



**Regular Meeting of Council #13
December 12, 2023, at 6:00 pm**

MINUTES

PRESENT:

**Mayor Gary Goobie
Deputy Mayor Michele Woodford
Councillor Laura Crawley
Councillor Bruce King
Councillor Sadie King**

STAFF:

**Marjorie Gibbons, CAO
Christa Turnbull, Executive Assistant
Marie Searle, Finance
Robert Stacey, IFPW
Leslie Kenny- Acting Fire Chief
Sandra Ledrew, Clerk Typist**

REGRETS:

Councillor Steve Winsor

1. CALL TO ORDER/ADOPTION OF AGENDA

23-13-222

Crawley/King

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

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

2. ADOPTION OF MINUTES

**a. Regular Meeting of Council November 14, 2023 adopted as presented.
No errors or omissions.**

3. BUSINESS ARISING- n/a

4. MAYOR'S UPDATE- n/a

5. CORRESPONDENCE

a. Curtis Buckle- Submit resignation from Holyrood Town Council effective immediately, as he is moving to Harbour Main.

b. Eastern Regional Service Board (ERSB)- copy has been sent to all residents. Changes are being made in collection services for waste and recycling. There are some things being implemented which I (Mayor) can't figure out myself. I hope to speak to Mr. Steve Tessier in the coming days to find out the logic behind decisions. It don't make sense why the privacy bag has to be put in clear bags. Bulk

clean up will be reduced to 1 per year and you have to phone to make an appointment to have it picked up. We are paying enough for waste management and have been doing a tremendous job in our recycling efforts. The price doesn't seem to be going down, rather it is going up. If councillors have any questions for me to address with him, please send them my way. Encourage all residents to read the mail out thoroughly. Council has no control or say over this, ERSB administers collection for various communities.

6. PLANNING & DEVELOPMENT

a. Update

b. Permits

23-13-223

Woodford/Crawley

BE IT RESOLVED to table and approve the attached permit listing.

5 permits were issued November 10 to December 8, 2023 and include permits for Residential, Site Preparation, and Accessory Building

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

c. **23-13-224**

Woodford/B.King

Location: 167 Conception Bay Highway

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- 5

Opposed-0

Abstained-0

Motion Carried

d. **23-13-225**

Woodford/Crawley

Location: Lot 1, Horizon Drive

Proposal: 3 Storage Units

Zoning: Industrial General

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- 5

Opposed-0

Abstained-0

Motion Carried

7. RECREATION AND COMMUNITY EVENTS

- a. Update

8. INFRASTRUCTURE AND PUBLIC WORKS

- a. Update

b. 23-13-226

S.King/Crawley

BE IT RESOLVED Town of Holyrood approve Change Order #3 for Project Holyrood Water Tank Upgrading – Well Pump Test/Well Inspections. No.: 17-MYCW-18-00051. The project was completed in 2020 and all the identified objectives and associated work was completed. A component of the completed project was Change Order #3 allowing the scope of work to be expanded and increasing the cost of the project.

Change Order #3 specifically identifies an additional pump test and Hydrog Assessment on the well system causing an increase of **\$46,244.95**. This change order was previously submitted by the prime consultant, reviewed by staff, deemed valid, and approved for payment. This motion is a formality, a new requirement by Provincial Municipal Affairs, for all Change Orders to require a Public Motion. Council supports this initiative, and any process improvement that enhances robust processes, procedures, and oversight. Completing this motion thus allows the Town to access \$14k in surplus funding available through the identified MYCW project above.

All work activities have been completed; all reports submitted to Municipal Infrastructure- this motion allows the Town to close out the project.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

c. 23-13-227

S.King/Woodford

BE IT RESOLVED the Town of Holyrood continue to participate in the regional service for waste collection for a 36 month contract with the Eastern Regional Services Board. All waste management services include garbage collection, recyclables collection, and bulk items collection.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

d. 23-13-228

S.King/Woodford

BE IT RESOLVED the Town of Holyrood submit an application to Department of Transportation – Municipal Infrastructure Division to complete a project which will provide the Town with a detailed design and detailed costing for a Multi-Purpose/ Community Center Building. This project aims to provide a plausible design for a building where residents can gather to attend and/or host events, participate in programming and engage in mentoring or training sessions including physical activity programs, socialize and /or exchange stories and skill sets. The cost of the project is 100,000.00 which will be cost shared with the Town. The Town of Holyrood portion will be covered by the cost savings in the 2023 budget.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update

10. PUBLIC SAFETY

- a. Update

11. COMMUNICATIONS

- a. Update

12. CORPORATE SERVICES & ADMINISTRATION

- a. Update

b. 23-13-229

Crawley/B.King

Management Agreement

BE IT RESOLVED the Town of Holyrood approve the 2024-2026 Management Agreement developed in consultation with management staff. The agreement is a mutually agreed upon contract identifying roles and responsibilities as well as expectations of both parties and associated benefits.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

c. Fire Fighters Agreement

23-13-230

Crawley/B.King

BE IT RESOLVED the Town of Holyrood approve the 2024-2026 Fire Fighters Agreement developed through consultation with the Holyrood career fire fighters. This is the first official fire fighters' agreement, and we hope this will be a foundation for growth in the department.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

d. Auditing Services

23-13-231

Crawley/Woodford

BE IT RESOLVED the Town of Holyrood accept the bid submitted by Beacon Accounting Professional Corporation to provide audit services to the Town of Holyrood for the year 2024.

This bid is in response to the Request for Proposed issued by the Town of Holyrood in accordance with the Procurement Policy. The cost of the Audit services is 20,125.00 (HST included).

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

e. Budget 2024

23-13-232

Crawley/B. King

BE IT RESOLVED that the Town of Holyrood, in accordance with the Municipalities Act Section 75-79, adopt the 2024 Budget with operating revenues and expenditures totaling \$4,691,340.54.

In Favor- 5
Opposed-0
Abstained-0
Motion Carried

23-13-233
Crawley/Woodford

BE IT RESOLVED that the Town of Holyrood, in accordance with the Municipalities Act Section 75-79, adopt the attached 2024 Schedule of Taxes, Rates and Fees, to take effect January 1, 2024.

In Favor- 5
Opposed-0
Abstained-0
Motion Carried

f. Accounts

23-13-234
Crawley/B. King

BE IT RESOLVED those accounts tabled in the amount of \$285,178.60- cheques 45221-45415 and D3722-D3766 be approved for payment from the general account.

In Favor- 5
Opposed-0
Abstained-0
Motion Carried

g. Bankbook Balance: \$2,156.29

13. NEW BUSINESS

Woodford

Wish all residents a happy and safe holiday seasons. Thanks to my colleagues for their continued efforts in moving forward, which wouldn't be possible without our staff. Our CAO has certainly stepped up to the plate and hit a home run. Thanks to all management and staff for the phenomenal job done this year. Hats off to public works department keeping the town moving forward, as well as our fire department for keeping us safe. We appreciate all you do. Looking forward to working with you all again in 2024 and get the strategic plan and town plan moving forward.

B. King

Hope everyone has a safe Christmas. Wish Curtis the best of luck in Harbour Main.

Crawley

Happy Holidays and I hope everyone is safe. Thanks to Councillor Buckle for his service and wishing Steve Martin the best in his new job.

S. King

Wish all residents, staff, Council a happy and safe Christmas. On behalf of the MGA 50 plus club, I would like to thank the Fire Department for providing space for our meetings, they have been great.

Goobie

Fire Chief Woodford is on a 6-month leave of absence. The job will be filled in the next little while. Thanks to the former fire chief for all he has done in the short time he was there.

14. DATE OF NEXT MEETING

January 9, 2023 at 6:00 pm

15. ADJOURNMENT

23-13-235

Crawley/Woodford

BE IT RESOLVED that this meeting is now adjourned at 7:22 pm.

In Favor- 5

Opposed-0

Abstained-0

Motion Carried

Mayor

CAO

Minutes taken by CT