



**Regular Meeting of Council #6
May 27, 2025, at 6:00 pm**

MINUTES

PRESENT:

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

STAFF:

Marjorie Gibbons

1. CALL TO ORDER/ADOPTION OF AGENDA

06-53-25

Woodford/S.King

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 29, 2025

3. BUSINESS ARISING

4. CORRESPONDENCE

5. PLANNING & DEVELOPMENT

a. Update

b. Permits

06-54-25

Woodford/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 18 permits were issued from April 28 to May 16, 2025. (Permit # 04-0142-25 to 05-0159-25) and includes permits for residential build, general repairs, paving, demolition, and fence.

Motion Carried

c. Location: 556A Conception Bay Highway

Proposal: Residential

Zoning: RMD

06-55-25

Woodford/B. King

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

Motion Carried

- d. Location: 394A Conception Bay Highway
Proposal: Esthetics
Zoning: Town Centre

06-56-25

Woodford/S. King

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

- e. Location: 20 Healey's Road
Proposal: Residential
Zoning: RMD

06-57-25

Woodford/Tilley

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

Motion Carried

- f. Location: 5 Mountain Edge Drive
Proposal: Residential
Zoning: RMD

06-58-25

Woodford/B.King

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

Motion Carried

- g. Location: 105-107 Country Path
Proposal: Residential
Zoning: RMD

06-59-25

Woodford/S. King

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

Motion Carried

- h. Location: 6 Salmonier Line
Proposal: Residential
Zoning: RMD

06-60-25

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

The minimum standards for lot frontage is 23 meters, application is 19.998 meters. Minimum floor area is 100 square meters, application is 89.9 square meters.

- i. Location: 90-92 Duff's Road
Proposal: Residential
Zoning: RMD

06-61-25

Woodford/Tilley

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

Motion Carried

- j. Location: 31 North Side Road
Proposal: Residential
Zoning: Mixed development

06-62-25

Woodford/Winsor

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

Motion Carried

- k. Location: 24 O'Rourke's Road
Proposal: Residential

06-63-25

Woodford/Tilley

Zoning: RMD

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

Motion Carried

- l. Location: Horizon Drive
Proposal: Crown Land Referral (70'x40'-40'-46)
Zoning: Industrial General

06-64-25

Woodford/B. King

BE IT RESOLVED to approve the above Crown Land Referral (application #164001), in principle, subject to the Town's Municipal Plan and Development Regulations.

Motion Carried

6. RECREATION AND COMMUNITY EVENTS

a. Update

Commend Andrew Lewis, , for the great job he is doing as planning coordinator and organizing events for our summer programs.

Director attended the recreation conference in Grand Falls and brought back a lot of good information.

Summer activity guide is in mailboxes, there is something for all ages. Registration for camp a'hoy beings on May 21 at 6 pm, online. The opening date for Holy Cross Park is June 30. Soccer program registration was from May 12-30, online. Tim Hortons is one of our sponsors and is supplying uniforms for the U4 and U6 groups. Two-hour tidy is June 13-15, kits available at the office. There will be a prize at the end, and we encourage people to get out and help clean up our town. Canada Day will be held at Holy Cross park on July 1. Holyrood Day will be on July 30 at Holy Cross Park from 1-3 pm. Squid Fest dates- July 16-20. Check guide for details. A lot of work was completed on our community garden. Most of the plots are gone. Composter program is up and running.

7. INFRASTRUCTURE AND PUBLIC WORKS

a. Update

May 18-24 was National Public Works Week. Give a huge shout out to all our staff. They work hard and are very responsive.

Will have a change order for additional engineering costs.

RFQ's have been posted for street sweeping, line painting, and roof upgrades to Fire Hall and Heritage building.

Festival Grounds project is well underway. We want to let the public know that if you don't need to go down there, please don't. Everyone is working in a safe manner and the work is progressing well in accordance with the design.

We are reviewing and updating cost estimates and priorities for future potential paving improvements.

b. 06-65-25

Winsor/B.King

BE IT RESOLVED the Town of Holyrood approve Change Order # 01 for Project 17-GI-22-00037 – Sewer Upgrades in the amount of 47,7944.00. This change order reflects the scope of work change

from Upgrades to treatment therefore additional engineering was required for design and to obtain an Environment Permit.

Once the scope of work was expanded the engineering requirement became greater and required more design work as well as more professional interaction and exchange of information from those within the industry and both the federal and provincial government.

Motion Carried

8. ECONOMIC DEVELOPMENT

a. Update

Committee did not meet since the last public meeting. There were 3 new applications reviewed and sent to Planning & Development. The CAO met with the Marine Institute regarding hosting a business awareness night in late August with the intent to increase economic activity in the ocean sector. We had discussion on shared messaging and engaging a representative to support getting the national and international message out that Holyrood Marine Base is open for business. OHI contact with ACOA needs to be renewed so we are in the early stages of that. We also need to revisit the recommendation of our consultant on the rural transit funding.

9. PUBLIC SAFETY

a. Update

ATV's- every time you turn on the news there are incidents with ATV's. If you give a kid that is underage a vehicle, the parent's are responsible for anything that happens and could have disastrous consequences.

Traffic Camera program- the CAO will contact Transportation and see if we can be one of the communities to participate in the traffic camera program.

Forest Fires- we have had two or three horrific fires in the past little while. Be conscious of what you're doing and be conscious of the consequences of something as simple as flicking a cigarette butt out the window or burning grass. The voyent alert system is a great tool to inform residents about fires and other emergency situations. Do a look around your house, and be aware of what you might need to take on a short notice should an evacuation occur.

We had a meeting on May 12 with the assistant commissioner of the RCMP and two of his senior staff. We discussed a variety of issues including patrols, vandalism, etc. RCMP are going to try harder to enforce the law, but they have limited resources as well. If you want

to help the RCMP, write a letter to the Minister of Public Safety saying that the RCMP need more people and better equipment.

Radon Test Kits- we participated in an online orientation. We will get 100 kits in October or November. We will notify residents and there is a process you have to follow when you get them. If you are going to get them, please participate and use it. After a 100 days with the kit, you have to bring it back to the town office and will be sent back to the lab, analyzed, but only the homeowner will get their own results. The town will only be shown a percentage. More information to follow later on.

10. COMMUNICATIONS

a. Update

Voyent Alert System- currently there are 380 devices enrolled. The information is going out to residents in real time, unlike with website or social media where you have to go look for the information. Encourage everyone to sign up. We have deactivated our X account. We also discussed the need for confidentiality among staff and Council when dealing with privileged information and sensitive matters.

11. CORPORATE SERVICES & ADMINISTRATION

a. Update

As of May 21, 2025, Property Tax

- a. Property Tax--68.85 % - comparable for this time last year.
- b. Water tax- 57.37% - comparable to last year
- c. Business tax- 66% - comparable to last year.
- d. Fire services -61.84% - lower than this time last year

We have about 39% of the year completed, and all departments are below 35% except for environmental health which is showing 65% because we have paid off our garbage collection fees in full. Water and sewer tax is due on May 31.

Last year we only had 66 people who participated in the bulk garbage. Bulk collection is paid for and we encourage residents to take advantage of that.

b. Accounts

06-66-25

B. King/Woodford

BE IT RESOLVED those accounts tabled in the amount of \$244,719.89 (cheque numbers D4759 to D4809 and 46968 to 47058) be approved for payment from the general account.

Motion Carried

c. Bankbook Balance: \$32,442.79

d. 06-67-25

B. King/Winsor

BE IT RESOLVED the Town of Holyrood accept the recommendation of the hiring committee and hire William Hyde as a seasonal labourer with the department of public works. The selection committee reviewed and scored the submitted resumes and conducted interviews. Once the scoring was tabulated, William had the highest score. Thank you to all those who applied.

Motion Carried

12. NEW BUSINESS

Woodford- n/a

B. King- MNL Symposium- talked about housing and innovative ways to keep people in their homes. MNL promoting elections and municipal participation.

Tilley- n/a

S. King- n/a

Winsor- n/a

13. DATE OF NEXT MEETING

June 24, 2025 at 6:00 pm

14. ADJOURNMENT

06-68-25

Woodford/Winsor

BE IT RESOLVED that this meeting now adjourn.

Motion Carried

Mayor

CAO

Minutes taken by CT