



**Regular Meeting of Council #5
April 29, 2025, at 6:00 pm**

Proclamation: Municipal Awareness Week

MINUTES

PRESENT:

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

STAFF:

Marjorie Gibbons

1. CALL TO ORDER/ADOPTION OF AGENDA

05-43-25

Woodford/Winsor

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

Motion Carried

2. ADOPTION OF MINUTES

Regular Meeting of Council April 1, 2025 adopted as presented, no errors or omissions.

3. BUSINESS ARISING

4. CORRESPONDENCE

5. PLANNING & DEVELOPMENT

a. Update

b. Permits

05-44-25

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 22 permits were issued from March 19 to April 24, 2025. (Permit # 03-0020-25 to 03-0031-25 and 04-0133 to 04-0141-25) and includes permits for accessory buildings, sheds, general repairs, test wells, landscaping, resident builds Permits 1 & 2 and occupancy.

The sequence of the permit numbers is a result of an error and therefore permits will continue in sequence from 04-0141-25.

Motion Carried

- c. Location: 4 Marina Drive
Proposal: Residential
Zoning: RMD

05-45-25

Woodford/Crawley

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

Motion Carried

- d. Location: 36 Woodford's Station
Proposal: Automotive Dealer
Zoning: RMD

05-46-25

Woodford/Winsor

BE IT RESOLVED the application does not meet the development guidelines of the Town and therefore is **not** recommended for approval.

Motion Carried

- e. Location: The Valley
Proposal: Road Development
Zoning: RMD

05-47-25

Woodford/B.Kiing

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

Motion Carried

- f. Residential Subdivision Design By-Law

05-48-25

Woodford/Winsor

BE IT RESOLVED the Town of Holyrood adopt the Residential Subdivision Design By-Laws as prepared for the town through collaboration with the Town Planner and Council.

Motion Carried

6. RECREATION AND COMMUNITY EVENTS

- a. Update

Easter Camp was a success. We had the easter egg hunt and family movie. Active for Life and Zumba Gold is going ahead as planned and will see a 5-week spring session. Town will announce a date mid-

June for the Two-Hour tidy. Camp A'hoy registration is coming up on May 21. CBC United Soccer registration will be announced soon. The deadline for summer employment was today. Line up for the Beach Party is great. Tickets will be released in an Early Bird, General Admission and Gate Sales pending availability. No difference in prices.

b. Motion for lighting

05-49-25

Tilley/S. King

BE IT RESOLVED the Town of Holyrood submit a gas tax application for \$100,000.00 to erect lighting on the Town's softball field. The cost of the lighting including installation of poles, lights and control box, and service is \$233,000.00 This initiative has been identified in the 2025 budget with support from the gas tax fund combined with the budgeted monies the Town will provide a softball field which can host professional and amateur sport events.

Motion Carried

7. INFRASTRUCTURE AND PUBLIC WORKS

a. Update

Committee did not meet due to availability and conflicting schedules but we do have some updates.

Water Tank Upgrades- the RFP for design build was released last Friday, closing date is May 16.

Sewer Project- approval of the tender lease was issued yesterday, April 28. Tender involves cleaning of three components- the clarifier, oxidation ditch and holding tank. Tender should be released by April 30.

Salmonier Line Emergency Water Project- repaving the section that was affected by that project is going to start at the end of May.

Water Sustainability Project- quote for initial well testing was released by our consultant, CBCL and once we get those results, we will factor that into our next decisions.

Community Center- waiting on third and final concept design before we do open house consultation process. We hope to have that completed before Victoria Day weekend.

Festival Grounds- project has started. September 12 is project completion date.

Seasonal staff are back to work.

Green Sand Filter media is an important part of our water program to make sure we have safe, reliable drinking water. The replacement of the green sand has been completed and has been ongoing for the last 2 years. The shelf life for the filter media is 10 years.

I would like to recognize Mr. Matthew Penney as he retires at the end of this week after 23 years of service providing seasonal contribution to our public works department. He has been a valuable member of our team, and we wish him the very best in his well-deserved retirement.

8. ECONOMIC DEVELOPMENT

a. Update

2 business applications reviewed and forwarded to Planning & Development.

RBC will reopen sometime in late 2025. They have put out notices in The Shoreline and in the mail.

NL Hydro is preparing the site for the new thermal plant. Valero has all the tanks removed and are working on the environmental clean-up.

There has been some vandalism in the Blue Ocean Industrial Park. This is the second incident in the last 2 months. The town is here to support however we can in moving forward and working with local authorities who are investigating.

9. PUBLIC SAFETY

a. Update

Cell service- Holyrood was chosen as one of the communities to see upgrades/enhancements of cell service.

It's Fire season and we have already had incidents. Town will distribute a safety message with all the other chiefs.

We are still waiting on a meeting with RCMP and Public Safety minister. Will update when we know something.

ATV's- I do not want to see a ban dirt bikes or ATV's in Holyrood. There are rules out there that everyone must follow. We have an issue on North Side Road and Kennedy's Lane. We need to find a

happy medium that respects the ATV/dirt bike user and the quality of life of residents. If we work together, we can come to a happy solution.

There were 3 promotions at the Fire Department over the last week. I want to acknowledge Lieutenant Brandy Ralph- who was promoted to the rank of Captain. Tanner Witty was promoted to lieutenant and Emily Boland was promoted to lieutenant.

The safety of the public and safety of the people using the trails and roads is our utmost priority. ATV's and Dirt bikes bring a lot to the community. We have to keep in mind that this is a shared trail.

Adventure Smart program is coming up on May 10 and will be held at the IBEW building. This is a recognized program put off by the Search and Rescue. Two programs- one for kids under 12 and one for 12 and up, including adults. Send an email to the town, or call the town, or show up that day. There is no cost to attend.

10. COMMUNICATIONS

a. Update

The Voyent alert system is underway. Training has been completed by staff. Encourage everyone to sign up. Marketing material will be put in the mail.

Communication Policy- we are putting a pause on the external policy. Still working on internal communications, maneuvering through. Still working our way through social media policy. We had a training session with new staff members. We gathered how people want to be informed in terms of external communication, and we will sit on that for a while and see if it's doing its job and what needs to be changed or fixed.

We are deactivating our Twitter/ accounts, following suit of other municipalities and government agencies. Will use Facebook and Instagram for social media.

In the new municipalities act, committee meetings can be public and the public can attend. Will post on our website when they are going to occur. We also have working meetings which are in-camera sessions if we are discussing sensitive information. During these meetings there are minutes taken, and they must be published, adopted and accepted. All committee minutes will be adopted at a public meeting, and any recommendations have been approved.

Important that Council read all the committee minutes. Committee minutes will also be added to our website.

- b. Motion to accept Committee reports and recommendations

05-50-25

Crawley/Woodford

BE IT RESOLVED the Town of Holyrood accept the Committee updates and recommendations as presented in the committee reports provided by the various departments and made available to all councilors for consideration.

Motion Carried

11. CORPORATE SERVICES & ADMINISTRATION

- a. Update

The assessment agency will be sending out assessment notices to residents in June. The MAA has employed drones and satellite imagery to capture every property that runs under the agency. This means that any work that has been done to your house has now been picked up, like fencing, garages, decks, patios pools, extensions, etc. When you receive your assessment to look at what has happened, it is up to you to check to see if it is valid and correct. If you have questions, you have to call the Municipal Assessment Agency. We will have the link to their website and a very detailed process if you want to appeal. Even before the appeal process, we implore you to call them.

We are going out to tender for a consultant to help with union negotiations.

In the quarterly review at the end of April, we will have a quarterly review of department expenditures and revenue.

- b. Accounts

05-51-25

Crawley/B. King

BE IT RESOLVED those accounts tabled in the amount of \$422,131.74 (cheque numbers D4706 to D4758 and 46877 to 46967 be approved for payment from the general account.

Motion Carried

- c. Bankbook Balance: \$ 201,632.00

- d. Motion for MNL Symposium

05-52-25

Crawley/Tilley

BE IT RESOLVED the Town of Holyrood approve the expenses for one representative from Council to attend the MNL Symposium in Gander May 1 to May 3 at a cost of \$1,345.79.

This expense is identified as professional development in our annual budget and provides an opportunity for councillors to engage with other towns and discuss best practises.

Motion Carried

12. NEW BUSINESS

Woodford- Thank you to Councillor Bruce King who is attending the MNL conference. He does a great job of gathering information and bringing it back to us. National Volunteer Week- our volunteers build our community. Organizations that have volunteers include the Fire Department, Star of the Sea, Royal Canadian Legion, Marina Corporation, Heritage Society, local Parish, Parish Council, 50 plus club, Soccer and Softball programs, breakfast programs, afterschool programs (girl guides, etc). A lot of organizations within our small community, so thank you to all the volunteers for your time.

B. King- a resident approached me about postal codes, there are 2 in Holyrood and causing confusion amongst people, especially on the North Side. Years ago, the mail use to be delivered at Woodfords, by train, and there was a post office there. There are issues with parcel and mail delivery due to the postal code and causing lots of confusion because the postal code and town doesn't match up.

Crawley- shout out and thank you to our volunteers.

Tilley- Highlight volunteer week. I spent 20 plus years with the biggest, hardest volunteers you have ever seen. You don't have to be part of an organization to be recognized as a volunteer. You could be the person down the street that shovels the driveway for a person who can't do it. I'm privileged to work with 900 volunteers across the province. Volunteers make the world go around. Shout out to our CAO who finds funding for so many projects.

S. King- thank you to all our volunteers.

Winsor- A lot of good volunteer work happening. Route 60 is not our jurisdiction, but our Council is in constant contact with the province.

13. DATE OF NEXT MEETING

May 27, 2025 at 6:00 pm

14. ADJOURNMENT

05-53-25

Woodford/Crawley

BE IT RESOLVED that this meeting now adjourn.

Motion Carried

Mayor

CAO

Minutes taken by CT