

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall and via Zoom,
July 6, 2026, at 7:00 p.m.

Members Present

Mayor Terry Barnes
Deputy Mayor Gary Baker
Councillors (CLR) Christina Hearn
Sharon Reynolds (S. Reynolds)
Sherrie Reynolds (S.L. Reynolds)
Lee Rogers via Zoom
Keith Skinner

Staff Present

Chief Administrative Officer (CAO) Patrick Hearn
Economic Development Officer (EDO) Matthew McCarthy
Town Clerk (TC) Nancy Pike

Regular Meeting Minutes of June 8, 2026

Mayor Barnes called the meeting to order at 7:00 p.m.

Motioned to adopt the regular council meeting minutes of June 8, 2026, with a correction to Motion #26-137, motion should not include "Amelia unveiling" as the source of funding.

MOTION #26-156

CLR. SKINNER/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Special Meeting Minutes of June 12, 2026

Motioned to adopt the special council meeting minutes of June 12, 2026, as presented.

MOTION #26-157

CLR. HEARN/CLR. S.L. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

BUSINESS ARISING FROM MINUTES

Motion #26-142 2 Devonshire Road

Motioned to amend motion #26-142 to update the size of the shed to 8'x16' as per the application submitted.

MOTION #26-158

CLR. S.L. REYNOLDS/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

49 Cottage Lane

CAO advised that he is still working on the request.

CORRESPONDENCE

Mayor Barnes tabled the following correspondence:

Applications for Building Permits

Fifteen applications for building permits:

120-128 Cathedral Street - Business Application
23 Beach Hill - Business Application
71 Bannerman Lake Road - Fence
18 Garland Street - 8'x8' Shed
792 Harvey Street - 32'x24' Garage
16 Main Road, Bristol's Hope - 30'x28' Garage
18-20 Martin's Lane - 16'x12' Shed/Garage
24 Pikes Road - 24'x6' Patio
4 Southside Road - 24'x22' Garage
444 Southside Road - 20'x20' Shed
335 Water Street - 35'x53' House

Applications for Building Permits	Two applications for business permits referred to the Business, Economic Development, Tourism, & Heritage Committee (Business) and nine applications for building permits referred to the Housing, Environment, & Sanitation Committee (Housing).
Dept. of Environment, Conservation & Climate Change	Information concerning anticipated water shortages.
Resident	Donation request from participant in the torch relay for the upcoming Special Olympics. Referred to Finance Committee (Finance).
Harbour Grace Board of Culture, Innovation, and Business	Request to meet with Council to discuss heritage preservation. Referred to Business.
Resident	Request to have list of concerns to be reviewed and addressed by Council. Referred to Public Works Committee (Public Works).
Resident	Request to have Pikes Road and MacNeil Place repaired. Referred to Public Works.
Resident	Request for Council to address safety issue with neighbours' property. Referred to CAO.
Resident	Request to have repairs made to Kildare Road. CAO advised that some work has been completed but there more repairs to be done.
Regatta Committee	Request for donation through advertising. Referred to Finance.
Department of Forestry, Agriculture, & Lands	Notification advising that the contract to replace Bannerman Bridge has been awarded. Mayor Barnes noted that vehicles will not be able access to Glover Road Ext. for one to two weeks during the repairs.

COMMITTEE REPORTS

CAPITAL AND PUBLIC WORKS COMMITTEE

Fisherman's Road	Motioned to award the contract to pave Fisherman's Road to the Kelly's Lane intersection to Concord paving in the amount of \$85,000.00 plus HST. MOTION #26-159 CLR. SKINNER/DEPUTY MAYOR BAKER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY Clr. Skinner noted that there is more paving to come, due to its' condition it was decided to begin with Fisherman's Road. Clr Skinner updated Council on street sweeping, hydrant flushing, and Southside water and sewer upgrading. He noted that new connections to services beyond those included in the contract, will be at the owners' expense and that the pavement may not be cut for two years after the project is complete.
Alec Moores Court	Repairs have been made; more are needed that will require a grader.
Bannerman Lake Road Access	Resident has put project on hold.
Downing Place/Lane	Sign has been erected as requested.
Queen's Road	CAO has made an agreement with affected residents.

FINANCE COMMITTEE

THG Payables	Motioned to approve the cheque and EFT payments in the amount of \$34,088.26 for the Town of Harbour Grace as per the report submitted by staff for period ending July 3, 2026. MOTION #26-160 CLR. S. REYNOLDS/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
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DCHGCC Payables	Motioned to approve the cheque and EFT payments in the amount of \$5,940.80 for the Danny Cleary Harbour Grace Community Centre as per the report submitted by staff for period ending July 3, 2026. MOTION #26-161 CLR. S. REYNOLDS/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
Tax Relief	Motion to approve the request for tax relief on interest for the Royal Canadian Legion in the amount of \$1,607.36 in accordance with the tax arrears guidelines for the Town of Harbour Grace. MOTION #26-162 DEPUTY MAYOR BAKER/CLR. S. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
Terry Fox Foundation	Motioned to donate \$240.00 for the purchase of t shirts for the Terry Fox Run happening on September 20, 2026, as per the Town's donation policy. MOTION #26-163 CLR. HEARN/CLR. S. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
Torch Run for Special Olympics	Motioned to donate \$50.00 to Sara Glavine for the Special Olympics Torch Run happening in August 2026 as per the Town's donation policy. MOTION #26-164 CLR. HEARN/CLR. S.L. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
Harbour Grace Regatta	Motioned to donate \$115.00 to place a full-page ad in the booklet for the 164th Regatta on July 25, 2026, as per the Town's donation policy. MOTION #26-165 CLR. HEARN/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, and Clr. S.L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE	
4 Southside Road	<i>Clr. S. L. Reynolds declared herself in conflict as she is related to the applicant, left the chambers at 7:19 p.m.</i> Moved to ratify the preapproval given by the Municipal Enforcement Officer (MEO) for an application to construct a 24'x22' shed located at 4 Southside Road as it conforms to the Town's development regulations. MOTION #26-166 CLR. SKINNER/CLR. HEARN In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, and Clr. S. Reynolds. Opposed: MOTION CARRIED UNANIMOUSLY <i>Clr. S. L. Reynolds returned to chambers at 7:20 p.m.</i>
Bannerman Lake Road	Deferred pending further information from Public Works. **Applicant has put application on hold discussed in the Public Works report.

102 Gully Path

Motioned to deny the application for building permit to construct a 46' x 24' residential dwelling located at 102 Gully Path as it does not meet the requirements set out in the Town's Development Regulations.

MOTION #26-167

CLR. S. L. REYNOLDS/CLR. SKINNER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed:

MOTION CARRIED UNANIMOUSLY

444 Harvey Street

Will be included with the list of permit applications to be ratified.

10A Stevensons Road

Motioned to approve the application for building permit to construct a 60' x 90' residential dwelling located at 10A Stevenson's Road subject to the following:

1. All Town Development Standards
2. All necessary Government permits and Regulations
3. Connection to Town services at the owner's expense
4. Town to verify the location of the house prior to the start of construction
5. Occupancy permit must be obtained when construction is complete

MOTION #26-168

CLR. S. L. REYNOLDS/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed:

MOTION CARRIED UNANIMOUSLY

335 Water Street

Motioned to approve the application for building permit to construct a 35' x 53' residential dwelling located at 335 Water Street subject to the following:

1. All Town Development Standards
2. All necessary Government permits and Regulations
3. Connection to Town services at the owner's expense
4. Town to verify the location of the house prior to the start of construction
5. Occupancy permit must be obtained when construction is complete

MOTION #26-169

CLR. S. L. REYNOLDS/CLR. SKINNER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed:

MOTION CARRIED UNANIMOUSLY

71 Bannerman Lake Road

Motioned to ratify the preapprovals given by the MEO for the following building permit applications as they conform to the Town's regulations:

18 Garland Street

6' High Fence - 71 Bannerman Lake Road

792 Harvey Street

8' x 8' Shed - 18 Garland Street

16 Main Road,

32' x 24' Garage - 792 Harvey Street

Bristol's Hope

30' x 28' Garage - 16 Main Road, Bristol's Hope

18-20 Martin's Lane

16' x 12' Garage - 18-20 Martin's Lane

24 Pikes Road

24' x 6' 7 10'8" x 22" Patios - 24 Pikes Road

444 Southside Road

20' x 20' Shed - 444 Southside Road

MOTION #26-170

CLR. S. L. REYNOLDS/CLR. SKINNER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed:

MOTION CARRIED UNANIMOUSLY**BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE**

Clr. Rogers reported about the heritage district project, grants for the Pirate's Path and public works/Parsons Collis building. Clr. Rogers was experiencing internet connection issues and said he would complete his report once it has improved.

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

Deputy Mayor Baker advised that DCHGCC staff are completing repairs and maintenance during the off season. He also mentioned that the CAO is working on the accessible ramp that was requested.

Business Comm.

120-128 Cathedral St.

Business application deferred until the next meeting.

23 Beach Hill

Motioned to approve the application to operate a marine repair business including woodworking and fibreglass at 23 Beach Hill subject to all town development standards and necessary government regulations and permits. Applicant must provide copies of all permits to the Town before the start of business; occupancy permit will not be issued without necessary documentation.

MOTION #26-171

CLR. ROGERS/CLR. HEARN

In favour: Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed: Mayor Barnes

MOTION CARRIED

CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON

Clr. Rogers said that Canada Day was a success and thanked everyone involved. He also talked about the upcoming events planned by volunteer committees

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker congratulated a Harbour Grace Volunteer Fire Brigade member who has accepted a position with the St. John's Regional Fire Department. He noted that the brush truck should arrive in late August and that the brigade is working on mutual aid agreements with neighbouring communities.

JOINT COUNCILS LIAISON

Clr. Hearn spoke about the last meeting for the summer, noting that Minister Conway-Ottenheimer attended and remarked on how the council have been working together to focus on community safety and regional resources. Regular meetings to resume September 2026.

HARBOUR GRACE BOARD OF CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn said the committee requested an update on the crown land application. No update currently, CAO to enquire.

EARHARTS 50+ COMMITTEE

Deputy Mayor Baker noted that activities are reduced for the summer.

BRISTOLS HOPE LIAISON

No report.

COMMUNITY NEWS

No report.

REGATTA COMMITTEE LIAISON

Clr. S. L. Reynolds provided an overview of the upcoming 164th Regatta, noting that 17 local crews are set to participate.

REPORTS

CAO Report

Tabled.

Motioned to adopt the CAO's report as presented.

MOTION #26-172

CLR. SKINNER/DEPUTY MAYOR BAKER

In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds

Opposed:

MOTION CARRIED UNANIMOUSLY

EDO Report	Tabled. Motioned to adopt the EDO's report as presented. MOTION #26-173 DEPUTY MAYOR BAKER/CLR. HEARN In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
PW Superintendent Report	Tabled. Motioned to adopt the PW Superintendent's report as presented. MOTION #26-174 CLR. SKINNER/CLR. S. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
DCHGCC Manager Report	No report.
MEO Report	Tabled. Motioned to adopt the MEO's report as presented. MOTION #26-175 CLR. HEARN/CLR. S. L. REYNOLDS In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Rogers, Clr. Skinner, Clr. S. Reynolds, Clr. S. L. Reynolds Opposed: MOTION CARRIED UNANIMOUSLY
Parks & Rec. Report	No report.

COUNCILLORS SUGGESTIONS AND CONCERNS

Clr. Rogers inquired about the placement of the sign at the bottom of Kingwells Lane. CAO is checking into it.

Clr. Hearn expressed concern with the condition of sidewalks, CAO to review.

Clr. S. L. Reynolds spoke about dilapidated properties and concerns about illegal activities taking place in rental properties. Requested to have letters sent to property owners.

Council spoke at length about recent social media posts and noted that residents should contact the Council office with concerns. Council can only work within what is allowed by the Towns and Local Service Districts Act.

Next regular meeting of council is scheduled for August 3, 2026, at 7:00 p.m.

ADJOURNMENT	Motioned to adjourn the regular meeting of Council at 8:00 p.m. MOTION #26-176 DEPUTY MAYOR BAKER/CLR. SKINNER In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. S. Reynolds, Clr. S.L. Reynolds, Clr. Rogers, and Clr. Skinner Opposed: MOTION CARRIED UNANIMOUSLY
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Confirmed:

Terry Barnes, Mayor

Nancy Pike, Town Clerk