



**Regular Meeting of Council #3
March 5, 2024, at 6:00 pm**

AGENDA

- 1. CALL TO ORDER/ADOPTION OF AGENDA**
BE IT RESOLVED that this meeting is now called to order and the agenda is adopted as presented.
- 2. ADOPTION OF MINUTES**
 - a. Regular Meeting of Council February 8, 2024
- 3. BUSINESS ARISING**
- 4. MAYOR'S UPDATE**
- 5. CORRESPONDENCE**
- 6. PLANNING & DEVELOPMENT**
 - a. Update
 - b. Permits
BE IT RESOLVED to table and approve the attached permit listing. 3 permits were issued from January 5- February 5, 2024 and includes permits for replacing water and sewer line, sign, and occupancy.
 - c. Location: 5-19 Duff'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.
 - d. Location: 67 Kennedy's Lane Extension
Proposal: Residential Backlot
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.
 - e. Location: 358 Conception Bay Highway
Proposal: Convenience/Grocery Store

Zoning: TC

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

- f. Location: 73-83 Country Path
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.

- g. Town of Paradise Proposed Amendments
The town has received a proposed amendment to the St. John's Urban Region Regional Plan from the town of Paradise.

Proposed Amendments- Proposed St. John's Urban Region Regional Plan Amendment 01, 2024 to enable Paradise Municipal Plan Amendment 4, 2023 and Development Regulations Amendment 21, 2023, "Restricted Development" to "Urban Development".

BE IT RESOLVED that the Town of Holyrood has no comment on the proposed amendment from the Town of Paradise.

7. RECREATION AND COMMUNITY EVENTS

- a. Update

- b. **BE IT RESOLVED** the Town of Holyrood will accept the bid submitted by Buckles Contracting in the amount of thirty -seven thousand two hundred fifty dollars (37,250.00) for upgrades at the softball field.

The Town of Holyrood issued an RFQ identifying the scope of work and the intended outcomes and there were six (6) responses. The successful bidder with the lowest price was Buckles Contracting limit for the amount identified above.

- c. **BE IT RESOLVED** the Town of Holyrood submit an application to the Gas Tax authority for the purpose of softball field upgrades for a cost of thirty -seven thousand two hundred fifty dollars (37,250.00). These funds will extend the ballfield, replace the fencing, replace areas of sodding, install a new 10ft warning track, accommodate drainage, and improve accessibility.

- d. **BE IT RESOLVED** the Town of Holyrood approve the Director of Recreation & Community Services to attend the Recreation NL Annual General Meeting & Conference in Corner Brook April 25th to April 27th.

This is an opportunity to meet other recreation directors across Newfoundland & Labrador and share information, ideas, and discover new ways of improving how we provide recreational services to our residents. It is a wonderful learning opportunity. The cost for the conference including all expenses is 1447.00. This cost would be absorbed within the recreation budget.

- e. **BE IT RESOLVED** the Town of Holyrood submit an application under the Accessible Communities Grant totaling 20,000.00 for the purposes of installing electronic door openers and repairing entrance platforms at the Holyrood Heritage Building. If approved, this funding will enhance the accessibility to the building for all residents and the public.

Preamble: This is another opportunity to improve access to community owned buildings to ensure all residents can use our facilities in a safe manner. With this funding, if approved the Town will be required to contribute no more than \$2000.00

8. INFRASTRUCTURE AND PUBLIC WORKS

- a. Update

- a. **BE IT RESOLVED** the Town of Holyrood approve Change Order 1 Project 17-GI-20-00049 – Water Tank Upgrade to allow for the separation of a civil package & a mechanical package. The separation into two components increases the civil portion to include Preliminary work (3,170.00) Design (3,240.00) Tendering (1,126.00) and Civil Inspection (21,000.00) for a total of \$32,816.40. This increase in costs will be added to the current Prime Consultants Agreement for this project.

Preamble: The new water tank requires civil work associated with the preparation of a site and the completing in-ground infrastructure as well as the mechanical work which includes design and erecting the tank. By dividing the two disciplines the Town looks to reduce the overall costs of the project.

- b. **BE IT RESOLVED** the Town of Holyrood approval the sale of four unroadworthy vehicles for the total of \$600.00 (six hundred dollars) to Matthews's Towing as is and where is.

These vehicles were offered on tender with replies outside this offer. The vehicles consist of three (3) 2009 Chev Vans; and a 2008 Ford Taurus. The vehicles are no longer safe or road worthy. And therefore the Town no longer has use for them. According to Section 201.1 of the Municipalities Act Council may by resolution sell these vehicles through private sale.

9. ECONOMIC DEVELOPMENT

- a. Update

10. PUBLIC SAFETY

- a. Update

- b. Motion to hire Fire Fighter

BE IT RESOLVED the Town of Holyrood accept the recommendation of the hiring committee and approve Taner Whitty as a career fire fighter at the Holyrood fire department.

An internal search was conducted with three firefighters applying. After the process of resume review and interview as well as reference check, the successful candidate was identified.

This search identified three excellent candidates and Holyrood is very proud of all three fire fighters. At the end of the process the highest total points accumulated was used to offer the position to the successful candidate.

11. COMMUNICATIONS

- a. Update

12. CORPORATE SERVICES & ADMINISTRATION

- a. Update

- b. Accounts

BE IT RESOLVED those accounts tabled in the amount of \$272,625.34 cheque numbers 45543 to 45722 and D3874 to D3919 be approved for payment from the general account.

- c. Bankbook Balance: \$2,384.56

13. NEW BUSINESS

14. DATE OF NEXT MEETING

April 2, 2024 at 6:00 pm

15. ADJOURNMENT