



**Regular Meeting of Council #14
November 9, 2021 at 5:30 pm
Live Streamed at 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**

**STAFF
Gary Corbett, CAO
Christa Turnbull, Exe. Assistant
Steve Martin, Rec & Com. Events**

Mayor introduced everyone around the table.

1. CALL TO ORDER/ADOPTION OF AGENDA

21-14-158

Crawley/Buckle

BE IT RESOLVED that this meeting is now called to order at 5:32 pm

In Favor 7

Mayor Goobie
Deputy Mayor Woodford
Councillor Buckle
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0

Abstained 0

Motion Carried

2. ADOPTION OF MINUTES- October 19, 2021 as presented, no errors or omissions.

3. BUSINESS ARISING

n/a

4. MAYOR'S UPDATE

Last Wednesday, Myself, Marjorie, CAO attended ceremony at the Star of the Sea for unveiling of the new brand for the Holyrood Marine Base, which will now be call "The Launch". The building will be dedicated to Dr. Arthur May and will be called the Dr. Arthur May building. Dr. May

was President of MUN from 1990-1999. He helped strengthen Marine Institute's education, industrial training and applied research programs for the fisheries and marine sectors at Memorial. For more information on concept of launch and all the activity that will be happening, please visit the OHI Facebook page. Construction is progressing well and expected opening date is Sept 2022.

Regarding the Remembrance Day ceremony on Thursday, November 11, we have been informed by the Legion that due to COVID-19 guidelines, this will be an informal ceremony among the Legionaries. Any residents who wish to lay a wreath, can do so after the ceremony. I encourage everyone to take a moment to pause and reflect on the sacrifices our brave and soldiers made during the war to fight for and defend our freedom.

Budget preparations are underway. The committees and staff have been doing a thorough job reviewing their respective departments. Due to declining revenue because of the property assessments, we are optimistic that each department will make a 4% reduction within their operating budgets to help offset that decrease in revenue. Our town remains in healthy shape and our debt ratio is still low, at around 11%. Under the Municipalities Act, we can go as high as 30%.

5. CORRESPONDENCE

n/a

6. PLANNING & DEVELOPMENT

- a. Update by Deputy Mayor M. Woodford.
Committee meeting held on October 28.

2 applications were reviewed and discretionary use notices will be posted in The Shoreline and on town's website on November 4, and deadline for comments on November 18. Committee will review at subsequent meeting.

- b. **Permit Listing**

21-14-159

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing.

16 permits were issued from October 16-November 4, 2021, and include permits for New Residence, Paving, Occupancy, Site, General Repairs, Garage.

In Favor 7

Mayor Goobie

Deputy Mayor Woodford

Councillor Buckle
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0
Abstained 0
Motion Carried

c. 21-14-160

Woodford/Winsor

Location: 18 Ridge Road
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

Mayor Goobie
Deputy Mayor Woodford
Councillor Buckle
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0
Abstained 0
Motion Carried

7. RECREATION AND COMMUNITY EVENTS

- a. Update by Councillor C. Buckle
Committee meeting was held 2 weeks ago.

Tasty trail went ahead last Sunday with over 90 people in attendance. Weather was great and everyone enjoyed it.

Christmas events are currently in planning mode, and a flyer will be in the mail early next week. Events include:

- Toy Mountain Nov 29-Dec 15 -drop off at town office,
- Lighting of the Park will be held on December 6
- Santa Claus Parade will be held on December 12

Mills & Wright completed design for Salmonier Line Park which was adopted this fall. Video will be posted on the town's Facebook page.

Councillor King

We are looking at a beautiful plan for Salmoneir Line. We have a beautiful soccer field and ball field. We need an inside facility. We are currently using the Star of the Sea. Every time we use that facility, we are paying rent. Many surrounding communities have a building, we don't have one. No facility available for seniors. We need to start doing something, by getting a loan.

8. INFRASTRUCTURE & PUBLIC WORKS

a. Update by Councillor S. Winsor

Thank-you Mr. Mayor. Since our last Public Meeting on October 19th, the Committee (including the CAO, Councilor Sadie King, and Director of Public Works Robert Stacey have meet twice). Once for regular Committee business, and once to review next year's proposed budget needs and priorities – this will be an ongoing activity over the coming weeks. For Council, and Residents, I would like to provide you with some updates on the more significant files since our last Public Meeting.

1. **Budget;** the Director presented his proposed budget broken out by operational category, based on past expenditures with targeted cost savings goals in mind. It was very detailed and concise. For me, questions arising from a Council perspective should be; where are the risks, and where are the trends? On the risk side, our aging infrastructure, particular water & sewer is an ongoing concern. We have several ongoing studies and projects to help deal with that, as highlighted at the last Council meeting. However, I feel our emergency preparedness is currently an unmitigated risk, because the system is currently operating with no spares or redundancy, and as we all know, supply chains worldwide are challenged to deliver in a timely fashion. Therefore, I will be proposing for consideration by Council, an expenditure for a spare pump that could be immediately put in service if/when there is a critical pump failure. On the cost trending side, we are seeing increased equipment maintenance costs so we will need to consider our approach to fleet renewal. For example, there are 3 machines 10-15 years old, each costing 5 figures in maintenance costs last year. Again, this will be the subject of further discussions and decisions by Council.
2. **Water Supply Study** – At our Committee Meeting, SNC Lavalin presented an overview of their engineering study to potentially draw additional water from the North Arm River.

The key finding from their report is that this can be a viable water source for our Town that is safe, secure, and reliable. The recommended next steps are to initiate an investigative process for environmental and regulatory stakeholder engagement, continued water sampling program, and detailed engineering follow up. The anticipated OOM cost estimate for project implementation would be approx. \$3.6M including the Salmonier Line water main extension of \$1M already applied for under Provincial Multi-Year Capital Works funding programs.

3. **Pressure Relief Valve (PRV) Project** – This need for this project was described at our last Council meeting and is intended to alleviate unacceptably high pressure in certain areas of the system. The high-pressure excursions will lead to system component failure, higher maintenance costs, and loss of containment impacting the service to our residents. It is not sustainable or advisable to continue to operate the system without improvements such as this project. The design prepared by Innovative Engineering is currently with Provincial Municipal Affairs for technical approval.
4. **Terry's Mountain** – Since our last meeting, we received a generic retaining wall cross-section drawing from Provincial Parks NL. This would form part of the proposed remediation work. However, because the drawing provided is 'typical' and not specific to the unique geology of the area, we are continuing to work with the province on technical clarifications. This is being done to ensure the proposed remediation work is engineered and implemented correctly both to all appropriate specifications and the site-specific requirements. The stop work order remains in place with no further work to be conducted until a permit is issued by the Town.
5. **Beach Boardwalk** – As everyone can see, the first phase is well underway, and the contractor is performing their work in compliance with the design. There will be future discussion at Council on budget and timing for Phases 2 & 3. There is also a project communication update for residents in the form of a flyer mail out, planned to be sent end of this week / early next.

6. **Paving** – Last but not least, the latest update from the successful paving contractor Weir’s Construction is they are aiming to complete their work by end of this week (November 12th).

That concludes the Public Works & Infrastructure Update. I thank-you all for your attention. If there are any specific questions from Council or Residents listening at home, please let me know.

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update by Deputy Mayor M. Woodford.
Committee meeting held on November 1.

Several applications were discussed. Some applications are in preliminary stages. Committee decided CAO and Director will provide applicants with more information to move process forward.

Application for Home Based Business was received and forwarded to Planning & Development.

Occupancy permit request was received by Dr. Chard who will be opening clinic at Pharmasave on Liam Hickey Drive with a target opening date between November 8-15. Occupancy request for blood collection clinic in medical building on Blue Ocean Drive with an opening date of January 4, 2022. Fire inspections required for both occupancies.

Plans for small business week are under way. Information sessions have been planned for business sector. Several agencies have agreed to participate including ACOA, CBDC, BDC, Dept of Industry, Energy and Technology and the Chamber of Commerce. An email was sent out to all local business to register. No cost for people to register. Time, location, and format will be determined.

\$25,000 funding received for repairs to heritage building. Work will begin by end of year. \$60,000 received for STRACC Park. Committee will meet with Mills & Wright to discuss scope of work and get this out to tender.

Boardwalk project- phase 1 is underway. Mills & Wright preparing a one-pager. Draft copy will be given to council for review before it is sent out.

Wayfinding project- 11 towns in the Northeast Avalon formed a regional partner to develop a wayfinding signage plan to enhance

connectivity of existing assets and enhance visitor experience. Tract Consulting designed signage plans. Final report is completed. Committee recommends scheduling a zoom meeting with Tract to discuss Holyrood's strategy and council will decide on phased in approach.

Trails Master Plan- report has been completed. Committee recommends presentation from Mills & Wright and choose an achievable goal and apply for funding.

Budget meeting held and we have reduced the budget by 4%.

10. PUBLIC SAFETY

- a. Update by Councillor B. King
Committee meeting held on October 29
Fire Service Fee agreement- no changes as the agreements are in place until 2023. Those who haven't paid, will be receiving a letter from the Town. If the Fire Department is called out to a home that wasn't paid, they will pay \$350 per hour per vehicle. Will have an adverse effect on their insurance. If an insurance company finds out they declined fire service, it may affect their policy. Cost is \$50 per year for roads off Salmonier Line, Middle Gull Pond.

Committed discussed a fourth fire fighter. If Fire Department is called out to a fire and there is someone trapped in the house, they can't enter the house based on 3 firefighters. They can only fight the fire from the outside. We want to push the funding for this in the budget.

There is an emergency response vehicle that is 21 years old. All the equipment that was in that vehicle is now sitting on the Fire Department floor because the vehicle is out of service. Looking at fundraiser to acquire funds to replace this vehicle.

Councillor Buckle left at 6:29 pm

11. CORPORATE SERVICES

- a. Bankbook Balance- \$238.63

- b. General Accounts
Crawley/Woodford
21-14-161

BE IT RESOLVED that accounts tabled in the amount \$226,251.01 (cheque # 042544-042601, D000002211-D000002233) from October 18-28, 2021 be approved for payment from the General Account.

In Favor 6

Mayor Goobie
Deputy Mayor Woodford
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0

Abstained 0

Motion Carried

c. Transfer

Crawley/Winsor

21-14-162

BE IT RESOLVED to transfer \$100,000 from premium investment account to the general account.

In Favor 6

Mayor Goobie
Deputy Mayor Woodford
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0

Abstained 0

Motion Carried

d. Change Order

Crawley/Woodford

21-14-163

BE IT RESOLVED the Town of Holyrood approve Change Order# 1 for project 17 CCR-20-00007- Holyrood Soccer Field upgrades.

This change order allowed for changes in parking area, sloping and additional topsoil and sodding for erosion control. After clearing and grubbing of area, significant drainage concerns resulted, and rock outcrops were identified in work area. This resulted in rock busting, installation of drainage tile and reshaping of areas. Additional topsoil and sodding were required for erosion control at sloped embankments and wet areas.

The change order increased the project by \$59,942.42 but the costs remained within the approved \$570,103.12 funding for the project.

In Favor- 4

Mayor Goobie

Deputy Mayor Woodford
Councillor B. King
Councillor B. King

Opposed 2

Councillor Crawley
Councillor Winsor

Abstained 0

Motion Carried

12. NEW BUSINESS

Winsor- Acknowledge that this week is an important week, Remembrance Day, and I want acknowledge the service of men and women who give and continue to give so much. Acknowledge Councillor Bruce King and thank him for his service. I plan to spend in in the field of honor in St. John's. My Grandfather was a veteran in WWII. Please take a moment of reflection

Goobie- there is so much turmoil going on in the world today and many countries that don't know what freedom is. Thanks to Councillor King who served 40 years with the armed forces.

13. DATE OF NEXT REGULAR MEETING OF COUNCIL

November 30, 2021 at 5:30 pm

14. ADJOURNMENT

21-14-164

Crawley/Woodford

BE IT RESOLVED that this meeting now adjourn at

In Favor 6

Mayor Goobie
Deputy Mayor Woodford
Councillor Crawley
Councillor B. King
Councillor B. King
Councillor S. Winsor

Opposed 0

Abstained 0

Motion Carried

Mayor

CAO

Minutes taken by CT