

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall and via Zoom,
May 11, 2026, at 7:00 p.m.

Members Present	Mayor	Terry Barnes
	Deputy Mayor	Gary Baker
	Councillors (CLR)	Christina Hearn
		Sharon Reynolds
		Keith Skinner
Staff Present	Chief Administrative Officer (CAO)	Patrick Hearn
	Economic Development Officer (EDO)	Matthew McCarthy
	Town Clerk (TC)	Nancy Pike
Regrets	Councillor (CLR)	Lee Rogers
	Mayor Barnes called the meeting to order at 7:04 p.m.	
Regular Meeting Minutes-April 13, 2026	Motioned to adopt the regular council meeting minutes of April 13, 2026, as presented.	
	MOTION #26-100	CLR. SKINNER/DEPUTY MAYOR BAKER
	In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner	
	Opposed:	
	MOTION CARRIED UNANIMOUSLY	

NEW BUSINESS

No new business.

BUSINESS ARISING FROM MINUTES

CORRESPONDENCE

Applications for Building Permits	Mayor Barnes tabled the following correspondence:	
	Fourteen applications for building permits: 7 Strettons Hill-Veranda 682 Harvey Street-House 242 Water Street-Shed 12 Archibald Court-Garage 66 Cooper Corner Road-House 24 Main Road-House & Garage 10 Martins Lane-House 28-32 Woodville Crescent 164 Water Street-Shed 164 Water Street-Greenhouse 10 Church Road-House & Garage 841 Harvey Street-Patio 15 Davis Lane-House & Garage 9 Connors Valley Road-House **Revised Referred to Housing Committee. One business application: 12 Bannerman Street Referred to Business/Economic Development Committee.	
Resident	Request for tax reduction. Deferred until next meeting for Finance Committee to obtain more information.	
Resident	Request for compensation for damaged water heater. Motioned to deny the request for compensation to resident of 26 Woodville Crescent advising that the Town is not responsible for damages caused by water main breakages, as these events may occur unexpectedly and beyond municipal control. MOTION #26-101 CLR. SKINNER/CLR. HEARN In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY	

Resident	Request for culvert at 68-70 Southside Road to help divert excess water across the road. Clr. Skinner advised that because Southside Road is provincially owned, the Town does not have authority to install culverts across it. CAO to contact resident to advise.
Ronald McDonald House Newfoundland & Labrador	Request for donation. Motioned donate \$50.00 to Ronald McDonald House Newfoundland & Labrador. MOTION #26-102 DEPUTY MAYOR BAKER/CLR. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
Resident	Request for ditching to divert excess water at 141 Hard Path. CAO advised that most of the work has been done and will advise once complete.
Resident	Safety concern from 14-16 Martins Lane with neighbouring property. Referred to Housing Committee report. Clr. Hearn advised that stipulations for the building application to the adjacent property will address concerns in the email.
Municipalities Newfoundland & Labrador	Municipal Awareness Proclamation. Motioned to proclaim May 10-16, 2026, as Municipal Awareness Week in the Town of Harbour Grace. MOTION #26-103 CLR. SKINNER/CLR. HEARN In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
Department of Municipal and Community Affairs	Correspondence advising that the Canada Community Building Fund (CCBF), formerly known as the Federal Gas Tax Program, should now be referred to as the Build Communities Strong Fund (BCSF) Community Stream.
Residents	Correspondence and petition concerning the condition of Fishermans Road. Clr. Skinner advised that the CAO is requesting quotes for asphalt. CAO to update resident.
Property Owner	Request to transfer ownership of 49 Cottage Lane to the Town of Harbour Grace. CAO to investigate.
Eastern Regional Service Board (ESRB)	Announcement of ERSB's 2026 Community Clean-up Program. Referred to Housing Committee.
Make-A-Wish	Request for donation. Motioned donate \$50.00 to the Make-A Wish Run the Rock fundraiser. MOTION #26-104 DEPUTY MAYOR BAKER/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
Resident	Request to have brook adjacent to Downing Street cleaned out. CAO advised that work has started but the Town's equipment is not able to finish and he is looking into renting equipment. CAO to advise resident.
Municipal Assessment Agency	Announcement of Collaborative Initiative Fund - Application deadline and process. Referred to CAO.
Resident	Request for update concerning contaminated soil in the area of 414-424 Water Street. CAO has met with owner and presented a proposal including installing a separate valve solely for that property. CAO to reply to resident.

COMMITTEE REPORTS**CAPITAL AND PUBLIC WORKS COMMITTEE**

Clr. Skinner spoke about two deferred items; Alec Moores Court, waiting on asphalt cost and Bannerman Lake Road access, waiting on more information.

FINANCE COMMITTEE

THG Payables

Motioned to approve the cheque and EFT payments in the amount of \$23,317.21 for the Town of Harbour Grace as per the report submitted by staff for period ending May 7, 2026.

MOTION #26-105

CLR. REYNOLDS/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

DCHGCC Payables

Motioned to approve the cheque and EFT payments in the amount of \$3302.26 for the Danny Cleary Harbour Grace Community Centre (DCHGCC) as per the report submitted by staff for period ending May 7, 2026.

MOTION #26-106

CLR. REYNOLDS/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Approval to Borrow
Southside Water &
Sewer Upgrading

Motioned to rescind Motion # 26-048 made on March 12, 2026, requesting approval to borrow for project # 14-CHIF-26-00000.

MOTION #26-107

CLR. REYNOLDS/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Motioned that the Town of Harbour Grace write the Department of Municipal and Community Affairs to request approval to borrow from the Canadian Imperial Bank of Commerce an amount not exceeding four hundred six thousand one hundred seventy-seven dollars (\$406,177.00) at a rate of prime plus 0.5% repayable in full by Council over a ten-year period, to fund the Town's portion of the Southside Water and Sewer Upgrading, Project # 14-CHIF-26-00000.

MOTION #26-108

CLR. REYNOLDS/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Approval to Borrow
2021 John Deere
310SL Backhoe

Motioned that the Town of Harbour Grace write the Department of Municipal and Community Affairs to request approval to borrow from the Canadian Imperial Bank of Commerce an amount not exceeding one hundred twenty-five thousand dollars (\$125,000.00) at a rate of prime plus 0.5% repayable in full by Council over a ten-year period, to fund the purchase of a 2021 John Deere 310SL backhoe.

MOTION #26-109

CLR. REYNOLDS/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Brush Truck Tender

Motioned that the Town award the tender to supply a 2026 Chevrolet Silverado 3500 HD Pickup Truck as per specifications provided, to Hickman Chevrolet, 85 Kenmount Road, St. John's in the amount of \$97,344.00 plus HST.

MOTION #26-110

DEPUTY MAYOR BAKER/CLR. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Approval to Borrow
2026 Chevrolet
Silverado 3500HD
Pickup

Motioned that the Town of Harbour Grace write the Department of Municipal and Community Affairs to request approval to borrow from the Canadian Imperial Bank of Commerce and amount not exceeding sixty two thousand dollars (\$62,000.00) at a rate of prime plus 0.5% repayable in full by Council over a five-year period, to purchase of a 2026 Chevrolet Silverado 3500 HD Pickup Truck to be used by the Harbour Grace Volunteer Fire Brigade (HGVFB) as a brush truck.

MOTION #26-111

DEPUTY MAYOR BAKER/CLR. SKINNER

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

MOTION CARRIED UNANIMOUSLY

Surplus Equipment

Motioned that Council authorize the disposal and sale of surplus equipment no longer required for municipal operations, and that the Chief Administrative Officer be authorized to arrange for the sale through public tender, in accordance with the Towns and Local Service Districts Act.

MOTION #26-112

DEPUTY MAYOR BAKER/CLR. REYNOLDS

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

MOTION CARRIED UNANIMOUSLY

2026 Budget
Amendment

Motioned that the Town of Harbour Grace adopt the amended 2026 budget with the updated Build Communities Strong Fund (BCSF) allotment (formerly know as Federal Gas Tax Program) as per the direction from the Department of Municipal and Community Affairs.

MOTION #26-113

DEPUTY MAYOR BAKER/CLR. HEARN

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

MOTION CARRIED UNANIMOUSLY

HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE

Bannerman Lake
Road

Deferred, still under review due to ongoing discussions.

7 Strettons Hill

Motioned to approve the building permit application to construct a 26' x 6' wooden veranda located at 7 Strettons Hill as it conforms to all requirements in the Town's development regulations.

MOTION #26-114

CLR. HEARN/DEPUTY MAYOR BAKER

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

MOTION CARRIED UNANIMOUSLY

682 Harvey Street

Motioned to approve the building permit application to construct a 62' x 30' residential dwelling located at 682 Harvey Street subject to the following stipulations:

1. All town development standards
2. All necessary government permits and/or regulations
3. Driveway access permission from the Department of Transportation.
4. Connect to town services at owner's expense

MOTION #26-115

CLR. HEARN/CLR. SKINNER

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

MOTION CARRIED UNANIMOUSLY

****Permission was given by Council to pour the concrete footings and walls prior to approval to avoid the resident losing their contractor.**

242 Water Street	Motioned to approve the building permit application to construct a 20' x 16' shed located at 242 Water Street as per the following stipulations: 1. All town development standards 2. All necessary government permits and/or regulations MOTION #26-116 CLR. HEARN/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
12 Archibald Court	Motioned to approve the building permit application to construct a 24' X 18' garage located at 12 Archibald Court as per the following stipulations: 1. All town development standards 2. All necessary government permits and/or regulations MOTION #26-117 CLR. HEARN/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
66 Cooper Corner Road	Motioned to approve the building permit application to construct a 55' X 35' residential dwelling located at 66 Cooper Corner Road subject to the following stipulations: 1. All town development standards 2. All necessary government permits and/or regulations 3. Septic approval from Service NL. 4. Connect to town water at owner's expense MOTION #26-118 CLR. HEARN/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY *Owner poured concrete foundation prior to receiving approval from Council.
24 Main Road, Bristol's Hope	Motioned to approve the building permit application to construct a 46' 8" X 44' 4" residential dwelling located at 24 Main Road, Bristol's Hope subject to the following stipulations: 1. All town development standards 2. All necessary government permits and/or regulations 3. Driveway access permission from the Department of Transportation. 4. Well and septic approval from Service NL MOTION #26-119 CLR. HEARN/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
10 Martin's Lane	Motioned to approve the building permit application to construct a 12.73m x 6.16m residential dwelling located at 10 Martins Lane subject to the following stipulations: 1. The footprint of the existing home shall not be removed or changed. 2. All town development standards 3. All necessary government permits and/or regulations 4. Connect to town services at owner's expense 5. Any debris from the previous structure must be removed and cleaned up before any construction can begin due to the small size of the property. MOTION #26-120 CLR. HEARN/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Reynolds, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY * The original house would not comply with current development regulations for this reason, failure to comply with the stipulations as noted above, will result in an immediate stop work order.

9 Connors Valley
Road

Motioned to amend motion # 25-372 granting approval in principle and approve the building permit application to construct a 49' x 52' residential dwelling located at 9 Connors Valley Road, Bristol's Hope subject to the following stipulations:

1. All town development standards
2. All necessary government permits and/or regulations
3. Driveway access permission from the Department of Transportation
4. Well and septic approval from Service NL

MOTION #26-121

CLR. HEARN/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

10 Church Road

Motioned to approve the building permit application to construct a 46 X 52' residential dwelling and a 32' x 28' garage located 10 Church Road subject to the following stipulations:

1. All town development standards
2. All necessary government permits and/or regulations
3. Connect to town services at owner's expense

MOTION #26-122

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

*Council applied its discretion and given permission for the home to face North instead of East as it does not impact anyone in the area due to the size of the property.

841 Harvey Street

Motioned to approve the building permit application to construct an 8' x 24' x 16' patio adjacent to the home located at 841 Harvey Street as it conforms to all requirements in the Town's development regulations.

MOTION #26-123

CLR. HEARN/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

28-32 Woodville
Crescent

Motioned to approve the building permit application to construct a 20' x 10 wheelchair accessible ramp to the home located at 28-32 Woodville Crescent as it conforms to all requirements in the Town's development regulations.

MOTION #26-124

CLR. HEARN/CLR. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

164 Water Street

Shed application deferred.

164 Water Street

Greenhouse application deferred.

15 Davis Lane

House & garage application deferred.

ERSB

Clr. Hearn talked about the upcoming clean-up event promoted by ERSB and encouraged any groups wishing to participate to register for the event.

BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE

No report

12 Bannerman Street

Business application deferred

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

Deputy Mayor Baker advised that the ice has been removed from the arena and that ball hockey will start soon along with summer maintenance. He mentioned a previous request to have an accessible ramp for fans to view activities at ice level and hopes to make this happen over the summer.

CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON

Clr. Hearn read Clr. Rogers' report, announcing the committee's upcoming events and recent election. It was requested that all committees be informed of their operating budget for the year. CAO to advise committees.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker advised that the department is currently working on mutual aid agreements and spoke about emergency management seminars being offered at the Social Building.

JOINT COUNCILS LIAISON

Mayor Barnes provided an overview of the most recent Joint Councils meeting, highlighting a presentation by the Karlee McDonald, the 2026 Janeway Champion who is fundraising for the Janway Children's Hospital.

Motioned to donate \$50.00 to Karlee McDonald's fundraiser.

MOTION #26-125

DEPUTY MAYOR BAKER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Advance Poll

Motioned that the Town of Harbour Grace hold an advance poll for the 2026 by-election on Tuesday, June 9, 2026.

MOTION #26-126

CLR. SKINNER/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

HARBOUR GRACE CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn thanked the Town for its support of the committee and presented her report.

EARHARTS 50+ COMMITTEE

Deputy Mayor Baker said that regular events are ongoing and that seniors can join the group for a \$10.00 annual fee.

BRISTOLS HOPE LIAISON

No report.

COMMUNITY NEWS

Clr. Skinner and Deputy Mayor Baker provided information about upcoming return of Amelia Earhart and the events planned.

REPORTS

CAO Report

Tabled.

Motioned to adopt the CAO's report as presented.

MOTION #26-127

CLR. SKINNER/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

EDO Report

Tabled.

Motioned to adopt the MEO's report as presented.

MOTION #26-128

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

PW Superintendent Report

Tabled.

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

MOTION #26-129

CLR. SKINNER/CLR. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

DCHGCC Manager
Report

Tabled.

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

MOTION #26-130

DEPUTY MAYOR BAKER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

MEO Report

Tabled.

Motioned to adopt the MEO's report as presented.

MOTION #26-131

CLR. HEARN/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Parks & Rec. Report

No report.

COUNCILLORS SUGGESTIONS AND CONCERNS

Clr. Hearn congratulated the winners from the recent Sports Hall of Fame reception, congratulated Harbour Grace Dental Hygiene on their 3-year anniversary and offered condolences to the families who have lost loved ones in recent weeks.

Deputy Mayor Baker spoke about the Sports Hall of Fame reception and congratulated the Splash Centre on 25 years in the Harbour Grace. He also spoke about attending a book signing by former councillor Hayward Blake.

Mayor Barnes said that he attended the CLB year end ceremony and requested to have the pictures added to social media.

Next regular meeting of council is scheduled for June 8, 2026, at 7:00 p.m.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 8:03 p.m.

MOTION #26-132

DEPUTY MAYOR ABKER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Confirmed:

Terry Barnes, Mayor

Nancy Pike, Town Clerk

NP