



**Regular Meeting of Council #3
March 7, 2023, at 5:30 pm
Live streamed from 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 Woodford**

STAFF:

Gary Corbett, CAO

PROCLAMATIONS:

a. Purple Day for Epilepsy

Mayor Goobie proclaimed March 26 as purple day to raise awareness and understanding of Epilepsy.

WHEREAS,

Purple Day was founded by nine-year-old Cassidy Megan of Nova Scotia, who wanted to let people know that if you have epilepsy you are not alone; and Epilepsy is a chronic neurological disorder, which affects each person differently, estimated to affect more than 10,000 people in Newfoundland and Labrador, over 300,000 people in Canada, and 50 million people worldwide; and One in ten persons will have at least one seizure during their lifetime; and The public is often unable to recognize common seizure types, and unable to respond with appropriate first aid; and Purple Day will be celebrated on March 26th annually to increase understanding, reduce stigma, and improve the quality of life for people living with epilepsy throughout the country and globally Purple Day is a global effort to promote Epilepsy Awareness in countries around the world; and NOW, THEREFORE, be it resolved that I, Mayor Gary Goobie of the Town of Holyrood, do hereby proclaim March 26 as Purple Day in an effort to raise awareness and understanding of epilepsy and to support those who live with seizures each day.

As many of you know, in my career as fire fighter , we often responded to emergency calls involving seizures from epilepsy. Epilepsy is very

common in the province and as Mayor I am pleased to sign this proclamation on behalf of Council as I have had first hand experience in dealing with this condition and I found it very difficult responding to such emergencies especially when it involved children.

b. National Dental Hygienist Week

Mayor Goobie proclaimed the week April 4th – 10th as National Dental Hygienists week to raise awareness of the importance of the profession and contribution of dental hygienists.

Whereas 58% of Canadian children and 96% of adults have experienced cavities, and 21% of Canadian adults have experienced periodontal(gum) issues and whereas research shows a direct between oral health and overall health and well being such as periodontal disease being linked to a number of serious illnesses including lung disease, diabetes and heart disease; and whereas oral health issues are easily preventable and treatable and Canadians especially children and seniors can be greatly assisted through early detection and intervention; and whereas dental hygiene is the 6th largest registered health profession in Canada with more than 30,000 registered dental hygienists working in a variety of settings, with people of all ages, addressing issues related to oral health. And whereas greater awareness of proper oral health practices and the need to regularly visit a dental professional is paramount to ensuring Canadians lead healthier and happier lives, and whereas promoting the importance of the issues and celebrating the successes of the profession and contributions of dental hygienists will lead to increased public awareness, now therefore I Gary Goobie, Mayor of the Town of Holyrood do hereby proclaim the week of April 4-10 as National Dental Hygienists Week.

1. CALL TO ORDER/ADOPTION OF AGENDA

23-03-015

Buckle/Woodford

BE IT RESOLVED that 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-** March 7, 2023, as presented, no errors of omissions.
- 3. BUSINESS ARISING n/a**
- 4. MAYOR'S UPDATE**

Tonight, I have one item this evening; it's a statement from our CAO Gary Corbett who has asked that I read the statement and I shall.

At this time I want to inform all Council, staff and the general public that Chief Administrative Officer Gary Corbett has given notice of his retirement as of September 1, 2023. A formal letter of retirement will be forwarded to Council once the details of his exit plan are finalized.

Myself and the CAO met a few days ago to discuss his retirement and a date which was suitable for him and the organization and this date was determined to be appropriate. This will give ample time to Council to determine a process and how to proceed in moving forward. There is an organizational review which has begun, and this may recommend changes in the management structure that could influence how we move forward. This may or may not happen.

As we move closer to the CAO's retirement date there will be opportunity for everyone to share stories I am sure.

- 5. CORRESPONDENCE n/a**
- 6. PLANNING & DEVELOPMENT**

- a. Update provided by Deputy Mayor Woodford. Committee met on March 1, 2023 via Zoom with all members in attendance. There were 8 applications including residential builds, variance requests and business applications as well as 2 pieces of correspondence. 5/ 8 of the applications required further information and those applicants have been notified of the required information. 3 motions will be presented tonight for Council approval.

In terms of the Town Plan, the committee will continue to review the mapping of land zones at the next planning meeting and once that is finished we will meet weekly or bi-weekly to review the remaining documents.

- b. Permits

23-03-016

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 4 permits were issued from February 3 to 28, 2023 (# 02-0003-23 to # 03-0006-23) and includes permits for Site Permit, New Residence, Occupancy and Accessory Building.

In Favor- 7

Goobie

Woodford

Buckle

Crawley

B. King

S. King

Winsor

Opposed- 0

Abstained-0

Motion Carried

c. Boundary Feasibility Study

23-03-017

Woodford/Crawley

LW Consulting were awarded a contract to do a feasibility study on the proposed expansion to the town's Municipal Service Boundary and the Municipal Planning Boundary on the Salmonier Line.

Based on the results of the study which are contained in the LW Consulting recommend that the request by the Town of Holyrood to expand its Municipal Boundary and its Municipal Planning Boundary not be approved.

Therefore, **BE IT RESOLVED** to table the Feasibility report and accept the recommendation from LW Consulting to NOT expand the Town of Holyrood's Municipal Boundary and Municipal Planning Boundary.

Mayor Goobie: this process started a couple of years ago because the boundary along the Salmonier Line deviates and we wanted to determine whether there was any benefit from aligning the boundary along the Salmonier Line so we engaged a consultant LW Consulting to investigate the merits and they completed a thorough process. The Consultants gave us a synopsis of their study and determined it was of no benefit to anyone to alter the boundary. It would be very unfair to tax those residents when we were not able to deliver any services to them. It is in the best interests of

everyone that we adopt the recommendation of the consultants and move forward.

L. Crawley; I would like to thank LW Consulting for their very thorough and professional process and for their professional presentation to the Council.

s. Winsor: I concur LW Consulting did a thorough job and that is the right thing to do and is very important when we hire consultants. This study predates this Council and looking through the lens of my other committee of Infrastructure and Public Works, I couldn't see how this would be beneficial or how we could provide services in an already large geographic area. I fully support the process and I support the recommendation.

In Favor- 7
Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor
Opposed- 0
Abstained - 0
Motion Carried

- d. Location: 1 Eagle Drive
Proposal: Residential
Zoning: RMD
23-03-018
Woodford/Winsor

BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations.

In Favor- 7
Goobie
Woodford
Buckle
Crawley
B. King
S. King
Winsor
Opposed- 0

Abstained - 0
Motion Carried

Councilor Buckle left the Chamber due to possible conflict of interest

- e. Location: 33 Country Path
Proposal: Residential
Zoning: RMD
23-03-019
Woodford/ S. King

BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations.

In Favor- 7

Goobie

Woodford

Buckle

Crawley

B. King

S. King

Winsor

Opposed- 0

Abstained - 0

Motion Carried

Councilor Buckle returned.

- f. Location: Horizon Drive
Proposal: Crown Land Referral- 0.21 hc
Zoning: Rural
23-03-020
Woodford/B. King

BE IT RESOLVED that the Town of Holyrood approve the above referral, in principle, and subject to the Town's Municipal Plan and Development Regulations. Applicant will be required to submit a development application to the town before any development takes place, if and when the referral is approved by the province.

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 was presented by Councilor Sadie King. The Committee did not have a meeting since the last public meeting because everyone was busy with Crystal Carnival. The next scheduled meeting is March 14, 2023 as we begin the intense planning for Easter activities and Easter Camp as well as the many summer programs and events.

Crystal Carnival had many events planned, some went well but some outdoor activities were canceled due to extreme cold.

Mayor: it is a strange weather pattern, we like snow and we have lots of it- but we didn't predict the extreme cold. That's it -we can't control the weather.

Buckle: A big thank you to Steve Martin, the public works staff and the volunteers who helped make the carnival successful. The events which went ahead were well attended and now its on to Squidfest.

8. INFRASTRUCTURE AND PUBLIC WORKS

- a. Update was presented by Councilor Winsor. The Committee met on February 23 and all members attended including acting CAO Gibbons.

There were five subjects of discussion which need reporting :
Heritage Building – the Heritage Committee came forward with concerns about the condition of the building and its safety. We requested the acting CAO to pull the files so we could have access to information regarding the condition of the building. We learned in 2019 there were inspections completed by the fire department and public works and the reports related to those inspections were worked into the purchase.

The inspections were not done by a 3rd party independent building inspector- we are now requesting to be completed so we can determine what is wrong or not wrong and what is the costs associated. Once the inspection is complete we will have a fully licensed, qualifier construction contractor give a robust figure as to the costs associated with corrections.

We have tried to do some repairs ourselves, but these have been filler work as the director has a large demand on his staff.

Councillor Bruce King has suggested some possible solutions to getting this work completed but when this was brought to the union, they refused and this is something Council may need to talk about again.

I want to go on record in saying I never supported this purchase without completing the proper due-diligence. But its liking driving a car- 90% of the time you look through the windshield forward and 10% you look in the rear view mirror.

We will come back to council with information especially in this time of challenging fiscal environment , budget, and tax increases. We will need to decide how much we intent to spend.

There are 3 things: we need a building inspection

We need a repair cost

We need an affordable operational report

Wood cutting operating procedure – we have this document with legal regarding liability related to cutting on town land and what happens in the case of injury.

Retaining wall procedures – the director has done good job of getting direction with this matter, it needs further review and we hope to get it completed.

Water-main extension on Salmonier Line – we reviewed the engineering drawings and discussed the document with the government. There were a number of items needing further attention, but the process is being followed and therefore the document is not ready for release as of yet.

Contractors standing offer- Fair and equal treatment of providers is key and we requested certain documentation regarding inspections of equipment . This is very important as we have heard in the news recently about unsafe equipment – where a provider was fined and charged,

As a Town we need full compliance on this and so far only one company has provided the necessary documentation-one has withdrawn and is not going to answer our request and we are waiting on another- so we will continue to ensure we have the appropriate equipment completing work in the Town.

Mayor: Committee is trying to make the process fair and equal for everyone Full documentation is required – if a contractor is called in for a job today, we will call the next in line next time to set that rotational schedule to ensure everyone gets a chance.

B. King : I have a few comments on the heritage building- we should look at a seasonal operation versus a 360 day operation. I don't see value in being open all year round. There has to be a cut off point- some figure when all this comes in – we need when is enough is enough. The building may not be a prime commodity for sale. We can't say what it is until we get the required information.

Wood cutting – DND do it all the time. There is a signed document saying you are not responsible if anything happens. It has always worked well.

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update given by Deputy Mayor Woodford. He committee met on March 6 with all members in attendance. An update was completed on all active files and how we can move them forward. There were 2 applications for funding – Green and inclusive building fund was submitted for the multi-purpose recreation center and the other was for an age friendly building fund for 10,000.00 for upgrades to the heritage building.

The other potential initiatives are being worked on as we continue to gather information and work on files. We prioritize active files and we continue to push each file piece by piece- it's a process and we ask for your patience as we move forward.

10. PUBLIC SAFETY

- a. Update given by Councillor Bruce King. Meeting was held on Feb.21st with all members in attendance including acting CAO Gibbons. There were two presentations at the meeting. The RCMP Auxiliary gave an informed discussion saying they are totally dedicated to Holyrood and public safety is paramount. They have great programs they are willing to share including Crime Stoppers/ ATV Safety especially for youth/ community watch and others. Just because we don't see them doesn't mean they are not there- they are out there.

Ground Search & Rescue gave an excellent overview of their place in Holyrood especially since they are right next door. They have many informative programs and talked about preparing for trips in the woods- what to take with you, what to do before you leave – what seems as a simple trip can be changed by weather. Ice and the danger associated with ice conditions – there are many important sessions they can share with us.

Pothole: a lady hit a pothole last week and spoiled her tire/ the only good thing was the response of others who helped her. Pot holes are not there one day and there the next – we need to be careful

Bulk Garbage; there are still people asking about bulk garbage . I want to commend the Mayor and staff for their efforts at getting the bulk garbage changed. Last year they tried also, unfortunately they changed to make it earlier. March should not be a consideration for bulk garbage. The fact we can't get a date change is even more worrisome.

Mayor I spoke with 2-3 times to the chair of the Eastern Regional Waste Management Board and it is more complicated than I expected. The contractor hired by the board have contracts in other areas. We had productive discussions and I offered several ideas to the Chair of the board. There was nothing the chair or our MHA could do about it because the contractor had contracts with other areas and if our date was changed it would create a domino effect on other communities outside the Conception Bay region.

I was guaranteed that March month will be removed next year. The contractor lost employees during Covid and has not been able to replace them, they are stretched to the max and they have no flexibility for change. I suggested to the Chair that next year bulk garbage be a separate contract altogether. He will bring it to the board of ERWM.

I had discussions with the CAO, with Council and with some residents; we moved fast with a decision and got the information out on social media, and a flyer that evening. All I heard was that we made the right decision.

Buckle: The partnership with RCMP, the town and the schools is a really good one. The RCMP Auxiliary delivers the DARE Program . Also Mable and her group are always there. This is a great partnership.

The Holyrood Fire members dedicated their time on the weekend to complete ice rescue training. It is the first time ever for the department. Given the amount of water in our area, this is very valuable training.

Mayor: Jack Hickey is a former member of the St. John's Regional Fire Department and is the GOD of rescue training across many areas. He is a master of training and offers himself to provide training. I dropped down on Sat and Sunday and saw our crew in the water and on the ice and I was very proud of them.

11. COMMUNICATIONS

- a. Update was prepared by Councillor Crawley. The Committee has not met but will be meeting later this week. We are working through Budget 2023 questions. We have released a flyer which should answer most of the questions presented. Some others will require an ATIPP request and in some cases the information is personal and private and cannot be released.

I am very disappointed that someone said we were using bullying and intimidation- this is not true. I take great exception to that comment. We are trying very hard to present accurate and complete information to everyone's questions.

Some are asking about loans; the loans are there as fail safes in case we need them. Some items have been clearly identified for possible loans but there is no guarantee that we will be actioning full loans this year.

The new website will be up and running on the 14th of March. We are working out the kinks in some systems but it will be a great tool to pay your bills and even to register for camps and events. Thank you to Steve Martin for spear heading this and working with the communication committee.

12. OPERATIONAL REVIEW

- a. Update given by Councilor Winsor . The consultant is on-going including tabletop work with policies and other paperwork. Given the news of the CAO's retirement, it is more important to advance this work to ensure ease of transition.

Mayor: Consultant is anxious to move forward and he is organizing himself to complete his work. We will keep the public informed especially in terms of public consultations.

13. CORPORATE SERVICES & ADMINISTRATION

- a. Update given by Councilor Crawley. Committee met at 3:30pm on March 2nd. All members were in attendance. The procurement policy came in today from legal so it may be ready for the next public meeting.

We have 2 positions open for hiring – a fire fighters position and a data entry clerk position. We have advertised internally for these positions and have not received any applications so we will move outside to fill these positions.

Budget 2023 – we have gone through the process and are still doing due diligence to answer the questions of residents. This year we had

hoped to start the budget process in June but that did not work – this year we aim again and we hope to engage internal and maybe external help to make sure we fully understand each item going forward.

We are dealing with the finances related to the heritage building and we will work with public works as we gather all the information required.

We are also preparing for Squidfest and the finances associated with the festival.

Mayor: the 2 positions referenced by Councilor Crawley are new positions, they are existing positions which have been vacated by employees.

b.

23-03-121

Crawley/ Buckle

BE IT RESOLVED the Town of Holyrood submit an application to the New Buildings Age Friendly Grant to assist with upgrades to the Heritage Building. The maximum cost of the grant is \$10,000.00.

In Favor- 7

Goobie

Woodford

Buckle

Crawley

B. King

S. King

Winsor

Opposed- 0

Abstained – 0

Motion Carried

c. Accounts

23-03-122

Crawley/Woodford

BE IT RESOLVED those accounts tabled in the amount of \$186,026.74 cheque # 44223 to 44351 and \$65,987.05 for cheques # D3099-D3147 be approved for payment from the general account.

In Favor- 7

Goobie

Woodford

Buckle

Crawley
B. King
S. King
Winsor
Opposed- 0
Abstained – 0
Motion Carried

d. Bankbook Balance: \$ 5,243.48

14. NEW BUSINESS

Woodford:

Congratulations to the CAO on his upcoming retirement. Thank you for your mentorship, leadership and guidance to Council, staff and community. I wish you the best in your well-deserved retirement. I wanted to say this tonight but I am sure we will have more to say as time gets closer.

March 8th is International Women's Day on March 8th people around the country will come together to celebrate international women's day 2023 in Canada. It is a global day organized annually to recognize and celebrate the social, economic, cultural and political achievements of women. It is more than a celebration, it is a global day for us to come together as powerful allies who strive toward gender equality worldwide.

In the words of Austrian writer GD Anderson, Feminism isn't about making women strong. Women are already strong. It's about changing the way the world perceives that strength.

Congratulations to the strong women within our council, our staff. Our community and around the world.

At Manuals River Interpretation Center tomorrow, the Conception Bay Chamber of Commerce is hosting an event for International Women's Day honoring women in the Conception Bay area. Councilor Crawley and I are attending. During the celebration there will be recognition of a local woman honoree of our area.

Crawley

Happy International Women's Day to the council, staff, and community. I spent a lot of time on this topic in my classroom involving both girls and boys.

Next week is education week with a theme – We Grow Stronger Together

I want to thank the Conception Bay Chamber of Commerce for their invitation to their event and I am looking forward to attending.

Buckle

Happy International Women's Day to all the women on Council. We have a great team here and also to our female staff and all women in the community. Congratulations to our CAO on his announced retirement. Gary has done great things for this town and for the residents.

S. King

I had the pleasure of attending the Legion on Saturday Night and it was a real well-planned event. Five veterans were recognized and given a blanket of valor and our own Bruce King received one. Congratulations to Bruce.

Thank you to the MGA 50+ Club for preparing for the chilly dash. It was a way to say thank you to Steve and his group for all the senior events.

Winsor

The Province have released their road plan for this year and Maher's Bridge is on the list. I want to thank and acknowledge the province. Congrats to the CAO on your retirement. Over the last year and half working with you, I admire your intellect, tenacity, and work ethic. I am looking forward to hounding you for the next meetings and I hope to hear many stories to come.

Mayor

Both the CAO and I came in around the same time and Councilor Sadie King and Councilor Buckle have many stories to share as the retirement date gets closer. We will need a meeting just to deal with the stories.

15. DATE OF NEXT MEETING

April 4, 2023, at 5:30 pm

16. ADJOURNMENT

23-03-123

Woodford/Crawley