

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 3, 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
		Keith Skinner
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 7:01 p.m.

Regular Meeting
Minutes of July 6,
2026

Motioned to adopt the regular council meeting minutes of July 6, 2026, as presented.
MOTION #26-177 **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

Town of Upper Island Cove Request for pole lights on Thicket Road. Referred to Finance Committee (Finance).

BUSINESS ARISING FROM MINUTES

49 Cottage Lane CAO advised property owner that the Town is not interested in taking over the property at this time.

CORRESPONDENCE

Mayor Barnes tabled the following correspondence:

Applications for Building Permits

Seven applications for building or business permits:

- [653] Harvey Street - 32' x 20' House
- 69 Lady Lake Road - 20' x 20' House extension
- 384 Southside Road - 36' x 24' Garage
- 7 Strettons Hill - 10' x 10' Shed
- 369 Water Street - 24' x 24' Garage
- 32 Line Road - Business Application
- 2 Noad Street - Business Application

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

ATIPPA Review Committee Statutory Review of the Access to Information and Protection of Privacy Act, 2015 (ATTIPPA, 2015). Referred to TC.

Municipal Assessment Agency (MAA) Update on MAA.

Atlantic Canada Opportunities Agency (ACOA) Build Communities Strong Fund (BCSF). Referred to EDO.

Environment, Conservation and Climate Change Proposed undertaking for Crown Zone 1 five-year operating plan (2027-2031).

Transportation and Infrastructure Updates and reminders from Municipal Infrastructure.
Removal of project signs after project completion.

Special Olympics Newfoundland and Labrador	Invitation and Information about the send off for athletes on August 8, 2026.
Resident	Concerns with water run off from Kitchen's Hill. Referred to Capital & Public Works Committee (Public Works).
Vendor	Request to implement fuel surcharge. Referred to Finance.
Resident	Concerns with condition of Martin's Lane. Referred to Public Works.
Vendor	Request for rental fee reduction. Referred to Finance.
Local Business	Notification of business closure. Referred to Finance.
Mac Martin Memorial Committee	Request to install a permanent trophy case at the Danny Cleary Harbour Grace Community Centre. Referred to Facility Manager and council liaison.
Williams Family	Request to use S. W. Moores Memorial Park for games during Williams Family Reunion. CAO confirmed that the park committee has no objections and will advise Williams Family.

COMMITTEE REPORTS**CAPITAL AND PUBLIC WORKS COMMITTEE**

Clr. Skinner spoke about road conditions throughout the town remarking that the committee is trying to do as many roads as they can with limited funds available. Seven contractors submitted bids for the Southside water and sewer upgrading the contract has not been awarded yet. Council is seeking a meeting with the project engineers to discuss concerns.

FINANCE COMMITTEE

THG Payables	Motioned to approve the cheque and EFT payments in the amount of \$53,784.74 for the Town of Harbour Grace as per the report submitted by staff for period ending July 29, 2026. MOTION #26-178 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
DCHGCC Payables	Motioned to approve the cheque and EFT payments in the amount of \$6846.60 for the Danny Cleary Harbour Grace Community Centre as per the report submitted by staff for period ending July 29, 2026. MOTION #26-179 CLR. S. REYNOLDS/CLR. HEARN 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
Thicket Road Pole Lights	Motion to approve the monthly charge to install four pole lights on Thicket Road. MOTION #26-180 CLR. HEARN/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
Fuel Surcharge Request	Clr. Hearn deferred the request from a vendor to add a fuel surcharge pending a meeting with the vendor.
Rent Reduction	Clr. Hearn deferred the request from a vendor for rent reduction pending a meeting with the vendor.
Business Closure	Motion that the council approve a business tax reimbursement for the business located at 410 Harvey Street in accordance with the existing business tax policy pertaining to business closure.

Business Closure

Clr. Rogers requested to have the business tax rate for AirBNBs reviewed due to the number of closures recently.

MOTION #26-181

DEPUTY MAYOR BAKER/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

Temporary Office Support

Motion that the council approve the temporary hiring of office summer relief staff for a period of twelve weeks, ending October 9th, 2026.

MOTION #26-182

CLR. HEARN/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

HOUSING, ENVIRONMENT, AND SANITATION COMMITTEE

7 Strettons Hill

Motioned to approve the application for building permit as submitted to construct a 10' x 10' shed located at 7 Strettons Hill, subject to all Town development standards and regulations.

MOTION #26-183

CLR. S.L. REYNOLDS/CLR. HEARN

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

69 Lady Lake Road

Motioned to approve the application for building permit as submitted to construct a 20' x 20' extension to the rear of the residential dwelling located at 69 Lady Lake Road subject to all Town development standards and regulations.

MOTION #26-184

CLR. S.L. REYNOLDS/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

369 Water Street

Motioned to approve the application for building permit as submitted to construct a 24' x 30' garage located at 369 Water Street subject to all Town development standards and regulations.

MOTION #26-185

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

384 Southside Road

Motioned to approve the application for building permit as submitted to construct a 36' x 24' garage located at 384 Southside Road subject to applicant providing a copy of survey confirming that the two parcels of land have been combined as one and all Town development standards and regulations.

MOTION #26-186

CLR. S. L. 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

(653) Harvey Street
Property located
behind 653 Harvey
Street

Motioned to deny the application for building permit as submitted to construct a 28' x 32' residential dwelling located behind 653 Harvey Street as it does not meet the requirements set out in the Town's planning and development regulations.

MOTION #26-187

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

BUSINESS, ECONOMIC DEVELOPMENT, TOURISM, AND HERITAGE COMMITTEE

Clr. Rogers gave an update on the Heritage District, Parsons/Collis building, the tennis "Play your Court" program, and the Voyent alert system. It was suggested to hold opening ceremonies for the heritage district, referred to the EDO. Registration sessions will be held to help residents sign up for the Voyent system and it was noted that anyone can sign up, computers and smartphones are not necessary.

120-128 Cathedral Street - Business Application

Motioned to approve the business application as submitted to operate self storage units located at 120-128 Cathedral Street subject to:

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

MOTION #26-188

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

32 Line Road - Business Application

Clr. Rogers requested to have Clr. Hearn leave chambers.

Clr. Hearn left chambers at 7:20 p.m. due to a conflict of interest.

Motioned to approve the business application as submitted to operate an "on site" technology consulting business located at 32 Line Road subject to:

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

MOTION #26-189

CLR. S. L. REYNOLDS/DEPUTY MAYOR BAKER

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

Opposed:

MOTION CARRIED UNANIMOUSLY

2 Noad Street

Clr. Hearn returned to chambers at 7:22 p.m.

Motioned to approve the business application as submitted to operate a temporary Airbnb located at 2 Noad Street subject to:

1. All Town development standards and regulations
2. All necessary government permits
3. Applicant must obtain an occupancy permit prior to start of business.
4. Applicant must notify Council office once business has closed.

MOTION #26-190

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

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

Deputy Mayor Baker advised the committee will be meeting with the EDO to discuss infrastructure grants for parks. The DCHGCC has completed maintenance and parking lot painting during the off season, and the ice is back on for hockey camps.

PUBLIC WORKS

Clr. Skinner gave a breakdown of the public tender results, noting that there were four bids received for the backhoe and two for the pickup.

2011 JCB Backhoe

Motioned to accept the bid from Gary Smith in the amount of \$8,251.00 to purchase the 2011 JCB Backhoe.

MOTION #26-191

CLR. SKINNER/CLR. HEARN

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

2013 Dodge 2500 Pickup

Motioned to accept the bid from Michael Verge in the amount of \$1,000.00 to purchase the 2013 Dodge 2500 Pickup.

2013 Dodge 2500
Pickup

MOTION #26-192**CLR. SKINNER/CLR. HEARN**

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**CIVIC EVENTS & BEAUTIFICATION COMMITTEES LIAISON**

Clr. Rogers spoke about the success of the recent events and festivals, thanking everyone involved.

FIRE DEPARTMENT LIAISON

Deputy Mayor Baker announced that the brigade has entered into a mutual aid agreement with Carbonear for water rescue.

JOINT COUNCILS LIAISON

Clr. Hearn advised that the Joint Council is on summer break but encouraged meeting participants to take part in the CBN Community Safety and Wellbeing survey on the Town's website.

HARBOUR GRACE BOARD OF CULTURE, INNOVATION, AND BUSINESS LIAISON

Clr. Hearn that the committee is requesting an update on the crown land application and the request for a meeting with council.

EARHARTS 50+ COMMITTEE

Deputy Mayor Baker noted that Happy Feet walks are ongoing and the Tuesday/Thursday open house sessions will resume in September.

BRISTOLS HOPE LIAISON

Clr. S. Reynolds provided details about an upcoming concert at the "Old Schoolhouse" taking place in August.

COMMUNITY NEWS

Clr. Skinner spoke about the success of the Pirates to Pilots Festival and annual regatta. Clr. Skinner also talked a presentation made for an act of heroism by a former resident and a member of the Harbour Grace Volunteer Fire Brigade, who intervened in a life saving incident in Alberta.

Clr. Hearn congratulated the Carbonear Islanders who won a silver medal in the U16 provincials in Gander, the team includes three girls from Harbour Grace.

Clr. Rogers spoke of an invitational softball tournament held in town. The host team made up of children from the Conception Bay North (CBN) area won gold and will advance to the provincials. Clr. Rogers says that plans are underway to create a league in the coming years.

REGATTA COMMITTEE LIAISON

Clr. S. L. Reynolds updated Council on the 164th Annual Regatta commenting on the number of spectators and vendors saying that they are working to continue expanding.

REPORTS

CAO Report

Tabled.

Motioned to adopt the CAO's report as presented.

MOTION #26-193**CLR. SKINNER/CLR. HEARN**

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

EDO Report

Tabled.

Motioned to adopt the EDO's report as presented.

MOTION #26-194**CLR. ROGERS/DEPUTY MAYOR BAKER**

EDO Report	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
PW Superintendent Report	Tabled. Motioned to adopt the PW Superintendent's report as presented. MOTION #26-195 CLR. SKINNER/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
DCHGCC Manager Report	Tabled. Motioned to adopt the PW Superintendent's report as presented. MOTION #26-196 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
MEO Report	Tabled. Motioned to adopt the MEO's report as presented. MOTION #26-197 CLR. S. L. 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
Parks & Rec. Report	No report.

COUNCILLORS SUGGESTIONS AND CONCERNS

Deputy Mayor Baker advised that he was approached about Council participating in the upcoming Terry Fox Run and requested a copy of the information given to the Council office.

Next regular meeting of council is scheduled for August 24, 2026, at 7:00 p.m.

ADJOURNMENT	Motioned to adjourn the regular meeting of Council at 7:51 p.m. MOTION #26-198 CLR. SKINNER/CLR. HEARN 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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Confirmed:

Terry Barnes, Mayor

Nancy Pike, Town Clerk

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