



**Regular Meeting of Council #9
August 22, 2023, at 6:00 pm**

MINUTES

PRESENT:

Mayor Gary Goobie	Marjorie Gibbons, Acting CAO
Deputy Mayor Michele Woodford	Steve Martin, Recreation
Councillor Laura Crawley	
Councillor Bruce King	
Councillor Sadie King	
Councillor Steve Winsor	

REGRETS:

Councillor Curtis Buckle

1. CALL TO ORDER/ADOPTION OF AGENDA

23-08-163

Crawley/S. King

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

In Favor-6

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

Opposed-0

Abstained-0

2. ADOPTION OF MINUTES

- a. Regular Meeting of Council July 25, 2023 adopted as presented, no errors or omissions

3. BUSINESS ARISING

n/a

4. MAYOR'S UPDATE

I am pleased to report that on July 31, we had a very productive meeting with the Minister of Transportation and Infrastructure, John Abbot and MHA, Helen Conway-Ottenheimer.

The first thing we discussed was the issues on route 60. I'm pleased to say that many improvements have been made over the past few days.

We discussed the Multi-Year Capital Works, specifically the water line extension on Salmonier Line. The approved \$3.3 million cost shared project (90% from government) is well in the planning stages. This will improve ample water supply for the town.

We discussed the need for provided to identify back land for the eventual extension of the CBS Bypass Road to Holyrood. This extension won't happen for many years, but it will sometime in the future. By securing this corridor, it will avoid tracks of land from being chocked off. When logistics are worked out, we can then incorporate this into our town plan. Public input and consultation would be engaged.

The minister was made aware of issues with the overpass on Liam Hickey Drive. The minister assured us that an assessment and inspection will be completed.

Thank you to the Newfoundland Trailway Council and Newfoundland Structures Inc. for the fantastic job on the trailway upgrades and improvements. Project started at the Marina and will continue on to Duff's. We secured a \$5,000 grant to help support this project. The trailway also accepts private donations to assist with upgrades.

5. CORRESPONDENCE- n/a

6. PLANNING & DEVELOPMENT

- a. Update by Deputy Mayor Woodford.
Still in discussion on site permit process to improve consistency and standardization so we can reduce inconsistencies. Staff are reaching out to other municipalities to see what their process is. We hope to have a report for the next committee meeting to have this process completed. 6 applications were reviewed, 3 are presented here tonight.

We are still waiting for the draft document of the Town Plan.

Councillor Crawley declared a conflict of interest and left the Council Chambers.

- b. Permits
23-09-164
Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 8 permits were issued from July 20 to August 17, 2023 and include permits for: Water and Septic, Fence, General Repairs, Extension, Accessory Building.

In Favor-5

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

Opposed-0

Abstained-0

Councillor Crawley returned to the Council Chambers.

c. 23-09-165

Woodford/Winsor

Location: 30 Brien's Road

Proposal: Residential

Zoning: RMD

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

In Favor-6

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

Opposed-0

Abstained-0

d. 23-09-166

Woodford/Winsor

Location: 52 Conception Bay Highway

Proposal: Online Prepackaged Food Retail

Zoning: Mixed Development

BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations. This application was advertised in accordance with Regulations 10 and 90. No comments were received by the deadline date.

In Favor-6

Mayor Goobie

**Deputy Mayor Woodford
Councillor Crawley
Councillor B. King
Councillor S. King
Councillor Winsor
Opposed-0
Abstained-0**

e. 23-09-167

Woodford/Winsor

Location: 103 Conception Bay Highway

Proposal: Senior's Rental Units

Zoning: RMD

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

In Favor-6

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

**Opposed-0
Abstained-0**

f. 23-09-167A

Proposed Amendments- Town of Portugal Cove St. Philips
St. John's Urban Regional Plan Amendment No. 2, 2023.
Municipal Plan Amendments No. 15, 2023, and
Development Regulations Amendment 25, 2023.

Woodford/Crawley

BE IT RESOLVED that the Town of Holyrood has no comment on the proposed amendment from the Town of Portugal Cove-St. Philip's.

In Favor-6

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

**Opposed-0
Abstained-0**

7. RECREATION AND COMMUNITY EVENTS

- a.** Update by Councillor S. King.

Committee meeting held on August 1. The Squid Festival was a great success. The Director and Acting CAO are working on a detailed report about the festival which will include a briefing, financial report and recommendations for next year.

Day camp was a big success with 61 children registered. It was a hot summer, we purchased 2 portable air conditioner units and 8 fans.

It was a fabulous summer at Holy Cross Park. For the first time, we didn't have many issues at all.

The soccer field- the grass is starting to look worn. Will need to do some work, fertilizing, etc.

Salmonier Recreation Park- outdoor rink and trail development are our top priorities. We have \$55,000 to spend on trail development, and we will be working with the contractor to get this completed.

Planning for fall festival- Oct 11-15, is currently in the works.

Community Garden has been a success.

On behalf of the seniors, thanks to Steve Martin for the great trip to Ferryland. It was a fantastic day and they are looking forward to another one.

8. INFRASTRUCTURE AND PUBLIC WORKS

- a.** Update by Councillor Winsor. Committee met on August 17.

Our budget spending was reviewed, and we are on track as we approach the third quarter at about 70%.

Some cross-cut paving has been completed, for example at the intersection of Godson's Road.

We talked about filter media for water treatment plants. The Water Treatment Plant has a series of three filter canisters that take care of filtering out unwanted minerals, which is common in Newfoundland ground water. These canisters are filled with green sand and it's a catalyst for removing these minerals. There has been a preventive maintenance in place since 2019. We are on schedule to replace that

media this year with filter A and filter B&C next year. Money is in the budget for this year.

Woodford Station culver was replaced, and it went very well. It was a very large culvert. Once this settles, we will go back and do the shoulder.

The wastewater ABYDOZ system on Country Path has pump failures and we will present a motion to replace those pumps.

We are investigating speed bumps around town. We have a number around town. They cost almost \$1,000 each. We will investigate permanent speed bumps- a slow rise pavement. Need to check on cost and determent the effect it may have on snow clearing operations.

Bulk Garbage collection is coming up on August 30, keep an eye on our social media posts.

Acknowledge staff in great job on keeping an eye on the gas tax funding and prioritizing applicable projects.

b. Gas Tax

23-09-168

King/Winsor

BE IT RESOLVED that the Town of Holyrood submit an application to the Gas Tax Authority to complete local road upgrades in the Town. The project identified is to complete paving in the areas identified in the attached table at a total cost of two hundred eight thousand four dollars and 75 cents (\$208,004.75) HST included to be paid to English Paving.

A Request for Quotes for this work was issued by the town of Holyrood and the successful bidder was English Paving at the price provided in this motion.

Areas to be paved include:

Street	Civic	Distance
Sir Albert Walsh	By Marina	5.9m x 68.5m
Bog Lane	From intersection of Route 60	4.1 m x 335m
The Valley	Valley Rd -to 4 way stop	4.1m x 335m
Timmons Lane		3mx65.5 m
Country Path	# 19 to 25	6m x126.5m
	# 104 – north toward Route 60	5.8m x 134.1 m

	# 74 toward Route 60	5.8m x 68m
	North from #70	5.8 m x 183m
Brynes Road/Route 60 intersection		30.5m x5m
The total cost of this paving initiative	\$208,004.75	

In Favor-6

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

Opposed-0

Abstained-0

a. Gas Tax

22-09-169

S. King/Winsor

BE IT RESOVLED that the Town of Holyrood submit a gas tax application to purchase three pumps for the ABYDOZ system at a cost of \$10, 168 provided by the lowest bidder, Xylem. Each ABYDOZ has two pumps to enable it to operate efficiently. Several of the pumps malfunctioned and the system has been compromised.

This purchase will enable the town to replace the pumps and ensure all systems have the capacity to properly address waste disposal without disruptions.

In Favor-6

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

Opposed-0

Abstained-0

b. Wood Cutting Policy

23-09-169

S. King/B. King

BE IT RESOLVED that the town of Holyrood approve the amended Wood Cutting Policy HP-008 Rl. This policy will ensure Wood Cutting

on Town owned property governance and regulations are followed in the long-term planning for the Town of Holyrood.

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update by Deputy Mayor Woodford. Committee met on August 15.

Meeting with Mariene Institute on August 8 was very positive. We want to continue building partnership with them. They are willing to come to the table and discuss what's going on, and how we can partner with them to make sure what they are doing is in line with what we are doing. Looking forward to further collaboration.

MOU that we have is currently being developed and hope to complete this fall.

ECONEX will do a presentation to Council early October. They have funding that will identify gaps in skilled trades in the ocean sector.

The Chamber of Commerce Golf Tournament will be held in September and OHI will sponsor the luncheon and there will be a team from the Town.

We had \$408,004.75 available in Gas Tax and we spent most for that tonight.

We received \$55,000 from the government to complete the operational plan for the rural transit project. That money will enable us to hire a consultant to come up with an operational plan for the project.

10. PUBLIC SAFETY

- a. Update by Councillor B. King. Committee met on August 8.

We are looking at putting in an application for community collaboration grant and one of the stipulations is to have three communities on board. We sent out letters to Mayors of Avondale, Conception Harbour, Harbour Main, and Colliers. Our Fire Chief has sent out a similar letter to all the fire chiefs of these communities, seeking their support. We are not looking for financial support. If we are successful in getting the letters of support and funding, we hope to upgrade the fire training facility on Liam Hickey Drive. If the grant is successful, we are looking at about \$112,000. The other condition is that any of the supporting communities can go up there and use

the site at no cost and with input from the communities. The deadline for submitting the application is September 30.

Send a follow up letter to the fire commissioner and cc the minister to keep the request of fire rescue vehicle on the burner.

People have been speeding through the roundabout since the bridge was completed. People need to slow down, yield where you are suppose to.

The fire ban is lifted.

The shoulders of the road on the left-hand side going towards CBS has been completely completed.

Start of hurricane season, with one heading in this direction. People need to be prepared; storms are getting more intense. Have an emergency preparedness kit on hand, be prepared to survive on your own without any help from the municipality, the provincial government, first responders for at least 72 hours with water, food, batteries, food, medication, etc. If you can afford to have a generator you should probably have one.

11. COMMUNICATIONS

a. Update by Councillor Crawley.

The committee talked of implementation of internal communications policy.

External communications policy work has begun.

Reaching out to other communities on how they implement external communications.

Looking a Professional Development around collaborative environments that Council and staff can use internally.

Communications with Eastern Regional Service Board and we have had complaints on garbage and recycling pick up. Putting info on social media does not help staff direct the problem. Residents should contact the town info@holyrood.ca or call the town and staff can follow up. Garbage is contracted out and communication to the town of complaints is key.

We have a meeting coming up with Bell and key partners on cell phone coverage.

12. OPERATIONAL REVIEW

- a. Update by Councillor Winsor.
Council have met with the acting CAO and the consultant Mr. Curran. We are at the stage where we are trying to get our heads around the recommendations put before us. Not appropriate for us to release that at this time. We are going through the process of engaging each other and staff on some of the recommendations. The next step is to come together and formally adopt the recommendations. We may not elect to accept or adopt all. The consultant did an excellent job and gave us lots of things to think about.

13. CORPORATE SERVICES & ADMINISTRATION

- a. Update by Councillor Crawley.

Committee met on August 17

Discussions on Budget 2024. Discussion on the capital account. We want to look at real realities on what we need vs. what we like or want. Once we have recommendations for the strategic plan and operations review adopted, this will help us move forward for budget 2024. Ensure all committees review spending.

We are going to jump into our management agreement earlier this year than previously so that's all taken care of and not running into adoption of the budget.

Still waiting on our audit which has been requested several times. Municipal Affairs are aware that we don't have our audit yet, and said it's quite common this year and have given us an extension to October.

We advertised the Clerk position, received 17 resumes and interviews will take place tomorrow. Stephanie Saunders has resigned from the position of Clerk.

- b. Accounts

23-09-170

Crawley/B. King

BE IT RESOLVED those accounts tabled in the amount of \$180,583.92 cheques #44901 to 44967 and D3443 to D3538 be approved for payment from the general account.

In Favor-6

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

**Opposed-0
Abstained-0**

23-09-171

Crawley/B. King

BE IT RESOLVED those accounts tables in the amount of \$136,179.93 cheque #645 to 728 be approved from the squid festival account.

In Favor-6

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

**Opposed-0
Abstained-0**

c. Bankbook Balance: \$ 34,853.19

14. NEW BUSINESS

Woodford- n/a

B. King

Heritage Committee- was talking to members and they had a fantastic summer with 100's of people coming through the museum. Last Thursday they had 2 bus loads of seniors who had a fantastic time. Museum is well represented. People at the museum were looking for some pins, and our MHA sent over a bag of pins to the museum so thank you!

Crawley

Thank you to Minister Abbott and MHA Helen Conway Ottenheimer for meeting with us in a collaborative environment. Our hearts are with all those enduring fires and floods across the country and beyond.

Winsor- n/a

S. King- n/a

15. DATE OF NEXT MEETING

September 19, 2023, at 6:00 pm

16. ADJOURNMENT

23-09-172

Woodford/B. King

BE IT RESOLVED that this meeting is now adjourned at 7:12 pm.

In Favor-6

Mayor Goobie

Deputy Mayor Woodford

Councillor Crawley

Councillor B. King

Councillor S. King

Councillor Winsor

Opposed-0

Abstained-0

Mayor

CAO

Minutes taken by CT