



**Regular Meeting of Council #8
July 28, 2026, at 6:00 pm**

MINUTES

PRESENT:

**Mayor Laura Crawley
Councillor Sandra Crawley
Councillor Bruce King
Councillor Charlotte Story
Councillor Mabel Tilley
Councillor Steve Winsor**

Marjorie Gibbons, CAO

REGRETS:

Deputy Mayor Michele Woodford

1. CALL TO ORDER/ADOPTION OF AGENDA

08-52-26

Tilley/King

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

In Favor- 6

Opposed-0

Abstained-0

Motion Carried

2. ADOPTION OF MINUTES

Regular Meeting of Council June 30, 2026 as presented, no errors or omissions

3. BUSINESS ARISING- n/a

4. MAYORS UPDATE

Festival Grounds are almost completed. Bathrooms are completely renovated. Movement on the sewer project has eliminated the smell on the grounds. Be kind to our student employees. There is a bit of an uptick on the ATV's on the road. Please report anything to the RCMP. Happy to have new pavement in the town. Keep monitoring the provincial fire index. We are having some issues on the waterfront with people gutting and cleaning fish, take your cooker, and dispose of it properly.

5. CORRESPONDENCE- n/a

6. PLANNING & DEVELOPMENT

a. Update

b. Permits

08-53-26

King/Winsor

BE IT RESOLVED to table and approve the attached permit listing. 9 permits were issued from June 26 to July 16, 2026. (Permit 07-0059-26 to 07-0067-26) and includes permits for Garage, General Repairs, Occupancy, and Residential.

In Favor- 6

Opposed-0

Abstained-0

Motion Carried

c. **08-54-26**

King/Story

Location: 6 Whitecap Place

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

Opposed-0

Abstained-0

Motion Carried

d. **08-55-26**

King/Crawley

Location: 294 Conception Bay Highway

Proposal: Commercial Building Extension- Chapel

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

e. **08-56-26**

King/Tilley

Location: 10 Marina Drive

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

Opposed-0

Abstained-0

Motion Carried

f. 08-57-26

King/Story

Location: 12 Eagle Drive

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

Opposed-0

Abstained-0

Motion Carried

g. 08-58-26

King/Crawley

Location: 2 Seabreeze Drive

Proposal: Existing Daycare

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

7. RECREATION AND COMMUNITY EVENTS

a. Update

Squid Fest 37 was held from July 15-19 and was a huge success. Thank you to our sponsors, volunteers, community partners, performers, vendors, staff, and everyone who attended. This years festival marks the first of utilizing the recent upgrade at the festival grounds including the new stage building and newly renovated public bathrooms. We are working on a new date for the postponed

drone light show and the Squid Reel outdoor movie. Squid Fest Beach party goes country will take place on August 29, tickets are available at www.squidfest.ca. Holyrood Day will be celebrated on August 5 from 1-3 at Holy Cross Park. Summer programming continues to be busy with both Camp A'hoy and soccer. Holy Cross Park is opened daily until the end of August.

8. INFRASTRUCTURE AND PUBLIC WORKS

a. Update

I have 3 topics to discuss this evening:

1. Paving
2. Communications
3. Water

Paving

I would like to acknowledge the completion of the Route 60 paving project by the Province. This section of road had reached a poor state of repair and this is a significant improvement for all commuters. The Town of Holyrood has been a major detour for all TCH traffic more than once and we lobbied hard for this project over the last several years. Council held constructive meetings with the responsible Minister and the MHA, and Town Staff have maintained continuous dialogue with the Department of Transportation & Infrastructure. These efforts have finally paid off. Good job and thank-you everyone.

Communications

I would like to acknowledge the initiation of the new cell phone tower project by Bell. The construction drawings were completed, tender for construction awarded, and material delivered. Site preparation has begun at the depot and actual construction will start next month. In the meantime, Bell has installed a pole at Beaver Gullies RV Park in Avondale which should be live soon and will contribute to the overall service in the area while we wait for the tower in Holyrood to be completed. Again, this is the result of hard work by Council and Town Staff in continuously lobbying Bell and the Provincial government. This area is notorious for bad cellular service, which can impact all communication; personal, business, and most importantly safety.

Also, on the topic of communication, I want to remind everyone to use official channels to inform yourself and ask questions to Council and Town Staff. These public meetings are broadcasted live, archived, and the minutes are published in an abbreviated format. info@holyrood.ca is the e-mail address that you should use to ensure your questions get to the right place.

There are unofficial social media channels that do not contain all the information. They often contain misinformation. I encourage you to go to the source and get the right information. The administrators of these channels should be more responsible when it comes to allowing posts by anonymous sources. Particularly those using unauthorized images and commentary that could violate Facebook policies and have potential legal consequences. I am now going to speak at length on the Town Water system. This is something I have done publicly many times before.

Water System Production & Availability Issues

WELL	PRODUCTION
Liam Hickey Drive	16 gpm
Swim Park	42 gpm
Ballfield Wells (3)	103 gpm
O'Connells – North Arm	7.7 gpm
Healey's – Woodford Station	2 gpm
Quinlans – Woodford Stn	1.4 gpm
Current Tank	255,000 gallons
Future Tank	543,000 gallons

In Council's efforts to provide safe and reliable water to residents on a continuous basis, it is necessary for us to complete diligent monitoring of wells, their production rate and production levels. This monitoring is reviewed in terms of the overall operation of our entire water supply and delivery system.

There are many factors involved in the water system including:

- a. Climate/rain levels/snow: When there are extended periods of time of dry weather in summer, and little snow in winter - there is very little moisture in the ground. This affects the underground aquifers that supply water to our wells. This is outside of our control - but we need to be aware of the effects on water availability.
- b. Equipment: Our water supply depends on a system of 8 wells that pump to a service and storage tank. The system sees most demand during the day and recovers overnight. Recovery in the tank during the night is approximately 4 feet of 34,000 gallons. 1 foot in this tank equals 8500 gallons.
- c. Normal production of each well

The pumps automatically shut off when the tank reaches its maximum capacity – approx. 30 feet or 255,000 gallons

- d. Piping: There is 32,522 m (32 km) of underground water pipe in our town. Some of this underground infrastructure is old and weak – causing leaks in the system to occur. We have experienced 10 leaks in the last 4- 5 weeks. These leaks occurred at; Salmonier Line, Country Path, Sir Albert Walsh Drive, Penney's Lane, Byrnes Lane, Conception Bay Highway.

Some of these leaks were actually residential in nature. Meaning the leaks are the responsibility of the homeowner (curbstop in). Regardless, they are addressed as soon as they are detected and repaired with Municipex which is an improvement over Copper. Of the 10 leaks this year 6 of them were in the week of July 15th to 19th. These areas are flagged in our asset integrity plan. We have replaced piping on Tubrett's Road, Penney's Lane, Hazeldale, and aim to do Bennett's Brook next year.

- e. Power outages: On July 16th we experienced a lightning strike that took out control sensors which caused the pumps to go offline at 8pm. This was during the same period of the leaks. We lost 10 feet in the tank or 85,000 gallons.
- f. Usage: Some people misuse the system with continuous watering of lawns, washing equipment and driveways, and filling pools. There are examples of individuals topping up pools and in some cases pools filled and left overflowing with hoses open and unattended. Continuous seasonal overuse creates more demand on the system. 2025 the average daily usage from Jan to June was 195,383 x 30 days = 5,861,490 gallons.

2026 the average daily usage from Jan to June was 222,828 x 30 days = 6,678,840 gallons.

An increase of 817,350 gallons monthly this year compared to last year.

Council and town staff work diligently to ensure uninterrupted service delivery for water. There are decisions that must be made for the overall good for the maximum number of residents. Restricting water use is an unfortunate action and is only used when absolutely necessary. We all have a part to play – even when it's inconvenient – we ask you to help and we try to ensure no harm to residents or their property.

The proper procedures and protocols are always followed and residents have water for all necessary daily activities – apart from the inconveniences of being unable to wash cars, water lawns, or top up pools.

All Municipal Water Systems enter times of increased usage and adopt measures accordingly to ensure water delivery is maintained for essential use. For example, the St. John's Regional Water Supply System using Bay Bulls Big Pond services St. John's, Mount Pearl, CBS and Paradise. During normal times they have scheduled allowable times for watering of lawns by odd and even civic address numbers on specific days at specific times. It is not a free for all - even on that system.

Improvement Actions Taken by Council:

1. Engineering Guidance: Council has engaged CBCL Engineering to advise and assist with studying our system in consideration of past and present data including all past studies commissioned by the town. They have the best possible information available to them. They are a reputable engineering firm and with experienced and knowledgeable hydrogeologists on staff. They have a wide spectrum of experience both within and outside this Province in various ground conditions and challenges.
2. Funding: Council has secured \$3M in funding for water improvement projects and CBCL is advising and assisting Council on the best way to use these funds.
3. 3 new wells are being investigated:
 - a. One site at tank road has been determined to be a viable water source. The 72-hour testing for sustainability is being completed this week. This well can be easily connected to the system due to its location. It will require a pump house which will have to be designed and built, similar to the well on Liam Hickey Drive.
 - b. Two other locations have just begun their investigations. One on the Salmonier Line and one on Highland Park.
 - c. As has been stated publicly in the past, these improvements to expand and improve our existing groundwater supplied system are the recommended path forward compared to surface water options that were considered in the past on the basis of technical and commercial challenges. The surface water route requires far more engineering and more costly infrastructure improvements. The Town is in the process of investigating additional water sources for continuous supply based on growth and development into the future. We have secured funding from both levels of Government to aid in that process. We have engaged a very professional engineering

group with a well-documented reputation with water development. In the early stages of that project, the idea of surface water as a possible solution for the future was considered. Presently, we are on a well system of groundwater. These two sources cannot be mixed without creating an entirely new intervention and treatment system with full time monitoring by trained personnel. This would be an extremely complex and costly venture for a town of 2500 and there would still be opportunities for piping failures and leaks regardless in our network of 32,522 m (32 km) of pipe. We have a good well system that can be improved upon and that is what we are doing.

4. New tank: We have been in the process of obtaining a new tank capable of storing over 500,000 gallons. This is more than twice the size of the current tank. This project had to be phased due to the increased cost and expanded scope of work.
 - a. We have completed the civil work for connection to the existing system.
 - b. We have completed the geological study to create the pad for the new tank.
 - c. We have completed the design for the pad and identified the costing and scope of work for the pad. This is now a shovel ready project waiting for approval to award the tender. This work should be completed in 2026.
 - d. The tank itself is designed and costed but requires a separate tender and additional funding approval. This will be submitted in October with a final phase of work in 2027 which will see the tank being erected and functional. The delays in the project are due to costing and changes in scope of work due to regulation requirements and the sourcing of a designer and builder.

Reliability of System:

1. The definition of reliable is *“consistently good and performs as expected with high percentage uptime and little to no downtime”*.
2. In the May Council meeting in reference to a new building application the Planning & Development Committee supported by the Infrastructure Committee stated that while our system is safe & reliable some residents decide that due to their own topography they need or want to find an alternate private source. We had one new build choose to use a private well because it would be cost prohibitive for him to get the pipes in the ground to access the town water service line. The rock on his property created an issue for him. In his case,

Council evaluated his situation agreed it would be expensive – so we permitted the use of his own well however because our regulations state if town water is available, you have to pay your water tax - we informed him he would be charged for water which was available to him.

3. Council is committed to providing the best possible services to residents. Our water system is based on a well system which is closely monitored to ensure residents have safe potable water. A reliable water source is a supply of water that provides enough clean water all year long. It depends on three main parts: hydrology (the actual water available which is affected by climate) infrastructure (the system of pumps, tanks, pipe to deliver the water which is affected by age and malfunction) and governance (the rules and rights to use it). In times of weakness in the system Council will make decisions to ask residents to reduce their use for non-essential activities.
4. Council wants to ensure consistent water supply to your taps.
5. The entire system has not been shut down in recent years for system failure.
6. In 2024, the entire system was closed for a 5-hour period for the purpose of connecting the watermain underground infrastructure which will be used for the new tank.
7. In 2025, we had the wildfire and dry season. We did not lose full use of the system. We managed and controlled the supply through the cooperation of residents and the wise use of the resource.
8. In 2026, we are seeing some deficiencies in the infrastructure creating loss of water through leaks and some higher-than-normal seasonal overuse. We have carefully managed the system, and we are seeing levels recovered at the tank and wells.
9. Council has identified problematic areas and has targeted these areas to complete upgrades. This will reduce repeated leaks. For example, we completed Penney's Lane in 2026 and we will continue this process annually. We have 32,522 m (32 km) of pipe to maintain. That information forms part of the asset management plan. It is not reasonable or possible to replace all pipes in one year. We plan to replace specific areas annually.
10. Town Staff monitor the performance of the water pumps and are moving to secure extra pumps and/or replacements to be available in the case of declining performance or malfunction to prevent long-term shutdowns.
11. The system is a safe & reliable source of potable water for essential household use, acknowledging there are seasonal demands and maintenance to be managed, and several positive improvement projects ongoing.

Future Development

Council consults CBCL as part of their water study work in consideration of viability of our water system as it pertains to approval of new residential builds. At a time when there are affordable housing supply shortages, it would not be appropriate to declare a moratorium on new building permits when the study work completed to date by Consultants shows that our town's water supply and delivery system is viable to sustain growth. Many new permits to build are actually on private wells. That being said, it has been stated publicly that major subdivision developments require engineering assessments, legal agreements, and would be conditional to water system improvements and/or expansions. During any subdivision discussions and planning; access to water has to be demonstrated and it has to show that any single phase of development does not put undue pressure on the system.

Emergency Response

Safety and readiness for fire suppression is extremely important to Council. The Pumps are maintained and storage tanks on the trucks are fully stocked with 1000 gallons each. The Fire Department has the ability to draw from natural water sources such as rivers and ponds – with backup support available from mutual aid stations in other neighboring municipalities. Our Fire Department, Council, and Town Staff have an action plan in case of emergency.

To our residents, your understanding and cooperation to work within our constraints is very important and very much appreciated.

Current Status:

Tank is full at 30 feet and pumps shut down at 4 am today. Well 5 is at 61 feet and Well 6 is at 76 feet. I would recommend lifting or easing conservation at this time however I am 1 vote of 7 and that is a matter for further discussion. Madame CAO for the avoidance of doubt and ease of future reference please enter this update to the public record and minutes of meeting.

Councillor Winsor took over as presiding officer while Mayor Crawley delivered the Economic Development report.

9. ECONOMIC DEVELOPMENT

a. Update

Discussed commercial builds and the number of commercial building applications. For the first half of 2026, 7 business applications were brought to Council and 4 other applications are in the concept phase with no application submitted yet. 3 businesses have registered with CADO that have not been registered with the town. Letters requesting compliance have been sent out. We have some renewed

interest in the Blue Ocean Industrial Park. There has been continued interest in the Valero property but no application to date. We continue to look for funding for various projects.

Mayor Crawley resumed as presiding officer

10. PUBLIC SAFETY

a. Update

We had an inquiry about fire hydrants on Salmonier Line. These are hydrants that are set up but don't have a high flow of water. The hydrants are installed, they are tested and they are supported by an operational water supply system. These systems are as easy as turning on a switch in the case of an emergency. We have two fire trucks, each have a capacity of 1000 gallons of water. We have mutual aid agreements with our neighbouring community fire departments. All of these are within an operational procedure guide. They have been tried and tested.

Our Fire Department consists of a professional team, with an operational plan in place. We have an emergency preparedness plan. In the event something happens in the community, our public works are on call 24/7 for emergencies. Public Works would be dispatched to charge the hydrants in the case of an emergency, which means that the valve will be turned on, the water will be released. There is no problem or issues with the water supply in the hydrants on Salmonier Line.

Residents have concerns about home insurance and getting the top discounts due to having fire hydrants near their home. Your insurance provider will ask how far your home is from an active fire hydrant. The hydrants in question are active fire hydrants. If they run into concerns with the insurance company, have questions, documentation can be provided that will highlight and show they are in a responsible way. I stress the importance of getting information from a reliable source. If you have a question, contact the town office or the fire department.

When we had the wildfires last year, Green Acres was in the line of fire with no fire hydrants. Our Fire Department was still able to keep that at bay and we never even lost a shed. That shows the professionalism and the water resources that we have here in our community.

I kindly ask that this kind of fear mongering stop.

11. COMMUNICATIONS

- a. Update
No update at this time.
- b. Motion to accept committee reports

08-59-26

Story/King

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 councillors for consideration.

In Favor- 6

Opposed-0

Abstained-0

Motion Carried

Councillor Winsor took over as presiding officer while Mayor Crawley delivered the Corporate Service & Administration report.

12. CORPORATE SERVICES & ADMINISTRATION

- a. Accounts

08-60-26

Crawley/King

BE IT RESOLVED those accounts tabled in the amount of \$260,257.04 (cheque numbers D5671 TO D5767 and 48338 to 48406 be approved for payment from the general account.

In Favor- 6

Opposed-0

Abstained-0

Motion Carried

- b. Bankbook Balance: \$79,077.02

Mayor Crawley resumed as presiding officer

13. NEW BUSINESS

S. Crawley- n/a

King- I want to reinforce what Councillors Tilley and Winsor said. The fires last year prove that our water system is reliable.

Congratulations to the crew of HMCS St. John's. They raised \$195,000 at Run the Rock. Currently in Newfoundland Labrador, there are 35

children with critical illness that will end up getting a wish because of that money.

Story- n/a

Tilley- I went for a walk a while ago and seen staff out and about doing work. They were smiling and nodding to everyone that passed by, they were pleasant and happy. When your staff is happy, it means they have happy management which means they're happy in their job.

Winsor- we are grateful for all the positive things happening in our community. How privileged and entitled we are to be very angry about not being able to wash our side by side or fill our swimming pool when you think about the wildfires and see flames rippling. We need to reset our thinking and see what is truly important. There is so much negativity, the administrators of these sites give a platform to the negativity and there is some responsibility there. It's an echo chamber of negativity arguing with each other.

14. DATE OF NEXT MEETING

August 25, 2026 at 6:00 pm

15. ADJOURNMENT

08-61-26

King/Tilley

BE IT RESOLVED that this meeting now be adjourned

In Favor- 6

Opposed-0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT