

TOWN OF HARBOUR GRACE

Minutes of a regular meeting of the Town of Harbour Grace Council, held in the Town Hall and via Zoom,
August 24, 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) Keith Skinner
Regrets	Councillor	Lee Rogers
Staff Present	Chief Administrative Officer (CAO)	Patrick Hearn
	Economic Development Officer (EDO)	Matthew McCarthy
	Town Clerk (TC)	Nancy Pike

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

Regular Meeting
Minutes of August 3,
2026

Motioned to adopt the regular council meeting minutes of August 3, 2026, as presented.
MOTION #26-199 ***CLR. SKINNER/DEPUTY MAYOR BAKER***
In favour: Mayor Barnes, Deputy Mayor Baker, Clr. Hearn, Clr. Skinner, Clr. S. Reynolds,
and Clr. S.L. Reynolds
Opposed:

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

No new business

BUSINESS ARISING FROM MINUTES

Kellys Lane Request to purchase land on Kellys Lane from 2025. Referred to Housing Committee.

CORRESPONDENCE

Mayor Barnes tabled the following correspondence:

Applications for Building Permits Seven applications for building or business permits:

102 Gully Path - 46' x 24' House
87 Water Street East - 8' x 16' Deck
17 Garland Street - 32' x 20' Garage
10A Stevensons Road - 70' x 40' House
282 Southside Road - 56' x 41.5' house & 14' x 10' Garage
Hard Path - Development Inquiry
361-365 Southside Road - Business Application
25-31 Cathedral Street - Business Application

Two applications for business permits referred to the Business, Economic Development, Tourism, & Heritage Committee (Business) and six applications for building permits referred to the Housing, Environment, & Sanitation Committee (Housing).

Resident Request for stop work order review. CAO to reply to resident with update.

Service NL Anonymous complaint concerning 141 Water Street. CAO to reply.

Kids Eat Smart Foundation Annual Radiothon Fundraiser. EDO to add to website.

Resident Request to connect to Town water Supply. Referred to Capital & Public Works Committee (PW Committee).

Sabrina Jenkins Local youth announced as contestant in Junior Miss NL. CAO to invite contestant to next council meeting.

Harbour Grace Board of Culture, Innovation, and Business (HGBICB) Request for update on land near tourist chalet. No update, CAO to reply to committee with information from the EDO report.

Resident	Request to have asphalt cut on Danny Cleary Drive fixed. CAO advised that it has been fixed. CAO to advise resident.
Tourist	Request to have more information available at Amelia Earhart statue. EDO to look for funding. Clr. Hearn asked if plaques were to be replaced, EDO to follow up.
Resident	Request to have damaged garbage box replaced. Referred to PW Committee.
Property Owner	Request for tax relief. Referred to Finance Committee.

COMMITTEE REPORTS**CAPITAL AND PUBLIC WORKS COMMITTEE**

Southside Water & Sewer Upgrading **Motioned that Council award the contract for water and sewer upgrading – Conception Bay Highway to Hibbs Road (Phase 1) to the lowest bidder, Stellar Storm Industries Inc. in the amount of \$3,499,999.99 (HST included).**

MOTION #26-200**CLR. SKINNER/CLR. HEARN**

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

Opposed:**MOTION CARRIED UNANIMOUSLY**

Clr. Skinner advised that the committee would review the request to connect to the Town's water supply as there are a limited number of households that wells can accommodate. They will also review the request to have the damaged garbage box replaced. Clr. Skinner noted that the outside workers are ditching on Kitchens Hill to help alleviate the water run off issues, patching is scheduled for Martins Lane, and preparation will shortly begin for the paving of Fishermans Road.

FINANCE COMMITTEE

THG Payables **Motioned to approve the cheque and EFT payments in the amount of \$40,728.74 for the Town of Harbour Grace as per the report submitted by staff for period ending August 21, 2026.**

MOTION #26-201**CLR. S. REYNOLDS/DEPUTY MAYOR BAKER**

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

Opposed:**MOTION CARRIED UNANIMOUSLY**

DCHGCC Payables **Motioned to approve the cheque and EFT payments in the amount of \$6,606.33 for the Danny Cleary Harbour Grace Community Centre as per the report submitted by staff for period ending August 21, 2026.**

MOTION #26-202**CLR. S. REYNOLDS/CLR. S.L. REYNOLDS**

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

Opposed:**MOTION CARRIED UNANIMOUSLY**

Rental Fee Reduction Still being reviewed.

Fuel Surcharge **Motioned to approve a 3.5% increase per month to alleviate the high cost of fuel until December 2026, to be reviewed again for 2027.**

Request

MOTION #26-203**CLR. HEARN/DEPUTY MAYOR BAKER**

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

Opposed:**MOTION CARRIED UNANIMOUSLY**

Canada Community Building Fund (CCBF) **Motioned that the Town of Harbour Grace close and/or cancel the following Canada Community Building Fund (CCBF) project numbers with a remaining balance for use of future projects:**

107-2018-6545	\$13,146.37
107-2019-6859	\$24,748.00
107-2020-7210	\$6,156.00

107-2021-7298	\$4,830.00
107-2021-7458	\$22,961.00
107-2021-7548	\$37,740.00
107-2021-7549	\$5,841.00
107-2022-7715	\$13,647.00
107-2023-8044	\$3,404.00
107-2024-8232	\$30,671.00
107-2024-8314	\$11,605.00
107-2024-8379	\$28,009.00

For a total of \$202,758.37.

MOTION #26-204

DEPUTY MAYOR BAKER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

CBDC CAS Program

Motioned to approve an application to CBDC CAS Program from the Town of Harbour Grace in the amount of \$5200.00, and the town contributing a matching portion only if needed to a maximum of \$10,000.00.

MOTION #26-205

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE

Motions for
Development
Applications

I motion that Council authorize the Town Clerk, in relation to building permit applications approved upon recommendation of the Housing Committee, to add to and incorporate within the applicable Housing Committee motion and/or recommendation, and the resulting building permit, any standard stipulations, conditions, administrative requirements, and references to applicable Town regulations, policies, by-laws, codes, or other legislative or regulatory requirements, in addition to any specific conditions or stipulations identified by the Housing Committee. These additions may be made without referring the matter back to the Housing Committee or Council, provided they do not change the intent or substance of the original approval.

MOTION #26-206

CLR. S.L. REYNOLDS/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

102 Gully Path

Application to construct a 46' x 24' residential dwelling is deferred pending receipt of survey.

87 Water Street East

Motioned to approve the application for building permit as submitted to construct an 8' x 16' deck located at 87 Water Street based on the recommendation of the MEO subject to all Town development standards and regulations.

MOTION #26-207

CLR. S.L. REYNOLDS/CLR. SKINNER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

17 Garland Street

Motioned to approve the application for building permit as submitted to construct a 32' x 20' garage located at 17 Garland Street based on the recommendation of the MEO subject to all Town development standards and regulations.

MOTION #26-208

CLR. S.L. REYNOLDS/CLR. S. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

10A Stevensons Road	Application to construct a 70' x 40' residential dwelling is deferred pending receipt of survey.
282 Southside Road	Application to construct a 56' x 41.5' residential dwelling and 14' x 10' garage is deferred pending further information.
Hard Path	Development inquiry to construct a residential dwelling on Hard Path deferred pending further information.

BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE

361-365 Southside Road
Motioned to approve the business application as submitted to operate a nail salon, including waxing services at 361-365 Southside Road zoned as mixed development, as a condition of the existing non-conforming Personal Service use of the property, subject to:

1. All Town development standards and regulations 2024-2034
2. All necessary government permits and regulations
3. Applicant must obtain an occupancy permit prior to start of business.

MOTION #26-209**CLR. S. REYNOLDS/CLR. SKINNER**

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

*Opposed:***MOTION CARRIED UNANIMOUSLY**

25-31 Cathedral Street
Motioned to approve the business application as submitted to operate retail business at 25-31 Cathedral Street zoned as mixed development as a continuation of the existing retail business as it is a permitted use, subject to:

1. All Town development standards and regulations 2024-2034
2. All necessary government permits and regulations
3. Applicant must obtain an updated occupancy permit prior to start of business.

MOTION #26-210**CLR. S. REYNOLDS/CLR. S.L. REYNOLDS**

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

*Opposed:***MOTION CARRIED UNANIMOUSLY****PARKS & RECREATION, DCHGCC, AND S.W. MOORES PARK COMMITTEE**

Deputy Mayor Baker updated council on the use of Active NL fund, accessibility of town parks, feasibility of updating raised beds in community garden and replacement of greenhouse. The request to install a permanent memorial trophy case has been referred to the DCHGCC Facility Manager.

CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON

No report.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker advised that the brigade's brush truck has arrived and an announcement will be made about the public unveiling.

JOINT COUNCILS LIAISON

No report.

HARBOUR GRACE BOARD OF CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn spoke about the success of the open house at the Gordon G. Pike Railway Station. Mayor Barnes commented on the work that the committee does behind the scenes and requested the EDO to create a post to thank them.

EARHARTS 50+ COMMITTEE

Deputy Mayor Baker thanked council for the addition of eavestrough to the building and noted that it will reopen for regular activities in September.

BRISTOLS HOPE LIAISON

No report.

COMMUNITY NEWS

Clr. Hearn advised that the Voyent Alert System is active and encourages everyone to sign up, noting that the Town's website has instructions on how to sign up. In-person sessions will also be available to residents requiring help signing up. Clr. Hearn emphasized that residents do not require, smart phones or computers to join, notifications can be set up for land lines.

REGATTA COMMITTEE LIAISON

No report.

REPORTS**CAO Report**

Tabled.

Motioned to adopt the CAO report as presented.

MOTION #26-211

CLR. SKINNER/CLR. S.L. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

EDO Report

Tabled.

Motioned to adopt the EDO report as presented.

MOTION #26-212

CLR. HEARN/CLR. S. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

PW Superintendent Report

Tabled.

Motioned to adopt the PW Superintendent report as presented.

MOTION #26-213

CLR. SKINNER/CLR. S.L. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

DCHGCC Manager Report

Tabled.

Motioned to adopt the DCHGCC Facility Manager report as presented.

MOTION #26-214

DEPUTY MAYOR BAKER/CLR. S. REYNOLDS

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

Opposed:

MOTION CARRIED UNANIMOUSLY

MEO Report

Tabled.

Motioned to adopt the MEO report as presented.

MOTION #26-215

CLR. HEARN/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Parks & Rec. Report

No report.

COUNCILLORS SUGGESTIONS AND CONCERNS

Clr. Hearn spoke about the recent vandalism at the DCHGCC parking lot, noting that damages have been estimated between \$15,000.00 to \$20,000.00. Clr. Hearn spoke about the Town's summer students and congratulated them.

Mayor Barnes also commented on the damage to the DCHGCC parking lot, advising that was on site and called the RCMP. Council agreed that safeguards must be put into place following the car show next year.

Next regular meeting of council is scheduled for September 14, 2026, at 7:00 p.m.

ADJOURNMENT

Motioned to adjourn the regular meeting of Council at 7:38 p.m.

MOTION #26-216

CLR. SKINNER/CLR. HEARN

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

Opposed:

MOTION CARRIED UNANIMOUSLY

Confirmed:

Terry Barnes, Mayor

Nancy Pike, Town Clerk

NP