

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall and via Zoom,
December 15, 2025, at 7:00 p.m.

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 7:00 p.m.

Minutes of the Regular Meeting for November 17, 2025

Motioned to adopt the regular council meeting minutes of November 17, 2025, as presented.

MOTION #25-394

DEPUTY MAYOR BAKER/CLR. SKINNER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS

Mr. David Murphy

Mayor Barnes and Deputy Mayor Baker presented Mr. David Murphy with the Mayor and Councillors' Award of Recognition to commemorate 50 years of volunteering with the Harbour Grace Volunteer Fire Brigade's Annual Santa Claus Parade.

Councillor. Stone

Mayor Barnes and Deputy Mayor Baker presented Councillor Stone with a long service award marking 12 years of municipal service to the Town of Harbour Grace.

CORRESPONDENCE

Mayor Barnes tabled the following correspondence:

Applications for Building Permits

Two applications for building permits: Lady Lake Road (house) and 680 Harvey Street (28' x 48' house and garage). Referred to Housing Committee.

211 Help Line

Request to proclaim February 22, 2026, as National 211 day. Referred to Clr. Hearn.

Resident

Follow-up to previous correspondence concerning illegal dumping and littering.

Resident

Request for support concerning noise and nuisance complaints.

Resident

Request to purchase town owned land.

Dept. of Justice and Safety

Response to financial assistance request dated March 12, 2025. Send response along with original request to the HGVFB Fire Chief.

Resident

Concerns regarding the Harbour Walk development on Holbrook Street.

NEW BUSINESS

No new business.

COMMITTEE REPORTS

CAPITAL AND PUBLIC WORKS COMMITTEE

No report

FINANCE COMMITTEE

Signing Authorities

Motioned to appoint Mayor Terry Barnes, Deputy Mayor Gary Baker, and Acting Town Clerk/Manager as signing authorities for the Town of Harbour Grace. Another motion will be made to add the CAO once the position has been filled.

MOTION #25-395

CLR. REYNOLDS/CLR. STONE

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

Statue Restoration	Motioned to approve the payment of \$29,095.00 to The Newfoundland Bronze Foundry; the payment is for the Town's deductible of \$2,500.00 and the HST amount of \$26,595.00. MOTION #25-396 CLR. REYNOLDS/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY
THG PAYABLES	Motioned to approve the cheque and EFT payments in the amount of \$44,525.57 for the Town of Harbour Grace as per the report submitted by staff for period ending December 10, 2025, and as outlined in 5.2.1 in the agenda. MOTION #25-397 CLR. STONE/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY
DCHGCC PAYABLES	Motioned to approve the cheque and EFT payments in the amount of \$15,070.13 for the Danny Cleary Harbour Grace Community Centre as per the report submitted by staff for period ending December 10, 2025, and as outlined in 5.2.2 in the agenda. MOTION #25-398 CLR. STONE/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY
RCMP Wish Tree	Motioned accept the payment made to donate \$50.00 to the RCMP Wish Tree. MOTION #25-399 CLR. STONE/CLR. HEARN In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY
TC Square Toy Tree	Motioned accept the payment made to donate \$50.00 to the TC Square Toy Tree. MOTION #25-400 CLR. STONE/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY
HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE	
Building Applications	Clr. Hearn advised that the applications for building permits for Lady Lake Road and 680 Harvey Street will be deferred until the next meeting to obtain more information.
211 Help Line	Motioned to proclaim February 22, 2026, as National 211 Day in the Town of Harbour Grace. MOTION #25-401 CLR. STONE/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone MOTION CARRIED UNANIMOUSLY Clr. Hearn advised that the concern about illegal dumping and littering has been passed along to the MEO, along with the noise and nuisance complaint, to see what is in the Town's jurisdiction. Clr. Hearn advised that town owned land cannot be sold directly to an individual and must be sold in a public auction. Clr. Hearn requested to have replies sent to residents.
BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE	
	Clr. Rogers presented the committee's report to council highlighting the heritage district project, working with Ducks Unlimited on a tree replanting proposal, Canada Student Summer Jobs, the Collis Parsons Building, and upcoming holiday events.
PARKS & RECREATION, DCHGCC, AND S.W. MOORES PARK COMMITTEE	
	Deputy Mayor Baker commented on the parks that have been decorated for Christmas and encouraged residents to get out and enjoy them. Deputy Mayor Baker also advised that DCHGCC union negotiations are ongoing. Motioned that council appoint Michelle Pike to the position of Facility Manager of the Danny Cleary Harbour Grace Community Centre effective December 15, 2025.

MOTION #25-402

DEPUTY MAYOR BAKER/CLR. STONE

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON

Clr. Rogers highlighted some of the many activities hosted by the Civic Events Committee and the decorations at the Spirit of Harbour Grace Park done by the Beautification Committee. Clr. Rogers thanked all members for their hard work.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker clarified his comments from the previous meeting concerning the acquisition of equipment for the Fire Department, noting that a motion was required to begin the application process, which can take several years.

JOINT COUNCILS LIAISON

Clr. Hearn gave council a report from the recent meeting on December 10, 2025, highlighting the addition of a mobile mental health response unit. She advised that they are working on staffing and that it will be based out of Carbonear, but it will not be a mobile unit as the name suggests. She also advised that a letter will be sent to the Department of Justice and Safety to follow up on the campaign promise of adding 25 new members to the RCMP, with 5 of those new hires coming to the Trinity-Conception Region.

Olivia Bradbury

Clr. Hearn advised that due to the end of funding, Olivia Bradbury will be finished her position with The Shoreline. She further noted the value that Ms. Bradbury has brought to the community.

Motioned to write a letter to the editor of The Shoreline News advocating for Olivia Bradbury should there be an opportunity to return to work in the area.

MOTION #25-403

CLR. HEARN/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

HARBOUR GRACE BOARD OF CULTURE, INNOVATION, AND BUSINESS LIAISON

No new updates.

EARHARTS 50+ COMMITTEE

On behalf of the committee, Clr. Stone thanked everyone who attended the Christmas party hosted by the Earhart's 50+ Committee, including Father Julius, Reverend James, Tim, and all who donated to the event.

BRISTOLS HOPE LIAISON

No report

COMMUNITY NEWS

Clr. Skinner thanked all of the Town's volunteers for everything that they do.

Return of Earhart
Statue

Motioned to write a letter to Minister Conway Ottenheimer to request a meeting to clarify some misunderstandings concerning the Town's position regarding recent events in the media.

MOTION #25-404

CLR. HEARN/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

Clr. Hearn clarified that the Town is not in possession of the reward money and that the RCMP investigation is ongoing. Correspondence has been sent to the three groups who pledged funds for the reward, and an update for residents will be provided once replies have been received.

Tax Relief

Motioned to deny the request for tax relief for 450A Harvey Street as per Council's policy.

MOTION #25-405

CLR. HEARN/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

Tax Relief

Motioned to deny the request for tax relief for water and sewer installation for Garland Street as per Council's policy that homeowners are responsible for costs associated with connecting to Town services.

MOTION #25-406

CLR. HEARN/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

Holbrook Street

Deputy Mayor Baker tabled correspondence from a resident concerning accessibility to their property on Holbrook Street.

REPORTS

Town Manager's Report

Tabled

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

MOTION #25-407

CLR. STONE/CLR. HEARN

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED UNANIMOUSLY

EDO Report

Tabled

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

***Clr. Rogers was disconnected from the meeting at 7:43 p.m.*

MOTION #25-408

DEPUTY MAYOR BAKER/CLR. REYNOLDS

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Skinner, and Clr. Stone

***Clr. Rogers unable to vote due to loss of connection.*

MOTION CARRIED UNANIMOUSLY

Clr. Stone asked the EDO to speak about the recent workshop about energy usage in the Town and the potential to access funding toward net zero buildings and upgrades. Mr. McCarthy noted that the audit was done at no cost to the Town.

PW Superintendent Report

Tabled

***Clr. Rogers' connection was restored at 7:44 p.m.*

Motioned to adopt the Public Works Supervisor's report as presented.

MOTION #25-409

CLR. HEARN/CLR. SKINNER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED

DCHGCC Manager Report

Tabled.

Motioned to adopt the Public Works Supervisor's report as presented.

MOTION #25-410

CLR. SKINNER/CLR. HEARN

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED

MEO Report

Tabled

Motioned to adopt the Public Works Supervisor's report as presented.

MOTION #25-411

CLR. HEARN/CLR. STONE

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED

Parks & Rec Report

No report

Bannerman River Bridge

Motioned to write to the Minister of Forestry, Agriculture, and Lands concerning repairs to the Bannerman River bridge attaching the letter with details of the previous commitment from the Department.

MOTION #25-412

CLR. SKINNER/CLR. STONE

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED

COUNCILLORS SUGGESTIONS AND CONCERNS

Sea Cans Clr. Hearn spoke about the usage of sea cans in the town. The Town does not currently have regulations. Council will work with the MEO to put regulations and/or bylaws in place.

Repair Permits Motioned to have the MEO check all permits issued for repairs to ensure that only the intended repairs are being completed.

MOTION #25-413

CLR. SKINNER/CLR. HEARN

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

MOTION CARRIED

Urban Planning Act Clr. Stone said it was brought to his attention that a clause (possibly 263) of the Urban Planning Act allows for land to be used as a building lot even if it does not meet the current criteria. Refer to the Town's planner.

Emergency Contact List Clr. Reynolds requested to know if there is an emergency contact list on the Town's website. Previously it was the Town Manager however, until the position has been filled Council must come up with a short-term plan. It was discussed to have contact numbers for Council on the website for residents.

Clr. Skinner reminded residents about the dangers of driving while impaired.

Mayor Barnes, Deputy Mayor Baker, and councillors extended holiday greetings to residents, Council, and staff.

Snow Clearing Clr. Skinner advised residents one of the Town's loaders used for snow clearing is in for repairs. He asked residents to be patient, advising that all roads will be cleared, but this task may take extra time.

Next regular meeting of council is scheduled for January 12, 2026, at 7:00 p.m.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 8:00 p.m.

MOTION #25-414

CLR. SKINNER/CLR. HEARN

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

Opposed:

MOTION CARRIED UNANIMOUSLY

Confirmed:

Terry Barnes, Mayor

Nancy Pike, Acting Town Clerk/Manager

NP