



**Regular Meeting of Council #6
May 3, 2022, at 5:30 pm
Live streamed from 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

2. ADOPTION OF MINUTES- April 5, 2022

3. BUSINESS ARISING

4. MAYOR'S UPDATE

5. CORRESPONDENCE

a. Town of Avondale

6. PLANNING & DEVELOPMENT

a. Update

b. Permits

BE IT RESOLVED to table and approve the attached permit listing, 10 permits were issued from April 5-April 22, 2022, permit # 03-014-22 to #04-023-22.

c. Location: 37-41 Kennedy's Lane
Proposal: Residential
Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve subdividing of 3 lots at 37-41 Kennedy's Lane, in principle, and subject to the Town's Development Regulation. Each lot will be on well and septic.

A requirement of this approval is that the developer address the culvert that is discharging water on parcel c (closest to the graveyard). Each lot will require a development application before approval is given to build.

d. Location: 37-47 Country Path
Proposal: Residential 5 Lots
Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the subdividing of 5 lots at 37-47 Country Path, in principle, and subject to the Town's Development Regulation.

Town services to be determined in consultation with the Director of Infrastructure & Public Works.

Each lot will require a development application before approval is given to build.

- e. Location: 36 Green Acres
Proposal: Home Based Business- Towing and Snow Clearing Services
Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the above Home-Based Business application, in principle, and subject to the Town of Holyrood Development Regulations, and subject to the following:

- No scrap vehicles are stored at this site
- No mechanical repair operations happening at this site.

Application was advertised and no comments were received by the deadline date.

- f. Location: 7 Saul Drive
Proposal: Variance for Accessory Building
Zoning: RMD

BE IT RESOLVED that the Town of Holyrood reject the application for a 30x38 accessory building at 7 Saul Drive as it does not meet the town's regulations.

- g. Location: 1 North Side Road
Proposal: Residential Home
Zoning: RMD

BE IT RESOLVED that the Town of Holyrood approve the above application under regulation 10 of the Town of Holyrood Development Regulations.

- h. Location: 7 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.

Due to the nature of various run offs at the rear of the property location, it is recommended that the applicant engage a professional engineer to determine how surface water catchment will be managed, controlled, and mitigated so as to not cause water run off issues at this property and adjoining land.

- i. Location: 13 Saul 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.

- j. Location: 9 Sea Breeze 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.

- k. Location: 57 A Ridge Road
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.

- l. Location: 85-93 Country Path
Proposal: Home Based Business- Residential Renovations
Zoning: RMD
BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, subject to the Town's Development Regulations.

This application was advertised in accordance with Regulation 10 and 90 of the Town's Development Regulations. No comments were received by the deadline date.

7. RECREATION AND COMMUNITY EVENTS

- a. Update

8. INFRASTRUCTURE & PUBLIC WORKS

- a. Update

- b. Vehicle Tender

BE IT RESOLVED that the Town of Holyrood sell two vehicles – a 2009 Chevy Silverado for an amount of \$1,575 and a 2011 GMC Sierra for an amount of \$1,675. This sale is based on the results of a tender identifying the vehicles for potential sale. There were three responses to the tender and this motion identifies the highest bid for each vehicle being sold.

To ensure transparency and to ensure the appropriate procurement procedures were followed, the tender was advertised, accepted and evaluated. The evaluation and bid opening were witnessed by three members of management staff.

c. Culvert Policy HP- REVISION 1

BE IT RESOLVED that the Town of Holyrood approve Culvert Installation Policy HP-001 Revision 1. This policy will ensure culvert installation and replacements have governance and regulations that are followed in the long-term planning for the Town.

The IFPW Committee have been discussing climate change and the adverse effects that it can have on Town infrastructure, the Hazeldale washout in the spring of 2022 being a prime example.

The Committee has been taking a proactive approach to the effects of climate change on the Municipality especially in terms of infrastructure stability and longevity.

IFPW Committee have reviewed the Town's current Culvert Policy adopted by Council March 19, 2021 and have made a revision regarding minimum culvert size due to the effects of climate change.

9. BUSINESS DEVELOPMENT AND MARKETING

- a. Update

10. PUBLIC SAFETY

- a. Update

b. Holyrood Fire Department positions

BE IT RESOLVED the Town of Holyrood approve the following staffing changes at the Holyrood Fire Department. The changes include the reassigning of Acting Fire Chief Evan Woodford to the position of Fire Chief in a full time, permanent position. Acting fire fighter Mark Maloney will now assume the position of Fire fighter, full time permanent career fire fighter with the Town of Holyrood Fire Department.

Both staff members have been in the acting role for their positions in 2021-2022 due to the absence of the now Late Fire Chief Bob Bauer who had been off work due to illness.

Evan and Mark demonstrated their effectiveness in their respective roles during that one-year replacement period and we are confident in their ability to continue to contribute their talents and skills to the department. Both individuals have the appropriate training and required qualifications expected of their positions.

11. COMMUNICATIONS

- a. Update

12. OPERATIONAL REVIEW COMMITTEE

- a. Update

13. CORPORATE SERVICES & ADMINISTRATION

- a. Update

- b. Accounts

BE IT RESOLVED that the accounts tabled in the amount of \$248,451.50 (cheque# D2446-D2471 and 043177-043225 be approved for payment.

- c. Donation

BE IT RESOLVED that the Town of Holyrood donate \$500 to the Ghaney family

- d. Bankbook Balance: \$ 52,748.92

14. NEW BUSINESS

15. DATE OF NEXT MEETING

May 31, 2022 at 5:30 pm

16. ADJOURNMENT