

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall and via Zoom,
January 26, 2026, at 7:00 p.m.

Members Present	Mayor Deputy Mayor Councillors	Terry Barnes Gary Baker Christina Hearn Sharon Reynolds Lee Rogers (via Zoom) Keith Skinner Gord Stone
Staff Present	Acting Town Clerk/Manager Economic Development Officer (EDO) Mayor Barnes called the meeting to order at 7:01 p.m.	Nancy Pike Matthew McCarthy
Minutes of the Regular Meeting for December 15, 2025	Motioned to adopt the regular council meeting minutes of December 15, 2025, as presented. MOTION #26-001 CLR. SKINNER/CLR. STONE In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone Opposed: MOTION CARRIED UNANIMOUSLY	
Minutes of Special Meeting for December 17, 2025	Motioned to adopt the special council meeting minutes of December 17, 2025, as presented. MOTION #26-002 DEPUTY MAYOR BAKER/CLR. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone Opposed: MOTION CARRIED UNANIMOUSLY	
Minutes of Special Meeting for January 16, 2026	Motioned to adopt the special council meeting minutes of January 16, 2026, as presented. MOTION #26-003 CLR. HEARN/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone Opposed: MOTION CARRIED UNANIMOUSLY	
NEW BUSINESS LW Consulting	Dan Noseworthy, of LW Consulting, joined the meeting to discuss the hiring process for the new Chief Administrative Officer (CAO). Mayor Barnes and Clr. Hearn declared themselves in conflict. Mr. Dan Noseworthy of LW Consulting stated that he would only speak on the procedure of the hiring, and not on specific candidates. (Mayor Barnes and Clr. Hearn remained in chambers.) Mr. Noseworthy detailed the process used and noted that Council had no part of reviewing resumes or setting up the interviews, and that during interviews, two Councillors were observers only and did not take part. <i>7:19 p.m. Mayor Barnes and Clr. Hearn declared themselves in conflict and left chambers. Following the Mayor's departure, Deputy Mayor Baker assumed the chair.</i> Motioned that Council accepts the recommendation of LW Consulting and approve the hiring of Patrick Hearn as the Chief Administrative Officer (CAO) for the Town of Harbour Grace, effective January 27, 2026, under the terms and conditions set out in the employment contract approved by Council. MOTION #26-004 DEPUTY MAYOR BAKER/CLR. STONE In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone Opposed: MOTION CARRIED UNANIMOUSLY	

7:20 p.m. Mayor Barnes and Clr. Hearn returned to chambers, and Mayor Barnes resumed the chair

2026 Budget

Clr. Stone thanked everyone involved in the budget process and also the Town's many volunteers. Clr. Stone presented the 2026 budget, highlighting the decrease to residential property tax from 7.75 mils to 7.5 mils, a reduction in Councillors remuneration, and an increase in remuneration to the Town's emergency dispatcher and the members of the Harbour Grace Volunteer Fire Brigade (HGVFB).

Motioned that Council adopts the 2026 Budget for the Town of Harbour Grace as presented.

MOTION #26-005

CLR. STONE/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace borrow three hundred and fifty thousand dollars (\$350,000.00) at the rate of prime plus one percent from CIBC for funds to be used as the Town's operating line of credit.

MOTION #26-006

CLR. REYNOLDS/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace borrow the sum of ten thousand dollars (\$10,000.00) from CIBC for funds to be used for the Town's VISA card.

MOTION #26-007

CLR. REYNOLDS/CLR. STONE

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned to approve the following increases in rental rates for the Danny Cleary Harbour Grace Community Centre effective May 1, 2026:

(a) All hourly rates lower than two hundred and forty dollars (\$240.00) shall be increased by ten dollars (\$10.00) plus HST.

(b) Ball hockey rental rate shall increase by ten dollars (\$10.00) plus HST.

(c) All hourly ice rentals and hourly ball hockey rentals shall increase by fifty dollars (\$50.00) per hour during all holidays where the DCHGCC union contract requires "overtime" be paid for the holiday.

(d) Beginning May 1, 2027, and on May 1, each year thereafter, all hourly rates shall increase by two percent (2%) plus HST.

Clr. Rogers asked for clarification on 2026 hockey schools and was advised they will not be affected by the increase. Mayor Barnes noted that the \$50.00 holiday rate is already in place at the Bay Arena (Bay Roberts).

MOTION #26-008

CLR. STONE/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

2026 Tax Structure

Clr. Stone presented the 2026 tax structure.



**TOWN OF HARBOUR GRACE
2026 TAX STRUCTURE**

The following taxes and rates were adopted at a meeting of Council held on January 26, 2026, into effect from January 1, 2026.

PROPERTY TAX

Residential Properties	7.50 mils	(\$350.00 Minimum)
Commercial Properties	8.00 mils	(\$400.00 Minimum)
Vacant Land	7.75 mils	(\$50.00 Minimum)

BUSINESS TAX**\$200.00 Minimum**

Banks, Financial Institutions	100 mils
Oil Companies	100 mils
Lawyers & Funeral Homes	22 mils
Manufacturing Firms	12 mils
Doctors & Dentists	0 mils
Hotels – Up to 49 Rooms	5 mils
Hotels – 50 + Rooms	2.5 mils
All Other Types of Business	10 mils
Utility & Cable Companies	2.5 % of Gross Revenue
Other Businesses – No Fixed Place of Business	1 % of Gross Revenue
Recreational Facilities	4 mils
Direct Sellers	\$250.00

WATER & SEWER

Residential	\$400.00
Water Only	\$260.00
Sewer Only	\$140.00
Vacant Land	\$50.00
Apartment Buildings	\$400.00 per unit
Commercial	\$400.00 <i>*Plus, applicable mil rate from list below</i>
Schools	7 mils
Banks & Financial Institutions	10 mils
Federal/Provincial Bldgs, Oil Companies, Manufacturing Firms, Medical & Dental Offices	10 mils
Marine Manufacturing & Cold Storage	12 mils
Garages, Gas Bars, Motels/Hotels, Laundromats, Restaurants, Clubs, Take-outs, & Salons	8 mils
Commercial Properties using water	8 mils
Storage Facilities and Home Attached Businesses	4 mils
Fishing Companies on Harbour Authority Wharf	\$500.00 per user

SCHEDULE OF FEES

Residential Building Permit & Extensions	\$0.25 per Sq. Ft.
Accessory Buildings (Shed, Garages, Etc.)	\$0.25 per Sq. Ft. (\$50.00 Minimum)
Deck Permit	\$50.00
Residential Occupancy Permit	\$25.00
Residential General Repair & Maintenance Permit	\$25.00
Commercial Building Permit	\$0.25 per Sq. Ft.
Commercial Occupancy Permit	\$50.00
Commercial General Repair & Maintenance Permit	\$50.00
Fence (Repair/Installation) Permit	\$50.00
Utility Pole/Anchors Installation Permit	\$150.00
Roadside Vendor Permit	\$200.00 Annually
Quarry Permit	\$1500.00
Water/Sewer Installations	At Cost \$1000.00 Downpayment
Water Reconnection Fee (Due to Non-Payment of Taxes)	\$100.00
Car Wreck Removal	At Cost
Demolition Permit	\$100.00 (*\$75.00 Refundable)
Water On/Off Fees	\$25.00
Water On/Off Fees (After Hours Call Outs)	\$50.00
Tax Certificate	\$100.00
Compliance Letter	\$100.00
Correspondence Requests	\$20.00

NOTE: A 4% discount will be applied to all 2026 taxes if paid in full by March 31, 2026, provided all previous taxes have been paid.

DUE DATE for all 2026 taxes is June 30, 2026. Simple interest will be charged at the rate of 12% per annum on all past due taxes.

Nancy Pike, Acting Town Clerk/Manager

Motioned to adopt the 2026 tax structure as presented.

MOTION #26-009

CLR. STONE/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Savings Account

Motioned to set up a savings account with CIBC to deposit the 2025 budget dedicated funds.

MOTION #26-010

CLR. REYNOLDS/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Appeals Review
Commissioner

Motioned to appoint Mitchell Moran, MJM Property Consulting, as the appeals review commissioner for the Town of Harbour Grace for 2026.

MOTION #26-011

CLR. STONE/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

Update on Earhart
Statue

Clr. Hearn advised that the committee is moving ahead with plans for celebrations in May, noting that the Amelia Earhart Association in Northern Ireland have reached out and would like to take part. Clr. Hearn also went on to say that contact has been made with stakeholders concerning the reward money for the statue's recovery.

Motioned to have the Town of Harbour Grace Council send correspondence to Mrs. Elaine Traverse (who found the statue) providing her with an update on the status of the reward money.

MOTION #26-012

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Harbour Walk Project

Deputy Mayor Baker addressed a letter that was received from a resident with concerns about the Harbour Walk Project. He stated that the project has to proceed to the finish, but accommodations may be made and can be discussed with the concerned citizens.

CORRESPONDENCE

Applications for
Building Permits

Mayor Barnes tabled the following correspondence:

Two applications for building permits: Alec Moores Court (house/garage) and Sheppards Lane (shed). Referred to Housing Committee.

Splash Centre

Request to have a council liaison for the Splash Centre. Clr. Reynolds will be the Splash Centre liaison.

Eastern Regional
Service Board

Emergency fees agreement. Mayor Barnes advised that this is the agreement to collect fees from residents of Bristol's Hope for fire protection from the Town of Harbour Grace.

Transportation and
Infrastructure

Adoption of national codes.

Resident

Concerns about drainage issues on Lady Lake Road.

Resident

Dilapidated building located at 1-5 Harvey Street. Referred to MEO.

Municipal and
Community Affairs

Tourism accommodation tax.

TOWN OF HARBOUR GRACE

January 26, 2026

Environment and
Climate Change
Canada

Information concerning use of Aqueous Film-Forming Foam for firefighting. Refer to HGVFB Fire Chief.

Municipal and
Community Affairs

Correspondence approving 2026 budget extension.

Quest - Net-Zero
Communities
Accelerator Program

Summary - Energy Mapping & Community Energy and Emissions Plan Development Workshops report. Clr Stone gave an overview of recent workshops held in Harbour Grace and the possibility of help upgrading the public works depot.

Energy Mapping &
CEEP

Motioned that the Town of Harbour Grace accept the Energy Mapping & CEEP Development workshops report, produced by Econext as a part of Quest Canada's Net-Zero Communities Accelerator (NCA) program.

MOTION #26-013

CLR. STONE/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace submit the Energy Mapping & CEEP Development workshops report to the Partners for Climate Protection (PCP) for final approval of PCP Milestone 3.

MOTION #26-014

CLR. STONE/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

COMMITTEE REPORTS

CAPITAL AND PUBLIC WORKS COMMITTEE

Clr. Skinner advised that the committee would look at the ditching on Kanes Road to see what can be done.

8:10 p.m. Deputy Mayor Baker left chambers.

Clr. Skinner spoke about the request for street lighting on Kildare Road and advised that there are already two poles in the area.

FINANCE COMMITTEE

THG Payables

8:12 p.m. Deputy Mayor Baker returned to chambers.

Motioned to approve the cheque and EFT payments in the amount of \$98,351.03 for the Town of Harbour Grace as per the report submitted by staff for period ending December 31, 2025.

MOTION #26-015

CLR. REYNOLDS/CLR. STONE

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

Opposed:

MOTION CARRIED UNANIMOUSLY

DCHGCC Payables

Motioned to approve the cheque and EFT payments in the amount of \$7470.52 for the Danny Cleary Harbour Grace Community Centre (DCHGCC) as per the report submitted by staff for period ending December 31, 2025.

MOTION #26-016

CLR. REYNOLDS/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE

- Lady Lake Road Clr. Hearn deferred the application for Lady Lake Road to construct a 40' x 40' dwelling based on the MEO's report advising that he is waiting on additional information.
- 680 Harvey Street The building application for 680 Harvey Street has been withdrawn. As per the MEO's report, the applicant will submit a new application once all details are finalized.
- 25-27 Alec Moores Court The building application for 25-27 Alec Moores Court has been deferred. As per the MEO's report, the applicant has to provide distances from boundaries and place pegs in the proposed location. Application will be reviewed once additional information has been received.
- Removal Orders **Motioned to that Council give permission for the MEO to move forward on sending removal orders to the properties identified in his report.**
MOTION #26-017 **CLR. HEARN/CLR. SKINNER**
In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone
Opposed:
MOTION CARRIED UNANIMOUSLY

BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE

Clr. Rogers advised that the summer student grants are being applied for once again and the Eastern Region Wellness Grant yoga classes are ending this month. The EDO is working on the newsletter, and he hopes that the Town will receive an answer on the Special Assistance Grant for the DCHGCC.

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

Deputy Mayor Baker advised that the accessibility study will continue in the spring. DCHGCC union talks are ongoing. He also spoke about a malfunctioning alarm at the arena over the weekend and the need to replace the compressor.

Motioned that Council approves the purchase of the compressor unit for \$54,600.00 plus HST.

MOTION #26-018 **DEPUTY MAYOR BAKER/CLR. STONE**
In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace apply to the Department of Municipal and Community Affairs Special Assistance Grant program for 60/40 cost-shared funding to replace DCHGCC's damaged compressor.

MOTION #26-019 **CLR. STONE/DEPUTY MAYOR BAKER**
In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Reynolds, Clr. Rogers, Clr. Skinner, and Clr. Stone

Opposed:

MOTION CARRIED UNANIMOUSLY

CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON

Clr. Rogers noted that the committee is looking for new members, and he thanked Debra Wrice and Cheryl McCarthy for all they have done for the committee and town. Mayor Barnes thanked Clr. Rogers and his committee for the lighting display in the west end, at the Spirit of Harbour Grace Municipal Park.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker spoke about a recent meeting with the Fire Chief and the need for a meeting to discuss mutual aid and the emergency plan. Clr. Hearn highlighted a proposed emergency communication system for the town. Clr. Stone spoke about the possibility of electronic signs to provide information to residents. Deputy Mayor Baker noted concerns regarding HGVFB members being able to respond to emergency/fire calls.

Motioned that Council approves allowing a designated Town employee to take a Town-owned vehicle to their residence when required, for the sole purpose of travelling to the Firehall to respond to fire and emergency calls. This allowance will aid the brigade in maintaining response times and operational efficiency. Use of the vehicle will be limited to this purpose only.

MOTION #26-020

DEPUTY MAYOR BAKER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

JOINT COUNCILS LIAISON

Clr. Hearn advised that there is no report, as there has not been a meeting since December 15, 2025.

HARBOUR GRACE CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn advised that the committee is still looking for new members and have agreed to be part of the planning group for the return of Amelia.

Motioned that the Town of Harbour Grace enter into a memorandum of understanding to support the Parsons/Collis Repurposing Committee (part of HGCIB) as they embark on efforts to develop the facility for community use.

MOTION #26-021

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace write the Minister of Municipal and Community Affairs, Chris Tibbs to request an update on the statue of the municipality's expropriation request for lands around the Spirit of Harbour Grace Municipal Park.

MOTION #26-022

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

EARHARTS 50+ COMMITTEE

Clr. Stone stated that there has not been much activity since Christmas but the open house on Tuesdays and Thursdays has resumed since the break, from 2 - 4 p.m. each day.

BRISTOLS HOPE LIAISON

No report.

COMMUNITY NEWS

Clr. Skinner had no report. It was noted that the Royal Canadian Legion has a lunch on the last Friday of each month, as well as Muffin Mondays.

REPORTS

Town Manager's
Report

Tabled.

***Clr. Rogers was disconnected from the meeting at 8:36 p.m. due to an unstable internet connection.*

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

MOTION #25-023

CLR. SKINNER/DEPUTY MAYOR BAKER

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

EDO Report

Tabled.

Motioned to adopt the EDO's report as presented.

MOTION #25-024

CLR. HEARN/CLR. REYNOLDS

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

PW Superintendent Report

Tabled.

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

MOTION #25-025

CLR. SKINNER/CLR. STONE

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

DCHGCC Manager Report

Tabled.

Motioned to adopt the DCHGCC Manager's report as presented.

MOTION #25-026

DEPUTY MAYOR BAKER/CLR. HEARN

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

MEO Report

Tabled.

Motioned to adopt the Municipal Enforcement Officer's report as presented.

MOTION #25-027

CLR. STONE/CLR. REYNOLDS

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

Parks & Rec. Report

No report.

COUNCILLORS SUGGESTIONS AND CONCERNS

Savings Account

Clr. Stone spoke about the savings account advising that it will be used for excess 2025 funds to help with outstanding issues from last year.

Loader

Deputy Mayor Baker commented on one of the Town's loaders being repaired in St. John's and the backhoe that is down, asking residents to be patient during snow clearing due to the limited equipment. Clr. Hearn also noted that should there be an emergency, the snow clearing equipment will be dispatched to that location.

Mayor Barnes thanked Council for all of their hard work since October and thanked the Town's many volunteers for everything that they did in 2025.

Next regular meeting of council is scheduled for February 16, 2026, at 7:00 p.m.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 8:44 p.m.

MOTION #26-028

CLR. SKINNER/DEPUTY MAYOR BAKER

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

Opposed:

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

MOTION CARRIED UNANIMOUSLY

Confirmed:

Terry Barnes, Mayor

Nancy Pike, Acting Town Clerk/Manager

NP