

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall & via Zoom,
June 16, 2025, at 7:00 pm.

Members Present	Mayor Deputy Mayor	Don Coombs Keith Skinner
Councillors		Gordon Stone Peter Yetman Terry Barnes Brendan Chafe Lee Rogers
Staff Present	Town Clerk/Manager Economic Development Officer Admin. Assistant	Amy Dwyer Matthew McCarthy Sherrie Best
Minutes	Mayor Coombs called the meeting to order at 7:00 pm. Mayor Coombs called for a motion to adopt the regular council meeting minutes of May 12, 2025, being no errors or omissions.	
Regular Meeting May 12, 2025	Motioned to adopt the regular council meeting minutes of May 12, 2025, as presented. MOTION #25 - 166 CLR. STONE/DEPUTY MAYOR SKINNER MOTION CARRIED UNANIMOUSLY	

BUSINESS ARISING FROM MINUTES

ERSB Meeting	Mayor Coombs advised that information has been received from ERSB, however, a date and time is yet to be finalized, and an update will be given in the Housing and Zoning report.
Honourable Paul A. Pike	Mayor Coombs referred the update to 4.1 of Correspondence.
Shawn Strowbridge	Mayor Coombs referred the update on a development request for affordable housing and rentals to Housing/Zoning.
Heritage NL	Mayor Coombs referred the update on a meeting with Heritage NL and HGBCIB to the Business and Economic Development Committee.
RCMP	Mayor Coombs advised that the investigation into the theft of the Amelia Earhart statue and the break ins at the St. Francis soccer hut are ongoing.

NEW BUSINESS

Firefighter Awards	Mayor Coombs advised that a date to present the Firefighter Service Awards will be announced soon and will take place at the HGVFB Social Building.
Councillors in Conflict	Mayor Coombs reported that a meeting was recently held with the Town's solicitor and it is advised that each member of council had to be asked if they conflict with the Urban Rural Planning Act. Mayor Coombs declared that he was not in conflict with the Urban Rural Planning Act and proceeded to ask each councillor if they were in conflict. Deputy Mayor Skinner declared that he was not in conflict with the Urban Rural Planning Act. Councillor Stone declared that he was not in conflict with the Urban Rural Planning Act. Councillor Yetman declared that he was not in conflict with the Urban Rural Planning Act. Councillor Rogers declared that he was not in conflict with the Urban Rural Planning Act. Councillor Chafe declared that he was not in conflict with the Urban Rural Planning Act. Councillor Barnes declared he was not in conflict with the Rural Planning Act or the procedure that is to be followed but emphasized that council was still being investigated for Code of Conduct. He stated that council is to take advice from Municipal Affairs and their lawyers but said it was confusing. Councillor Chafe clarified that the declaration of yes or no to conflicting with the Urban Rural Planning Act is concerning what was said in the adjudication and appeal process.

NEW BUSINESS cont'd

Motioned that the Town Council of Harbour Grace is not in conflict with the Urban Rural Planning Act.

MOTION #25 - 167**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

Mayor Coombs appointed Councillor Brendan Chafe, Deputy Mayor Keith Skinner, and Councillor Stone as the team to liaison for the Urban Rural Planning Act.

St. John Ambulance Mayor Coombs advised that the St. John Ambulance has requested to set up a location in Harbour Grace and Ms. Heather McCarthy will be meeting with Council soon to further discuss the matter.

Painting of SS Kyle Deputy Mayor Skinner presented a painting of the SS Kyle that was donated in memory of Charlie and Marie Byrne by the Byrne family.

CORRESPONDENCE

Minister Paul Pike	Mayor Coombs tabled correspondence from Minister Paul A. Pike regarding the municipal conduct complaint against council members and senior officials. Mayor Coombs explained that Minister Pike has reviewed the complaint and determined, in accordance with section 7(2)(b) of the Municipal Conduct Act, that Council needs to have an independent third-party conduct an investigation on the matter and provide a report to his office upon completion.
Charlene Sullivan	Mayor Coombs tabled a letter from Charlene Sullivan requesting to purchase town land. Referred to Public Works.
MACE	Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Community Engagement advising of Capital Investment Plan Approval for Project #107-2025-8520. Referred to Public Works.
MACE	Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Community Engagement advising of Capital Investment Plan Approval for Project #107-2025-8517. Referred to Public Works.
Sara Glavine	Mayor Coombs table correspondence from Sara Glavine, Member of the Tri-Con Gentle Giants Special Olympics Club, requesting sponsorship in Special Olympics competitions. Referred to Finance.
ERSB	Mayor Coombs tabled correspondence from the Eastern Regional Service Board regarding the Town's request to assist with Fire and Emergency Services to Bristol's Hope. Referred to Bristol's Hope Liaison. Councillor Rogers clarified that this system was implemented by Municipal Affairs and must be followed by the Town.
ERSB	Mayor Coombs tabled correspondence from the Eastern Regional Service Board announcing the deadline extension of January 2, 2026 for access cards.
FFA	Mayor Coombs tabled correspondence from the Department of Fisheries, Forestry and Agriculture advising of the approval of grant #AAP2526-CG090 under the Community Garden Support Program.
Tract Consulting	Mayor Coombs tabled correspondence from Tract Consulting regarding general information in helping communities apply for funding. Referred to EDO.
NLIC	Mayor Coombs tabled correspondence from The Newfoundland and Labrador Irish Connections regarding the hosting for the 2025 NLIC Gathering.
CNA	Mayor Coombs tabled correspondence from John Miller, College of the North Atlantic, advising of their 3D scanning of heritage structures. Referred to EDO and the HGBCIB.
Deanne Healy	Mayor Coombs tabled a letter from Deanne Healy requesting repairs to the speed sign and an additional crosswalk area in the St. Francis School zone. Mayor Coombs advised that this matter has been implemented by Public Works.
Building Applications	Mayor Coombs tabled the following building applications. Referred to Housing/Zoning. A) 371 Water Street - Building application for a 26' x 26' garage. B) 778 Harvey Street - Building application for a 36' x 20' house. C) 12-14 Bannerman Lake Road. - Building application for a 10' x 12' shed. D) 24 Pike's Road - Building application to replace existing patio with a 10' x 22' patio.

CORRESPONDENCE cont'd

Building Applications cont'd

	E) 68 Alberta Drive - Building application for a 24' x 14' shed.
	F) 280 Water Street - Building application for a 7.5' x 17' patio extension.
	G) 4 Kevin Road - Building application to replace front and rear patio.
	H) 31-37 Mt. Pleasant Road - Building application for a 30' x 28' garage.
	I) 31 Fisherman's Road - Building application for a 40' x 30' house.
	J) 28 Danny Cleary Drive - Building application for a 44.3' x 22.6' house.
	K) 37-45 Hard Path - Amendment to M25-151 for building application for a 42' x 30' house with NO garage.
	L) 41 Cottage Lane - Deferred building application for a 30' x 30' garage from Council Meeting held on May 12, 2025.
	M) 205 Harvey Street - Deferred building application for an 8' x 14' extension to an existing shed from Council Meeting held on May 12, 2025.
Business Application	Mayor Coombs tabled the following business application. Referred to Housing/Zoning.
	A) 2 Water Street - Deferred business application for an Airbnb from Council Meeting held on May 12, 2025.
Crown Land #E-164118	Mayor Coombs tabled correspondence from the Department of Fisheries, Forestry and Agriculture regarding Crown Land application E-164118. Referred to Housing and Zoning.
MACE	Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Community Engagement advising that Community Enhancement Employment Program applications are now open and deadline to apply is 4:00 pm Friday, June 20, 2025.
Dept. of ECC	Mayor Coombs tabled correspondence from the Department of Environment and Climate Change reminding that permitting requirements are needed for work in and near waterbodies.
Public Lane	Mayor Coombs tabled a letter received from residents on a public lane off Water Street West requesting maintenance be done on the laneway. Referred to Public Works.
DTI	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure regarding the Municipal Capital Works application process.
Fire Chief, Dave Earle	Mayor Coombs tabled correspondence from the HGVFB Chief, Dave Earle, regarding dilapidated buildings in the town. Referred to Housing/Zone.
Queen's Road	Mayor Coombs tabled a recommendation from the Municipal Enforcement Officer regarding the one-way street direction changes for Queen's Road. Referred to Public Works.
MACE	Mayor Coombs tabled correspondence from the Minister of Municipal Affairs and Community Engagement reminding that all municipalities in the province are required to have an up-to-date emergency management Plan in place. Referred to the Fire Department Liaison.
Cape Alliance	Mayor Coombs tabled correspondence from the Cape Alliance Chamber of Commerce advising that it is a new chamber and serves the Trinity and Conception Bay North area. Referred to Finance.
Joint Council	Mayor Coombs tabled the minutes of the Joint Council meeting held on April 28, 2025. Referred to the Joint Council Liaison.
MAA	Mayor Coombs tabled a memo from the Municipal Assessment Agency regarding Parcel ID numbers.
Climate Ready NL	Mayor Coombs tabled correspondence from Municipalities NL reminding communities to sign up for the Climate Ready NL Program.
PMA	Mayor Coombs tabled a bulletin from the Professional Municipal Administration dated June 6, 2025.
NL Health Services	Mayor Coombs tabled correspondence from NL Health Services advising of a change to the reporting structure of the Eastern-Rural Zone.
Ron Byrne	Mayor Coombs tabled correspondence Ron Byrne requesting a street light installation at his property on the Thicket Road. Mayor Coombs noted that this request conforms to Town Policy and has been addressed by staff.

CORRESPONDENCE cont'd

FAMA	Mayor Coombs tabled correspondence from the Department of Families and Affordability advising of information sessions throughout the province and virtually, which are available to the public to learn more about the Newfoundland and Labrador Disability Benefit.
Coles Lane	Mayor Coombs tabled correspondence received from a resident requesting the placement of a road sign on Coles Lane and the installation of a pole light. Referred to Public Works.
Bill Marshall	Mayor Coombs tabled a letter of concern from Bill Marshall regarding the vandalism of the red maple tree on the Pirate's Path that was donated by the Town and planted by St. Francis School.
Make a Wish Canada	Mayor Coombs tabled a donation request letter from the Make-A-Wish Canada, NL Chapter. Referred to Finance.

CAPITAL & PUBLIC WORKS COMMITTEE

MACE - Flow Meter	Deputy Mayor Skinner announced that the Canada Community Building Fund Committee has accepted Project #107-2025-8520 as Flow Meter Purchase in the amount of \$22,526.00.
MACE – Road Upgrades	Deputy Mayor Skinner announced that the Canada Community Building Fund Committee has accepted the Project #107-2025-8517 as Road Upgrades – Military Road, from Garland's Hill to Cottage Lane, and Kildare Road, from the RCMP entrance to Archibald's Court, in the amount of \$85,514.52. Deputy Mayor Skinner added that monies left from the Gas Tax will be used to upgrade Gardner Place, from Bannerman Lake Road to the turn on Gardner Place, at a cost of \$13,500.00, and the upper section of Jordan's Lane to Clarence Sullivans, at a cost of \$14,500.00. Motioned to approve the road upgrades for Gardner Place at a cost of \$13,500.00 and the upper section of Jordan's Lane at a cost of \$14,500.00, which is to be taken from Gas Tax money.

MOTION #25 - 168**DM SKINNER/CLR. YETMAN****MOTION CARRIED UNANIMOUSLY**

	Deputy Mayor Skinner noted that these roads upgrades are recommended by the Public Works Superintendent.
Public Laneway	Deputy Mayor Skinner reported that he had met with residents of the laneway and discussed repairing the catch basin, grading, and placing Class A on the lane. He advised that the residents requested for the lane to be paved. However, it was not included in the budget for 2025 but will be placed on the list for the next year's budget.
Queen's Road	Deputy Mayor Skinner updated on a previous complaint regarding the current directional flow of traffic on Queen's Road and reported that the Municipal Enforcement Officer recommends that Council motion for public input regarding the directional change. If approved, he recommends a trial project to ensure that the traffic flow will not be affected in a negative way. Deputy Mayor explained that the one-way directional flow of traffic through Queen's Road is currently to enter at Noad Street and exit onto Harvey Street. Due to parked vehicles on Harvey Street, it is impossible to see oncoming traffic and safely exit onto Harvey Street. If reversed, one would enter at Harvey Street and exit onto Noad Street. Mayor Coombs suggested for the MEO to take letters to the residents on Queen's Road explaining what is being proposed and asking for their input if they agree or disagree. Motioned for the Municipal Enforcement Officer to deliver letters to the residents of Queen's Road explaining Council's proposal for the one-way direction change to the flow of traffic on that road and gather feedback if they agree or disagree with the proposal. MOTION #25 - 169
	DM SKINNER/CLR. CHAFE MOTION CARRIED UNANIMOUSLY
Cole's Lane	Deputy Mayor Skinner deferred the request for placement of a road sign on Cole's Lane and the installation of a pole light until the next meeting of council.

FINANCE COMMITTEE

Sara Glavine	Motioned that Council donates \$50.00 to Sara Glavine for sponsorship in the Special Olympics competitions as requested in the letter dated May 21, 2025, as per the Town's Donation Policy MOTION #25 - 170	CLR. STONE/CLR. YETMAN MOTION CARRIED
Make-A-Wish Canada	Motioned that Council denies the donation request by Make-A-Wish Canada as per the Town's Donation Policy which states that the Town donates locally. MOTION #25 - 171	CLR. STONE/DEPUTY MAYOR SKINNER MOTION CARRIED UNANIMOUSLY
Cape Alliance	Motioned to defer the Cape Alliance Chamber of Commerce request until the next Council meeting. MOTION #25 - 172	CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY
Climate Ready NL	Councillor Stone deferred the correspondence on this matter until next council meeting as discussions need to be held with the EDO.	
Revised Policies	Councillor Stone advised that the following motions are revised Town of Harbour Grace Policies as of June 2025.	
Tax Arrears Policy	Motioned that Council adopts the revised "Tax Arrears Policy" as follows: No application, letters of support, permits, tax incentives, or other official documentation be considered until all taxes in arrears are paid or a signed payment plan for the tax arrears has been put in place. MOTION #25 - 173	CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY
Tax Pmnt Incentive Policy	Motioned that Council adopts the revised "Tax Payment Incentive Policy" as follows: Payment of current year or greater, Council will write off an equal amount at year end to residents more than six years arrears. MOTION #25 - 174	CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY
New Development Policy	Motioned that Council defers the revised "Tax Incentive for New Development Policy" until later in the meeting after Housing/Zoning has presented development permits. MOTION #25 - 175	CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY
New Businesses	Motioned that Council adopts the revised "Tax Incentive for New Businesses Policy" as follows: Council will grant a one-year exemption for business tax and the mil rate portion of the commercial water and sewer for the first year of operation. For the second year of operation there will be an exemption to business tax only. Qualifying Criteria: 1. New owner at new location or 2. New owner & new product/service. 3. No incentive for a new business shall be considered until a business application is submitted and approved. This process must be completed prior to the start of business. 4. To be considered for this incentive, a written request shall be submitted to Council no more than 90 days from the date that Council approved the business application. MOTION #25 - 176	CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY
Water Shut Off Policy	Motioned that Council adopts the revised "Water Shut Off Policy" as follows: Council will shut off water for current years taxes after June 30 th unless a payment agreement is in place. Council will shut off water any time if taxes are in arrears (prior years) unless a payment schedule has been agreed upon and maintained.	

FINANCE COMMITTEE cont'd**MOTION #25 - 177****CLR. STONE/CLR. CHAFE****In Favour**

Mayor Coombs
Deputy Mayor Skinner
Councillor Stone
Councillor Yetman
Councillor Rogers
Councillor Chafe
Councillor Barnes

Opposed**MOTION CARRIED**

Social Assistance Policy Motioned that Council adopts the revised "Social Assistance Policy" as follows:
 Residents in receipt of long-term assistance from the Department of Children, Seniors, and Social Development for six consecutive years will be considered for forgiveness of outstanding tax arrears at the end of the sixth year.

MOTION #25 - 178**CLR. STONE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

Supplementary Assess. Motioned that Council adopts the "Supplementary Assessments Policy" as follows:
 Council will adjust taxes (credit or debit) because of supplementary assessments to the current year only. Adjustments shall not be retroactive except in the event of an appeal hearing decision.

MOTION #25 - 179**CLR. STONE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

Parsons/Collis Building Motioned that Council applies for Heritage NL's Registered Heritage Structure Maintenance Grant for the Parson/Collis Building. The maximum total project cost is \$6000.00 on a 50/50 cost share basis. The Town's share shall come from the Partnership Allotment noted in the budget.

MOTION #25 - 180**CLR. STONE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Records Mgmt. Policy Councillor Stone read the Record Management Policy.
 Motioned for the Council to adopt the Record Management Policy.

MOTION #25 - 181**CLR. STONE/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Soccer Hut Vandalism Councillor Stone reported that the cost of repairs due to the vandalism of the soccer hut would be going through insurance with deductible being \$5000.00.

DCHGCC Councillor Stone advised that \$14,447.00 has been spent on remediation to date at the DCHGCC and other subsidy avenues are being pursued. Finance will give an update once available.

Councillor Stone gave the DCHGCC monthly financial report from May 11 to June 11, 2025, stating the income was \$18,114.00 and expenses \$32,500.00, thus having a loss of - \$14,386.00. He continued with the year-to-date from January 1st to June 13, 2025, which gave a balance of \$10,333.00.

EXECUTIVE COMMITTEE OF COUNCIL

No Report

BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE

Councillor Rogers reported that the JCP program at the Chalet started on May 26 with work progressing well; an application has been submitted to the Department of Families and Affordability's 2025-26 Accessibility Grant for the Otterbury Schoolhouse ramp and deck; Business of the Week was the Harvey Street Ultramar/On the Run store; and tender has been posted on Mills & Wright's MERX page for the Heritage District Development Project.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

ERSB

Councillor Chafe advised that a meeting has not taken place with Stephen Tessier of ERSB yet, but the Town Clerk and EDO have spoken to him, and correspondence has been published through email and media platforms stating the new deadline for access cards to ERSB facilities is now January 2, 2026.

Councillor Chafe spoke about people's property on the Kane's Road extension, located behind the waste facility, having become dumping sites.

Motioned for the Town's outside staff to remove and dispose of the garbage on both sides of Kane's Road Extension that leads to Eastern Regional Service Board's site.

MOTION #25 - 182**CLR. CHAFE/CLR. BARNES****MOTION CARRIED UNANIMOUSLY**

Shawn Strowbridge

Councillor Chafe explained that the Housing and Zoning Committee had investigated the tiny home concept but was not able to complete it before the Town Plan was submitted to the Provincial Government. Councillor Chafe asked at what point when approved can Council make an amendment to include tiny homes in the Town Plan. Mayor Coombs said that once the Town Plan is adopted, council can move forward with an amendment.

Motioned for the Town Clerk to set up a meeting with Shawn Strowbridge at his earliest convenience to explain to him about the Town Plan and amendments that can be made in the future.

MOTION #25 - 183**CLR. CHAFE/CLR. YETMN****MOTION CARRIED UNANIMOUSLY**

371 Water Street

Motioned to approve the building application as submitted by George Crocker for a 26' x 26' garage at 371 Water Street subject to the following stipulation:

1. All Town Development Standards.

MOTION #25 - 184**CLR. CHAFE/CLR. YETMAN****MOTION CARRIED UNANIMOUSLY**

778 Harvey Street

Motioned to approve the building application as submitted by Daniel Penney to construct a 36' x 20' house at 778 Harvey Street, subject to the following stipulations:

1. All Town Development Standards.
2. All necessary government permits and/or regulations.
3. Connection to town services is at the owner's expense.
4. If there is no existing driveway, the applicant must obtain an access permit from Service NL.

MOTION #25 - 185**CLR. CHAFE/CLR. YETMAN****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe declared himself in conflict with the next motion.

Councillor Chafe left the chambers at 8:00 p.m.

12 Bannerman Lake Rd

Motioned to **defer** the building application as submitted by the Royal Canadian Legion Branch 15 for a 10' x 12' shed at 12-14 Bannerman Lake Road as more information is needed due to late correspondence received.

MOTION #25 - 186**CLR. YETMAN/CLR. BARNES****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe returned to council chamber at 8:01 p.m.

24 Pike's Road

Motioned to approve the building as application submitted by Steve Earle to replace existing patio with a 22' x 10' patio subject to the following stipulations:

1. All Town Development Standards.

MOTION #25 - 187**CLR. YETMAN/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY**

68 Alberta Drive

Motioned to approve the building application as submitted by Dave and Kathy Bishop to construct a 24' x 14' shed at 68 Alberta Drive, subject to the following stipulations:

1. All Town Development Standards

MOTION #25 - 188**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

280 Water Street Motioned to approve the building application as submitted by Lynell Mercer to construct a 17' x 7.5' extension to the existing deck at 280 Water Street subject to the following stipulations:

1. All Town Development Standards

MOTION #25 - 189

CLR. CHAFE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

4 Kevin Road Motioned to approve the building application as submitted by Harold and Theresa Peddle to replace front 7' x 6' and rear deck at 32' x 7' at 4 Kevin Road subject to the following stipulations:

1. All Town Development Standards.

MOTION #25 - 190

CLR. YETMAN/CLR. BARNES

MOTION CARRIED UNANIMOUSLY

Councillor Rogers declared himself in conflict with the next motion.

Councillor Rogers left council chambers at 8:04 pm.

31-37 Mt. Pleasant Rd. Motioned to approve the building application submitted by Dion Pike for a 30' x 28' garage at 31-37 Mount Pleasant Road subject to the following stipulations:

1. All town development standards

MOTION #25 - 191

CLR. YETMAN/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Councillor Rogers returned to council chambers at 8:05 pm.

31 Fisherman's Road Motioned to approve the building application as submitted by Sheila Whalen to construct a 40' x 30' house at 31 fisherman's Road subject to the following stipulations:

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 #25 - 192

CLR. YETMAN/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Mayor coombs left council chambers at 8:06 pm.

28 Danny Cleary Dr. Motioned to approve the building application as submitted by John Coombs to construct a 44.6' x 22.6' house with an 8' x 14' porch at 28 Danny Cleary Drive subject to the following stipulations:

1. All Town Development Standards.
2. All necessary government permits and/or regulations.
3. Connection to town services is at the owner's expense.
4. The existing shed must be moved to conform to the town's regulations as per the town's development plan.

MOTION #25 - 193

CLR. YETMAN/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Mayor Coombs returned to council chambers at 8:09 pm.

37-45 Hard Path Councillor Yetman advised the next motion is an amendment to M25-151 dated May 12, 2025. Length is 42' and no garage will be constructed.

Motioned to approve the building application as submitted by Dale and Debbie Cole to construct a 42' x 30' house at 37-45 Hard Path subject to the following stipulations:

1. All Town Development Standards.
2. All necessary government permits and/or regulations.
3. Well and Septic approval from Service NL.

MOTION #25 - 194

CLR. YETMAN/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

41 Cottage Lane Councillor Chafe advised the building application submitted by Chris Grimes was deferred at a previous council meeting held on May 12, 2025.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

Motioned to approve the building application submitted by Chris Grimes for a 30' x 30' garage at 41 Cottage Lane subject to the following stipulations:

1. All Town Development Standards.
2. Garage must be moved back 8 ft to align with house.

MOTION #25 - 195

CLR. CHAFE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

205 Harvey Street

Councillor Chafe advised this application was deferred from the previous council meeting held on May 12, 2025.

Motioned to deny the application as stipulations from Motion #17-158, made on July 26, 2017, has not been completed.

MOTION #25 - 196

CLR. CHAFE/CLR. BARNES

MOTION CARRIED UNANIMOUSLY

Councillor Chafe explained that when a motion was made by a previous council on a building application, the stipulations in that motion must be completed before another building application can be approved in relation to the same street address.

2 Water Street

Councillor Chafe explained that this business application for an Airbnb is in a Heritage District Zone where a Bed and Breakfast/Airbnb is a permitted use. Therefore, no discretionary notice is required.

Motioned to approve the business application as submitted by Craig Flynn to operate an Airbnb located at 2 Water Street subject to the following stipulations:

1. All town development standards.
2. All necessary Government permits and/or regulations.

MOTION #25 - 197

CLR. CHAFE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

Deputy Mayor Skinner declared he was in conflict of the next motion.

Deputy Mayor Skinner left council chambers at 8:14 pm.

Crown Land E-164118

Motioned to approve File #1025026 and Crown Land #E-164118 for the possible construction of residence pending rezoning to the Town Plan from Recreational to Residential. The cost of rezoning will be at the applicant's expense.

MOTION #25 - 198

CLR. CHAFE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

Deputy Mayor Skinner returned to council chambers at 8:15 pm.

Ridley Hall

Councillor Chafe advised that a productive meeting was held today, June 16, 2025, with the owners of Ridley Hall where safety concerns were brought forward by the HGVFB Fire Chief, Dave Earle. He added that the Town Manager will forward the Heritage Zone Guidelines and Regulations that are in place for the town and province which will include fencing regulations.

Tax Incentive for New Development

Motioned for Council to approve the Tax Incentive for New Development as follows: Council will grant a property tax exemption for one year from the date of occupancy as per required occupancy permit or the date of the first assessment.

MOTION #25 - 199

CLR. STONE/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

Frozen Water Line

Motioned for Council to approve the Frozen Water line Policy as follows:

The property owners are responsible if the service line freezes from the main line to their building. Council will assist in locating curb stops and other assistance that involves electrical thawing.

MOTION #25 - 200

DM SKINNER/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

TOURISM/HERITAGE COMMITTEE

Councillor Chafe informed a meeting was held with the Town Council, HGCIB, and Heritage NL to discuss the A.L. Collis Building about funding initiatives to help weatherproof the building for this coming winter season.

TOURISM/HERITAGE COMMITTEE cont'd

Motioned for the Town to apply to the Community Enhancement Employment Program for a cleanup and maintenance project at the Parsons/Collis Building.

MOTION #25 - 201

CLR. CHAFE/STONE

MOTION CARRIED UNANIMOUSLY

Councillor Chafe informed that upgrades are ongoing with the Otterbury Schoolhouse and the Kearney Tourist Chalet with a reopening date for the Chalet during the week of June 29th to July 5, 2025.

PARKS & RECREATION

Councillor Barnes advised that the tennis nets have been put up at the tennis courts and requested for the new playground equipment to be installed at the St. Francis playground before the school year ends.

DCHGCC COMMITTEE

Councillor Rogers gave a report on the community centre highlighting that ball hockey for both youth and senior groups has started, the Circus was held on June 4-5 which drew a great crowd, and the ice is scheduled to be put back on the arena towards the end of July.

FIRE DEPT. LIAISON

Councillor Chafe advised residents to continue to follow fire bans when they are issued by the HGVFB. Training for the Brigade is ongoing throughout the month of June. Councillor Chafe asked if the Town could reexamine the possibility of an Emergency Plan being put into place and noted that a time will be announced soon to give out the long service member awards for the Fire Brigade

CIVIC EVENTS LIAISON

Councillor Rogers announced upcoming events for this summer including Canada Day Celebrations at the St. Francis Field featuring an abundance of activities for the whole family, and the Come Fly with Us and Annual Kite Festival at the Harbour Grace airstrip will be held on July 20, 2025.

EARHART 50+ CLUB LIAISON

Councillor Stone advised he would include his report in with the Councillor Concerns segment of the meeting.

COMMUNITY NEWS LIAISON

No Report

JOINT COUNCIL LIAISON

Councillor Barnes advised that the Joint Council meeting was held on July 29, 2025, in which the RCMP asked for support from the Joint Council and asked each Joint Council member to ask for support from their Town Council as well as support from the MHA, the Justice Minister and the Premier.

Motioned that the Town Council write a letter to the MHA, the Justice Minister, and the Premier on behalf of the RCMP Detachment of Harbour Grace to request more resources as it is one of the busiest detachments in the province.

MOTION #25 - 202

CLR. BARNES/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

BRISTOL'S HOPE LIAISON

Councillor Yetman advised that he is having no success in contacting the Community Service representative regarding fire protection services for Bristol's Hope but hopes to have an update for the next Council meeting.

HGBCIB LIAISON

No Report

Motioned that Council accept the DCHGCC Manager's recommendation to increase the rental rates at the Danny Cleary Harbour Grace Community Centre 2026 and that the Finance Committee bring a recommendation on the rate of increase at the next council meeting.

MOTION #25 - 203

CLR. STONE/DM. SKINNER

MOTION CARRIED UNANIMOUSLY

Kildare Road

Councillor Stone tabled a petition letter from the residents of Kildare Road regarding the area of Kildare Road that is to be paved. Mayor Coombs referred the letter to the Public Works Department.

Councillor Stone spoke on concerns from residents regarding grass cutting at the beginning of the Pirates Path and other areas throughout town. Mayor Coombs referred the concern to the Parks and Recreation Department.

BEAUTIFICATION LIAISON No Report

FALL FAIR LIAISON No Report

TOWN MANAGER REPORT Tabled

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

MOTION #25 - 204

CLR. STONE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

EDO REPORT Tabled

Motioned for Council to adopt the EDO's Report as presented.

MOTION #25 - 205

DM SKINNER/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

PUBLIC WORKS REPORT Tabled

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

MOTION #25 - 206

CLR. CHAFE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

Councillor Chafe inquired about ditching and requested to have it included in future reports

DCHGCC REPORT Tabled

Motioned for Council to adopt the DCHGCC report as presented.

MOTION #25 - 207

CLR. YETMAN/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

PARKS AND RECREATION

SUPERINTENDENT REPORT Tabled

Motioned for Council to adopt the Parks and Recreation Superintendent report as presented.

MOTION #25 - 208

CLR. ROGERS/CLR. CHAFE

MOTION CARRIED UNANIMOUSLY

MUNICIPAL ENFORCEMENT

OFFICER'S REPORT Tabled

Motion for Council to adopt the Municipal Enforcement Officer's Report as presented.

MOTION #25 - 209

CLR. STONE/CLR. YETMAN

MOTION CARRIED UNANIMOUSLY

COUNCILLORS SUGGESTIONS/CONCERNS

Councillor Rogers thanked Mr. David Evans, Urban Forester, for doing work on the baseball field. He added that the ballfield will be up and running once the mesh is added on the backstop and repairs are done to the fence by the dugouts. If anyone is interested in using the field, Councillor Rogers noted that they should contact him.

Councillor Chafe advised that the Harbour Grace Regatta is the last Saturday of July, and any group wanting to row or person wishing to volunteer to contact a committee member. Councillor Chafe thanked the Town for all their help and support given over the years.

Councillor Stone recognized and extended congratulations on behalf of the Town of Harbour Grace and its citizens, to Mr. Laurence Pike, the current Potentate of the Shriners of Newfoundland and Labrador.

Councillor Stone acknowledged all the groups and volunteers in the Town of Harbour Grace that are working together to showcase our community and making it a vibrant welcoming town to enjoy and reside in.

Mayor Coombs noted that the Royal Canadian Legion will be holding a Memorial Day ceremony on July 1, 2025, and he congratulated Joe Smallwood on acquiring ownership of the AAA U18 Osprey.

Mayor Coombs extended well wishes on behalf of Council and staff to Diane Rees and wished her a speedy recovery.

Next regular meeting of Council is scheduled for 7:00 pm on Tuesday, July 15, 2025.

ADJOURNMENT

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

MOTION #25 – 210

CLR. ROGERS/DM SKINNER

MOTION CARRIED UNANIMOUSLY

Confirmed:

Don Coombs, Mayor
sb

Amy Dwyer, Town Clerk/Manager