



**Regular Meeting #12  
September 15, 2015**

**MINUTES**

***Present:***

**Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Kim Ghaney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette**

***Staff Present:***

**Gary Corbett, CAO  
Christa Turnbull, Executive Assistant  
Luke Power, Communications**

***Regrets:***

**Mayor Gary Goobie**

**1. ADOPTION OF AGENDA**

**15-12-118**

**Ghaney/King**

Adoption of meeting agenda of September 15, 2015

**Motion Carried**

**2. ADOPTION OF MINUTES**

Adoption of minutes of August 25, 2015 meeting as presented.

**3. BUSINESS ARISING**

CAO- Would like to clarify article in last week's Shoreline. The motion of council was to sell 0.25 of an acre not to buy 2.5 acres.

Councillor King- Did you meet with the Minister on Brushcutting?

CAO- Not yet.

**4. CORRESPONDANCE**

a. Minister- Transportation & Works- Tabled

**5. RECOMMENDATION OF PLANNING & LAND USE COMMITTEE**

a. **Permit Approvals**

**15-12-119**

**Barron/Myette**

**BE IT RESOLVED** to approve the following permits that have been issued from August 18-September 8, 2015.

<b>Permit Type</b>	<b>Civic Address</b>
New Residence	127 CBH

Shed	8 Highland Park
Shed	5 Ridge Road
10 Other (General Repairs/Patio/Occupancy)	

**In Favor-5**

Deputy Mayor Jim Joy  
 Councillor Sadie King  
 Councillor Rosena Barron  
 Councillor Roger Myette  
 Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**Motion Carried**

*Councillor George Penney Arrived*

**b. Penney/Ghaney**

**15-12-120**

**Location:** 6 Hazeldale Road  
**Proposal:** Residential  
**Zoning:** RMD

**BE IT RESOLVED** that the Town of Holyrood approve the above application in principal, subject to the Town of Holyrood Development Regulations. A variance, reducing the frontage from 100 feet to 94 feet was approved at the October 28, 2014 meeting.

**In Favor-6**

Deputy Mayor Jim Joy  
 Councillor George Penney  
 Councillor Sadie King  
 Councillor Rosena Barron  
 Councillor Roger Myette  
 Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**c. Penney/Myette**

**15-12-121**

**Location:** 258-260 Conception Bay Highway  
**Proposal:** Dispatch Centre for Ambulance Fleet  
**Zoning:** RMD

**BE IT RESOLVED** to approve the above application in principal, subject to the Town of Holyrood Development Regulations. This application was advertised in accordance with the Town of Holyrood Development Regulations, 2014-2024. One piece of correspondence

was received and the resident was satisfied with the response. No briefing was held as there were no registrants.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**d. Penney/Barron**

**15-12-122**

**Location:** 17 Salmonier Line

**Proposal:** Auto Care Facility for Professional Car Care

**Zoning:** MD

**BE IT RESOLVED** to approve the above application in principal, subject to the Town of Holyrood Development Regulations. This application was advertised in accordance with the Town of Holyrood Development Regulations, 2014-2024. No comments were received by the deadline date.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**e. Big Triangle Pond**

Town placed an advertisement in The Shoreline to let the public know of the new submissions we received from Eagleridge International Ltd. These documents are available via email and the deadline to submit comments on this is September 18, 2015 at 12:00 pm.

**6. RECOMMENDATION OF RECREATION & COMMUNITY EVENTS**

**a. Ghaney/Barron**

**15-12-123**

**BE IT RESOLVED** to complete a new Capital Investment Plan application to reallocate \$4,463.50 of the remaining Holy Cross Park Kids Pool Gas Tax Fund towards ornamental fencing to eliminate a fall hazard and allow the park to be open year round.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**7. RECOMMENDATION OF PUBLIC SAFETY**

**a. Emergency Management Plan**

Emergency Management Plan has been completed, presented to Council and at the next Regular Meeting of Council motions will be brought forward leading the way to the eventual adoption for the new EMP.

Staff are in the final stages of confirming all of the contact information for the various persons and regional resources as outlined in the plan (ex: Fire and Emergency Services, Transportation & Works; Eastern Health, Environment).

The town has meet with engineers in reviewing the requirements needed to retrofit the following for generator power

- i. Holyrood Municipal Building
- ii. Water Treatment Plant
- iii. Main Beach Lift Station
- iv. Emergency Water Supply

**b. Business Continuity Plan**

Business Continuity Plan is in its final phase and should be completed within the next few weeks.

**c. Safety Information**

We refer residents to our recent Fall Community Guide, which outlines public safety information in:

- i. New 911 Emergency Service
- ii. Working Smoke Alarms Save Lives
- iii. Fire Prevention Week, October 4-10
- iv. Opportunity to volunteer with the HVFD

**8. RECOMMENDATION OF INFRASTRUCTURE & PUBLIC WORKS**

Town staff and Engineers recently meet to discuss ongoing projects:

**a. Holyrood Access Road New Pumphouse**

Reviewing design issues and progress is ongoing.

**b. Lift Station Duff's Road**

Engineers are preparing tender for this project.

**c. Multi Year Capital Works Projects**

i. *Waterline Upgrade-North Arm*

Detailed engineering drawings are completed and the plan is to have tender called and awarded by the end of November, but construction may not begin until this spring.

ii. *New Well*

Town Engineers have been approved to develop the PCA (Prime Consultant Agreement) which should be completed this week. Work is scheduled for completion in 2016.

iii. *Regional Recreation Facility Concept Plan*

Town Engineers have been approved to develop the PCA which should be completed within the next month. Work is schedule for completion of the concept plan in 2016.

iv. *Road Upgrades*

Town Engineers have been approved to develop the PCA which should be completed within the coming months. Work is scheduled for completion in 2016.

**d. Gas Tax Pavement**

The town plans to move to tender by next Friday, September 25 for many of the roads that have been approved for pavement under the gas tax agreement. Unfortunately, Kennedy's Lane and O'Rourke's Road will not be paved until the MYCW piece of work assigned for the road upgrade is completed.

**e. Town Sewer Issues**

Recently, we had a backup in the sewer lines in Highland Park and in the area of North Side Road to Main Beach Lift Station. One of the impediments continues to be the excess fat build up in sewer lines. In the fall community guide, we dedicated a page to "*Ignore the Hype Don't flush a wipe*". We ask residents not to dump cooking oils and grease down the drain. We continuously deal with the problem of fat in the sewer lines and we really need the cooperation of residents and businesses to cease that practice where it may be happening, as it's adding an unnecessary financial burden on the town's resources.

## 9. RECOMMENDATION OF OCEANS HOLYROOD INITIATIVE

### a. Oceans 15 Conference- Washington

Penney/King

15-12-124

**BE IT RESOLVED** that the Town of Holyrood approve travel for CAO, Gary Corbett to attend the Oceans' 15 Conference in Washington being held October 18 – 23, 2015.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

### b. Progress Magazine

Recently, the Town of Holyrood was featured in Progress Magazine in an article titled "Portal to the Ocean".

### c. Oil and Gas Magazine

The Oil and Gas Magazine (OGM) recently completed a story on Holyrood's position in the Cold Oceans Opportunity and this feature is due out in their next edition.

### d. Oceans Business Park Feasibility Study

This past week, Pat Curran of Independent Consulting Group, presented the OBP Feasibility Study to Mayor and Council. This document reinforces and supports council's planning for an Oceans Business Park.

Some of the key headings in the document:

- i. Oceans Business Park Concept
- ii. Market Demand Analysis
- iii. Site Selection
- iv. OBP configuration and service offering
- v. Engineer Design Analysis
- vi. Resource Analysis
- vii. OBP Financing
- viii. Feasibility of the OBP
- ix. Implementation

Council and staff are in the process of reviewing all of the information.

**e. Holyrood Oceans Business Park Marketing Plan and Creative Brief**

OHI presents the Oceans Business Park Marketing Plan and Creative Brief and staff and council will be reviewing this document in the coming weeks.

**f. Welcome**

We would like to welcome the following who chose to “*Come Ashore*” in recent days. This is one small indication of the research opportunities taking place in our cold ocean setting.

**g. Holyrood Marine Base**

The town responded to the request from the Department of Environment and Conservation pertaining to the Environmental Assessment being completed. The Town of Holyrood has reviewed the proposed undertaking for Holyrood Marine Base Phase IIA and the town has no concerns.

This infrastructure is a requirement of the Marine Institute plans and it will assist the town as it develops its Colds Oceans Research and Innovation Hub.

**10. RECOMMENDATION OF CORPORATE SERVICES**

**a. Penney/Ghaney**

**15-12-125**

**BE IT RESOLVED** that accounts as tabled in the amount of \$ 160,148.83 (cheque # 032528-032648) be approved for payment from the General Account.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**b. Bankbook Balance**

\$ -55,895.55

**c. Penney/King**

**15-12-126**

**BE IT RESOLVED** to transfer \$100,000 from Roymor to General Account.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**d. MNL Annual Convention & Trade Show- Nov 5-7**

**Penney/Ghaney**

**15-12-127**

**BE IT RESOLVED** to approve 2 councillors to attend the MNL Convention in Gander.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**e. Donation**

**Penney/Ghaney**

**15-12-128**

**BE IT RESOLVED** to donate \$100 to the Heart and Stroke Big Bike Ride.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

**11. NEW BUSINESS**

**Councillor King**

Glad to see the Rubber Plant is finally gone.



**Councillor Penney**

One new sign put up in town- on North Side Road. It is a beautiful sign and within time, we hope to have them in all areas of the town. We have a lot of issues with sewer pipe in our town, especially the older parts of town. Was put in over 50 years ago. We could be in trouble over the next little while.

**Councillor Ghaney**

The fall community guide is out. Great job on it. We have a great group of volunteers, but we can always use more. If you know of anyone, encourage them to come forward.

**Councillor Myette**

With summer almost over, thanks to all the volunteers for their help over the summer. We've been in contact with Gary Stafford to get a piece of the concrete floor from the rubber plant to be used on future story board.

**Councillor Barron**

Great to see the rubber plant gone. Next topic around town is what's going there. Great job on community guide. The flowers at the boardwalk look amazing.

**Deputy Mayor Joy**

Community Playground - Done a walk about of Salmonier playground recently. Great job overall. Walking path certainly addition along with the recent new installed equipment, etc. Seems to be a lot of families with their children using it. Could consider some landscaping in front with new signage highlighting the facilities in that area. As well great job by Gary Stafford in the new playground installed at Marina Shores. We planned for a new playground on Ridge Road in north arm. What is happening with this?

Park Benches - Pleased that we have received some new park benches. These were the ones I talked about and allowed money in this year's budget that could be made available to residents with plaques mounted in memory of loved ones. Plan would be to standardize on this type and use through the town. We should allow some money in this year's budget for additional benches. Thanks Steve.

Walking Trails - Done some walks recently on the trail way in CBS. Great job on this by the town. We should consider aspects of this as we plan new or upgrading of our walking areas. Encourage councillors to take a walk. Parking area on station rd. of CBS. highway by Ledrews Lumber in Kelligrews.

Budget 2016 - Ask all councillors to provide input into budget by Oct. 2 as requested by CAO.

**12. DATE OF NEXT MEETING**

October 6, 2015 at 5:30 pm

**13. ADJOURNMENT**

**Ghaney/Myette.**

**BE IT RESOLVED** that this meeting do now adjourn.

**In Favor-6**

Deputy Mayor Jim Joy  
Councillor George Penney  
Councillor Sadie King  
Councillor Rosena Barron  
Councillor Roger Myette  
Councillor Kim Ghaney

**Opposed-0**

**Abstained-0**

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**Mayor**

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**Clerk**

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**Date**

Prepared on September 15, 2015 by ct