TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall & via Zoom, November 17, 2025, at 7:00 pm.

Members Present	Mayor	Terry Barnes
	Deputy Mayor	Gary Baker
	Councillors	Christina Hearn via Zoom Sharon Reynolds Lee Rogers via Zoom Keith Skinner Gord Stone
Staff Present	Acting Town Clerk/Manager	Nancy Pike
	Economic Development Officer	Matthew McCarthy

Mayor Barnes called the meeting to order at 5:00pm.

Minutes: Regular Meeting November 3, 2025	Motioned to adopt the regular council meeting minutes of November 3, 2025, as presented: ***MOTION #25-381***	**DEPUTY MAYOR BAKER/CLR. SKINNER** **MOTION CARRIED UNANIMOUSLY**

BUSINESS ARISING FROM MINUTES

Appeals Review Commissioner	Mayor Barnes noted the Town must appoint an Appeals Review Commissioner by January 31, 2025.
MEO Application Approval	Referred to Housing Committee.
Request to purchase Town owned land	Referred to Housing Committee.

CORRESPONDENCE

Mayor Barnes tabled the following correspondence:

Applications for Building Permits	One application for building permits. Referred to Housing Committee.
NL Assoc. of Mun. Police & Enforcement Officers	Brochure and membership application from NL & L Association of Municipal Police & Enforcement Officers. Referred to MEO.
Resident	Request for streetlight. Referred to Public Works Committee.
Kiwanis 2026 Music Festival	Request for donation to the annual Kiwanis Music Festival. Referred to Finance Committee.
HBCIB	Request for a meeting with Council concerning the Parsons/Collis Building. Reply to be sent advising that Council will meet with the committee in the new year.
Curtis Dawe	Correspondence outlining services provided by Curtis Dawe Lawyers. Information only.
Mobile Food Truck	Request for roadside vendor permit. Deferred to Housing Committee report on December 15, 2025.
Conception Bay Museum	Reenactment of 95th Anniversary of Amelia Earhart's transatlantic flight. Referred to Business & Tourism Committee.
Local Business	Request for discount on water/sewer installation. Deferred to Finance Committee report on December 15, 2025.
Concerned Residents	Letters from residents expressing concern with fill being dumped on town land. Referred to Public Works.
Dept. of Transportation and Infrastructure	RFP notification for Southside water & sewer upgrading. Clr. Skinner noted that the RFP was sent out on November 14 and closes on December 5, 2025.

NEW BUSINESS

No new business.

COMMITTEE REPORTS

CAPITAL AND PUBLIC WORKS COMMITTEE

Fill on town owned land

Clr. Skinner spoke about the letters concerning the fill being dumped on town land on Southside Road. After some discussion it was decided to request a meeting with the Public Works Committee, Council, the MEO, and Mr. Bastarache in the coming weeks on a day when the MEO is scheduled to be in Harbour Grace. A temporary stop will be placed on work until the meeting can take place.

FINANCE COMMITTEE

Budget Adoption

Motioned to write to the Minister of Municipal Affairs and Community Engagement to request to extend the date to adopt the 2026 Budget to January 31, 2026.

MOTION #25-382 **CLR. STONE/CLR. SKINNER**
MOTION CARRIED
Clr. Hearn's vote was not recorded
****Connection temporarily lost***

THG PAYABLES

Motioned to approve the cheque and EFT payments in the amount of $31,434.11 for the Town of Harbour Grace as per the report submitted by staff for period ending November 14, 2025, as outlined in 5.2.1 in the agenda.

MOTION #25-383 **CLR. STONE/DEPUTY MAYOR BAKER**
MOTION CARRIED UNANIMOUSLY

DCHGCC PAYABLES

Motioned to approve the cheque and EFT payments in the amount of $7519.42 for the Danny Cleary Harbour Grace Community Centre as per the report submitted by staff for period ending November 14, 2025, as outlined in 5.2.2 in the agenda.

MOTION #25-384 **CLR. STONE/CLR. SKINNER**
MOTION CARRIED UNANIMOUSLY

Kiwanis Music Festival

Motioned to donate $50.00 to the Kiwanis Music Festival to become a patron of the festival.

MOTION #25-385 **CLR. STONE/DEPUTY MAYOR BAKER**
MOTION CARRIED UNANIMOUSLY

HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE

5 Davis Lane

Motioned to approve the building application submitted to construct a 20'x20' garage located at 5 Davis Lane as per the application submitted and subject to following stipulations:

1. All town development standards
2. All government permits and/or regulations
3. The town must verify the garage location prior to start of construction

MOTION #25-386 **CLR. HEARN/CLR. SKINNER**
MOTION CARRIED UNANIMOUSLY

BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE

Clr. Rogers spoke about the continuing Heritage District work, the Collis building roof, planning workshops held in town, and noted that the date for the business meeting and meeting with the residents of Riverhead will be set at the next council meeting.

PARKS & RECREATION, DCHGCC, AND S.W. MOORES PARK COMMITTEE

Airhorn at senior hockey games

Deputy Mayor Baker noted that data collection related to Town accessibility is ongoing. The Deputy Mayor spoke about the correspondence received concerning the use of the airhorn at the DCHGCC during senior hockey games and informed council that he has collected data from multiple sources including a recommendation from Workplace NL, resulting in his recommendation that Council no longer allow the use of airhorns inside the building.

Motioned that the Town prohibit the use of airhorns inside the Danny Cleary Harbour Grace Community Centre effective immediately.

MOTION #25-387 **DEPUTY MAYOR BAKER/CLR. STONE**
MOTION CARRIED UNANIMOUSLY

CIVIC EVENTS & BEAUTIFICATON COMMITTEES LIAISON

Clr. Rogers noted that the committees have been very busy, he thanked everyone who helped with the bonfire. Clr. Rogers highlighted several upcoming events, noting that details are available on the Town's website.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker attended the annual Firefighters' banquet and brought greetings on behalf of the town. The Deputy Mayor also advised that the Fire Brigade presented council with a proposal for a brush truck and the need to replace the 26-year-old pumper truck currently being used.

Motioned to complete the necessary paperwork to start the process of replacing the HGVFB's aging pumper truck.

MOTION #25-388 **DEPUTY MAYOR BAKER/CLR. REYNOLDS**
MOTION CARRIED UNANIMOUSLY

JOINT COUNCILS LIAISON

Deputy Mayor Baker advised that Harbour Grace hosted the most recent Joint Councils meeting, representatives from eight councils attended. Election of officers was held and Clr. Hearn is the new secretary. Many topics to improve services in the region were discussed, including supporting the RCMP to obtain more resources

HARBOUR GRACE BOARD OF CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn advised that there was no meeting since her last report.

EARHARTS 50+ COMMITTEE

Clr. Stone noted that the committee's regular events are continuing and that information on the seniors' dinner will be available on the Town's site.

BRISTOLS HOPE LIAISON

No report

***Clr. Rogers was disconnected from the meeting at 5:31pm due to internet issues.*

COMMUNITY NEWS

Clr. Stone thanked the outside staff for their help preparing and cleaning up the bonfire. Clr. Skinner also spoke about the trial change of traffic flow on Queen's Road.

Motioned to return the flow of traffic on Queen's Road to its original two-way flow.

MOTION #25-389 **CLR. SKINNER/DEPUTY MAYOR BAKER**
MOTION CARRIED UNANIMOUSLY

Parks & Rec

Motioned to change the Parks & Recreation Supervisor's title to Parks & Recreation and Maintenance Supervisor.

MOTION #25- **CLR. SKINNER/DEPUTY MAYOR BAKER**

It was decided that more information was required before making this change. Motion was withdrawn by Clr. Skinner and withdrawl of the motion was seconded by Deputy Mayor Baker.

MOTION WITHDRAWN

Town Manager's Report

Tabled

Motioned to adopt the Acting Town Clerk/Manager's report as presented.

MOTION #25-390 **CLR. SKINNER/CLR. STONE**
MOTION CARRIED UNANIMOUSLY

EDO Report

Tabled

Motioned to adopt the Economic Development Officer's report as presented.

MOTION #25-391 **DEPUTY MAYOR BAKER/CLR. REYNOLDS**
MOTION CARRIED UNANIMOUSLY

PW Superintendent Report	Tabled Motioned to adopt the Public Works Supervisor's report as presented. ***MOTION #25-392***	**CLR. SKINNER/CLR. STONE** **MOTION CARRIED** ***Clr. Hearn's vote was not recorded*** ****Connection temporarily lost***
DCHGCC Manager Report	No report	
MEO Report	No report	
Parks & Rec Report	No report	

COUNCILLORS SUGGESTIONS AND CONCERNS

Birthday — Mayor Barnes noted that Mrs. Hazel Yetman would celebrate her 105th birthday this week.

Next regular meeting of council is scheduled for December 15, 2025, at 7:00 pm.

ADJOURNMENT — Motioned to adjourn the regular meeting of Council at 8:16 pm.
MOTION #25 – 393 — **DEPUTY MAYOR BAKER/CLR. STONE**
MOTION CARRIED UNANIMOUSLY

Confirmed:

Terry Barnes, Mayor

Nancy Pike, Acting Town Clerk/Manager

NP