



**Regular Meeting Minutes #5
April 15, 2014**

Members Present:

**Mayor Gary Goobie
Councillor Kimberly Ghaney
Councillor Sadie King
Councillor Roger Myette
Councillor George Penney
Councillor Rosena Norman**

Staff Present

**Gary Corbett, CAO
Christa Turnbull, Admin Assistant**

1. ADOPTION OF AGENDA

14-05-147

King/Ghaney

Add to new business: Canadian Environmental Conference & Tradeshow

April 28-30

Adoption of meeting agenda of April 15, 2014

2. ADOPTION OF MINUTES

Adoption of minutes of meeting March 25, 2014.

3. BUSINESS ARISING

Big Triangle Pond- Minister was suppose to have a recommendation on April 7.
Decision has been postponed until May 7.

4. DELEGATION, PROCLAMATION, PRESENTATION

Presentation to Karon Kelly- Certificate of Appreciation from Community Sector Council

5. CORRESPONDANCE

- Ville de Lac-Megantic- Thank you- Tabled
- Suzannah Healey- Thank you- Tabled
- Canadian Museum of History- 35th anniversary of Terry Fox's Marathon of Hope- Tabled
- Municipal Infrastructure info for Fiscal Framework- Tabled
- Municipal Fiscal Framework Surveys- Tabled
- Eagle Fiberglass vs. Town of Holyrood- Tabled
- Steve Kent, Office of the Minister-Bill 6- Tabled

6. RECOMMENDATION OF PLANNING & LAND USE COMMITTEE

14-05-148

6.1

Penney/Norman

Location: 14 Cove Road

Proposal: Residential

Town of Holyrood

P. O. Box 100 Holyrood, NL, Canada A0A 2R0. Tel: 709.229.7252 Fax: 709.229.7269

Holyrood.ca

Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approved the above residential application, subject to a reduced frontage of 29.3 meters, subject to the Town of Holyrood Development Regulations. Notice of Variance has been advertised in accordance with section 32 of the Town of Holyrood Development Regulations., 2000 and no comments on the application were received.

Motion Carried

6.2

14-05-149

Penney/King

Location: Brophy's Road

Proposal: Residential

Zoning: Rural

This application was previously approved in May 2012 using regulation 10. Home construction didn't start within the development regulations time line. (2 years). In order for the owner to construct beginning this spring, application needs to be tabled again.

BE IT RESOLVED that the Town of Holyrood approve the above residential application, under regulation 10, and subject to the Town of Holyrood Development Regulations.

Motion Carried

6.3

14-05-150

Penney/Myette

Location: 14 Eagle Drive, Marina Shores

Proposal: Residential

Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the above residential application subject to the Town of Holyrood Development Regulations.

Motion Carried

6.4

14-05-151

Penney/Myette

Location: Lot 1, Marina Drive

Proposal: Residential

Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the above residential application subject to the Town of Holyrood Development Regulations.

Motion Carried

6.5

14-05-152

Penney/Norman

Location: 0.5 km North of Four Mile Pond

Proposal: Quarry Permit- File Number 71110308

Zoning:

BE IT RESOLVED that the Town of Holyrood reject the above quarry permit application due to no access, and concerns relating to a major intersection and hazardous to traffic.

Motion Carried

6.6

14-05-153

Penney/Myette

Location: Skibborean Road

Proposal: Municipal Recommendation Application

Zoning: Rural

BE IT RESOLVED that the Town of Holyrood reject the above municipal recommendation application as the land is located in Rural Zone and the town is not prepared to move any municipal recommendation application forms in this area until the town plan is approved.

Motion Carried

6.7

14-05-154

Penney/Norman

Location: East of Furey's Woodpath

Proposal: Municipal Recommendation Application

Zoning: Rural

BE IT RESOLVED that the Town of Holyrood reject the above municipal recommendation application as it is believed the land is privately owned.

Motion Carried

6.8

14-05-155

Penney/Myette

Location: 48 Woodford's Station

Proposal: Home Based Business- Accounting Service

Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the above home based business (Accounting Service) discretionary use application subject to the Town of Holyrood Development Regulations. This application has been advertised in accordance with Regulation 32 and 90 of the Town of Holyrood Development Regulations, 2000. No comments on the application were received.

Motion Carried

6.9

14-05-156

Penney/Norman

Location: 384-386 Conception Bay Highway

Proposal: Legal Firm

Zoning: Mixed Development

BE IT RESOLVED that the Town of Holyrood approve the above Legal Firm Business discretionary use application subject to the Town of Holyrood Development Regulations. This application has been advertised in accordance with Regulation 32 and 90 of the Town of Holyrood Development Regulations, 2000. No comments on the application were received.

Motion Carried

6.10

14-05-157

Penney/Myette

Road Name- Sammy's Lane

BE IT RESOLVED that the Town of Holyrood approve the name "Sammy's Lane" for the laneway on the old cart road leading to 2 residential homes off Butterpot Road.

Motion Carried

6.11

Multi- Year Capital Works

Council will prioritize the list of projects for Multi Year Capital Works to the amount of \$1.94 million over the next 3 weeks under water and sewer, roads and recreation. A list of projects will be brought forward at the next public meeting.

6.12

North East Avalon Regional Plan Oversight Committee

CAO has been representing the town at the meetings held on Monday Feb 17 and April 14. A copy of the minutes of Feb 17, the terms of reference, an overview of transparency and accountability act, oversight committee activity plan is in councillors package. Council to review and provide commentary to the CAO. Next meeting scheduled for June.

6.14

Exploration

- **Referral- QE14-7051503**
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- **Referral QE14-7051443**

The test pit holes that are identified in the Mineral Workings zone is a permitted use according to the Town of Holyrood Development Regulations, and is acceptable to the conditions surrounding the regulations.

Test pit holes that are identified in blue are outside the boundaries of the Town of Holyrood and will require an application to the town of Holyrood to access this site, if the proponent is going over land in the town's boundaries.

Test pit holes that are located in the Rural zoning is a discretionary use. If an application is made to the Town for these test pit, the application will have to be advertised in accordance with the development regulations.

As you will see by the attached map, some of the test pits identified are in close proximity to the Hawke Hill Ecological reserve. At this point, it cannot be determine if the proposal will have any adverse effects on this reserve. The Town of Holyrood recommends that due to the sensitivity of the ecological reserve, an environmental impact assessment be undertaken.

7. **RECOMMENDATION OF INFRASTRUCTURE & PUBLIC WORK**

- **Patching and Paving**

Contractor will complete a site visit to various areas and town staff will re-mark.

- **Trailway Repairs**

A meeting was held on March 26 with Jeff Bannister from Parks & Natural Areas Division.

We are in the process of notifying the Provincial Parks and Natural Areas Division of concerns that may need to be addressed on the T'Railway. The T'Railway is not the responsibility of the town, it is a provincial park under the Department of Environment and Conservation- Parks and Natural Areas Division but we work in partnership to address concerns.

Both the Town of Holyrood and the Parks & Natural Areas division have agreed to complete an assessment of the T'Railway from the east to the west boundary within the Town of Holyrood jurisdiction. Resident input is welcomed by reporting to Department of Environment (trailway@gov.nl.ca) any issue or concerns you may have with the condition of the T'Railway (re: vegetation, washouts, dips, other obstructions or any other safety concern). When reporting, please identify the area as best as you can. Pictures also accepted.

We encourage you to copy the town on any correspondence that you may forward to the Department of Environment by emailing info@holyrood.ca. By working together, we hope to improve the condition of the T’Railway so that all users can safely enjoy this provincial park space.

- **Commerfords Lift Station**

The commissioning (taking full control) of Commerfords Lift Station will take place on Monday April 28, 2014. Time to be determined. The town will place some shrubs and paint guiderail down there to dress up the land.

- **Snow clearing analysis**

We are looking at the feasibility of sending out a questionnaire with several questions to evaluate the town’s level of snow clearing this winter.

- **Cross on George Cove Mountain**

As most people are aware, the lights on the cross on George Cove Mountain are out.

Town staff have been working with Newfoundland Power, who in turn, have been working with one of their contacts to complete the necessary repairs.

Unfortunately, the contractor is not prepared to address the work required until the weather improves creating a safe environment to climb the cross.

We will have the necessary repairs completed as soon as the contractor can get on site.

- **Public Works Professional Development**

Traffic Control – scheduled for Apr. 23, 2014 (Garry Chislett - GTC Safety Training)

Powerline Hazards – scheduled for Apr. 23, 2014 (Garry Chislett - GTC Safety Training)

On May 7, 2014 - Corina Woodford will be coming into the depot to carry out a safety meeting to discuss task cards, toolbox meetings, pre-use inspections, etc.

Confined Space Entry – to be complete by mid-late May (Corina Woodford - NL Boilermakers)

Fall Protection - to be complete by mid-late May with (Corina Woodford - NL Boilermakers)

The following courses will be completed over the Summer:

- **WHMIS**
- **Trenching / Excavation**
- **Transportation of Dangerous Goods**
- **Lock Out / Tag Out**
- **Asbestos**
- **Lead Abatement Awareness**
- **Respirator Fit Testing**
- **Controlling Spills / Environmental Safety**
- **Supervisory Management**

Darren Patey with the Dept. of Environment & Conservation is currently doing the following **Operator Training** sessions:

- **Disinfection & Chlorination** – completed Apr. 15, 2014
- **Hydrant Maintenance** – scheduled for Apr. 29, 2014
- **Leak Detection & Tracing** – to be scheduled May-June 2014
- **Pipe Tapping** – to be scheduled May-June 2014
- **Hydrant Flushing** – to be scheduled May-June 2014

8. **RECOMMENDATION OF RECREATION AND COMMUNITY EVENTS COMMITTEE**

- Volunteer Week
Extend thanks to all community volunteers. We have a great network of volunteers in Holyrood.
- Squid Fest 26
July 16-20. Entertainment has been announced via video on Facebook. Great feedback. Special announcement coming soon for the Friday night before the beach party.
- Crystal Carnival wrap up
Thanks to all who came out. Great support. A report will be tabled in the near future.
- Mini Movers
Beginning this September. Toddler to age 5. Held on Saturday mornings at Holy Cross school. Thanks to our ED Officer, Marjorie Gibbons for securing funds for this and to Holy Cross for the use of the school.
- Easter
Easter Breakfast and Easter Egg Scramble this coming Saturday. Easter camp is near capacity for next week.
- Cook book was launched as part of the Forever Young group. All money raised going back to Forever Young group.
- We have hired Suzannah Healey as coordinator for Recreation

- **Ghaney/Norman**
- **14-05-158**
Atlantic Recreation and Facilities Conference
BE IT RESOLVED that the Recreation Director attend the Atlantic Recreation and Facilities conference in Moncton, NB from April 22-26, 2014.
Motion Carried

9. RECOMMENDATION OF ENVIRONMENT AND CONSERVATION COMMITTEE

- **Regional Waste Management Meeting**
Update- March 27, 2014. Towns gave authority to Eastern Waste Management to retender for new contract for July 1.
- **Personal Care Home Composting Program**
Three of the homes are interested in participating in the compost program. Director of Infrastructure and Public Works will begin working on schedule and terms surrounding pick up, etc. of material.
- **Nominees for Eastern Regional Service Board**
14-05-159
Penney/Ghaney
BE IT RESOLVED that the Town of Holyrood wishes to support the candidate of Sam Whelan from the Town of Colliers as the representative on Eastern Regional Service Board.
Motion Carried

10. RECOMMENDATION OF CORPORATE SERVICES

- **14-05-160**
Loan Renewal
Norman/King
BE IT RESOLVED that the Town of Holyrood approve a loan renewal in the amount of \$241,483 for a 5 year term, at a rate of 2.63% with a monthly payment of \$4,300.
Motion Carried
- **Accounts Payable Cheque Register**
14-05-161
Norman/Ghaney
BE IT RESOLVED that accounts as tabled in the amount of \$190,082.38 (cheque numbers 029694-029779) be approved for payment from the General Account.
Motion Carried
- **Capital Account**
N/A

- **BANKBOOK BALANCE-** \$4,628.00

11. RECOMMENDATION OF HERITAGE

Committee meeting on March 25. Great brainstorming session. Over 20 items brought up for discussion. A few to action for 2014, we will start prioritizing.

12. RECOMMENDATION OF PUBLIC SAFETY

- **Ground Search & Rescue**

The Avalon Ground Search and Rescue team will be doing a presentation to council Tuesday, April 22 at 7:00 pm.

- **Emergency Preparedness Plan**

To date, the consultant along with the EPP planning team have completed the following

- Risk Assessment in rank order of risk
- Developed a draft identification of business processes
- Identified a list of businesses to be contacted by the consultant
- Identified and photograph areas of concern.

- **911 Implementation consultation schedule**

The town will be represented by the CAO and the Fire Chief at the 911 consultation in St. John's on April 29.

13. NEW BUSINESS

- **PMA -Core Education Program- Basic Municipal Office Administration**

All councillors have a copy. Staff have completed this module. Great reading and key points for council to read.

- **Management & Union Conciliation**

We are into conciliation with public works union. We have a full day session scheduled for Thursday. Hopefully we will come to an agreement.

- **Canadian Environmental Conference & Tradeshow - April 28-30
14-05-162**

Norman/Ghaney

BE IT RESOLVE that Councillor Penney attend the Canadian Environmental Conference and Tradeshow from April 28-30 in Mississauga, Ontario.

Motion Carried

Councillor Penney

Meeting with CAO, Economic Development Officer and committee. Will be looking at getting more funding. Travel lift is up and working. This fall

will be a challenge. We are going to be squeezed for space. We need extra space.

Had a meeting on waste management. Lots of good suggestions. Councillor Norman took the lead with the school to get them involved in composting. We have to get the school and residents on board for composting. We need to keep educating people. Will be sending out another flyer soon. Congratulate and wish Gary and Marjorie a happy birthday. And a Happy Birthday to Vicki as well.

Councillor Myette

Thanks to all volunteers in Holyrood. Activities wouldn't be possible without them. Looking forward to skateboard park this summer.

CAO- Demonstrating the skateboard park in June in Grand Falls. Have to get the site ready for installation. All the infrastructure is order, pump track is the only one in the province.

Councillor Norman

On May 5 I will be participating in the Shave for the Brave at Holy Cross school, so I will be looking for support.

Mayor Gary Goobie

In regards to Franks comment in the Shoreline about not enough information, we certainly offered up lots of information tonight. We have been tweaking our agendas in going forward. We try to get as much information out to the public in an open and transparent manner.

14. DATE OF NEXT MEETING
May 6, 2014 at 5:30 pm.

15. ADJOURNMENT
14-05-163
Ghaney/Norman
Motion carried

Mayor

Clerk

Date

Prepared April 15 , 2014 /ct