



**Regular Meeting of Council #2
February 8, 2024, at 6:00 pm**

MINUTES

PRESENT:

**Mayor Gary Goobie
Deputy Michele Woodford
Councillor Laura Crawley
Councillor Bruce King
Councillor Sadie King
Councillor Steve Winsor**

**Marjorie Gibbons, CAO
Christa Turnbull, Executive Assistant**

Heritage Day/Week Proclamation 2024 signed by Mayor Goobie

1. CALL TO ORDER/ADOPTION OF AGENDA

02-06-24

B, King/S. King

BE IT RESOLVED that this meeting is now called to order and the agenda is adopted as presented with an amendment to the agenda to add a motion under Planning and Development.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

2. ADOPTION OF MINUTES as presented, no errors or omissions

a. Regular Meeting of Council January 9, 2024

b. Special Meeting of Council January 16, 2024

3. BUSINESS ARISING- n/a

4. MAYOR'S UPDATE

Last week we said goodbye to a former colleague who served on the first town council back in 1969. Kevin Lewis passed peacefully away on February 1, 2024 at the age of 81. Kevin moved to Labrador City and pursued a teaching career where he got his feet wet in the acting arena, becoming involved with the carols players . When him and his family moved back to St. John's he continued with his acting career. He has inspired many up-and-coming young performers in the arts and drama community. He was truly an icon. He was recently honored with the ACTRA Newfoundland Award of Excellence. On behalf of Council, staff and residents, we extend our sincere condolences to his family.

5. CORRESPONDENCE

6. PLANNING & DEVELOPMENT

a. Update by Deputy Mayor Woodford. Committee met on January 24, 2024.

b. Permits

02-07-24

Woodford/Winsor

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.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

c. 02-08-24

Woodford/Winsor

Location: 5 Godson's Road

Proposal: 7 & 3 unit Apartment Buildings

Zoning: Town Centre

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

Opposed- 0

Abstained-0

Motion Carried

d. 02-09-24

Woodford/Winsor

Location: 394 CBH

Proposal: Business - Tattoo Parlour

Zoning: Town Centre

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

Opposed- 0

Abstained-0

Motion Carried

e. 02-10-24

Woodford/Crawley

Location: 23 Skibbereen Road

Proposal: Residence

Zoning: RLD 2

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

Opposed- 0

Abstained-0

Motion Carried

f. 02-11-24

Woodford/B. King

Location: 32 O'Rourke's Road

Proposal: Residence

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

Opposed- 0

Abstained-0

Motion Carried

g. 02-12-24

Woodford/Crawley

Location: 96 CBH

Proposal: Senior's Independent Living Complex (9 units)

Zoning: RMD

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

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

h. 02-13-24

Woodford/Crawley

Woodford/Proposed Amendments- Town of Portugal Cove St. Philips.

St. John's Urban Regional Plan Amendment No. 10, 2023.
Municipal Plan Amendments No. 19, 2023, and
Development Regulations Amendment 31, 2023.

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

Opposed- 0

Abstained-0

Motion Carried

7. RECREATION AND COMMUNITY EVENTS

a. Update by Councillor S. King.

Committee met for the first time on January 23 with new Director, Kyle Hawco. Winter recreation programming has begun with many movers restarting on January 28. Forever Young, Zumba Gold and Active for Life also resumed this week. Crystal Carnival- Feb 15-19. Some events are now sold out and others near selling out. For more info visit www.crystalcarnival.ca

The Request For Quotes (RFQ) for phase one of softball upgrades has been released with closing date of Feb 23 at 4 pm. This phase will include the civil work only which involves the field extension and fence removal and replacement. Other elements of field upgrades (such as lighting) will be presented in a separate Request For Proposals due to the nature of the funding. The RFQ package is available at www.holyrood.ca

Easter and summer programming. Squid Fest is July 17-21, 2024. Information will be communicated to residents as soon as it's ready.

Lighting did not qualify in this phase of funding. Funding comes from gas tax and is 100% covered by the gas tax authority.

8. INFRASTRUCTURE AND PUBLIC WORKS

a. Update by Councillor Winsor.

Committee met on January 25. We focused on upcoming major projects.

The New Water Tank

We split the scope by discipline from civil and mechanical and staff met with Municipal Affairs, and we are working toward the civil work starting this year. There is potential federal funding opportunity for projects that are live but not enacted for a 2-3-year period where cost estimates they have seen in supply chain have increased. There

are some criteria around that. I don't want to commit to saying that we qualify but staff are working that issue.

Salmonier Line Water Main Extension

A project that is scheduled to begin this year. Englobe Engineering is the engineering company and Mahers Construction will be implementing.

Sewer System Upgrade

Engineering is ongoing and it's a phased approach. This phase will focus on our treatment plant. We want to make a longer-term improvement. We may be able to run down additional federal opportunities for funding.

Dump Truck/Plow/Sander

We have taken delivery of the truck/plow/sander unit.

Special Projects

Asset Management and Capital Improvement Planning. We want to have some drafts for committee review- vision target end of the first quarter, likely to start at the second quarter. When the Director forwards that to committee, we will review, pose our questions, probably make some adjustments, then back to all of Council for review.

9. ECONOMIC DEVELOPMENT

- a. Update by Deputy Mayor Woodford. Committee met on January 15. We reviewed one application, which was sent to Planning & Development and two inquiries. Applications for summer students have been submitted for the town and the marina. There are tourism and trail funding programs that we will pursue. We hope to have some information on that for the next public meeting. We discussed OHI and how we can implement some new strategies for engagement with our OHI committee and with the town. There are other files that we are not going to bring forward just to say they are still in progress.

10. PUBLIC SAFETY

- a. Update by Councillor B. King. Committee met on January 30. We discussed the new rescue vehicle- still on schedule to be delivered in September. There is a firefighter position that will be filled through an internal competition and internal committee. Brigus Junction Fire Protection Agreement- fire chief has concerns that we will discuss. The agreements will be all reviewed to make sure we are not

stretching ourselves too thin. The focus is the protection of the residents of Holyrood. We will only do it on the recommendation of the fire chief and do not expose the Town of Holyrood to undue risk. Collaboration Grant for training ground, the town was not successful for funding. We will look at other options. We are going to figure out the chain of response when people find something on roads, potholes or whatever. Social media is a fantastic platform to get the word out but only good for those who are on social media. It has to go through Council, Committee or Department of Transportation. RCMP did a presentation just before Christmas, we are going to continue that in 2024. If residents have suggestion on what they like to see covered, please send us an email. Emergency Preparedness we are moving forward to update and initiate an exercise in the spring/summer to ensure articles in the document actually works in the field. Speed cameras- pilot project ongoing in Mount Pearl and St. John's. We are going to see if we can be included in the pilot project. We have speeders here in the town.

I'm going to cover some point that came from the small-town advisory committee, held on January 17. There is a possibility in 2024 that the number of RCMP officers in NL will increase. Fire Protection Service was discussed. Municipalities that service the Trans Canada Highway, if there is any funding that comes available we should be at the top of the list. Housing and the climate crisis- these things affect smaller communities just as much as bigger communities. Towns are trying to find funding for affordable housing. Out of the municipalities that got funding (collaboration grant), they also got enforcement officers. Garbage and Bulk Garbage- the way the bulk garbage is set up we are not sure that's going to work or if it's a good idea. Is it going to be effective or economical? As things become clear, I will update Council.

11. COMMUNICATIONS

- a. Update by Councillor Crawley. Committee didn't get a chance to meet. Remind everyone of the process- we started with internal policies. We had some questions about where our communications plan went. And what we were given we came into term was a wonderful step plan of how to implement a communications plan and had to implement the policy. We took that and did our internal, we looked at all the internal guidelines, we developed a policy, it went to legal, it had to be vetted, it came back, had to go to municipalities to make sure that it aligned, came back and we had to implement it. We ratified it once it was adopted, we ended up having to train everyone so we had to do training session for everyone involved, which would

be inside town staff, Council and everyone. That was a top-down approach.

People who are emailing Councillors and the Mayor directly, through personal means and formats, this is not what our internal policy states. We are trying to communicate properly and make sure that we are following the protocols and aligning ourselves with what is proper through municipalities act as well. Not that we can't be communicated with, but in terms of Councillors or staff, you have to recognize that we are one entity, and we are representing the town, therefore should be accessed using our town emails and through the website, not our personal contacts.

It took almost a year and a half to get that policy in place, train in, and everyone implemented and work through. We're working very hard to try and follow. Now we are working on our external portion and that is going to take just as long, probably longer. We are looking at stakeholders, businesses, residents, we need to find out the point of communication, how people want to communicate, and all the different options. We then have to go through all the choices, figure out where to hold at, if we need to create a database, make sure the database is secured, that it can't be hacked. There's so much involved I don't know if people really appreciate how much go into making sure that the residents and businesses are secure and ensure that we are getting the information out.

The best we can do right now is through our website and town social media. There are proper ways to get in touch with us if there's an issue. Throwing it out there and putting a blame game on anyone is not working. We ask residents to be patient and follow the proper protocols.

12. CORPORATE SERVICES & ADMINISTRATION

- a.** Update by Councillor Crawley. Committee met on February 1. Tax bills have been sent out to all property owners. eService is available on our website to pay your taxes. Surcharge applies to credit card payments. Payment options postdated cheques, EMT. Discounts available for GIS recipients. Our new policy we will have a 60-day turnaround with our invoices. Invoices need to be submitted.
- b.** Accounts
Crawley/B. King
02-14-24

BE IT RESOLVED those accounts tabled in the amount of \$248,893.46 cheque numbers 45442- 45542 and D3827- D3873 be approved for payment from the general account.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

c. 02-15-24

Crawley/S. King

BE IT RESOLVED the Town of Holyrood appoint Mitch Moran as the Appeals Commissioner for 2024. As Commissioner he represents the Town at the property appeals requested by residents.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

d. 02-16-24

Crawley/Woodford

BE IT RESOLVED the Town of Holyrood approve travel expenses totaling \$690.14 for Councilor Bruce King to attend the Small Communities meetings in Clarendville. This is a two-day session where small towns hold discussions on common issues and try to find solutions.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

e. 02-17-24

Crawley/S. King

BE IT RESOLVED the Town of Holyrood accept the Multi-Year Capital Works 2023-2026 funding approved by the Provincial Government in the amount of 908,060.00 dollars. This funding will be used to offset the costs of a new community center for the Town.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

f. Bankbook Balance: \$2,842.60

13. NEW BUSINESS

Woodford- n/a

B. King- I would like to wish all 3 candidates' good luck in the upcoming election. I want to take into consideration one in particular and that is Jarad Trask because he is young. We were at the convention in October in St John's. A lot of people there getting awards for 20, 25, 30 years of service. One gentleman had 40 years on council. One of the biggest problems is encouraging younger people to become involved in Council. I wish them the very best and can't wait to see who is going to be in that chair.

Crawley- it's teacher appreciation and heritage week next week. Thanks to all the teachers who take care of our little ones every day.

S. King- n/a

Winsor- n/a

14. DATE OF NEXT MEETING

March 5, 2024 at 6:00 pm

15. ADJOURNMENT

02-18-24

Crawley/S. King

BE IT RESOLVED that this meeting now adjourn at 6:54 pm.

In Favor- 6

Opposed- 0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT