



**Regular Meeting of Council #4
March 23, 2021 at 5:30 pm**

Audio Streaming Live from www.holyrood.ca

MINUTES

PRESENT:

**Mayor Kevin Costello
Deputy Mayor Curtis Buckle
Councillor Kim Ghaney
Councillor Jim Joy
Councillor Sadie King
Councillor Roger Myette**

STAFF:

**Gary Corbett, CAO
Christa Turnbull, Exe. Assistant
Marjorie Gibbons, BD&M
Robert Stacey, I&PW
Marie Searle, Finance**

1. CALL TO ORDER/ADOPTION OF AGENDA

21-04-29

Ghaney/King

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

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0

Abstained- 0

Motion Carried

2. ADOPTION OF MINUTES of March 2, 2021 as presented- no errors or omissions

3. BUSINESS ARISING

4. MAYOR'S UPDATE

a. Safe Restart Funding

The Town of Holyrood has received 144,299.26 from the Federal and Provincial Restart Program in response to COVID-19. Council reviewed the priorities in their various departments and through collective consideration, we have approved several projects which will be actioned over the coming months.

This money is new money for the Town and enables Council to provide reliable services to the community outside the prepared budget established for 2021. The projects to be completed include the following activities:

Public Safety- Fire Department- \$46, 247.26 and includes a self-contained up to date breathing apparatus, associated cylinders and battery packs, mobile repeater to ensure communications, vhf unit, 2 bunker suits

Recreation and Community Events- \$41, 052 and includes installing a rubberized surface for inclusive swing at Salmonier Line Park and Playground Slide at Highland Park

Public Works- \$44,000- Install 280 feet of culver at lower section of Kennedy's Lane

Business Development and Marketing- \$13,000- redevelop the town's website.

b. Communications Plan Update

At this time, I want to inform residents that Council and staff continue to work collaboratively to improve our communication with the residents to ensure information gets out to everybody and that the information is accurate. In working to grow our Town and secure business development as well as residential growth, there is a process which must be respect in relation to the confidentiality of investors, developers and potential new residents. Once the Town has an application which can be reviewed by Council, we will share that information with residents. During the discussion stages of concept development and verification of regulation compliance, it is a concept only and we will continue to work with the individuals a or companies to see if they are a fit for the development regulations as set down in our Town Plan.

Our communication plan continues to be a priority, it is a process, and we want to make sure it is comprehensive and address the needs of the Town. It will take time to fully roll it out, we are working hard to do it right and we ask for your patience and your consideration. Throwing out a communication plan that is not properly vetted and planned only adds confusion and has the potential to create more issues than solutions. Be assured that your elected representatives continue to work to serve all residents of Town and we will continue to do so with the best possible outcomes in mind

c. Conflict of Interest

Councillor Joy assumed Mayor's chair while Mayor Costello presented the following information.

As the public may or may not be aware, we have recently had some conflict-of-interest allegations made against Deputy Mayor Buckle and against the Director of Recreation. These allegations were related to the Beach Head Brewery application which was voted on and passed by Council on December 22, 2020. I would like to highlight a few key points in relation to the process that Council followed in dealing with this application.

1. Elected officials are subject to the conflict-of-interest legislation contained in the Municipalities Act. Staff members are not subject to the conflict-of-interest legislation contained in the Municipalities Act, but are subject other disciplinary processes contained in section 67 and 68 of the Act. Council has the obligation to deal with all conflict-of-interest allegations.

For an elected official, the matter has to be dealt with by presenting a motion. A motion is not, however, required when dealing with conflict of interest leveled against staff members. Previously, the former mayor started the process of dealing with these allegations and engaged our town lawyer to find the facts and present Council with various examples of case law and their interpretation of this situation.

Once I took the position of Mayor, I then met with our lawyer to briefed on the status and get my own questions answered. A 6-page document was forwarded to Council on February 24 for their review, and everyone had the opportunity to review and ask any questions they may have had. The legal opinion received from our lawyer is just that, an opinion. Councillors still have the responsibility to consider all information received and formulate their own thoughts before voting.

I also had two meetings with reps from Municipal Affairs to ensure I was guiding Council correctly in dealing with these allegations and ensure due diligence was being followed. A meeting with just Council for discussion. Deputy Mayor did not participate in this meeting.

Tonight, I am pleased to introduce two motions which will confirm confidence in our Council members and our staff. There are occasions where we are required to examine ourselves and Council has done that through a very thorough process.

Deputy Mayor Buckle was placed in the lobby of the zoom meeting while the motion was presented.

21-04-30

Costello/Ghaney

BE IT RESOLVED that the Town of Holyrood affirms there is no evidence of real or perceived conflict on behalf of Deputy Mayor Curtis Buckle as it relates to the Beach Head Brewery Proposal brought before Council for voting on December 22, 2020.

In Favor-5

Mayor Costello
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0

Abstained- 0

Motion Carried

Deputy Mayor Buckle rejoined the zoom meeting.

21-04-31

Costello/King

BE IT RESOLVED that the Town of Holyrood affirms there is no evidence of real or perceived conflict on behalf of our Director of Recreation and Special Events – Steve Martin as it relates to the Beach Head Brewer Proposal brought before Council for a vote on December 22, 2020.

Costello- Not required to present a motion in relation to staff but allows us to formally document that it. The impact these allegations they have on Mr. Martin, and I hope we can put it behind us. I have full confidence in the work Mr. Martin has done for the town, and I personally don't believe Mr. Martin would do anything to negatively impact the town in any way and I have full confidence in him.

In Favor-6

Mayor Costello
Deputy Mayor Buckle

Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0
Abstained- 0
Motion Carried

Mayor Costello assumed the chair.

5. CORRESPONDENCE

- a. Approval to call Tender- Soccer Field Upgrades- tabled
- b. Updates to Municipal Water, Sewer, and Roads Master Construction Specifications- tabled
- c. Year-end Claims for Municipal Infrastructure Programs - March 31, 2020

6. PLANNING & DEVELOPMENT

a. Permit Listing

21-04-32

Ghaney/Buckle

BE IT RESOLVED to table and approve the attached permit listing. 4 permits issued from February 17 to March 12 2021

- Permit # 02-0321-21 to 03-0323-21

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0
Abstained- 0

b. 21-04-33

Ghaney/King

Location: 30 Ridge Road
65 Country Path
118 Conception Bay Highway

Zoning: RMD

Proposal: Residential

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

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0

Abstained- 0

7. RECREATION AND COMMUNITY EVENTS

a. Update

St. Patricks' Day- we were happy to air our virtual concert on Sunday and Monday from our Facebook page. This video has been watched by over 3100 people. Thanks to everyone for tuning in

Working with Get Messy NL to offer virtual easter club. New activity each day and registration is now opened.

Crystal Carnival events that were cancelled. We hoped to host the crystal dip- if health measures don't allow us, we will still organize food drives.

We plan to move ?? to Canada Day.

All in person programming has ceased and hope to get back on track soon.

We are pleased to complete rubberized surface on Salmonier Line and Highland Park playground.

We installed light at Holyrood Dog Park and allow users to use the park regardless of schedules, and this completes the final piece of our dog park.

Summer job deadline is Friday, March 26.

As a member of Grand Concourse, our representative will be Steve Martin. We are confident he will represent the people of Holyrood very well.

8. INFRASTRUCTURE & PUBLIC WORKS

a. Update

We held our fourth committee meeting of the new year this past Friday. The minutes of this meeting are attached to the agenda. At our

meetings over the past couple months, we have been reviewing planning for specific projects and working through the required information so recommendations on these projects can be brought to council. At this meeting all needed information was available that of the engineering, costing and funding to do projects thanks to the CAO, Robert and Marjorie. The recommendations on projects will be brought forward at our next pre meeting for discussion and decisions. A main focus of the committee is to plan and make decisions on projects so work can start early spring/summer. I'm very pleased with the progress being made on this, thanks to the committee members and staff for support in making this happen. We also discussed a number of other items and I'll report further on these at a future meeting.

b. Soccer Tender

21-04-34

Joy/Buckle

BE IT RESOLVED that the Town of Holyrood request Innovative Engineering & Project Management to immediately move forward with a public tender call for the Soccer Field Upgrade project 17-CCR-20-00007.

This project will address the drainage issues which have haunted the area and created problems with proper usage of the soccer field inhibiting the soccer program offered through the Town.

The project will provide well designed recreational infrastructure including a playing field, a storage and washroom facility as well improved access to the field and improved parking. On completion the project will provide residents with safe, reliable, recreational opportunities for all ages.

This tender process will allow the Town and its engineering team to work with a development company to ensure the upgrade is a success. The particulars of costing will be revealed through the awarding of the tender once a successful bidder is identified.

We have been working through the various stages of approval on this project for a while now. I'm very pleased to see it now approved to go to tender. I'm very familiar with this field the associated problems with drainage and water holding up which has restricted use of the field in wet conditions for a long time. This is a great field and full credit to the council of the day for its construction many years back. This project will correct the drainage issues making it a much

improved facility not only for soccer programs but for other recreational use.

Ghaney- we are delighted to hear that this tender is going out. It's an important piece of infrastructure and will allow better quality soccer program.

Buckle- great investment for our town to ensure safe infrastructure for all our residents and allow our soccer program to grow. Would not have been possible without federal and provincial government funding.

Costello- this is a much-needed project. Depending on cost, there is a small building with washroom facility. Hope to put a walking track around, but all depends on tender pricing.

In Favor- 6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

9. BUSINESS DEVELOPMENT AND MARKETING

a. Update

Committee held their meeting on March 12. Business Development & Marketing is continuing to see a great interest from investors to come to Holyrood and this is key for the Town.

New businesses will mean increased business tax revenue for the Town to use to ensure quality services without tax burdens. But new business also means opportunities in the Town for employment, for services and for the businesses within our town to build from one another.

Our department in cooperation with all of Council and all departments will continue to work with these investors to help them plant their shingle here for the betterment of the residents.

We cannot break their confidentiality about their business developments until they actually submit an application. That is true if it is for a candy store or if it is for a major development. Be assured

the Town will inform residents of any business concept that gets to the application stage so you, the residents can be fully informed.

Our Oceans Holyrood initiative is getting new energy around activity. Marine Institute are busy with their building and tomorrow we will be talking to Glenn Blackwood from Marine Institute to discuss their progress and their next steps and we will share any new information as we receive it.

Holyrood will be highlighted in Saltscapes Magazine in their April/May edition. This will bring recognition to our Town which we hope to translate into new business opportunities in the Ocean and Marine sector

The Academia Group has named Holyrood in the Top Ten of Higher Education Projects as it relates to the work being done by Marine Institute. Once again it is good for the town as it builds a solid future for investment.

Trail Master Plan is actioned, and Mills & Wright are preparing a consultation process to ensure we get input from residents. We ask residents to check our website for updates on how and when these consultations will take place.

After discussion with the whole of Council and our management staff, Holyrood is taking part in a Wayfinding project with CBS. This project will identify what types of signs are required in the town to benefit tourism and people movement and where the signs should be located. The project is Phase II of a larger project initiated by St. John's and Mount Pearl and is intended to improve Tourism opportunities. The project is funded through ACOA and the Province with the Town contributing \$1,231

10. PUBLIC SAFETY

a. Update

Committee discussed the safe restart funding. We have 12 breathing apparatus units now, but they are 1999 models and K&D Pratt won't service anymore. Equipment is getting old and needs to be replenished. Mobile repeater enables two-way communication and a longer range, very important for fire department to ensure communication is top notch. VHF unit- it allows the information from fire department to go back to the department and allows incoming conversation/calls to be recorded for future use from a legal standpoint.

Incident reports are very detailed and specific but takes fire chief an hour to do each one. Once reports are completed, they are sent to Fire and Emergency Services.

Standard operating procedures for the Fire Department, we reviewed some of these. There are 46 procedures fire departments must follow at all times.

b. Ambulance Service

Ambulance service in Holyrood is not the best. We need to make sure the level of ambulance service is kept up to date and ensure the responses is as quick as possible. The Minister of Health advised the town a while ago that they were going to try to find ways to increase response times and paramedics, but we haven't heard anything since.

21-04-35

Myette/Buckle

BE IT RESOLVED to write the Minister of Health to get an update on ambulance service and how they plan to address ambulance concerns in the Holyrood area.

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0

Abstained- 0

11. CORPORATE SERVICES

a. Bankbook Balance: \$416.22

b. General Account-

21-04-36

King/Ghaney

BE IT RESOLVED that accounts as tabled in the amount \$115,013.61 (D01746- D01777and cheque number 41878-41939) be approved for payment from the General Account.

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy

Councillor King
Councillor Myette

Opposed- 0
Abstained- 0

12. NEW BUSINESS

King- few people have mentioned the condition of mailboxes on Salmonier Line. Need some improvement there, parking, deck is rotting, and there is some moisture getting in the mailboxes. Maybe we can write Canada post and see if they can do something for us.

Costello- we can take this offline and see who is best, internally, to do this.

Joy- I notice the work on the Marine Base expansion seems to be progressing well. Contractor worked there all winter and you now can see the structural part of the building being put in place. The Marine Base with the associated research work on the oceans sector that is carried out there will provide employment, new opportunities, and economic benefits for our town. Recent information provided on the sea floor observatory provides some insight on some of the very interesting work carried out from there. All very positive.

Certainly, nice to see the new residential home applications that were approved here this evening as we approach spring. This blends in well with the business / commercial development that is happening & planned in our town.

So nice to see the new / active cases of COVID-19 just about at the zero mark. This provides some much-needed positivity as we look ahead to summer.

Pleased with the receipt of the Safe Restart Funding which will be allocated to recreation, fire department, and public works. This will benefit all departments for needed improvements to equipment and infrastructure. Very positive.

Ghaney- n/a

Myette- n/a

Buckle- Like to say a big thank you to Charlotte Wade and her helpers who are keeping three pantries topped up, did a cold plate fundraiser and from what I can tell, it was well received. Great to see we are down

to just 2 active cases of COVID-19, we still need to be careful and follow public health guidelines. Work being done on Marine Base was a long time coming, but great to see this work being done and what it is going to bring to Holyrood with great economic benefits. Great to see the way the safe restart money is spread out over various departments, and not taxpayer's money. Easter is just around the corner, we hope everyone enjoys their Easter, stay safe.

Costello- the work that Ms. Wade is doing is phenomenal. The posts on Facebook each day is just amazing. Great work there.

There were a couple articles in magazines on Marine Institute. The fiber optic cable that runs from marine base to center of our harbour- this cable is simply like a very long extension cord with a base structure which sensors, etc. can be plugged in to and data can be used to determine various factors, climate change, etc. We watch them lay the cable a few weeks ago. Amazing work being done there. We will also meet with MI tomorrow to get an update on this project and determine if there is any assistance they need.

Status update on supermarket- I received various emails on this. Council and staff have highlighted this as high priority and recognize the impact it will have. Town working to keep dialogue open and offer assistance, but the town does not have ownership in this development. We will continue to make suggestions and assist in providing options to any barriers.

13. DATE OF NEXT MEETING

April 13, 2021 at 5:30 pm

14. ADJOURNMENT

21-04-37

Buckle/King

BE IT RESOLVED meeting now adjourn at 6:27 pm.

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed- 0

Abstained- 0

Mayor

CAO

Minutes taken by CT