

**Regular Meeting of Council #8**

**June 28, 2022, at 5:30 pm**

**Live streamed from** [**www.holyrood.ca**](http://www.holyrood.ca)

**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

1. **ADOPTION OF MINUTES- May 31, 2022**
2. **BUSINESS ARISING**
3. **MAYOR’S UPDATE**
4. **CORRESPONDENCE**
5. **PLANNING & DEVELOPMENT**
   1. Update
   2. Permits

**BE IT RESOLVED** to table and approve the attached permit listing, 22 permits were issued from May 27-June 23 2022, permit #05-0061-22 to 05-0083-22 and include permits for General Repairs, Occupancy, Site Preparation, Swimming Pool, Accessory Building and New Residence.

* 1. Rock Construction

**WHEREAS** on September 11, 2020, Rock Construction Company Limited (“Rock Construction”) made an application to the Town of Holyrood (the “Town”) for the development of a quarry site in the general area of the east side of Island Pond Ridge Trail, 300 meters north of the TCH (the “Application”);

**AND WHEREAS** on November 17, 2020, at a regular meeting of Council, a motion to approve the Application was unanimously defeated. The motion was noted in the minutes by number 20-13-111 (the “Motion”);

**AND WHEREAS** Rock Construction appealed the denial of the Application to the Eastern Regional Appeal Board;

**AND WHEREAS** the Town has investigated the processing of the Application and agrees that it was not completed in accordance with the Town’s *Development Regulations*;

**BE IT RESOLVED THAT:**

1. The prior vote on the Motion be set aside, vacated and have no force and effect.
2. The Application shall be publicly advertised in accordance with the *Development Regulations*.

Prior to consideration by Council of the Application, the Application shall be referred to the Planning and Development Committee for recommendations to Council.

* 1. Location: 4 Sunset Drive

Proposal: Residential

Zoning: RMD

**BE IT RESOLVED** that the Town of Holyrood approve the above application, in principle, subject to the Town’s Development Regulations.

* 1. Location: 15 Oceanic Drive

Proposal: Residential

Zoning: RMD

**BE IT RESOLVED** that the Town of Holyrood approve the above application, in principle, subject to the Town’s Development Regulations.

* 1. Beach Dogs Roadside Vending

**BE IT RESOLVED** renew a roadside vending permit for 1 year for Beach Dogs Vending, located at the Beach Boardwalk.

1. **RECREATION AND COMMUNITY EVENTS**
   1. Update
2. **INFRASTRUCTURE & PUBLIC WORKS**
   1. Update
   2. Oxidation Ditch Aeration System Replacement

**BE IT RESOLVED** that the Town of Holyrood award a contract to complete the oxidation ditch aeration system replacement Project No.: 17-MYCW-21-00144 to Rodco Mechanical (2014) Ltd for a total of $141,218.85. There were 3 bids submitted in response to the tender call by Innovative Engineering and Rodco was the lowest bidder with the necessary requirements as indicated in the tender.

This was the second tender call for this project as the scope of work was refined from the previous tender documents. The change included removal of a large portion of the miscellaneous steel and use of an alternate aerator option. The deliverables in the scope of work remained the same, to remove the existing rotor and replace with two new sludge activation aerators, the only difference is essentially the equipment we specified.

The total cost of the project including engineering and a previously acquired pump is $185,120.32 leaving a shortfall of $8,120.10. This shortfall will be absorbed through the Town’s budgetary process. The initial tendering process had a shortfall of $34,968.65, so the Town is seeing significant savings with this re-tender.

* 1. Gas Tax

**BE IT RESOLVED** the Town of Holyrood submit a gas tax application to purchase a submersible pump to be used at the beach lift station.

This pump will replace the pump which recently had to be removed due to damage. Infrastructure and Public Works department requested quotes from three suppliers (Rodco Mechanical, Electric Motor & Pump, and Xylem). Xylem was the only bidder at a cost of $19,348.40 for the pump including installation. This pump is an important piece of infrastructure which is required to ensure we can provide reliable sewer services to residents using the sewer system within the Town.

* 1. Dump Truck with Snow Clearing Equipment

**BE IT RESOLVED** the Town of Holyrood approve the purchase of a 2024 International HV607 Dump Truck complete with Larochelle Snow Clearing Equipment for $282,405 HST included.

Reliable, safe, equipment is a very important and necessary in order to provide appropriate services for our residents. This 2024 International HV607 dump truck equipped with Larochelle snow clearing equipment solidifies Council’s commitment to improve services by making new, more modern reliable equipment available for the Public Works staff to operate.

1. **BUSINESS DEVELOPMENT AND MARKETING**
   1. Update
2. **PUBLIC SAFETY**
   1. Update
3. **COMMUNICATIONS**
   1. Update
4. **OPERATIONAL REVIEW** 
   1. Update
   2. Request for Proposals

**BE IT RESOLVED** that the Town of Holyrood approve the release of a Request for Proposals (RFP) to hire a consultant to prepare a Strategic Plan 2023-2027 for the Town. This piece of work will include an organizational review as well as a strategic plan and is aimed at assisting the Town with decision making to ensure we provide affordable, safe, and reliable services and programs to residents.

1. **NOTICE OF MOTION**

To rescind the $25,000 grant to HMPC in the 2023 Budget

1. **CORPORATE SERVICES & ADMINISTRATION**
   1. Update
   2. Audit 2021

**BE IT RESOLVED** to approve the 2021 audit as presented.

* 1. Audit

**BE IT RESOLVED** to approve the 2021 Annual Expenditure Audit as presented.

* 1. Accounts

**BE IT RESOLVED** that the accounts tabled in the amount of $308,136.93 (cheque# D2508 to D2556 and 043289 to 043420) be approved for payment.

* 1. Loan- Dump Truck and Snow Clearing Equipment

**BE IT RESOLVED** the Town of Holyrood approve to borrow $282,405.50 from the Royal Bank of Canada with a 5-year term / 10-year amortization, at a 5.88% interest rate and a monthly payment of $ 3,118.00 to purchase the HV607 Dump truck and snow clearing equipment.

This loan is well within the borrowing power of the Town and will not cause any financial hardship on approval. It enables the town to upgrade its equipment and improve its service deliver capacity. The purchase of this piece of infrastructure and the required borrowing were identified in the 2022 annual budget.

* 1. Loan- Boardwalk Project

**BE IT RESOLVED** the Town of Holyrood approve to borrow $43,800.00 from the Royal Bank of Canada with a 3-year term/ 3-year amortization, at an interest rate of 5.56% and a monthly payment of $ 1,324 to complete the Town’s share of the boardwalk project.

The boardwalk project has been completed through a funding agreement with ACOA and the province, and this portion of payment is the shared cost of the town. This cost and the necessary borrowing were identified in the 2022 annual budget of the Town.

* 1. Bankbook Balance: $52,721.63

1. **NEW BUSINESS**
2. **DATE OF NEXT MEETING**

July 26, 2022

1. **ADJOURNMENT**