



Regular Meeting of Council #2  
February 1, 2022, at 5:30 pm  
Live streamed from [www.holyrood.ca](http://www.holyrood.ca)

**MINUTES**

**PRESENT:**

Mayor Gary Goobie  
Deputy Mayor Michele Woodford  
Councillor Curtis Buckle  
Councillor Laura Crawley  
Councillor Bruce King  
Councillor Sadie King  
Councillor Steve Winsor

Marie Searle, (Acting Clerk), Finance  
Christa Turnbull, Exe. Assistant  
Steve Martin, Recreation  
Robert Stacey, Inf. & Public Works  
Marjorie Gibbons, Business  
Evan Woodford, Fire Chief

**1. CALL TO ORDER/ADOPTION OF AGENDA**

**22-02-009**

**Crawley/Woodford**

**BE IT RESOLVED** that Communications be added to the agenda, and 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- January 11, 2022** are adopted as presented-  
no errors or omissions

**3. BUSINESS ARISING - n/a**

**4. MAYOR'S UPDATE**

Letter requesting meeting with Minister of Transportation re roads plan and other infrastructure issues has been sent out, and I will be pursuing this to ensure this happens in a timely manner.

Roads on Route 60 and various parts of the town, particularly the South side and North Arm, have reached a point where they are patched to death, and due to changing climate patterns, they don't last very long. It's obvious the only permanent solution is proper paving job. There are significant culver and drainage issues, and I recognize there are major infrastructure issues all over the province and the department of Transportation are doing their best with the budget and resources available. My comments are not meant to criticize but the time has come for Government to inject funding into infrastructure so they don't need to be applying band aid repairs and concentrate on permanent solutions which will be more effective in the long term.

RBC was closed a few weeks ago and has since reopened. Branch manager clarified that closure not due to internal matters, not because of staff leave. Customer service resumed 3 days per week- Monday, Wednesday and Friday from 9:30 am-5:00 pm and will resume five day a week service by March 1.

The town received reports of streetlights out, and director of Infrastructure and Public Works is documenting and report to NL Power, residents can also report on NL power website, require streetlight number.

Many of us are aware of number of ducks around. Director of Infrastructure and Public Works has been in touch with Canadian Wildlife Services to get some advice on what we should and should not do in regard to these ducks. It is not recommended to feed ducks human food such as bread as it affects their digestive system and can make them sick. We are not sure if H5N1 bird virus has affected them, our advice is to enjoy watching them, but please refrain from feeding or touching them. By removing human food source, they will eventually get back to their original food source.

S. King comments- Highways are at work on Holyrood hill today. Culverts are replaced.

## **5. CORRESPONDENCE**

Proclamation which will be addressed later by B. King

## **6. PLANNING & DEVELOPMENT**

### **a. Update by Deputy Mayor Woodford**

Planning & Development committee met virtually on Jan 19. 4 residential applications were reviewed. Action was to update applicants on the status and request further information. One was recommended for approval. Two business applications were

reviewed. One is a rather large file which will require further discussion, and the other has some challenges with access to land and will require further information.

We received expression of interest for a quarry. We did a quarry presentation from the province, but we haven't discussed the information received from the presentation from government. We need to see how we are implementing that into the town plan.

Draft copy of town plan was given to all committee members for review. Will hold meetings to discuss town plan outside the regular planning meetings. Committee will review then we will take back to Council for further review. Then draft copy goes out for public consultation.

**b. Permits**

**22-02-010**

Woodford/S. King

**BE IT RESOLVED** to table and approve the attached permit listing, 4 permits were issued from January 1-14, 2022, Permit # 01-0001-22 to 01-0004-22 and include permits for sign, 2 new residence, home based business.

Permits such as fences, accessory buildings, general repairs, signs, etc. are approved by the Director of Infrastructure & Public Works if they meet the development regulations, and don't go to the committee in order to fast track the process.

**In Favor-7**

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

**Opposed-0**

**Abstained- 0**

**Motion Carried**

**c. 22-02-011**

Woodford/Buckle

Location: 9 Saul Drive

Zoning: RMD

Proposal: Residential

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

**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 Sadie King  
Committee met on January 18.

We are looking forward to the announcement this week on the alert level changes. All of our recreation activities are suspended at Level 4. Hope to see some activities return with a level change.

Crystal Carnival- have not made a decision on that yet but we have a list of events ready to roll.

Student Summer Jobs are posted and deadline for applications is March 18, 2022.

Squid Fest this year is July 13-17, 2022.

Committee is looking forward to moving forward with the Salmonier Line Park plan. Will look for funding or potentially use fundraising initiatives. #1 was a splash pad. Committee will be trying to move the plan along.

Our department has formed partnership with the Fire Department, to maintain Boland's Pond when conditions allow, for outdoor skating.

Community Garden- we are in the process of restructuring our committee, we are looking for new members. If anyone is interested, please contact the town office. Last year our community garden was a success, with some growing enough vegetables for the winter. We are hoping to extend the number of boxes in the community garden this year. Ask residents to consider composting. We have 40 composting bins ordered, and when they arrive, we will let residents

know through our social media account. Composting is great for gardens. If people are not familiar with composting, we could consider bring in someone to do a session on it.

We have people asking why no work is happening at the boardwalk- we are hung up on materials. It has been ordered but issues with delivery. There was no significant damage at the boardwalk during the storm.

## **8. INFRASTRUCTURE & PUBLIC WORKS**

### **a. Update by Councillor Winsor**

Thank-you Mr.Mayor. There are many files on the Committee's agenda. And even more now after the weekend storm. When we met last week on January 27<sup>th</sup> it was agreed by all Committee members to make themselves available for more frequent meetings. I will provide an update from the Committee on several topics and then Councilor King will comment on the Pressure Relief Valve Project which requires a Motion before Council.

Storm Damage- The first thing I'd like to talk about is the storm event on Saturday night that brought over 70 mm of rain and a rapid snow melt run off. These events are always a big concern and put an incredible stress on our infrastructure, and our residents. There aren't many things worse than worrying about water flooding or damaging your property. I visited several residents on Sunday morning, and toured the entire Town, taking notes and pictures of problem areas. I spoke with the Mayor that morning and met him in person at one site of concern. I also spoke with the Director with respect to a safety issue and commend our Public Works staff who were mobilized throughout the town. There have been at least 36 work orders raised and they will all be prioritized and addressed. Please be patient as they work the priorities. The Province has also been engaged to address problems outside our jurisdiction of responsibility but physically located within the Town. For example, on Route 60 where Provincial crews were on scene today making shoulder, ditch and culvert repairs. As bad as these events can be, they do provide an opportunity to see what improvements are needed and I was pleased to see some past improvement projects working well. After seeing the news from other Municipalities, I would have to say that overall, Holyrood fared relatively well considering the volume of rain. This Council is keen to improve Town Infrastructure, but unfortunately it does not happen overnight, and we do not have an unlimited budget. However, we are committed to prioritizing and investing in improvements where it

makes sense to do so and seeking funding opportunities when they arise. The worst damage in the Town was on the former cart path or rough road section of Kennedy's Lane. For safety reasons, this is now closed to all traffic until further notice. The Committee already had a remediation plan developed for this area with construction to start in Spring which should now be re-evaluated in order to make recommendations for short- and long-term solutions to the drainage problem in the area that is causing problems for a number of residents in the immediate area and downstream on Northside Road.

North Arm River Water Testing- Council and Residents may recall the Special Meeting of Council on November 26<sup>th</sup> to discuss the water supply expansion project to provide more safe and reliable water to our Town. This was also discussed in other Public Meetings of Council. Part of the up-front engineering work is to gather and analyze water samples over a period of time. Two quotes were received on the testing requirements as outlined by the Province Water Resources Division and we will be moving forward with this testing once the review is completed and the gas tax application completed.

Equipment Fleet - A tender is being prepared for a new dump truck and will come to committee for review and approval when completed. Market surveillance of vendors indicates long delivery times to late Summer / Early Fall of 2023. Two pickup trucks were ordered through the Provincial Procurement Agency last March of 2021. The pricing of these trucks has increased since that time, but still much better than current market prices. For example, the 1500 series quoted at \$29k has increased to \$40k and the 3500 series quoted at \$41k has increased to \$50k. The delivery times are unknown, but we need to get them in service to replace the old, unreliable and costly units that we have. Two trucks have actually been taken off the road due to safety concerns and faulty transmission. Our recommendation is to proceed with the orders.

Lighting- At our last meeting Councilor Buckle noted the Holyrood App is one-way Residents can report a street light outage. I myself tried it out and was pleased to see NL Power made the replacement with a new energy efficient LED light within a few days. I encourage all Residents to report streetlight outages either on NL Power's website, or through the Holyrood App. I'd also like to note that Public Works staff have submitted 15-20 requests to NL Power in January, many of which have been replaced. There have been some lights noted by residents in the Valley and North Arm, staff will do a back check of the list already reported to ensure these are captured.

There is also a pole replacement campaign underway. NL Power will be replacing approx. 23 poles in different areas throughout the Town.

Tank Road- There have been reports of water issues in the area behind Holyrood Tire & Auto and it is being investigated. Civil work was completed for the new tank near the existing tank which may have changed some drainage course, but there have also been observations by area Residents, and even myself, of air in the lines. The Town has used leak detection equipment but could not find the source but the investigation is ongoing.

Ducks- Last but not least, the ducks. As the Mayor noted, the population of the duck colony in Holyrood near the Marina has exploded and become a public safety concern. There are hygiene concerns and slipping hazard risks with the tremendous amount of excrement in the area, in addition to the recent concerns with outbreaks of Avian flu. None of that has been detected yet in Holyrood and Staff have been in communication with the Canadian Wildlife Service. Their professional advice is to educate and inform people to not feed them. The ducks will naturally disperse and find their own food, and likely more healthy food. Please don't feed the ducks around the Marina and if anyone observes a duck that looks sick, injured or acting strange it should be reported.

North Side Road PRV Project - You may recall me speaking to this at our first meetings in October and November. I'll give a brief refresher now for everyone's benefit, both for Council and the Residents listening at home. The purpose of the project is to alleviate unacceptably high pressure experienced in certain areas of the water system. Normal pressure should be approximate 50-70 psi at a home, but there are high pressure excursions up to 160 psi which have caused piping component failures, higher maintenance costs, and loss of service to Residents. It is not sustainable to continue to operate the system without these improvements. In an effort to mitigate these risks and improve the system, Municipal Affairs approved Innovative Engineering's design of a relief valve system to be installed at a strategic location. This was recently tendered, and the project funding was reclaimed from previous Town Projects. Weir's Construction Limited was the lowest bid of 6 bids at \$197k, which unfortunately produces a shortfall of \$46k for the Town over the original project budgetary estimate. This was not entirely surprising given the rising inflationary costs being experienced in markets everywhere due to the impacts of COVID and other factors in the supply chain. This project needs to move forward, and we will have to manage the \$46k shortfall. I'll read the motion and then Mr. Mayor you could entertain some discussion and debate on the matter before we vote.

**b. 22-02-012**

**S. King/Winsor**

**BE IT RESOLVED** the Town of Holyrood award the Water Main Upgrades (PRV Upgrades) project to Weirs Construction for an amount of \$197,840.25 based on the tender results dated January 5, 2022. This amount reflects the lowest of six bids received in response to the tender call by Innovative Engineering on behalf of the Town. The Town of Holyrood recognizes that due to the present market conditions, the cost of this work creates a \$46,939.36 shortfall in the approved funding. Given the importance of this piece of work in the overall delivery of water service to residents in the area, the Town of Holyrood will absorb the overrun through its Fiscal services budget for 2022.

**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 Michele Woodford  
Committee met on January 26. During that time, we look at 5 business files. The Director is working with the applicants to get their applications moving forward. It's not a process that happens overnight.

An international student that is here studying under the provincial study and stay program, they are graduating from MUN in April. Looking to set up business in Holyrood and looking for space in the beachhead. They're hoping to take over an office in April. Water research and development business.

Oceana- there were 2 proposals received for Oceana and met on January 14 to open up the proposals One proposal didn't meet the terms of the RFP and wasn't considered for evaluation. The other proposal was a group of companies that collaborated. The proposal identified the parameters in the RFP but didn't give enough info, and we have gone back to proponents and requested a meeting to get a clarity of the information.



Wayfinding project is a signage project that Tract Consulting done. We are looking at the assets identified in the project and making sure the proper assets are listed. Councillors have been asked to review and provide any feedback.

**b. 22-02-013**

**Woodford/Winsor**

**BE IT RESOLVED** the Town of Holyrood approve Oceans Holyrood sponsorship with NOIA (Newfoundland Oil & Gas Association) for the year 2022.

This sponsorship enables the Town to foster further development in ocean related activities here in Holyrood through the marketing channels of NOIA. The Cost is \$5,000.00, since OHI has a credit of \$3,200.00 due to a cancelled 2019 conference booth, the actual new expenditure will be \$1,800.00. This cost is an eligible expense through the OHI funding already available through ACOA and the province.

A NOIA Sponsorship is a direct marketing opportunity that is funneled directly to our key demographic. The advantage of a Noia Sponsorship and the opportunities inherent to them is that there are no spillovers or wasted opportunity. We are speaking directly to businesses that have the ability to make the investments into our town through the ocean sector. It is the very definition of direct-marketing, and considering the cost of the Sponsorship program, coupled with the marketing opportunities, we recognize the value of this investment through OHI.

**In Favor-7**

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

**Opposed-0**

**Abstained- 0**

**Motion Carried**

**10. PUBLIC SAFETY**

- a. Update by Councillors Bruce King  
There will be a meeting on February 10 with the RCMP to discuss traffic, vandalism, and any other criminal activity that has been

ongoing in the town. I invite residents to bring forward any questions or concerns to me and I will ensure they are presented to the RCMP.

We had quite the event this past weekend with rain and wind. These types of storms seem to be happening more frequently and more severely. People need to be aware that these things are going to happen, and you should be looking into your own safety plan and be prepared. First responders aren't always going to be able to come to your door right away, and people should be prepared for at least 72 hours. If you go on the Fire and Emergency site, they give you all kinds of items that you should have in your possession. Example: generator, snowblower, sub pumps, shovels, batteries, fuel, non-perishable food, medication. Ensure fire hydrants are cleared of snow.

I would like to thank the Department of Transportation for filling the potholes. Ask residents to keep informing us where the potholes are. Report to Council, MHA, Transportation.

## **11. CORPORATE SERVICES & ADMINISTRATION**

### **a. Update by Councillor Laura Crawley**

We had to postpone our meeting that was scheduled due to other commitments. We did task out committee members to review strategic plan, operating policy and procedures. Town staff are working on donation policy and vending policy.

### **b. Accounts**

**22-02-014**

**Crawley/Woodford**

**BE IT RESOLVED** that the accounts tabled in the amount of \$166,763.45 (cheque# D000002338-D000002373 and 042876-042938) be approved for payment.

**In Favor-7**

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

**Opposed-0**

**Abstained- 0**

**Motion Carried**

### **c. Bankbook Balance: \$ 856.32**

## **12. COMMUNICATIONS**

Update by Councillor Laura Crawley

We had our first communications meeting on January 25.

We talked about how we are going to structure communications meetings- we talked about roles, responsibilities. Councillor Crawley will chair the meetings, The website upgrades are underway, and committee will review the new website at the next communications meeting. This will be a service-based site, payments, submit inquires, etc. More user friendly.

Structure and consistency of our minutes- making sure they are available to all before the meeting. Posting of committee minutes to our website in the future.

Communications Plan- very extensive. We asked each committee member to read and come back with top 5 priorities at the next communications meeting.

## **13. NEW BUSINESS**

Woodford

Vaccination clinic will be held February 21 from 10:00 am -5:00 pm at The Legion

Councillor Crawley

Thanks to Public Works for the work during the storm.

Councillor B. King

National Heritage Week is February 21-27. It's an opportunity for Canadians to celebrate to celebrate museums, historical sites, cultural landscapes, cultural centers, etc. Heritage NL encouraging all municipalities in the province to highlight their heritage, and for that week the Town of Holyrood will have the Mayor sign the proclamation on February 21, and activities are dependent on the alert levels.

Looking at the two oldest citizens to be in attendance if possible. Will have a cake. Tour of museum will take place.

Councillor S. King

Thanks to the Director of Infrastructure and Public Works team for keeping us safe during this recent storm. They had a lot of work on their plate.

Councillor Winsor

I learned some sad news today. A very close, personal friend of mine Christopher Abbot, known by many as Buddy the Puffin, passed away. We knew each other from rowing and carrying on at the stadium. He brought a lot of smiles and laughter. Community Service takes lots of forms, and Chris had a way about him. He never turned down an opportunity to go to a school, or go to the Janeway, and he really gave back. People might not remember what you say, people might not remember what you do, but they remember how you made them feel. And he made a lot of people feel good. I wanted to honor his memory by sharing that with you.

Councillor Buckle

Thank you to public works staff and Director on a great job done after the storm.

Nice to see streetlight outages being reported. Anyone that sees a light out, please report it on the app or reach out to the town.

Congratulations to the Mayor on retirement from the St. John's Regional Fire Department and thank you for your service.

**14. DATE OF NEXT MEETING**

February 22, 2022 at 5:30 pm

**15. ADJOURNMENT**

**22-02-015**

**Buckle/King**

**BE IT RESOLVED** that this meeting now adjourn at 6:55 pm

**In Favor-7**

**Goobie**

**Woodford**

**Buckle**

**Crawley**

**B. King**

**S. King**

**Winsor**

**Opposed-0**

**Abstained- 0**

**Motion Carried**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**CAO**

*Minutes taken by CT*