

Village of Holden - Minutes of the Regular Meeting of Council held in the Administration Office on Monday, March 17, 2025

Council Present

Deputy Mayor Shawn Cole, Chair
Mayor Tyler Beckett – attended via Zoom from 6:01 pm to 7:05 pm and in person from 7:05 pm to adjournment
Councillor John Markel

Administration Present

CAO Rosemary Offrey and Admin Assistant Amber Kostyk

Regrets

Councillor Travis Schiewe

Public in Attendance

In person

1. Call to Order

Mayor Tyler Beckett was not in Chambers at the start of the meeting so Deputy Mayor Cole will chair the meeting.

2. Agenda **#1-3-25**

Deputy Mayor Cole called the meeting to order at 6:01pm.

MOVED by Councillor Markel that the agenda be accepted as amended.

CARRIED

3. Minutes

a) February 18, 2025
Minutes

#2-3-25

MOVED by Mayor Beckett that the minutes of the February 18, 2025 Regular Council Meeting be approved as presented.

CARRIED

b) February 24, 2025
Chat with Council Briefing
Notes

#3-3-25

MOVED by Councillor Markel that the briefing notes from the February 24, 2025 Chat with Council be approved as presented.

CARRIED

4. Delegations

5. Public Works

6. Financial

a) Cheque Listing
#4-3-25

MOVED by Councillor Markel that the cheque listing in the amount of \$79,828.12 numbered 20250065 to 20250098 including February Payroll be approved.

CARRIED

b) Cash Statement
#5-3-25

MOVED by Mayor Beckett that the Monthly Cash Statement be received as information.

CARRIED

7. Unfinished Business

a) Bylaw #2-2025
Revised Council Meeting
Procedure Bylaw
#6-3-25

MOVED by Councillor Markel that Council gives the first reading of Revised Bylaw No. 2-2025 – Council Meeting Procedure Bylaw.

CARRIED

#7-3-25

MOVED by Mayor Beckett that Council gives the second reading of Revised Bylaw No. 2-2025 – Council Meeting Procedure Bylaw.

CARRIED

#8-3-25

MOVED by Councillor Markel that Council considers giving third reading of Revised Bylaw No. 2-2025 – Council Meeting Procedure Bylaw.

CARRIED

#9-3-25

MOVED by Mayor Beckett that Council gives the third reading of Revised Bylaw No. 2-2025 – Council Meeting Procedure Bylaw.

CARRIED

8. Business from Delegations

None.

9. New Business

2025 Potential Sewer
Projects – MPE Cost
Estimates
#10-3-25

MOVED by Mayor Beckett that Council approve the sewer excavating project with an estimated cost of \$256,334 and sewer lining project with an estimated cost of \$236,377. As well as add the sewer excavating project estimated at \$846,202 as an optional item to the bid process.

CARRIED

b) Holden Historical
Society – Request for
2024 Operation Grant
#11-3-25

MOVED by Councillor Markel that Council provide the agreed up on 2024 operation grant of \$8,000 to the Holden Historical Society (Museum).

CARRIED

c) ICF Amending
Agreement
#12-3-25

MOVED by Mayor Beckett that Council authorizes Administration to execute an amendment to the Intermunicipal Collaboration Framework with Beaver County to enable an extension of the review process to 2027.

CARRIED

#13-3-25

MOVED by Councillor Markel that Council authorize the Chief Administrative Officer to participate in a review of the shared services agreements prior to renegotiating the intermunicipal collaboration frameworks with Beaver County.

CARRIED

d) Bylaw #3-2025 -
Councillor Code of
Conduct Bylaw
#14-3-25

MOVED by Mayor Beckett that Council pass first reading of Bylaw 3-2025 Councillor Code of Conduct Bylaw.

CARRIED

#15-3-25

MOVED by Councillor Markel that Council pass second reading of Bylaw 3-2025 Councillor Code of Conduct Bylaw.

CARRIED

#16-3-25

MOVED by Mayor Beckett that Council considers passing third reading of Bylaw 3-2025 Councillor Code of Conduct Bylaw.

CARRIED

#17-3-25

MOVED by Councillor Markel that Council pass third reading of Bylaw 3-2025 Councillor Code of Conduct Bylaw.

CARRIED

e) Snow Clearing Policy
Review
#18-3-25

MOVED by Deputy Mayor Cole that Council direct Administration to prepare a Snow Clearing Bylaw based on the recommended action and discussion with Council.

CARRIED

f) Raw Water System –
Potential Funding
Available
#19-3-25

MOVED by Councillor Markel that Council directs Administration to request MPE engineers to prepare a plan and application for grant funding to restore and upgrade the old water reservoir to supply a non-potable water system and install a mobile truck fill station near the old water reservoir.

CARRIED

f) Holden Community Hall
Association – Letter of
Support for Kitchen
Flooring installation
#20-3-25

MOVED by Councillor Markel that Council give the Holden Community Hall Association a letter of support for the Kitchen Flooring Installation.

CARRIED

10. Councillor Reports
#21-3-25

Councillors provided verbal reports.

MOVED by Councillor Markel to accept Councillors' verbal reports as presented.

CARRIED

11. CAO Report
#22-3-25

MOVED by Councillor Markel to accept the CAO's written report as presented.

CARRIED

12. Correspondence
#23-3-25

MOVED by Councillor Markel that the correspondence listed on the agenda be received as information.

CARRIED

12. Closed Meeting
#24-3-25

MOVED by Councillor Markel to go into closed session at 6:42pm.

CARRIED

#25-3-25

MOVED by Deputy Mayor Cole to come out of closed session at 6:46pm.

CARRIED

Deputy Mayor Cole called a recess at 6:47pm for 20 minutes.

Mayor Beckett attends in person at 7:05pm.

#26-3-25

MOVED by Councillor Markel to go into closed session at 7:05pm.

CARRIED

#27-3-25

MOVED by Mayor Beckett to come out of closed session at 7:12pm.

CARRIED

#28-3-25

MOVED by Mayor Beckett that Council directs the Chief Administrative Officer to vote in favour of the Appointment Yaremchuk & Annicchiarico LLP (Y & A) as the Claystone Waste Ltd Auditors for Fiscal Year 2025 on behalf of the Village of Holden Council as Shareholder for Claystone Waste Ltd.

CARRIED

#29-3-25

MOVED by Councillor Markel that Council directs the Chief Administrative Officer to vote in favour of the changes proposed for the following policies on behalf of the Village of Holden Council as Shareholder for Claystone Waste Ltd.:

- COR – 0003 Committee Terms of Reference;
- COP – 0005 Board Communication & Advocacy.

CARRIED

#30-3-25

MOVED by Mayor Beckett that Council directs the Chief Administrative Officer to vote in favour of the changes proposed for the Claystone Waste Ltd. Governance Documents on behalf of the Village of Holden Council as Shareholder for Claystone Waste Ltd. As follows:

- Approve the amendments to the Unanimous Shareholder Agreement (USA) as set out in Schedule A;
- Approve the amendments to the Mandate and Roles Document as set out in Schedule B;
- Approve the amendments to the Bylaw 1 as set out in Schedule C;
- Approve the amendments to the Directive 001 as set out in Schedule D.

CARRIED

#31-3-25

MOVED by Councillor Markel that Council directs the Chief Administrative Officer to vote in favour of the following Board of Director Reappointments on behalf of the Village of Holden Council as Shareholder for Claystone Waste Ltd. As follows:

- Guy Bridgeman for a three-year term ending November 1, 2028;
- Bernd Manz for a three-year term ending November 1, 2028.

CARRIED


13. General Discussion

14. Adjournment

#32-3-25

MOVED by Deputy Mayor Cole that the meeting adjourns at 7:15pm.

CARRIED


MAYOR


CHIEF ADMINISTRATIVE OFFICER