



**Regular Meeting of Council #2
February 9, 2021 at 5:30 pm**

Audio Streaming Live from www.holyrood.ca

PRESENT:

Mayor Kevin Costello

Gary Corbett, CAO

Deputy Mayor Curtis Buckle

Christa Turnbull, Exe. Assistant

Councillor Kimberly Ghaney

Councillor Jim Joy

Councillor Sadie King

Councillor Roger Myette

Deputy Mayor Buckle Chairing the meeting

1. CALL TO ORDER/ADOPTION OF AGENDA

21-02-012

Costello/Joy

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

In Favor- 6

Deputy Mayor Buckle

Councillor Costello

Councillor Ghaney

Councillor Joy

Councillor King

Councillor Myette

Opposed-0

Abstained-0

Motion Carried

2. CONFIRMATION OF MAYOR 'S POSITION

Deputy Mayor is not seeking the seat of Mayor.

21-02-013

Joy/Ghaney

BE IT RESOLVED to elect Kevin Costello as Mayor of the Town of Holyrood for the remaining of his term of office.

In Favor- 5

Deputy Mayor Buckle

Councillor Ghaney

Councillor Joy

Councillor King

Councillor Myette

Opposed-0
Abstained-0
Motion Carried

Councillor Costello accepts the nomination.

Buckle- Congratulations to Mayor Costello I think you will do a great job.

Ghaney- Congratulations Mayor Costello on accepting this important role. I have great faith that Kevin will do a great job with the support of Council and Staff. We are behind you 100%.

King- Congratulations Kevin, I'm sure you will do a great job.

Joy- As I indicated, it was a pleasure to nominate and now to move the motion to approve Kevin as the new mayor of our town. Kevin has shown a key interest and strong commitment to council and our town during his first term. Working with Kevin, along with Gary & Robert, as members of the Infrastructure and Public Works committee, he has made a large contribution in development of new initiatives toward new and improved infrastructure projects - in the improvement of the overall quality of services in our town. As chair of the Planning & Development committee, he has taken a very professional approach while working on new development interest in our town. He represents our town as a member of the North East Avalon Joint Council, a group that meet regularly to discuss regional and common interest of all towns. Being mayor is much about providing leadership, guidance and working closely and cooperatively with council/staff and the community at large, in the overall interest of our town. Mayor is the spokesperson for council and council decisions and is subject to direction and control of council and must abide by any decisions of council.

I have every confidence that Kevin has the desired qualities and certainly the ability to be the mayor of our wonderful town, at this point in time where so many positive things are happening.

Oath of Office taken by Mayor Kevin Costello

Mayor Costello assumed chair for the remainder of the meeting.

Costello- This council was elected back in September 2017. If someone had asked me on election day back then where I would see myself in Feb 2021 I probably would have said "On a sunny beach in Florida or on a snowmobiling trip on the West Coast" but instead I now find myself accepting the position Mayor while sitting on a Zoom meeting in my

living room wearing a hoodie and jeans. But this is just one simple example of how fast our world evolves and a testament to how fast we can change with it.

On a more serious note, I would like to take this opportunity to thank my family, friends, council colleagues and citizens of Holyrood for their encouragement over the past few days as I have been making the decision to take on the role of Mayor in our wonderful town. My thought process has gone quite deep. In my decision-making process, I referred to the Municipal Council Handbook to reflect on the responsibilities of the Mayor, Councilors and staff. My reasons for doing this was to ensure I felt comfortable in my ability to adequately carry out the required duties and that I felt I had the ability to continue to lead our town towards great things.

During my deep dive into the municipal handbook I was able to find the duties of the mayor. As a summary, the duties and responsibilities of Mayor is to be Councils Presiding Officer and:

- Is familiar with rules of procedure and how to apply them consistently and fairly
- Votes like other councilors but only speaks to a subject by leaving the chair
- Ensures municipal regulations are enforced
- Is subject to the direction and control of council and abides by council decisions
- Calls meetings
- Signs cheques, financial statements, and other documents

The Mayor also has another set of responsibilities and that is as a Leader of the Community. Those responsibilities are as follows:

- Acts as the town's official head, attends ceremonies and social functions to advance and promotes council objectives
- Promotes civic awareness and encourages citizens to become aware of council activities
- Speaks publicly on behalf of council

The above lists of roles and responsibilities are quite comprehensive, but I feel I am up to the challenge. I will make a commitment to my team and the residents of Holyrood that I put forth my best effort each and every day to ensure our town continues to grow and prosper. I cannot guarantee that I will not make mistakes along the way as I am only human, but I want you to know these will not be intentional. I am hopefully that my leadership style of being honest and open will enhance our ability to allow Holyrood to be a great place to Live, Learn, Work, Play and Invest. I am up for the challenge and I hope my approach is acceptable to my team and the residents.

In closing I would like to thank former Mayor Goobie for his 20 plus years of dedicated service to this wonderful town we all call home. From the entire team Gary, we wish you well in your future endeavors.

Mayor Kevin Costello assumed the Chair for remainder of meeting.

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

4. BUSINESS ARISING from Minutes of January 19, 2021

n/a

5. CORRESPONDENCE

a. NEAJC Draft Minutes- tabled

6. PLANNING & DEVELOPMENT

a. **Permit Listing**

21-02-014

Ghaney/King

BE IT RESOLVED to table and approve the permit listing. One permit issued on January 25, 2021, Permit #01-0316-21.

In Favor- 6

Mayor Costello

Deputy Mayor Buckle

Councillor Ghaney

Councillor Joy

Councillor King

Councillor Myette

Opposed-0

Abstained-0

Motion Carried

b. Municipal Plan Review Update

Plan-Tec Environment have completed first three chapters of the Municipal Plan for your review. This also includes the required Background Report.

- Development Regulations
- General Development Regulations-updated and completed.
- Schedule A-Definitions - updated and completed.
- Schedule B-Classifications of Land and Buildings - updated and completed.
- Schedule C-Land Use Zones - approximately 50% updated and completed.
- Schedule D-Parking Regulations - updated and completed.

Land Use Zone Map – Land use survey update and completed; previous zone amendments brought forward; base mapping updated; zone requests completed.

Next Steps: Work with Council and staff to:

- Identify (stakeholders) and resolve land use issues (Town Centre).
- Review Vision Statement.
- Discuss the pros and cons of an electronic survey
- Discuss Public Consultation with pandemic protocols in place and set date for Consultation meeting.

7. INFRASTRUCTURE & PUBLIC WORKS

a. Update

We held our second committee meeting for the new year on February 1. Kevin, Gary, Robert and myself took part. We continue to deal with a number of items of infrastructure for improvements in service. Some of the items discussed were planned testing and capacity of our deep wells, status of engineering for our new water tank, upgrade/repair of road infrastructure, two of which were sections of Kennedys Lane and Northside Road by Maloneys Lane where both involve the replacement of larger culverts which are very costly projects. Also discussed was status of larger ongoing projects, waiting on approval of Municipal Affairs or engineering consulting work.

At last public meeting Kevin talked about the development of a Asset Management System Policy that Robert has been working on as part of a more proactive approach in planning infrastructure improvements and maintenance.

Two weeks ago we had a leak develop on our water system on the main road in area of the Post Office. We have always done this repair work in day light hours, but this means an interruption of water to residents and business in the busier time which obviously is a major inconvenience. To try a different approach, it was decided to do the repair work at night and early morning. There was extra cost involved with equipment required such as portable lighting, but it went well and was successful. There were some other factors involved in other locations with the water supply, which were corrected. The tank is now operating as normal at full capacity.

b. Asset Management Policy

21-02-015

Joy/King

BE IT RESOVLED to approve the Asset Management Policy as presented.

In Favor- 6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

Joy- The Town of Holyrood has committed to implementing an asset management program for a long term, consistent framework with service delivery and infrastructure planning. It provides for a transparent, sustainable, and accountable process to demonstrate the legitimacy of decision-making which combines strategic plans, budgets, service levels and risks.

Strategic Alignment- The principles in this asset management program and our asset management planning will align with the vision and values of Holyrood which have been built on the strategic direction planned for the future of Holyrood.

Scope- this policy applies to all assets owned and managed by the Town of Holyrood, excluding those owned by others such as utility poles, provincially maintained roads and bridges and HMPC.

c. Reallocation of MYCW 2017-2020

21-02-016

Joy/Buckle

BE IT RESOLVED the Town of Holyrood accept the 2017-2020 Schedule A Amendment identifying the reallocation of funds within the existing Multi-Year Capital Works 2017-2020 Agreement. This resolution recognizes the cost sharing funding for projects as outlined in the Department of Transportation and Infrastructure project approval letter dated January 20,2021. Projects will be funded at a cost sharing ratio as outlined on the department's website for eligible costs net of HST/GST rebates. All projects are required to be completed with final claims for reimbursement by March 24,2024. The total project value of all projects is one million, two hundred forty-four thousand, one hundred fifty-four dollars (1,244,154) including HST/GST with the Town of Holyrood share totaling two hundred twenty thousand one hundred eighty -two dollars (220,182).

In Favor- 6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

d. Reallocation of MYCW 2014-2017

21-02-017

Joy/Buckle

BE IT RESOLVED the Town of Holyrood accept the 2014-2017 Schedule A Amendment identifying the reallocation of funds within the existing Multi-Year Capital Works 2014-2017 Agreement. This resolution recognizes the cost sharing funding for projects as outlined in the Department of Transportation and Infrastructure project approval letter dated January 20,2021. Projects will be funded at a cost sharing ratio as outlined on the department's website for eligible costs net of HST/GST rebates. All projects are required to be completed with final claims for reimbursement by March 24,2024.

The total project value of all projects is one million, one hundred eight- two thousand, eight hundred twelve dollars (1,182,812) including HST/GST with the Town of Holyrood share totaling two hundred twelve thousand four hundred forty-six dollars (112,446).

In Favor- 6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

8. RECREATION AND COMMUNITY EVENTS

a. Update

Thanks to the Royal Canadian Legion executive for allowing us to use their location for seniors programing. And while these classes won't begin immediately due to the rising cases of COVID-19, we are very

grateful to the legion for the use of their venue for the seniors fitness classes.

Crystal Carnival- we were delighted last week to send out the Crystal Carnival flyer with a wonderful line up of events, both in person and virtual. Given the low COVID numbers at that time, we were excited to offer some events that could be offered in person, while still respecting public health guidelines. Of course, COVID has thrown a wrench in these plans and given the recent clusters, we had to revisit the schedule of events. Our in-person events will be cancelled, but virtual events like the Chilly Dash and Trivia Night will proceed. All info will be updated on our website. I am disappointed we had to make this decision, but it's very necessary at this time. We do hope to reschedule canceled events in the not too distant future, assuming our COVID cases decline, and in keeping with public health guidelines. The Crystal Dip would have supported The Little Free Pantry and the Food Bank, and we remain optimistic that this can go ahead in the future. Our committee is dedicated to offering a variety of virtual events over the carnival period.

b. Grand Concourse

21-02-018

Ghaney/King

BE IT RESOLVED that the Town of Holyrood become a member of the Grand Concourse Authority to further enhance trail development.

In Favor- 6

Mayor Costello
Deputy Mayor Buckle
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

9. BUSINESS DEVELOPMENT AND MARKETING

a. Update

We have received several new proposals- related to tourism and recreation. Staff are working through the application process and will bring forth a recommendation in the future.

Trail masterplan has been approved and consultant, Mills & Wright, recommended to our funders. Consultation process will then occur.

Check our town website in the coming weeks on how to get engaged in the process.

Deputy Mayor Buckle left the meeting at 6:11pm to attend a medical appointment.

10. CORPORATE SERVICES

a. Bankbook Balance: \$-2, 237.97

b. **General Account-**

21-02-019

King/Ghaney

BE IT RESOLVED that accounts as tabled in the amount \$198,142.25 (D01697 to D01729, and cheque number 41757-41849) be approved for payment from the General Account.

In Favor- 5

Mayor Costello
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

c. By-Election

21-02-020

King/Joy

BE IT RESOLVED that the Town of Holyrood hold a by-election to replace the vacant seat on Council.

King- As chair of the finance committee I don't feel it's in the best interest of the town due to financial cost. We only have a few months left until the general election. Check voice memo

Joy- I agree with Councillor King. There is benefits in filling the seat, but the cost would be comparable to full election, I can't support holding a by election at this time.

Myette- Cost for an election for one person is the same for a full council election so I do not support, especially with increase in COVID-19 cases.

Ghaney- I was very much in favor of having an election for a full complement of Councillors, however, given the cost and the length of

time to plan and organize and election with COVID-19 concerns, I don't support the motion.

Councillor Costello passed the chair to Councillor Joy while he spoke on this motion

Costello- we have had some conversation on the by election, appreciate comments from fellow Councillors on cost, etc. I think it would be beneficial to hold a by election. I can see a large turnover in council and would give head start to the next council coming in to give them 5-6 months of experience.

Mayor Costello assumed chair.

In Favor- 1

Mayor Costello

Opposed-4

Councillor Ghaney

Councillor Joy

Councillor King

Councillor Myette

Abstained-0

Motion Defeated

d. Donation

21-02-021

King/Ghaney

BE IT RESOLVED to that the Town of Holyrood donate \$100 to the Holyrood Little Free Pantry.

In Favor- 5

Mayor Costello

Councillor Ghaney

Councillor Joy

Councillor King

Councillor Myette

Opposed-0

Abstained-0

Motion Carried

11. NEW BUSINESS

Myette

As everyone knows we have had a significant number of COVID cases. Please be diligent and follow safety protocols.

Joy

We are now getting more into winter conditions as we see a fair amount of snow in the last few days. Our operators continue to a great job snow clearing and sanding our roads. Thanks to all public works staff involved. I want to note that in December we added a new loader to the fleet for this winter which is certainly helping with capability of snow clearing. This is another area, where we're working on improved service to our residents.

As discussed, this evening we are involved with a lot of larger projects requiring funding in order to complete.

Staff are doing some excellent work in acquiring this necessary funding , much to the efforts / hard work of Gary & Marjorie .

King

n/a

Ghaney

I wanted to bring attention to Free Little Pantry Facebook Group, the group has grown to over 500 members. There is now additional locations to support this wonderful initiative, led by Charlotte Wade and supported by so many residents. This has been an eye opener and a real need in this town and I want to commend Charlotte for her community spirit and how she has inspired so many of us to help those in need. I would encourage those to consider donating to the pantry or community food bank.

Feb 8-12- teacher and staff appreciation week and I would like to highlight the efforts of our teachers, administration, and staff who are ensuring our schools are operating in as normal of a manner as possible during this pandemic. We as a community value the important work that has gone on and this is the designated week to express our appreciation but it's every day we need to recognize that work. Challenges that are experienced by teachers and staff can be experienced in any year, but they have been amplified during the pandemic. Cleaning measures, physically distancing, anxiety, are all just part of these adjustments. Teacher and staff appreciation week brings an opportunity to send appreciation to them. Not only do we thank teachers and staff, but those in the community who donated to show appreciation to staff. Thanks to former teachers who are part of our Holyrood team as well, Sadie, Gary and Marjorie.

Like to remind residents to keep pets inside during cold weather, and to check under your vehicles for hidden pets.

Costello

It's amazing how much interest and uptake there is in the Free Little Pantry. Thanks to Ms. Wade for taking on that initiative.

Thank everyone for their kind words and support as I moved into Mayors position. I am looking forward to it and it will definitely be a learning experience. Please have some patience as I get my feet wet, I will try my best and that's the best I can guarantee

12. DATE OF NEXT MEETING

March 2, 2021 at 5:30 pm

13. ADJOURNMENT

21-02-22

King/Ghaney

BE IT RESOLVED that this meeting now adjourn at 6:30 pm.

In Favor- 5

Mayor Costello
Councillor Ghaney
Councillor Joy
Councillor King
Councillor Myette

Opposed-0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT