MOTION CARRIED UNANIMOUSLY

Councillor Chafe returned to the chambers at 7:25 pm.

- Bristol's Hope Motioned for Council to approve the building application submitted by Leslie Hollett for a 12' x 12' extension to an existing shed at 9 Pondsides Road, Bristol's Hope as per:
- 1) All Town Development Standards.

MOTION #24 – 216

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

- 104 – 106 Water St. Councillor Chafe advised that scale plot plans for the extension to the building at 104 – 106 Water were received from the owner as per the request included in the approval that was granted on May 13, 2024, Motion #24-144 and can commence with renovations to the building.

- 69 Lady Lake Road Councillor Chafe advised that within the Town of Harbour Grace, there are by-laws that allow the ownership of animals of that sort.

Motioned to write to the resident at 69 Lady Lake Road advising him that the ownership of a rooster is allowed and conforms to town regulations.

MOTION #24 – 217

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

Councillor Stone noted that municipal law is overwritten by provincial law and provincial law covers the right for individuals to own agricultural animals. Mayor Coombs clarified that the Municipal Enforcement Officer will deal with concerns and matters of this nature under town regulations.

- 326 Harvey Street Motioned for the Town Manager to write to the owner of 326 Harvey Street advising that the storage of commercial debris on and in front of his property is not permitted in a Residential Zone and to schedule a meeting to further discuss the matter with the Housing/Environment/Sanitation Committee.

MOTION #24 – 218

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

Motioned that the Town Manager write to Mr. Steve Tessier of the Eastern Regional Service Board to schedule a meeting to discuss updates on the proposed requirements that were agreed to during last year's meeting.

MOTION #24 – 219

CLR. CHAFE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

TOURISM & HERITAGE No Report

PARKS & RECREATION Councillor Barnes reported that several volunteers have come forth to assist with the temporary repairs and patchwork to the Aero Tennis Court and the names will be passed on to the Parks & Recreation Supervisor. Counsellor Barnes noted that the facilities of the tennis court and the ballfield should be kept up to date for residents to use safely.

DCHGCC LIAISON Councillor Barnes advised that DCHGCC has been extremely busy for the month of August with hockey tryouts, birthday parties, private rentals which were scheduled in between the hockey schools and figure skating, and Vinland Motorsports had three dates booked during August for the use of the parking lot

FIRE DEPT. LIAISON Councillor Chafe reported that the Brigade has answered several calls and highlighted the use of the cold-water rescue for a dog that had fallen off the Salmon Cove Eagle's Trail onto some rocks which resulted in a happy outcome. He noted that the new Tactical Resue Unit is now being used as a prototype for other municipalities within the province, and the Brigade will begin training sessions in mid-September.

CIVIC EVENTS LIAISON Councillor Barnes advised that he would be accepting the position of liaison for the Civic Events Committee for one year.

Councillor Rogers reported that the Civic Events Committee attended the Annual Regatta on July 27, 2024, providing family garden games, and along with the HGVFB, hosted the fireworks display to end of the Pirates to Pilots Festival. He advised that the committee is working on many events for the Fall including "Kettle's On," Guy Fox Night, and multi-cultural activities. Councillor Rogers thanked all who were involved and volunteered with the Civic Events.

EARHART 50+ CLUB Councillor Stone summarized the many events that took place during the month of July and thanked the volunteers who contributed to making all events a success. He advised that the Happy Feet Walks continue every Wednesday, Yoga with Jen is Wednesday mornings, and starting in September the Otterbury School House will be open on Tuesdays and Thursdays to welcome seniors to participate in activities and socialization.

**COMMUNITY EVENTS
LIAISON**

Deputy Mayor Skinner announced the Harbour Grace residents that participated in the 2024 NL Summer Games hosted by the Town of Bay Roberts and are as follows; Zachary Burdan – soccer, Emma Walsh tennis, Braeden Sullivan – 100-meter sprint, Rylan Chafe and Simon Fortune – ball hockey, and Isaac Smith - junior male swimming. He announced the U11 Fast Pitched Softball participants from Harbour Grace which were Grace Sheppard, Brooke Neil, Lauren Healey, Allie Sheppard and Violet Smith, and Luke and Nicholas Rogers and the Under 11 Carbonear Islanders team recently completed in the Fast Pitch Softball Provincials in Outer Cove.

JOINT COUNCIL LIASON No Report

BRISTOL'S HOPE LIAISON

Deputy Mayor Skinner congratulated the Historical Committee of Bristol's Hope in providing an afternoon of local entertainment at the old schoolhouse in Bristol's Hope.

FALL FAIR LIAISON No Report

TOWN MANAGER REPORT Tabled

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

MOTION #24 - 220

CLR. STONE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

EDO REPORT

Tabled

Motioned for Council to adopt the EDO report as presented.

MOTION #24 - 221**CLR. BARNES/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY****PUBLIC WORKS REPORT**

Tabled

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

MOTION #24 - 222**DM SKINNER/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY****DCHGCC REPORT**

Tabled

Motioned for Council to adopt the DCHGCC report as presented.

MOTION #24 - 223**CLR. BARNES/DM SKINNER****MOTION CARRIED UNANIMOUSLY****COUNCILLORS SUGGESTIONS/CONCERNS**

Councillor Barnes noted that he has seen children riding pedal bikes around the construction site and wharfs belonging to the Harbour Grace Ocean Industries. He added this is dangerous and a serious accident is waiting to happen. Councillor Barnes suggested for Council to meet with Mr. Sullivan, the owner of HGOI, to discuss the proposal previously received from HGOI to have gates erected at the site entrance with stipulations. Mayor Cooms reminded council that the previous motion of council stated that all parties involved had to support the erecting of gates to that area and agreed to meet with Mr. Sullivan again and revisit the motion.

Councillor Barnes questioned if there was a response back from the Honourable Steve Crocker regarding the request for an in-person meeting to discuss funding for the DCHGCC. The Town Manager replied that a letter was sent back from the minister stating that there was no funding available for the DCHGCC. Councillor Barnes said that he would not accept that as an answer and stated that the DCHGCC was a regional facility as it is used by many residents from the Conception Bay North area and requested a letter to be written to the premier, the local MHA, Department of Municipal and Provincial Affairs, the Honourable Steve Crocker, Minister of Tourism, Culture, Arts and Recreation to ask for an in-person meeting to discuss the matter ASAP.

Motioned to write to Premier Furey, Minister Haggie, Minister Parsons, and Minister Crocker requesting an in-person meeting with the Town Council regarding the regional facility in the Town of Harbour Grace.

MOTION #24 - 224**CLR. BARNES/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

Motioned for Council to write a letter to the Harbour Authority, MP Ken McDonald, and Bulldog Construction thanking them for a job well done in building a state-of-the-art wharf.

MOTION #24 - 225**CLR. BARNES/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe gave an outline of the many activities and races that took place throughout the day during the 162 Harbour Grace Regatta and thanked the many volunteers and the Town of Harbour Grace for helping make the regatta an enormous success.

Councillor Rogers reminded residents that a new school year is quickly approaching and asked residents to be cautious around school zones, to obey speed limits and to watch out for the children that walk or bike to school.

Councillor Stone advised of a program that is available for the rehabilitation of heritage buildings which would be a wonderful opportunity to get the A.L. Colis Building retrofitted so it can be used again. Councillor Stone extended congratulations and thanks on behalf of the citizens of Harbour Grace to Mayor Coombs for his role in the 2024 NL Summer Games.

Deputy Mayor Skinner advised of a request from a resident for the cutting of grass and trimming the overhanging branches from a tree in the heritage area of Kingswell Lane.

Deputy Mayor Skinner asked if there was any news on the start date for the construction of Bannerman Lake Bridge and the Town Manager replied that there was none. Mayor Coombs requested to make it a priority in finding out when construction will begin. Deputy Mayor

COUNCILLORS SUGGESTIONS/CONCERNS cont'd

asked if correspondence was received from the engineering firm about the paving of one road and resurfacing of another road. The Town Manager said that the quotes and the estimates have been forwarded to the Gas Tax Authority and is now waiting for approval. Deputy Mayor Skinner asked if the installation of two culverts in Cooper Corner Road would be going ahead and Mayor Coombs said that the Town Manager and the Public Works Supervisor would be looking into the matter.

Mayor Coombs thanked the Town of Bay Roberts for Including the Town of Harbour Grace in the 2024 NL Summer Games. He extended congratulations to Mrs. Dyke, of the Conception Bay Kennel Club, for the successful dog show and to the Conception Bay Museum for having a successful summer due to the many events that was planned weekly which drew in many tourists. Mayor Coombs reminded of the Community Wide Prayer service on September 11, 2024, at 7:00 pm at St. Patrick's Church in Carbonear.

Mayor Coombs reiterated Councillor Rogers in asking residents to be mindful of school zones and wished students a safe and happy start to the school year.

Next regular meeting of Council is tentatively scheduled for 7:00 pm on Monday, September 16, 2024

ADJOURNMENT

Motioned for Council to adjourn the regular meeting of Council at 8:06 pm.

MOTION #24 - 226

CLR. CHAFE/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

Confirmed:

Don Coombs, Mayor

sb

Amy Dwyer, Town Clerk/Manager