



**Regular Meeting of Council #1
January 11, 2022 at 5:30 pm
Live streamed from www.holyrood.ca**

MINUTES

PRESENT:

Mayor Gary Goobie	Gary Corbett, CAO
Deputy Mayor Michele Woodford	Christa Turnbull, Exe. Assistant
Councillor Curtis Buckle	Steve Martin, Recreation
Councillor Laura Crawley	Robert Stacey, Inf. & Public Works
Councillor Bruce King	Marjorie Gibbons, Business
Councillor Sadie King	Evan Woodford, Fire Chief
Councillor Steve Winsor	Marie Searle, Finance

Conducting meeting virtually due to COVID-19 guidelines.

1. CALL TO ORDER/ADOPTION OF AGENDA

22-01-001

Buckle/Crawley

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

2. ADOPTION OF MINUTES- December 14, 2021 as presented, no errors or omission

3. BUSINESS ARISING- n/a

4. MAYOR'S UPDATE

Operational Review. All Council agrees to proceed with operational review in the new year. 3 step process- first step is to appoint a committee to do terms of reference, once TOR is approved, we will issue

an RFT, then we will review the RFP and award to the successful company. I'm assigning 3 Councillors, Winsor, Buckle, B. King

Communications Plan will continue on to get plan put in place and executed. Enhance communications with our residents to be as open and transparent as possible. I have a committee in place and will be Woodford, Crawley, and S. King.

Ongoing pothole problem. We have had a lot of discussion on social media about a pothole by Irving on south side. Even though it's a small problem, it takes a lot of time to get it resolved. Route 60 is responsibility of T&I and they have advised us it is not the town's responsibility, and we are not to fix these problems by putting in cold patch, asphalt, etc. The town could assume liability if something happened. It's a safety issue, vehicles have to veer around it and go out in the other lane.

The Transportation & Infrastructure foreman advised the town could place some sandbags in the hole. MHA sent off an email and advised they will be up as soon as time allows.

We need to write a letter to the Department and come to common ground on what we are allowed to do under extenuating circumstances.

Congratulations to one of the first startup companies that took up residence at the Hubert A. Keough Municipal Building. In 2016, RPM Ariel began with an idea and goal to adapt to needs of a revolving industry using drones. Today RPM is a NL based company that provides ariel surveys to mining industries across the province. RPM are a most worthy recipient of 2021 Service Provider of the Year from the Newfoundland Branch of the Canadian Institute of Mining & Petroleum. On behalf of Council and staff, congratulations to Brian Lundrigan and his team.

5. CORRESPONDENCE

6. PLANNING & DEVELOPMENT

a. Update by Deputy Mayor Woodford

Town plan review is priority. Once that is reviewed, Council will review it. Finalize the document and then presented for public consultation.

Several active applications. Committee working with applicants to get required info. Next committee meeting is January 19 and we will have a more detailed update at that time.

b. Permits

22-01-002

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 3 permits were issued from December 13-31, 2021. Permit 12-0475-21 to 12-0477-21 and includes permits for Sign, Occupancy, New Residence.

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

c. 22-01-003

Woodford/Buckle

Location: 7 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 Regulations.

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

7. RECREATION AND COMMUNITY EVENTS

- a. Update by Councillor Buckle and Councillor S. King
Committee met last week. Lots of activity happening and working on a lot of files.

We have suspended all activities that was booked through the Star of the Sea. Due to restrictions, all activities are suspended. Planning for Crystal Carnival is delayed due to public health restrictions.

We have extended Christmas lights at the park until January 16.
Encourage everyone to walk around the park.

8. INFRASTRUCTURE & PUBLIC WORKS

- a. Update by Councillor Winsor and Councillor S. King
First committee meeting was held on January 10.

North Side Road PRV

The purpose and history of the project should be well known and has been communicated several times in previous Public Council Meetings. It is an important project and needed to relieve pressure in the system that causes leaks and service disruptions for many residents. The current project update is we have received bids yesterday through Innovative Engineering which are being evaluated. The cost is a little higher than anticipated, but not surprising given the rising costs of labour and materials being experienced everywhere. We will work with the consultant in review and challenge of the bids and plan for construction start in the Spring.

Harbour Main MR Watershed Amendment

We are seeking clarity from the Province (Water Resource Management) in regards to the Maloney's River Watershed extending into the Town of Holyrood Municipal Planning Area, including Burnt Point Pond. Our objective is to ensure that our Municipality is engaged and consulted on such matters, and we look forward to collaborating with the Province and our neighbouring Municipalities.

Route 60

The Provincial Government is seeking input for highway projects for its Multi-Year Provincial Roads Plan. The plan considers road projects based on safety, traffic volumes, socio-economic impacts, evidence and input from the general public and the Department of Transportation and Infrastructure's engineers.

As you all know Provincial Route 60 is in terrible condition with many potholes that pose a safety risk to the motoring public. As one of the primary routes in and out of the Town this requires attention.

The Town is responding to the Province by the closing date of January 17th with a focus on Provincial Route 60. With many Municipalities facing the same infrastructure challenges and essentially competing for funding opportunities, we encourage residents to provide their input via the link that will be provided on the Town's social media. With resident feedback and support, we hope this will bolster our application.

Further, the Town would like to request a meeting with the responsible Provincial Minister of Transportation to discuss Route 60.

b. Winsor/Buckle

22-01-004

BE IT RESOLVED the Town of Holyrood forward a meeting request to Honourable Elvis Loveless, Minister of Transportation and Infrastructure to attend a meeting with Council to discuss the Multi-Year Provincial Roads Plan and its impact on Route 60. The meeting will be an opportunity to have an open dialogue on transportation issues within the Town of Holyrood that are impacting a safe, reliable road network for the motoring public.

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

Suggestion to invite MHA to the meeting as well.

9. BUSINESS DEVELOPMENT AND MARKETING

a. Update

Committee met on January 6. Several business applications were discussed.

Received 2 proposals for Oceana. Committee will open proposals and will begin evaluation process on Friday. One evaluation is complete we may need to meet with companies.

Funding applications for students are due January 25. Obtaining this funding is key to running recreation programs this summer.

Federal government established new program for businesses. This info will be forwarded to all businesses in Holyrood to see if they are eligible. Encourage all businesses to review and see if you qualify. A lot of businesses are hurting during this pandemic. If anyone needs assistance, please reach out to the Business Department.

The town sent out a COVID update in the mail a few days ago. If anyone didn't receive it, you can go on the town's website to view the flyer.

10. PUBLIC SAFETY

- a. Update by B. King and C. Buckle
Public Safety committee met yesterday.

Wall of Honor

There are some pictures received, and the town office is closed to the public, but encourage everyone to have photos ready for when the building reopens. Will use the waiting room entrance for the wall of honor.

Fourth Fire Fighter

Process will be started soon.

Applications to government for fire vehicles. We will put forward applications for new vehicle and equipment. Will have a meeting in the near future with RCMP re- speed, vandalism, etc. People need to inform the RCMP of any speeding, etc. They maintain a file and their resources are dedicated to areas in which they get the most complaints.

Route 60 is a public safety concern. Responsibility of Transportation & Infrastructure, but it is our responsibility to inform government officials when there are unsafe conditions. Contact our MHA and T&I. There is a website to report potholes. If all else fails, open line is a great avenue to vent your frustrations. Social media is also a good way to let residents know where the potholes are. If you see something, say something.

There are a lot of streetlights out in some areas. If anyone notices a light out, please notify the town or go on Newfoundland Power website and report it.

11. CORPORATE SERVICES & ADMINISTRATION

a. Update by Crawley and B. King

Committee met on January 6. There were a lot of things covered.

- Policy & procedure document to be updated.
- Municipal donations. We will draft a policy.
- Operational review which will take place in coming months.
- Strategic plan needs to be updated. Ask all committees to review strategic plan draft.
- If motion passes, we will be posting ATIPP requests on our website.
- Procurement – waiting on direction from Municipal Affairs.
- Benefits you get for registering with town as a business, ask that everyone register with the town to help rep benefits by availing of various programs.
- New firefighter position- we are putting forward a motion to move ahead with the process. We got 3 quotes and will go with the lowest bid.

b. Accounts

22-01-005

Crawley/Woodford

BE IT RESOLVED that accounts tabled in the amount of \$141,457.31 (D000002293 -D000002844 and cheque number 42843-42875) be approved for payment.

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

c. Bankbook Balance: \$2,416.23

d. ATIPP Requests

22-01-006

Crawley/Winsor

BE IT RESOLVED that the Town of Holyrood will post completed Access to Information Requests (received after January 12, 2022) to www.holyrood.ca

Posted information will include:

- ATIPP request number
- Summary of the request received
- Copy of the final response letter to the applicant with all personal information removed
- Copy of any responsive records as provided to the applicant.

Responses to request for personal information will not be posted.

In addition, the following general requests will not be posted online:

- Requests where it is too complex to complete the appropriate redactions prior to posting online (e.g., general requests where the applicant's information, either personal or business, is found throughout).

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

e. Hiring of Firefighter

22-01-007

Crawley/Buckle

BE IT RESOLVED, the Town of Holyrood award the Human Resources contract to hire a full firefighter for the Holyrood Fire Department to JW Consulting Associates based on the call for three bids put forth by the Town of Holyrood Wednesday, January 5, 2022. To satisfy the Procurement Act and to ensure total transparency the Town issued a call to three consulting firms to complete this piece of business on behalf of the Town. All three firms submitted a bid, and

the above-mentioned firm was the lowest bidder for a cost of \$2,000.00 + HST totaling \$2,300.00

In Favor- 7

Goobie

Woodford

Buckle

Crawley

B. King

S. King

S. Winsor

Opposed-0

Abstained-0

Motion Carried

12. NEW BUSINESS

Woodford

Status of Boardwalk. Was supposed to be completed in December. The lumber for decking has not arrived. Once it arrives, and underground cable for lights are done. Benches to be assembled and put in place. Curb will be completed once decking is in place. Asphalt won't be completed until spring when plants open. Signage will be last thing installed. Fencing that was put up, storm took out a lot of the fencing, that will be redone and moved in closer to the boardwalk in the coming days.

I received notice from Eastern Health that a lot of people waiting to get their booster shots. There will be a clinic at Roncalli for those 30 plus and older. Must be 22 weeks since second does. Thursday, Jan 14 from 9-9. There is a link that will be posted on our Facebook page and website. You have to book online.

B. King

Other municipalities put out message to leave up Christmas lights. It would be a good idea to encourage residents to do this, if they can. Leave your lights on until at least Jan 16.

Crawley

It's stressful times for people. Number of mental health services available. We will share website, phone numbers, and apps. For those feeling the covid crunch and restrictions. To protect your mental health, make sure you do something outside the house. Stay safe.

Buckle

RBC has been closed for some time. There is a sign saying shortage of staff. Some of the staff are working at CBS branch. We should reach out

to RBC to see what the plan is. It is the only bank that serves our residents and St. Mary's Bay area.

To all of our residents, stay safe. We will get through this and hopefully things will be brighter in 2022.

Response by Deputy Mayor Woodford:

I did reach out to RBC. They are planning on opening on January 24. I was advised that the reason for closure is because a lot of people are taking annual leave which has to be used or they will lose it.

Winsor

Councillor B. King and I will be attending HMPC committee meeting tomorrow evening.

S. King

Wish the Council, Staff and all residents a Happy New Year and to stay safe. If you can go online, fill in the survey- route 60 is in desperate condition. This has been going on for a number of years. The more noise we make, the better. Squeaky wheel gets the grease.

Goobie

Wish all our residents a Happy and safe New Year. Please God, COVID will be behind us sooner rather than later. Until then, be safe in your surroundings.

13. DATE OF NEXT MEETING

February 1, 2022 at 5:30 pm

14. ADJOURNMENT

22-01-008

Buckle/Woodford

BE IT RESOLVED that this meeting now adjourn at 6:34 pm.

In Favor- 7

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

Opposed-0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT