



**Regular Meeting of Council #13
November 15, 2022, at 5:30 pm
Live streamed from www.holyrood.ca**

MINUTES

PRESENT:

**Mayor Gary Goobie
Deputy Mayor Michele Woodford
Councillor Curtis Buckle (via phone)
Councillor Laura Crawley
Councillor Bruce King
Councillor Sadie King**

**Marie Searle, Acting Clerk
Steve Martin, Recreation**

1. CALL TO ORDER/ADOPTION OF AGENDA

22-13-127

B.King/Crawley

BE IT RESOLVED that this meeting is now called to order and the agenda is adopted as presented

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

2. ADOPTION OF MINUTES- October 18, 2022 as presented, no errors or omissions

3. BUSINESS ARISING – n/a

4. MAYOR'S UPDATE

I wish to inform Council, Staff and Residents that one of our Volunteer Fire Fighters, Weldon Dunphy, has decided to hang up his firefighter helmet hat after serving 47 years with the Holyrood Fire Department. Weldon put his heart and soul into the Fire Department, and he will be missed. On behalf of Council, Staff and the residents, thanks to Weldon for his service and we appreciate the contribution he has made during

those years. We will be formally recognizing Weldon's service at the firefighter's ball next month.

One day last week while walking my dog on a dirt road around a pond, I happened to notice a discarded chair in the woods. On my way back, I noticed our public works staff were emptying the town's garbage container, so I mentioned it to them, and they said they would remove it.

Low and behold, a short time later I received a text and a picture informing me what they also discovered hidden in the woods- 4 tires 3 chairs, 4 battery operated drills, a water cooler, a dehumidifier, a drill box and a vehicle battery. In total, they had collected a pickup load of discarded material.

What's most disturbing about this is what would happen if the vehicle battery eventually broke open which contains lead-acid & sulphuric acid and were to eventually leach into the pond only a few feet away.

What would happen if some children playing in the area were to accidentally break it open, not realizing the danger of what is inside and got this acid on their skin, or even in their eyes? Undoubtedly, this would result in very serious injuries. I'm not trying to be over dramatic here, but it's reality.

I don't know where this material came from. It could be a non-resident. But one thing is for certain, this problem is not just isolated to our community. I've heard stories of other jurisdictions and towns that have pockets which have become dumping grounds.

I will make it clear that 99.9% of residents, whether in Holyrood or surrounding areas, fully respect the environment and are compliant with the regulations. However, it's only a handful of culprits that has no regard for the environment or communities for that matter.

I don't know what the answer is on how we can reduce or eliminate this problem. Is the high price of fuel discouraging people from travelling upwards of 100 km to and from Robin Hood Bay, so now they head to the back roads? It's a complicated situation with no easy answer.

I would suggest we engage in some discussion with the Eastern Regional Waste Management Board, and to a broader level, with Municipalities Newfoundland & Labrador.

I do know, is that this kind of blatant behaviour is disgraceful, it's unacceptable and shameful and it has to stop. I will further address this issue at a future Infrastructure & Public Works Committee meeting.

5. CORRESPONDENCE- n/a

6. PLANNING & DEVELOPMENT

- a. Update by Deputy Mayor M. Woodford.
Committee met on November 9, 2022. 5 applications were reviewed, 2 of those will be presented tonight. We discussed the recent quarry application approval and how our legal team are drafting a quarry agreement which we hope to have on December 1 for Council to review. We also discussed gravel road standards, and this will be presented tonight. Discussion on bringing in other Directors to our committee meetings as needed. Town Plan Review is scheduled for December 11 from 10 am to 2 pm.

b. Permits

22-13-128

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing, 5 permits were issued from October 15, 2022- November 10, 2022, permit 09-0141-22 11-0150-22 which includes permits for New Residence, Accessory Building, Patio Extension, General Repairs and Occupancy.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

c. **22-13-129**

Woodford/Winsor

Location: Lot 2 O'Rourke's Road (adjacent to 67-69 O'Rourke's)

Proposal: Residential

Zoning: RMD

BE IT RESOLVED to approve the above application, in principle, subject to the Town of Holyrood Development Regulations.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor
Opposed- 0
Abstained- 0
Motion Carried

d. 22-13-130

Woodford/Crawley

Town of Portugal Cove-St. Philips
Proposed Amendment, Regional Plan
Beachy Cove Road- Rural to Residential

BE IT RESOLVED that the Town of Holyrood has no comments on the proposed amendment from the Town of Portugal Cove-St. Phillips.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0
Abstained- 0
Motion Carried

7. RECREATION AND COMMUNITY EVENTS

- a. Update by Councillor Buckle and S. King
Committee met on

Thank you to our businesses and community organizations who assisted with the SpookTRUNKular. \$2,400 was raised and 34 bags of food items.

Upcoming Christmas Events:

- Toy Mountain- November 28- December 6 at the Town Office.
- Christmas Parade- December 3 at 2:00 pm.
- Park Lighting- December 6 at 6:30 pm.
- Breakfast with Santa on December 3 8:30 -11:00 am at the Legion. There will also be a craft fair at that time.

- Crystal Carnival dates will be February 17-26, 2023.
- Ornament Making with Clay Café- December 1 at the Legion.
- Cram the Cruiser in aid of the Free Little Pantry and Holyrood Food Bank- December 11, 10:00 am-3:00 pm at the Star of the Sea.
- Wreath Making- December 6 at the Legion
- Senior's Party- December 11 at the Legion.

Thanks to Council and Steve Martin for the wonderful seniors events.

8. INFRASTRUCTURE & PUBLIC WORKS

- a. Update by Council Winsor.
Committee met on November 10.

Gravel Road Standards were discussed at length.

Talked in general about policies and Standing Offer's.

Retaining walls, specifically in Marina Shores, is a safety issue. Standards, engineering, construction, etc. that we need to think about. We can't just go down and do work right now, something needs to be done, but it needs to be done in the right way. Committee will meet again to discuss further.

Crosswalks- there were residents who recommended crosswalks in areas in the town. Route 60 is a provincial road, and if Council is in agreement, we have to make application to the province. We are supporting the director in making an application to the province.

Hidden Driveway Signs- there are a few areas where they are valid, and we discussed consideration of signs in various areas. A few things we need to work out on how to approach this.

Kennedy's Lane (undeveloped section)- there has been ditching, rock lining and French drains completed. Need to do more, there are some concerns in the area. Town will monitor it and defer decision on culvert replacement.

Tubrett's Road- planning for waterline and excavation this week. Residents who will be affected have been notified. Work is weather dependent.

PRV at the corner of Route 60 and North Side Road- the chamber is completed but we are waiting on the delivery of the valve, expected the end of November.

Wastewater Treatment Plant- two aerator pumps have been installed. We do have some sediment that is built up and looking to have this removed. We discussed having routine preventative maintenance. This, along with the retaining wall in Marina Shores, is a top priority for this committee.

b. 22-13-130

King/Woodford

BE IT RESOLVED the Town of Holyrood approve and adopt the Gravel Road Standards as presented in the document Gravel Road Standards prepared for the Town of Holyrood, November, 2022.

The Holyrood Gravel Road Standard document has been prepared to manage growth within the Municipality with present and future transportation needs, local economic considerations, and other relevant factors considered.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update by Deputy Mayor Woodford.
Committee met on November 7.

Business before Breakfast was held on November 2 with over 60 people in attendance. Feedback from the event was fantastic.

Marine Institute building is coming to completion, hoping to have official opening in the Spring of 2023. Council hopes to do a tour of the facility before year end. There will be a lot of economic opportunities that will become available once this is opened and in operation. We are excited about working with the Marine Institute and they are interested in collaborating with the town.

b. 22-13-131

Woodford/Crawley

BE IT RESOLVED the Town of Holyrood accept funding through the Active Transportation Fund in the amount of \$68,400.00 to complete the trail project at the Salmonier Line Park as described in the initial proposal. This funding is administered through the Minister of Intergovernmental Affairs, Infrastructure and Communities.

The Town of Holyrood by accepting this funding gives authority to the Mayor and CAO to sign the contract to enter into the funding agreement. Once the agreement is signed, we will move to the implementation phase to complete the looped trail at the multi-courts site of the Salmonier Line Park.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

10. PUBLIC SAFETY

a. Update by Councillor B. King and Buckle

We haven't had a committee meeting since the last public meeting, but I do have some points.

There has been a lot of chat on social media about break ins. A lot of people are hurting, and people do desperate things in time of need. We put out the Neighborhood Watch to people and there was no response. Residents can touch base with us, and we will go through the process with the RCMP on how it can be set up. Many benefits to this. The stealing of fuel is also spiking, and people are drilling holes in gas tanks.

There were 2 speakers at the MNL Convention- one was the Mayor of Port Aux Basque and Mayor of Grand Falls-Winsor, on how they coped with the hurricane and forest fires. I encourage councillors to attend future MNL conferences.

Few points from MNL Convention

- 85 houses destroyed or had to be demolished
- 95 families displaced
- 55 homes being inspected for structural damage

- 2 hardest hit groups of people were seniors and low-income families
- The sewer system is in awful condition, and a bit of rain causes sewer backups.
- Insurance policies- people should take the time to review insurance policies to see what is covered.
- Emergency Preparedness- you got to be prepared and make sure it's up to date.
- Communications- keeping people informed of what is going on is very important.
- People would not leave their homes because there was no arrangements or accommodations for their pets.
- A couple take aways from the conference:
 - Don't think it can't happen to you
 - Our attitude towards the weather has to change.
 - Don't rebuild on a flood plain.

11. COMMUNICATIONS

- a. Update by Councillor Crawley.
Committee met last week.

Our website is now sent to Council for review with a deadline to make comments by today. Beautiful website and looking forward to the access it gives for users.

On the website, we talked about having a portal that would put up minutes for all meetings for transparency. We are working on that but will not be part of the initial launch of website. Still have access to live streaming and Council and Staff, but meeting packages won't be put off just yet. We are going to set up quarterly updates and different goals to phase in. By this time next year, we should have that portal opened to our residents.

We talked about public service announcements and mail outs. How do we get things out quickly- need to put something in the budget. How do we make sure we reach all our residents all the time. We talked about an electronic PSA board.

Moving forward, we are looking at implementing a social media policy for Council and Staff. Social Media Policy will be part of the broader communications policy.

12. OPERATIONAL REVIEW & STRATEGIC PLAN

- a. Update by Councillor Winsor.

The scope of work includes the consultant interviewing Council and Staff and will meet with committee to set criteria and make recommendations on things that we could do better or validate the things we are doing.

RFP was posted on our social media on October 7 and the Telegram on October 8. There were 6 consultants who contacted the town, and we received 2 bids.

- b. Opening of bids by Councillor Winsor. Bids will be reviewed by committee, evaluation will be done and brought back to Council for recommendation.

Two bids received were as follows:

- JW Consulting (John Walsh): \$21,160
- Pat Curran & Associates- \$20,930

13. CORPORATE SERVICES & ADMINISTRATION

- a. Update by Councillor Crawley and B. King
Committee met on November 9.

Still in review are the Policy and Procedure, Procurement Policy,

We are asking all Departments to strategically look at all budget line items and wish list items. Ask all to be cognizant on how we meet our budget requirements

Union Negotiations will be getting underway soon

Cleaning Services- Penney Holdings was the successful bidder and started on November 5.

MNL Conference discussion. The Code of Conduct policy is mandatory by March 1, 2023.

A Code of Conduct policy has been done by MNL and vetted through lawyers. There is no need to reinvent the wheel.

Councillor Buckle declared a conflict of interest and left the meeting.

- b. Accounts
22-13-135
Crawley/Woodford

BE IT RESOLVED that the accounts tabled in the amount of \$260,687.25 (cheque# D2893-D2945 to 043766-043923 be approved for payment.

In Favor- 6

Goobie
Woodford
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

Concillor Buckle returned to meeting.

c. 22-13-132

Crawley/B. King

BE IT RESOLVED that the Town of Holyrood request ministerial approval to borrow one hundred forty -five, four hundred fifty-three dollars and forty -four cents (\$145,453.44) from the Royal Bank of Canada for the purposes of honoring the 10% contribution to the water tank project identified as 17-GI-21-00049 and approved by Transportation and Works, Municipal Infrastructure division. This loan will be for 2 term /7year amortization at 6.72% interest and a monthly repayment rate of \$ 2,175.60.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

d. 22-13-133

Crawley/Woodford

BE IT RESOLVED that the Town of Holyrood request ministerial approval to borrow one hundred thirty -four, one hundred fifty-three dollars (\$134,153.) from the Royal Bank of Canada for the purposes of honoring the 10% contribution to the Sewer

improvement project identified as AP-MCW-20414 and approved by Transportation and Works, Municipal Infrastructure division. This loan will be for 2-year term / 7- year amortization at 6.72 % interest and a monthly repayment rate of \$ 2,011.56.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

e. 22-13-134

Crawley/S. King

BE IT RESOLVED that the Town of Holyrood request ministerial approval to borrow ninety-six thousand, four hundred thirty-one dollars and twenty-nine cents (\$96,431.29) from the Royal Bank of Canada for the purposes of honoring the 10% contribution to the Salmonier Line Water project identified as 17-MYCW-22-00046 and approved by Transportation and Works, Municipal Infrastructure division.

This loan will be for 5-year term /5 amortization at 6.82 % interest and a monthly repayment rate of \$ 1,901.18.

In Favor- 7

Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor

Opposed- 0

Abstained- 0

Motion Carried

f. Bankbook Balance: \$2,354.48

14. NEW BUSINESS

Woodford

Beautiful remembrance day ceremony, great attendance, and it was very emotional. Upcoming events for Christmas, encourage everyone to get out, and put a call out to my colleagues to attend the Christmas Parade.

B. King

Food security was a topic at the MNL Conference. Two examples of food security:

The first example was the Town of Bay Roberts that started two community gardens and they produce 3,000 lbs. of potatoes and donated them to the food bank. The other example that we should not follow was the Town of Clarendville could grow a root vegetable but not a tomato. It was not received very well. Council in Clarendville backtracked and now you can grow whatever you want. The Town of Holyrood should be encouraging residents to grow their own vegetables.

Museum- A volunteer at the museum, he is a fantastic person, and a student. His name is Jared Trask. He is like a walking encyclopedia. He is currently finishing his master's and hopes to graduate in 2023. He is currently attending a conference in San Diego to present to about 20,000 people. We wish him well. He is an invaluable member of the heritage society. He will present to the Holyrood Heritage Museum

Remembrance Day ceremony was well attended. The cadets did a fantastic job. The cadet and reserves program is a wonderful program and great for future development and career progression.

Crawley

Thank you, Councillor King, for your service. Thanks to all the businesses who supported SpookTRUNKular. Looking forward to Christmas events.

S. King- n/a**Winsor**

Agree with Councillor B. King on the cadet program. My son is currently with the cadets, my other son is looking forward to joining. The feedback I get is fantastic. Whatever pathway is taken, there is a lot of skills that can be applied in your life.

Quick Safety Tip- need to prepare for winter with winter tires, snowblower and generator tuned up.

Buckle

We are looking at community garden initiatives in the future. Weldon Dunphy was always the first to attend a scene. Wish him well in his retirement.

Goobie

When I joined the Holyrood Fire Department in 1989, which was my stepping stone for my career with St. John’s Regional Fire Department. I remember my first call as a newbie, and it was a structure fire in Conception Harbour. 3 of us responded in the pumper, Myself, the late Pat Furey and Weldon drove the pumper. No doubt Weldon was an invaluable asset, and he will certainly be missed.

15. DATE OF NEXT MEETING

December 13, 2022 at 5:30 pm.

16. ADJOURNMENT

22-13-136

Woodford/B. King

BE IT RESOLVED that this meeting adjourn.

In Favor- 7

- Goobie
- Woodford
- Buckle
- Crawley
- B. King
- S. King
- Winsor

Opposed- 0

Abstained- 0

Motion Carried

Mayor

CAO

Minutes taken by CT