

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall & via Zoom,
August 18, 2025, at 7:00 pm.

Members Present	Mayor Deputy Mayor	Don Coombs Keith Skinner
Councillors		Gordon Stone Brendan Chafe
Via Zoom		Lee Rogers
Members Absent		Terry Barnes Peter Yetman
Staff Present	Town Clerk/Manager Economic Development Officer Admin. Assistant	Amy Dwyer Matthew McCarthy Sherrie Best
	Mayor Coombs called the meeting to order at 7:03 pm.	
Minutes	Mayor Coombs called for a motion to adopt the regular council meeting minutes of July 15, 2025, being no errors or omissions.	
Regular Meeting July 15, 2025	Motioned to adopt the regular council meeting minutes of July 15, 2025, as presented. MOTION #25 - 250 CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY	
Minutes	Mayor Coombs called for a motion to adopt the special council meeting minutes of July 24, 2025, being no errors or omissions.	
Special Meeting July 24, 2025	Motioned to adopt the special council meeting minutes of July 24, 2025, as presented. MOTION #25 - 251 DM SKINNER/CLR. STONE MOTION CARRIED UNANIMOUSLY	
	Mayor Coombs announced regrets from Councillor Barnes and Councillor Yetman who were not able to attend the meeting .	
BUSINESS ARISING FROM MINUTES		
St. John Ambulance	Mayor Coombs advised that a meeting with St. John Ambulance supervisor and the Town Council to discuss what is needed to set up a location in Harbour Grace is scheduled for August 28, 2025.	
Bristol’s Hope	Mayor Coombs advised that the Town Manager has been in contact with the Bristol’s Hope representative.	
Queen’s Road	Mayor Coombs referred the update to the Public Works Committee.	
Cape Alliance	Mayor Coombs referred the update to the Finance Committee.	
Cole’s Lane	Mayor Coombs referred the update to the Public Works Committee.	
Shawn Strowbridge	Mayor Coombs referred the update to the Housing/Zoning Committee.	
Joe Shannahan	Mayor Coombs referred the update to the Public Works Committee.	
MACE	Mayor Coombs advised that a recommendation was received from Municipal Affairs and Community Engagement regarding the expropriation of land request, and an update will be given by the Finance Committee.	
10-Year Plan	Mayor Coombs advised that the Economic Development Officer will give an update on the 10-year Strategic Plan during the Economic/Business Committee report.	
NEW BUSINESS		
MP Paul Connors	Mayor Coombs advised a productive meeting was held with MP Paul Connors and opportunities within the Town were discussed such as recreation, capital projects, business and economic development.	
MACE	Mayor Coombs advised that the new “All Hands” newsletter from the Municipal Affairs and Community Engagement will be placed on the office bulletin board for staff to read.	

CORRESPONDENCE

NHSP	Mayor Coombs tabled correspondence from New Horizons for Seniors Program 2025-2026. Deadline to submit applications is September 17, 2025. Referred to the EDO.
MACE	Mayor Coombs tabled correspondence from the Municipal Assessment Agency advising that due to wildfire concerns, any approved trail work under the CEEP initiative is delayed until further notice.
MACE	Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Community Engagement regarding the 2025 Municipal Long Service Awards for elected officials.
CPWA	Mayor Coombs tabled correspondence Canadian Public Works Association NL Chapter notifying of the fall conference being held in Deer Lake on October 22-24, 2025.
David Pike	Mayor Coombs tabled correspondence from Mr. David Pike regarding 66A Alberta Drive. Referred to Housing/Zoning.
MACE	Mayor Coombs tabled a letter of approval from the Municipal Affairs and Community Engagement for funding in the amount of \$10,000.00 for the Parsons/Collis Building restoration under the Community Enhancement Employment Program (CEEP).
ECCC	Mayor Coombs tabled correspondence from Environment and Climate Change Canada advising of Transitional Authorizations giving communities extension until the end of 2030 or 2040 to complete upgrades to a wastewater treatment system.
CPAA	Mayor Coombs tabled a brochure from the Canadian Postmasters and Assistants Association requesting support for rural post offices.
Accounts Payable Dept.	Mayor Coombs tabled a request from Accounts Payable and Receivable Department, Town of Harbour Grace, for a motion from Council to give approval to pay vendors for recurring services. Referred to Finance.
DCHGCC Payables	Mayor Coombs tabled a request from DCHGCC Payables Department for motion from Council to give approval to pay vendors for recurring services. Referred to Finance.
MACE	Mayor Coombs tabled correspondence from Municipal Affairs and Community Engagement regarding the Special Assistance Grant program.
DTI	Mayor Coombs tabled correspondence from the Department of Transportation announcing the call for applications for the 2026-2027 funding programs. Referred to Public Works.
Municipal Election	Mayor Coombs advised motions were needed for the upcoming municipal election for Nomination Day to held on September 4, 2025 and the Advance Poll to be held on September 23, 2025. Referred to Public Works Committee.
MACE	Mayor Coombs tabled correspondence from Municipal Affairs and Community Engagement advising Election Kits are now available for the 2025 Municipal Election.
DTI	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure notifying of project approval 17-MCW-26-00021– Plate & Frame Heat Exchanger Re-Gasket – Fluid Cooler, Condenser, Chiller at the DCHGCC. Referred to Finance.
MACE	Mayor Coombs tabled correspondence from the Municipal Affairs and Community Engagement advising of the approval for the Capital Investment Plan Project # 107-2025-8552, for road upgrades for Gardener Place and Jordan's Lane. Referred to Public Works.
FFI	Mayor Coombs tabled correspondence from the Fisheries, Forestry and Agriculture notifying of the approval for application #160781 for a hiking trail in Riverhead, Harbour Grace.
Ridley Office	Mayor Coombs tabled correspondence from Heritage NL regarding an application made to demolish the 1838 Ridley Office Registered Heritage Structure property at Point of Beach. Mayor Coombs called for a motion of council to forward the information from Heritage NL to the owners of the property who originally made the request. Motioned that the Town Clerk/Manager forward all information received from Heritage NL to Mr. Chris Wakeham regarding his request to demolish the site.

MOTION #25 - 252**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

CORRESPONDENCE cont'd

Fisherman's Road	Mayor Coombs tabled a letter of complaint and petition from residents regarding the condition of Fisherman's Road and request for it to be repaired. Referred to Public Works.
MACE	Mayor Coombs tabled correspondence from the Department of Municipal Affairs and Community Engagement regarding the Municipal General Election 2025.
DTI	Mayor Coombs tabled correspondence from the Department of Transportation and Infrastructure regarding changes to the MI Master Construction Specifications.
<u>Building Applications</u>	Mayor Coombs tabled the following building applications;
A) 173 Harvey Street.	Building application for deck 16' x 15' to replace existing concrete pad. Deferred from Council meeting, July 15, 2025.
B) 321 Water Street	Building application for a 10' x 10' deck.
C) 246 Water Street	Building application for an 8' x 10' deck.
D) 126 Fisherman's Rd.	Building application for a 16' x 12' shed.
E) 7 Doolan's Lane	Building application for an 8' x 8' shed
F) 19 Mt. Pleasant Rd.	Building application for an 8' x 6' shed.
G) 4 Noad Street	Building Application for a 10' x 11' deck.
H) 400-402 Southside Rd	Building application for a 17' x 24.5 garage with 13' x 9.5' breezeway.
I) 15-21 Woodville Rd.	Building application for a 6' x 42' deck.
J) 5 Mt. Pleasant Rd.	Building application for a 50' x 12' deck.
K) 451 Southside Rd.	Building application for a 40' x 50' house. Referred to Housing/Zoning.
<u>Business Application</u>	Mayor Coombs tabled the following deferred business application from July 15, 2025.
A) 71 Lady Lake Road	Business application for a carpentry business primarily for home renovations. The 2-week discretionary use is completed and there was not any support or against this application received. Referred to Housing/Zoning.
Queens Road Update	Mayor Coombs tabled a recommendation regarding the directional flow of traffic on Queens Road as presented by the Municipal Enforcement Officer, Brady Sheehan. Referred to Public Works.
Beach Hill	Mayor Coombs tabled a report from the Municipal Enforcement Officer regarding the substantial amounts of debris in the Beach Hill dock yard area. Referred to Public Works.
Untidy Properties	Mayor Coombs tabled a report from the Municipal Enforcement Officer highlighting untidy properties within the Town. Referred to Housing/Zoning.
326-328 Harvey Street	Mayor Coombs tabled a recommendation on the property located at 326 Harvey Street as presented by the Municipal Enforcement Officer, Brady Sheehan. Referred to Housing/Zoning.

CAPITAL & PUBLIC WORKS COMMITTEE

Queen's Road	Deputy Mayor Skinner advised that the Municipal Enforcement Officer has recommended to implement the proposed pilot project to change the directional flow of traffic on Queen's Road from east to west from Noad Street to Cabot Street, to west to east from Cabot Street to Noad Street for the duration of one month. Upon completion of the project, an investigation into the findings will be submitted to Council to determine if a final change will be beneficial. Motioned to implement the pilot project to change of the directional flow of traffic for Queen's Road from east to west from Noad Street to Cabot Street to west to east from Cabot Street to Noad Street for one month as recommended by the Municipal Enforcement Officer.
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MOTION #25 – 253**DM SKINNER/CLR. CHAFE****MOTION CARRIED UNANIMOUSLY**

Mayor Coombs noted that the residents of Queen's Road will be notified, and signs will be erected showing the directional flow of traffic and further explained the reasons for the pilot project.

CAPITAL & PUBLIC WORKS COMMITTEE cont'd

Cole's Lane	Deputy Mayor Skinner reported that the street sign for Cole's Lane has been installed, and the Town Manager has been in contact with the resident regarding the request for the installation of a streetlight.						
Joe Shanahan	Deputy Mayor Skinner advised that there is a discrepancy between Mr. Shanahan's survey and another survey that the Town possesses. Deputy Mayor Skinner suggested to meet with Mr. Shanahan to compare both surveys to verify which is correct. Motioned to write to Mr. Joe Shanahan to request a meeting with him and the Public Works committee to discuss the irregularities in both surveys. MOTION #25 – 254 DM SKINNER/CLR. CHAFE MOTION CARRIED UNANIMOUSLY						
Rural Post Office	Motioned that the Town Council offers a letter of support for rural post office and the post office in Harbour Grace. MOTION #25 – 255 DM SKINNER/CLR. STONE MOTION CARRIED UNANIMOUSLY						
DTI	Deputy Mayor Skinner advised that the application for funding for phase one for the Southside Road Water & Sewer Capital Works Project is still ongoing for approval from government.						
Gardener Place	Motioned to accept the bid from Concord Paving of \$13,500.00 to pave the first section of Gardener Place starting at the entry of Gardener Place from Bannerman Lake Road to the turn. Concord Paving was the lowest of three bids as follows: <table> <tr> <td>Concord Paving</td><td>\$13,500.00</td></tr> <tr> <td>Island Paving</td><td>\$18,000.00</td></tr> <tr> <td>A-Plus Paving</td><td>\$18,000.00</td></tr> </table> MOTION #25 – 256 DM SKINNER/CLR. ROGERS MOTION CARRIED UNANIMOUSLY	Concord Paving	\$13,500.00	Island Paving	\$18,000.00	A-Plus Paving	\$18,000.00
Concord Paving	\$13,500.00						
Island Paving	\$18,000.00						
A-Plus Paving	\$18,000.00						
Jordan's Lane	Motioned to accept the bid from Concord Paving of \$14,500.00 to pave the top section of Jordan's Lane. Concord Paving was the lowest of three bids as follows: <table> <tr> <td>Concord Paving</td><td>\$14,500.00</td></tr> <tr> <td>Island Paving</td><td>\$19,000.00</td></tr> <tr> <td>A-Plus Paving</td><td>\$18,000.00</td></tr> </table> MOTION #25 – 257 DM SKINNER/CLR. ROGERS MOTION CARRIED UNANIMOUSLY	Concord Paving	\$14,500.00	Island Paving	\$19,000.00	A-Plus Paving	\$18,000.00
Concord Paving	\$14,500.00						
Island Paving	\$19,000.00						
A-Plus Paving	\$18,000.00						
Water Pump	Motioned to approve the purchase of a new water pump to service Alberta Drive/Kildare Road region at an estimated cost of \$4000.00 plus HST. MOTION #25 – 258 DM SKINNER/CLR. STONE MOTION CARRIED UNANIMOUSLY						
Nomination Day	Motioned to have Nomination Day for the October 2 nd Municipal Election in the Town of Harbour Grace be held on September 4 th , 2025, from 8:00 am to 8:00 pm. in the Town Council Chambers. MOTION #25 – 259 DM SKINNER/CLR. CHAFE MOTION CARRIED UNANIMOUSLY						
Advanced Poll	Motioned to have the Advanced Poll for the October 2, 2025, Municipal Election in the Town of Harbour Grace be held on September 23, 2025, 8:00 am to 8:00 pm at St. Paul's Hall. MOTION #25 – 260 DM SKINNER/CLR. STONE MOTION CARRIED UNANIMOUSLY						
Fisherman's Road	Deputy Mayor Skinner thanked the residents of Fisherman's Road for the letter and petition and advised that Council will do what it can to improve this road by filling potholes and patching for this year. Fisherman's Road is in the Town's long-term plan as a Capital Works Project to have the road upgraded properly.						

FINANCE COMMITTEE

Expropriation Request	Motioned that Council follows the written direction from Moores and Collins Law Office dated August 4, 2025, to complete the Expropriation Request Form regarding Kearney Park area, and to forward the document to Municipal Affairs and Community Engagement Department so that the Town of Harbour Grace can acquire the land for park development. MOTION #25 - 261 CLR. STONE/DM SKINNER MOTION CARRIED
Fire Evacuee Donation	Motioned that the Town Manager be empowered to spend up to \$500.00 total to assist with the needs identified by officials for fire evacuee day-to-day needs. MOTION #25 - 262 CLR. STONE/CLR. ROGERS MOTION CARRIED UNANIMOUSLY
Accounts Payable Dept.	Motioned for Council to approve the electronic fund transfers and cheques as per the July 22, 2025, list in the amounts of \$32,768.79 and \$77,159.43 respectively. MOTION #25 - 263 CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY Motioned for Council to approve the payment of the monthly recurring services for the Town of Harbour Grace and DCHGCC as per the August 1, 2025, recurring bills list. MOTION #25 - 264 CLR. STONE/CLR. ROGERS MOTION CARRIED UNANIMOUSLY Motioned for Council to approve the electronic fund transfers and cheques for payable invoices as per the list of August 6, 2025, in the amounts of \$55,412.50 and \$20,271.71, respectively. MOTION #25 - 265 CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY Motioned for Council to approve account payable cheque for \$9,888.35, as per the email of August 18, 2025. MOTION #25 - 266 CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY Motioned for Council to approve the electronic fund transfer for \$37,074.23, as per the email of August 18, 2025. MOTION #25 - 267 CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY Motioned for Council to ratify the approval of the Accounts Payable Journal of July 30, 2025, for the DCHGCC in the amount of \$30,769.31. MOTION #25 - 268 CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY
H.R. Policy	Motioned for Council to approve the continuance of Health and Pensions for employees who are on long-term health leave conditional to: a) The employees' paying their monthly 50% contribution and b) to a maximum time of six (6) months for this benefit beginning from the date the sick leave began. MOTION #25 - 269 CLR. STONE/DM SKINNER MOTION CARRIED UNANIMOUSLY
Bristol's Hope	Motioned for the Harbour Grace Volunteer Fire Brigade to provide fire protection services for an annual fee of \$102.90 beginning in 2026 to the following area of Bristol's Hope. MOTION #25 - 270 CLR. STONE/CLR. CHAFE MOTION CARRIED UNANIMOUSLY Councillor Stone noted that the figure is based on the budget amount that was allowed for fire protection in Harbour Grace for 2025, divided by the number of households and this formula was also used to calculate the fee for Bristol's Hope. Councillor Chafe pointed out that this is now a part of the budgeting process as required by government. Mayor Coombs advised that the annual fee plus an administration fee of \$7.50 will be collected by the Eastern Regional Service Board.

FINANCE COMMITTEE cont'd

Cape Alliance	Councillor Stone advised that the Chamber of Alliance Chamber of Commerce would be deferred again due to lack of information, and a decision will be made by the next Council meeting to take part in this group.
New Horizons	Councillor Stone advised that the New Horizons for Seniors Program 2025/2026 application has been passed on to the Economic Development Officer.
DTI	Councillor Stone announced that the Department of Transportation and Infrastructure has approved project # 17-MCW-26-00021 (Plate and Frame Heat Exchanger/Gasket-Fluid Cooler, Condenser, Chiller) in the amount of \$57,383.00 to replace the cooler condensers at the DCHGCC. He added that Council will now be able to bank the budget amount of \$26,133.75 to use for future use for the arena.
FFI	Councillor Stone announced that the Fisheries, Forestry and Agriculture has approved application #16071 for a hiking trail starting at the DGHGCC, down Bannerman Lake River, to the park area which will be a great addition to the Town's trails.
MACE	Councillor Stone reported that all four recommendations presented by Ms. Dawn Chaplain, the regional manager under Municipal Affairs, have been addressed by Town staff.
DGHGCC Report	Councillor Stone presented the finance report for the DCHGCC dated July 11- Aug 14, 2025, stating that there was \$52,132.05 in expenditures, an income of \$19,150.00 which amounted to a deficit of \$32,982.62.
Strategic Plan GIC	Councillor Stone reported that the Strategic Plan GIC account presently has a balance of \$94,162.44.

BUSINESS/ECONOMIC DEVELOPMENT COMMITTEE

	Councillor Rogers reported that the JCP program finishes up on August 29, 2025, noting that the workers did an excellent job on tasks that were assigned. He continued with his report highlighting that the Business of the Week will be starting for the fall, free Zumba classes will take place in September due to the receipt of another \$600.00 grant, and nominations are now open for the Miracle Grow Best Garden Competition. Councillor Rogers informed a meeting was held with Mills and Wright and Point Contracting on August 15, and construction for the heritage walk will be starting soon. He noted that funding of \$10,000.00 was received for the A.L. Collis building, \$14,500.00 from the Department of Immigration, Population, Growth and Skills for the Immigration Marketing Project, and \$17,000.00 from the provincial government for the Active NL grant where \$7,000.00 was used for soccer nets, \$9,000.00 for the softball field, and \$600.00 for free Zumba classes at the arena.
10-Year Strategic Plan	The Economic Development Officer presented his report outlining the progress within the last three years on the strategic plan. Motioned that Council adopts the Town of Harbour Grace "Let Yourself in" Strategic Plan 2025 revisions as presented by the Town's Economic Development Officer, Matthew McCarthy at tonight's meeting, dated August 18, 2025.

MOTION #25 - 271**CLR. STONE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY****EXECUTIVE COMMITTEE OF COUNCIL**

No Report.

HOUSING/ENVIRONMENT/SANITATION COMMITTEE

Shawn Strowbridge	Motioned that the Town Clerk/Manager contact Mr. Shawn Strowbridge to set up a meeting with the Housing/Zoning Committee prior to the next scheduled Council Meeting to discuss his proposal to build tiny homes in an area of Harbour Grace.
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MOTION #25 - 272**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

66A Alberta Drive	Councillor Chafe explained that Mr. David Pike's property, 66A Alberta Drive, is not accessible from Alberta Drive and Council had previously approved access to his property over Town property. However, there have been issues brought forward and an ATIPP request for the Town to do research dating back to the 1970's to acquire further information has been
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HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

issued. He added this would be a huge amount of work for the Town Clerk/Manager and office staff prior to the 2025 Municipal Election.

Motioned to forward the Town Planner's recommendations to ATIPP and ask for an extension based on the fact of the upcoming 2025 Municipal Election.

MOTION #25 - 273

CLR. CHAFE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

173 Harvey Street

Building application submitted by Grant Ivey to construct a 16' x 15 deck to replace existing concrete pad at 173 Harvey Street. Deferred from previous council meeting on July 15, 2025.

Motioned for the Town Manager to contact the owner of 173 Harvey Street to schedule a meeting to discuss his application with the Housing and Zoning Committee, the Municipal Enforcement Officer, and the Town Clerk/Manager.

MOTION #25 - 274

CLR. CHAFE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

321 Water Street

Motioned to approve the building application submitted by Randy Sheppard for a 10' x 10' deck to replace existing deck at 321 Water Street subject to the following stipulation.

1. All Town Development Standards.

MOTION #25 - 275

CLR. CHAFE/CLR ROGERS

MOTION CARRIED UNANIMOUSLY

246 Water Street

Motioned to approve the building application submitted by David Humber for an 8' x 10' deck to replace existing deck at 246 Water Street subject to the following stipulation:

1. All Town Development Standards.

MOTION #25 - 276

CLR. CHAFE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

126 Fisherman's Road

Motioned to approve the building application as submitted by Bill Ryan for a 16' x 12' shed at 126 Fisherman's Road subject to the following stipulation.

1. All Town Development Standards.

MOTION #25 - 277

CLR. CHAFE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

7 Doolan's Lane

Motioned to defer the building application as submitted by Wendell Snow for an 8' x 8' shed until the next meeting of council.

MOTION #25 - 278

CLR. CHAFE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

Motioned for the Town Clerk/Manager to contact the property owner of 7 Doolan's Lane to schedule a meeting with the Housing/Zoning Committee, Municipal Enforcement Officer, and the Town Clerk Manager to discuss possibilities regarding application.

MOTION #25 - 279

CLR. CHAFE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

19 Mt. Pleasant Road

Motioned to deny the building application for an 8' x 6' shed at 19 Mount Pleasant Road as it does not conform with the Town Development Plan.

MOTION #25 - 280

CLR. CHAFE/DM SKINNER

MOTION CARRIED UNANIMOUSLY

4 Noad Street

Motioned to approve the building application submitted by Chris Duncan to build a 10' x 11' deck to replace the existing deck at 4 Noad Street subject to the following stipulations.

1. All Town Development Standards.

MOTION #25 - 281

CLR. BARNES/CLR. ROGERS

MOTION CARRIED UNANIMOUSLY

15-21 Woodville Road

Motioned to defer the building as application submitted by Dave Earle for a 42' X 6' deck at 15-21 Woodville Road until the next meeting of council as per the Municipal Enforcement Officer's recommendation.

MOTION #25 - 282

CLR. CHAFE/CLR. STONE

MOTION CARRIED UNANIMOUSLY

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

- 5 Mount Pleasant Road Motioned to approve the building application submitted by Joseph Gavin to build a 50' x 12' deck to replace existing deck at 5 Mount Pleasant Road subject to the following stipulation.
1. All Town Development Standards
MOTION #25 - 283 **CLR. CHAFE/CLR. STONE**
MOTION CARRIED UNANIMOUSLY
- 451 Southside Road Motioned to defer the building application as submitted by Ray Bastarache to build a 40' x 50' house at 451 Southside Road until the next meeting of council as there are some boundary inconsistencies with the property.
MOTION #25 - 284 **CLR. CHAFE/CLR. STONE**
MOTION CARRIED UNANIMOUSLY
- 71 Lady Lake Road Motioned to approve the business application as submitted by Micheal Shane Carter to operate a home renovation business located at 71 Lady Lake Road. The discretionary notice has been completed and there was no support or against this application.
MOTION #25 - 285 **CLR. CHAFE/CLR. ROGERS**
MOTION CARRIED UNANIMOUSLY
- Untidy Properties
1-5 Harvey Street Councillor Chafe gave the updates on the following properties as per the MEO report. There has been light progress made to the building itself and the roadway to the rear of the building is now unobstructed.
Motioned for the Town Clerk/Manager to write the owner of 1-5 Harvey Street asking what his plans are for the development of that property before winter arrives and into the spring of 2026.
MOTION #25 - 286 **CLR. CHAFE/CLR. ROGERS**
MOTION CARRIED UNANIMOUSLY
- 10 Martin's Lane Councillor Chafe advised the file for 10 Martin's Lane to be closed as all work has been completed for that property, and no further action is required.
- 36 Bannerman Lake Rd. Councillor Chafe advised that some work has been done but the property still has an abundance of vehicle wrecks on it.
Motioned that the Town Clerk/Manager write the owner of 36 Bannerman Lake Road requesting for him to better organize the vehicles on his property.
MOTION #25 - 287 **CLR. CHAFE/ DM SKINNER**
MOTION CARRIED UNANIMOUSLY
- 69 Harvey Street Motioned to give the Municipal Enforcement Officer authority to issue an order of cleanup to the owner of 69 Harvey Street as conferred by Section 285 of the Towns and Local Service District Act. The owner has the right to appeal within 14 days of receipt of the letter, and the cost of the appeal is at the owner's expense.
MOTION #25 - 288 **CLR. CHAFE/CLR. STONE**
MOTION CARRIED UNANIMOUSLY
- 69-71 Lady Lake Road Councillor Chafe advised that the file can be closed for 69-71 Lady Lake Road as all cleanup work has been completed and no further action is required.
- 274 Water Street Councillor Chafe advised that the registered letter that was sent to the owner was returned to sender.
Motioned that the Municipal Enforcement Officer, with supervision from the Town Clerk/Manager, tracks down the owner of 274 Water Street so the letter can be delivered to him.
MOTION #25 - 289 **CLR. CHAFE/CLR. STONE**
MOTION CARRIED UNANIMOUSLY
- 326-328 Harvey Street Councillor Chafe advised there has been no progress of cleanup done with the property at 326-328 Harvey Street.
Motioned to give the Municipal Enforcement Officer the authority to issue an order of cleanup to the owner of 326-328 Harvey Street as conferred by Section 285 of the Towns and Local Services District Act. The owner has the right to appeal in 14 days of receipt of the letter, and the cost of the appeal is at the owner's expense.
MOTION #25 - 290 **CLR. CHAFE/CLR. ROGERS**
MOTION CARRIED UNANIMOUSLY

HOUSING/ENVIRONMENT/SANITATION COMMITTEE cont'd

353 Water Street

Councillor Chafe advised there has been no progress of cleanup done with the property at 353 Water Street.

Motioned to give the Municipal Enforcement Officer the authority to issue an order of cleanup to the owner of 353 Water Street as conferred by Section 285 of the Towns and Local Services District Act. The owner has the right to appeal in 14 days of receipt of the letter, and the cost of the appeal is at the owner's expense.

MOTION #25 – 291**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe reported that the land next to the Eastern Regional Service Board Waste Management facility that was littered with garbage has been cleaned up by the Public Works staff.

Motioned that the Town Clerk/Manager write to the owner of the property next to the Eastern Regional Service Board Waste Management facility to ensure that the cleanup of his property is satisfactory.

MOTION #25 – 292**CLR. CHAFE/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

ERSB

Councillor Chafe advised that the ERSB Waste Management facility's security cameras have been recently vandalized and are now repaired with more cameras added. These cameras were put in place to deter people from illegally dumping garbage outside the facility. If these people are identified, they can and will be charged for illegal dumping.

Permits

Councillor Chafe noted that there have been 500 building permits approved over the past four years and 25 -35 % are new homes, which indicates growth for the Town of Harbour Grace.

Councillor Chafe left the council chambers at 8:29 pm.

400-402 Southside Rd.

Motioned to approve the amendment of Permit 12341 to add a 17' x 24.5' garage and a 13' x 9.5' breezeway at 400-402 Southside Road as submitted by Nicola Rose.

MOTION #25 – 293**CLR. ROGERS/DM SKINNER****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe returned to the council chambers at 8:31 pm.

TOURISM/HERITAGE COMMITTEE

Councillor Chafe reported that the Harbour Grace Regatta was successful with approximately 20 crews registered with just the one crew from St. John's that won the triple crown. He added a productive meeting was held with MP Paul Connors regarding the 5-year plan for the Regatta and thanked the Town Council for its support as well.

PARKS & RECREATION DCHGCC COMMITTEE

No Report

Councillor Rogers reported the arena has been busy with hockey schools and figure skating camps and much anticipation for the start of hockey season for 2025-26.

FIRE DEPT. LIAISON

Councillor Chafe advised that the Harbour Grace Volunteer Fire Brigade is getting unnecessary calls for the usage of propane firepits and should be banned to coincide with the provincial fire ban.

Motioned that the use of exterior propane firepits be prohibited in the Town of Harbour Grace until the fire ban is lifted in the province.

MOTION #25 – 294**CLR. CHAFE/CLR. STONE****MOTION CARRIED UNANIMOUSLY**

Councillor Chafe thanked the Harbour Grace Fire Brigade and all the fire departments in the province that are fighting the forest fires that are currently burning in the province.

CIVIC EVENTS LIAISON

Councillor Rogers reported that the Civic Events Committee was remarkably busy this summer and involved with all festivals that took place.

EARHART 50+ CLUB LIAISON

Councillor Stone advised that the Earhart 50+ Club was taking break for August month, and the Happy Feet walks will continue to take place on Wednesdays. He added that the Splash Centre has volunteered the use of its facility if it is needed for evacuees of the Kingston Fire.

COMMUNITY NEWS LIAISON No Report
 JOINT COUNCIL LIASON No Report
 BRISTOL'S HOPE LIAISON No Report
 HGBCIB LIAISON No Report.
 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 - 295**CLR. CAFE/CLR. STONE/****MOTION CARRIED UNANIMOUSLY****EDO REPORT** Tabled

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

MOTION #25 - 296**CLR. STONE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY****PUBLIC WORKS REPORT** Tabled

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

MOTION #25 - 297**DM SKINNER/CLR.STONE****MOTION CARRIED UNANIMOUSLY****DCHGCC REPORT** Tabled

Motioned for Council to adopt the DCHGCC report as presented.

MOTION #25 - 298**CLR. ROGERS/ CLR. CHAFE****MOTION CARRIED UNANIMOUSLY****PARKS AND RECREATION****SUPERINTENDENT REPORT** No Report**MEO REPORT** Tabled

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

MOTION #25 - 299**CLR. CHAFE/CLR. ROGERS****MOTION CARRIED UNANIMOUSLY****COUNCILLORS SUGGESTIONS/CONCERNS**

Councillors took the opportunity to share some highlights of their experiences and council's accomplishments over the last four years of its term.

Mayor Coombs

Mayor Coombs spoke on how fortunate the Town of Harbour Grace was for having many volunteers in the community and he thanked the councillors and their families for giving their time to support the Town of Harbour Grace.

Next Regular Meeting of Council is scheduled for 7:00 pm on Monday, September 8, 2025.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 9:02 pm.

MOTION #25 - 300**DM SKINNER/ CLR. ROGERS****MOTION CARRIED UNANIMOUSLY**

Confirmed:

Don Coombs, Mayor
sb

Amy Dwyer, Town Clerk/Manager