



**Regular Meeting of Council #6
May 4, 2021 at 5:30 pm**

Audio Streaming Live from www.holyrood.ca

MINUTES

PRESENT:

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

STAFF

**Gary Corbett, CAO
Steve Martin, Recreation
Marjorie Gibbons, BD&M
Robert Bauer, Fire Chief**

1. CALL TO ORDER/ADOPTION OF AGENDA

21-06-51

Buckle/Ghaney

BE IT RESOLVED that to adopt the agenda 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

3. BUSINESS ARISING

4. MAYOR'S UPDATE

As everyone is aware there will be a municipal election held this coming fall in all municipalities across the province including Holyrood. A number of municipalities have either received approval or are currently working through the process to allow mail in voting as an option in the upcoming election. At the current moment in time, in person voting is still the base case for Holyrood but we have also written the minister to seek approval to add an option for mail in voting. Council feels that we need to make best efforts to make the voting process as inclusive as

possible therefore we hope to also gain approval in the coming days or weeks.

Stay tuned for more details on how this process will work and we will keep residents up to date once new information is available.

We continue to receive emails and phone calls in relation to vandalism and theft from properties in our town. At the last public meeting I provided information on vandalism to town property. I am happy to report today that we have not seen any new cases of graffiti, but we are hearing about property thefts from homeowners. Some of these stories are very disheartening and are happening when people least suspect them. We want to remind residents to report any suspicious activity the RCMP so these activities can be stopped. We all need to work together and hopefully these people will be found and appropriate discipline administered.

I also wanted to provide an update on a point I brought up last week in the mayors update in relation to a meeting with our MHA, Ms. Helen Conway Ottenheimer. We met last week and discussed a number of topics including the condition of route 60, input into the Provincial government roads maintenance plan, Municipal boundary re-alignment in the Salmonier Line area, Future Water Supply and a high-level discussion on the extension of the CBS By-pass to Holyrood. Some of these points will be address later tonight by councilor Joy when he presents a motion to write a letter to the Minister of Transportation.

Overall, the discussion was very positive, and the MHA has addressed some of these concerns in the house already and will continue to do so. We are also hoping to get the Minister of Transportation into Holyrood in the near future to see firsthand the condition of some provincial roads. We will continue to push for these and other issues that affect our town to be heard by government.

The last point in the mayors update for tonight, I want to highlight that May 4th is International Fire Fighters Day. We have a get team of fire fighters here in Holyrood that give their time to keep all residents safe. We currently have a mix of fulltime and volunteer firefighters that get called into actions when they are needed most. Entering some very risky situation, these people put their lives on the line to keep us all safe. A big thank you to Chief Bauer and the entire team at the Holyrood Fire Department.

5. PLANNING & DEVELOPMENT

a. Permit Listing

21-06-52

Ghaney/Buckle

BE IT RESOLVED to table and approve the attached permit listing. 7 permits issued from April 6 to April 26, 2021 and includes garage, pre-site, sign, extension, new build, general repairs.

- Permit #03-0330-21 to #04-0336-21

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

b. 21-06-53

Ghaney/Buckle

Location: i) 17 Healey's Cove Road
ii) Lot 118 Harbourview Drive
iii) Lot 91 Harbourview Drive

Zoning: RMD

Proposal: Residential

BE IT RESOLVED that the Town of Holyrood 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

Motion Carried

c. 21-06-54

Ghaney/Joy

Location: 77 Conception Bay Highway
Referral #67674

Zoning: RMD

Proposal: Crown Land Referral

BE IT RESOLVED that the Town of Holyrood approve the above Crown Land Referral, subject to the Town of Holyrood Development Regulations and subject to the applicant applying for a permit to build a garage.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

d. 21-06-55

Ghaney/

Location: Town's Kiosk Floating Dock- North Side Road

Proposal: Roadside Vending- Bike Rentals

BE IT RESOLVED that the Town of Holyrood approve the above roadside vending application, subject to the Town of Holyrood Development Regulations and Vending regulations.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

e. RFP for Boundary Change

21-06-56

Ghaney/Joy

BE IT RESOLVED the Town of Holyrood proceed to a limited call for professional services to secure a company to prepare a Feasibility Report in accordance with the *Municipalities Act, 1999* to realign the current Municipal boundary to the east side of the Salmonier Line.

The Town will invite four (4) companies experienced in this scope of work to complete the feasibility study and compile a report as set

down in the RFP. This report will be a key component in the determination by the Minister of Municipal and Provincial Affairs to allow the Town to include a portion of landmass which would improve its boundary on the Salmonier Line.

The call for bids will identify the costs associated with the scope of work and will stipulate the timeline required. Once received, this information will then require another motion for the expenditure and award of contract.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

6. RECREATION AND COMMUNITY EVENTS

a. Update

This past weekend, the Town hosted a drive through food drive to support the Holyrood Food Bank and the Free Little Pantry. Over \$850 was collected along with plenty of food. Thanks to everyone who volunteered and participated. We hope to host another drive in the fall.

2-hour Tidy will take place in June, and will take place over a 10 day period. Registration begin May 31. More info will be communicated in the next couple weeks.

Volunteer week was April 18-24. This year was difficult, we would like to thank them for their dedication and our events wouldn't be successful without them. We look forward to a time when we can bring our volunteers together for a show of appreciation.

Camp A'hoy program is dependent on the use of Holy Cross School being available to us. We understand families would like to make plans as soon as possible for summer activities for their children and the English school district has received our application for school use and we are now awaiting a decision on that and expect a decision by the end of May.

Registration has concluded for soccer. Soccer will be held at festival grounds due to construction upgrades. Confirmation email will be sent to all parents who register.

Town received over 40 applications for summer jobs and interviews will be scheduled over the next few days.

Call for plot rents for Community Garden went out today.

Council has budgeted money for enhancements to the community garden and updates will come soon.

Firepits and BBQs have been placed at the beach.

b. Highland Park Playground

21-06-57

Ghaney/Buckle

BE IT RESOLVED that the Town of Holyrood engage Coastline Specialties to supply and install a slide at Highland Park Playground at a cost of \$9,200 plus HST. Funds for this will come from the Safe Restart Funding.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

7. INFRASTRUCTURE & PUBLIC WORKS

a. Update

We held our regular committee meeting on April 19. In attendance were Mayor Kevin Costello, Director Robert Stacey, CAO Gary Corbett Director Marjorie Gibbons (for the first part of the meeting) & myself, Councillor Jim Joy.

At the beginning of the committee meeting, updates were given by Robert on status of projects discussed at previous meeting and Marjorie provided the status of the many projects we have made application for or are moving through the approval process. I would like to thank both these individuals for the work they do as follow-up in staying on top of the various projects, so the information is up to

date, accurate and available. This is most important. Much appreciated.

We continue to discuss a number of items and projects (25 in total at this meeting) with the main focus of deciding on or moving these forward in a timely manner. Last meeting, we approved a number of motions which will see improvement to infrastructure and services. I will read further motions relating to the evaluation of our water and sewer systems with the plan of identifying what improvements upgrades are necessary.

I'm very pleased with the various projects we have dealt with to date this year which will provide benefits for short- and long-term services to our residents.

A couple of updates on some projects:

1. Country Path Water Line upgrade will begin on May 10.
 2. Soccer Field Upgrade tender is closed & is moving through the awarding process.
 3. Scheduling on construction for Kennedy's Lane and North Side Road/Maloney's Lane road projects is being worked on.
 4. Upgrade of paving on various roads through Gas Tax are now being identified.
 5. We held a meeting on April 23 with consultant - Pat Curran on his report for considerations and opportunities of development of the land and harbor in area of armour stone on Northside Road.
- b.** Installation of a 4 way stop in Marina Shores
Safety for the residents of Holyrood is the highest priority of Council, as our Town grows the need for safe public transportation services increases.

Council has recognized the need for improvements through evaluation of our present road network and have identified the intersection of McGrath's Road, Oceanic Drive and Harbour View Drive in Marina Shores to be an area requiring consideration.

After a review of the street design and considering the concerns of residents in the area council has decided to install a FOUR WAY STOP at that intersection, please refer to the diagram.

Initially the installation of the four-way stop will be introduced as a PILOT PROJECT to ensure the effectiveness of the initiative. During the months following the installation all correspondence and data obtained will be collected and reviewed by Council before a final decision will be made to have the intersection remain as a FOUR WAY STOP.

c. Sewer Study

21-06-58

Joy/Buckle

BE IT RESOLVED, the Town of Holyrood award Innovative Engineering & Project Management a contract to complete a sewer study for the Town. The cost of this study is \$60,212.71 and will be completed using monies from our gas tax funding. The project was approved in November 2020 and we are now ready to move forward with its completion.

As our Town grows and the need for safe, reliable sewer services increase, this sewer study will give us an evaluation of our present system and identify what improvements are necessary and how we can best assign monies to improving the present system and expanding the system into the future. The sewer study must be completed in order to help plan for major sewer upgrades applied for under the Investing in Canada Infrastructure Program.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

d. Water Study

21-06-59

Joy/King

BE IT RESOLVED, the Town of Holyrood award SNC-Lavalin a contract to complete a water study on North Arm River for the Town.

The cost of this study is \$22,922.53 and will be completed using monies from Blue Oceans Industrial Park Land Sale.

This study will determine if the North Arm River and the upland waters of the North Arm River can provide the Town with a potential water source to complement the existing drilled well system.

Water is an extremely important service for our residents, and we must be proactive in ensuring we have reliable safe sources of water.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

Deputy Mayor Buckle declared Conflict of Interest and was placed in the waiting room due of the zoom meeting

e. North Side Road / Maloney's Lane culvert replacement

i. 21-06-60

Joy/King

BE IT RESOLVED that the Town of Holyrood approve a contract to Buckle's Contracting for the cost of \$9,950.00 (HST included) from the Blue Ocean Industrial Park Land Sale to complete excavation and removal of 240ft of culvert and replacement of new culvert at the North Side Road, Maloney's lane area.

The existing culvert in the area is extensively deteriorated and the structural integrity is compromised. The plan is to excavate the existing culvert that is under the road and the Trailway and replace with new culvert of the same diameter as the existing. Armour stone protection will be installed at the outfall location to protect the culvert from damage and from filling with beach rock as is the existing case.

In Favor-5

Mayor Costello
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0
Abstained-0
Motion Carried

Deputy Mayor Buckle returned to the meeting.

ii. 21-06-61

Joy/Ghaney

BE IT RESOLVED that the Town of Holyrood approve the purchase of new culvert from Wolseley at a cost of \$25,627.70 (HST included) from the Blue Ocean Industrial Park land sales.

- 80ft of 24" HDPE culvert 320 Kpa
- 80ft of 36" HDPE culvert 320 Kpa
- 80ft of 48" Triple Wall Sanitite

In Favor-6

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

Opposed-0
Abstained-0
Motion Carried

iii. 21-06-62

Joy/Myette

BE IT RESOLVED that the Town of Holyrood approve a contract to English Paving Corporation for the purchase price of \$12,765.00 (HST included) from the Blue Ocean Industrial Park Land Sale, for 2-inch compacted asphalt 20 feet by 100 feet on North Side Road and an area of Maloney's Lane measuring 22 feet by 30 feet by 65 feet.

By procuring these segments of the contract separately, the Town will expand their overall reach with infrastructure improvements insuring we get the best quality workmanship to provide the most reliable transportation route for residents.

The total for the three components is \$48,342.70 (HST included) from the Blue Ocean Industrial Park land sale.

In Favor-6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney

Councillor Joy
Councillor King
Councillor Myette

Opposed-0
Abstained-0
Motion Carried

f. Soccer Field

21-06-63

Joy/Buckle

BE IT RESOLVED the Town of Holyrood approve the recommendation of Innovative Engineering to award the Soccer field upgrade project to Maher's Contracting Limited for a cost of five hundred ten thousand, one hundred sixty dollars and seventy cents. (\$510,160.70)

There were 11 bids received for this scope of work and after careful review of the proposed work activity as well as all bonding and time allocations, Maher's Contracting Ltd. are the successful bidders.

The upgrade of the soccer field will include addressing the problems associated with drainage, the development of the field, a storage building including washroom facilities as well as upgrade to parking area. This development will provide the Town will a safe, reliable recreational site which will promote healthy active living and recreational skill development.

In Favor-6

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

Opposed-0
Abstained-0
Motion Carried

g. Transportation & Infrastructure

21-06-64

Joy/Buckle

BE IT RESOLVED that the Town of Holyrood write the Minister of Transportation & Infrastructure to request a meeting to discuss a number of ongoing topics.

- Pavement/Shoulder repairs/Drainage upgrades- Route 60-CBS Boundary (Duff's) to and including Maher's Bridge
- Pavement Upgrades- Sections in North Arm and other areas- Route 60
- Maintenance of Provincial Road Shoulders/Drainage especially in the area of Kennedy's Lane, Kennedy's Lane Extension to North Side Road- Route 60
- Update on the maintenance of the TCH/Liam Hickey overpass
- Discussion on the CBS by-pass extension through to Liam Hickey/TCH

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

8. BUSINESS DEVELOPMENT AND MARKETING

a. Update

Trail Master Plan Public Consultations are taking place. Tomorrow evening we have 20 people register across 2 sessions to take part in the process with Mills & Wright. The survey will be on our website by tomorrow evening, and we ask residents to have a look at the survey and take a few minutes to share your thoughts on how we can provide the Town with the best possible trail system, whether it's a hiking trail, walking, motor bike - there is an opportunity for everyone to have input.

The Business development & marketing department are continuing to bring possible business opportunities to the Town. New Business and supporting our local business here in Town is extremely important to the overall sustainability of the Town and equally important on Council's ability to provide services to residents.

Holyrood has a terrific business community here; we are very supportive of the programs we deliver and we in turn should certainly support them especially during this time of difficulty due to the pandemic.

The Town has received \$46,200 in federal funding for 14 students for this summer.

9. PUBLIC SAFETY

a. Holyrood Fire Department Update

There is a requirement for the Holyrood Fire Department to strengthen its scalar chain of command ranking system and the addition of three Lieutenants are required.

Members within the Holyrood Fire Department who applied for the positions have gone through the following evaluation process.

- Candidates were given a multi choice written exam on the NFPA 1001 - Level 1 Essential of Firefighting
- Candidates were given an interview with a question-and-answer period – evaluated by Fire Chief, Deputy Chief, and Assistant Deputy Chief.
- Candidates were given a practical fire evolution (car fire) to demonstrate his/her ability to act as a fast-acting commander in an emergency situation.
- Fire evolution scenario covered the following topics: deployment, size up, action plan, pump operations, deacon, salvage, VHF radio procedures, termination of incident, and incident report writing.

The three fire lieutenants' positions will be announced Thursday this week at a Holyrood Fire Department regular weekly training meeting.

10. CORPORATE SERVICES

a. Bankbook Balance: \$205,195.00

b. General Account

21-06-65

King/Myette

BE IT RESOLVED that accounts as tabled in the amount \$173,651.92 (D01797-D01832 and cheque number 042024 to 042063) 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

Motion Carried

c. Loans

i. Purchase of Oceana Crown Land

21-06-66

King/Buckle

BE IT RESOLVED that the Town of Holyrood request approval from the Minister of Municipal and Provincial Affairs to borrow \$428,700 to purchase the crown land located behind the Stores at Holyrood. These funds will have a 5-year term/15-year Amortization at an interest rate of 2.31% for a monthly payment of \$2,820.00 per month.

These 49 acres of property has been identified as Oceana and will be developed to support a Research and Innovation hub offering professional buildings and amenities.

This motion will allow the Town to borrow the money to purchase the property and issue a Request for Proposals to identify a buyer who will develop the site as a research and development site. The Town will not actually buy the property until such time a buyer/developer has been identified and secured. The process of Ministerial approval to borrow involves a process which requires this motion in order to move that process forward.

Joy- As we see this area continue to develop, the purchase of this land will provide for new opportunities in our town, generating new revenues tax base. Very positive.

Buckle- The Oceana land has been a component of the Oceans Holyrood economic diversification plan since 2017 and we have been trying to use the ocean sector to build a strong economic base here creating jobs and providing business opportunities. This motion will allow us to get approval to borrow to buy the land as we did with the industrial park. Once the Town has all the necessary work done to ensure we have a developer ready to develop the land as a professional research area, then we will be in a position to flip the land, making a profit for the Town and allowing the business community to grow. The monies from this land sale will enable the Town to take care of getting more things completed without costing taxpayers.

I am fully supportive of growing this Town and providing more, safe, reliable infrastructure and programming for our residents without causing a tax burden on individuals or our local business community. This is one proven way to do it – we only need to look at the sale of the land in the industrial park.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

ii. Loader Purchase

21-06-67

King/Buckle

BE IT RESOLVED that the Town of Holyrood approve the purchase of a 2021 721F Case Loader for \$195,275 HST included.

In order to purchase this loader for this price, the town is receiving a trade in of its own 2011 CASE loader of \$80,000 and a discount from the 2021 CASE Loader rental of \$16,200

Reliable, safe, equipment is a very important and necessary service for our residents. This Loader purchase solidifies Council's commitment to improve services by making NEW, more modern equipment available for the Public Works staff to operate.

Buckle- We are doing it in the right way. We rented loader for winter season and take the money off the lease and put it into a new one. We will have a new loader to provide snow clearing and road maintenance and I think we are doing the right thing to provide a better service to our residents.

Joy- Winter can be very long and we need reliable equipment in the provision of services. This has been discussed for a while now and I am very pleased to support the purchase of this new loader.

In Favor-6

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

Opposed-0
Abstained-0
Motion Carried

iii. Motion to Borrow

21-06-68

King/Buckle

BE IT RESOLVED that the Town of Holyrood borrow \$175,000 for the purchase of a loader. Remaining balance of \$20,275 to be generated from the 2021 Municipal Budget.

The Town of Holyrood will borrow \$175,000 from the Royal Bank of Canada with a 5-year term/15-year amortization, with a 2.64% interest rate and a monthly payment of \$3,117

In Favor-6

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

Opposed-0
Abstained-0
Motion Carried

11. NEW BUSINESS

Joy

We are moving through the process of what boats we will be able to accommodate at the town owned floating dock on Northside Road for this summer. Should be able to let successful individuals know very soon.

Lot of comments being made by residents regarding the amount of garbage around town after the winter. This is an ongoing problem and can be very disheartening to all those who maintain and take part pride in their properties.

In particular the random dumping of large amounts of material bulk garbage along the side of our roads and trailway and open spaces is totally wrong. The town provides for bulk clean up twice a year and we just held one last week with another in the fall.

Buckle

Happy National Firefighters Day to all firefighters especially our team in Holyrood.

Thanks to all who helped with the Food Drive and all those who dropped off donation.

Garbage being thrown in areas of our town is not good and we hope people don't do it.

Wish all moms a happy Mother's Day on Sunday. All that I am and all I hope to be is greatly influenced by my own mother and by the actions of the mother of my children. Moms are the ones who never put themselves first, so make sure you reach out to your mom this Sunday and let her know how special she is.

Ghaney

Trail master Plan consultations- encourage people to attend in person or do the survey. Important we hear from all walks of life. Anyone with any interest level, we strongly encourage you to participate.

Thank you to our Fire Department who is there to protect us every day.

Happy Mothers Day to all moms out there.

King

Ask that people look at their properties and clean them up now that spring is here.

Myette

May 4 is international firefighters' day. Thanks to our volunteers for ensuring our safety and helping out our town.

Food Bank Drive- great to see a successful event and thanks to all.

Great to see fire pits installed on the beach.

Happy Mothers Day to all the mothers in Holyrood and hope they have an awesome day.

Costello

Happy Mother’s Day to my mom and all the moms out there.

We had a jam-packed agenda tonight, and anyone who may have any questions feel free to reach out. The best mode of communication to get questions answered is info@holyrood.ca, reach out to Councillors, or pick up the phone and give us a call.

Food Drive was a great success, and I got to spend most of the afternoon there. Those who run the Pantry and Food Bank, they give their time so freely and so great to see and shows how people come together in times of need.

12. DATE OF NEXT MEETING

May 25, 2021 at 5:30 pm

13. ADJOURNMENT

21-06-69

Buckle/Ghaney

BE IT RESOLVED that this meeting now adjourn at 6:45 pm.

In Favor-6

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

Opposed-0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT