



**Regular Meeting of Council #6  
May 28, 2024, at 6:00 pm**

**AGENDA**

**PROCLAMATION- EARLY CHILDHOOD EDUCATORS WEEK**

- 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**  
Regular Meeting of Council April 30, 2024
- 3. BUSINESS ARISING**
- 4. CORRESPONDENCE**
- 5. PLANNING & DEVELOPMENT**
  - a. Update
  - b. Permits  
**BE IT RESOLVED** to table and approve the attached permit listing. 23 permits were issued from April 26-May 23, 2024 (Permit Number 04-0021-24 to 05-0043-24) and includes permits for Block Wall, Fence, General Repairs, Accessory Building, Residential, Occupancy, Wood Cutting and Driveway Paving.
  - c. Location: 25 Highland Park  
Proposal: Home Based Business-Child Care  
Zoning: RMD  
**BE IT RESOLVED** to approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations. This application was advertised in accordance with Regulation 10 and 90, and no comments were received by the deadline date.
  - d. Location: 152-166 Liam Hickey Drive  
Proposal: Office, Storage and Equipment Maintenance  
Zoning: IG  
**BE IT RESOLVED** to approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations.

- e. Location: 23 Harbour View Drive  
Proposal: Residential  
Zoning: RMD

**BE IT RESOLVED** to approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations.

- f. Location: 29 Green Acres  
Proposal: Residential  
Zoning: RMD

**BE IT RESOLVED** to approve the above application, subject to a reduced frontage (23 meters to 22.86 meters) in principle, subject to the Town's Municipal Plan and Development Regulations.

A variance notice was distributed to properties in the immediate area, and no comments were received by the deadline date.

- g. Location: Rod & Gun Club, TCH  
Proposal: Crown Land Referral  
Zoning: RMD

**BE IT RESOLVED** to approve the above referral, in principle, subject to the Town's Municipal Plan and Development Regulations.

## 6. RECREATION AND COMMUNITY EVENTS

- a. Update

## 7. INFRASTRUCTURE AND PUBLIC WORKS

- a. Update

- b. **BE IT RESOLVED** the Town of Holyrood accepts the recommendation of Department of Transportation & Infrastructure and award the Prime Consultant Services for the feasibility and concept design of the proposed community center to Lean Architects.

There was a limited call for proposals issued by the Department of Transportation & Infrastructure to six companies who are identified on their list of companies with the expertise for this piece of work. Proposals were sent to the department who reviewed and selected Lean Architects as the successful bidder.

Once the contract is signed, the work of determining feasibility and design will begin.

- c. **BE IT RESOLVED** the Town of Holyrood accepts the revised Schedule A identifying the reallocation of funds to the existing MYCW allocation which has been approved by the Department of

Transportation & Infrastructure. The reallocated funds will be used to fund the concept design & feasibility of the community center project.

The Town requested the reallocation of funds which remained in previous MYCW projects that were completed and monies remaining in the budget.

- d. **BE IT RESOLVED** the Town of Holyrood submit a gas tax application to purchase a sewer pump. This pump is required to ensure the safe reliable sewer service to residents using our sewer system. The cost of the pump is \$15,838.60 based on the request for quotes and the lowest price being Xylem.
- e. **BE IT RESOLVED** the Town of Holyrood issue letters to residents with dilapidated/ unsightly properties asking that they give attention to improving the appearance of their property and removing unsightly debris and other objects for both aesthetic and safety reasons.

## 8. PUBLIC SAFETY

- a. Update

## 9. CORPORATE SERVICES & ADMINISTRATION

- a. Update

- b. Code of Conduct

On May 4, 2024 the CAO received a complaint under the Code of Conduct. A report was prepared and presented to Council as file COC # 2024-001 for their review and consideration at a privileged meeting on May 14, 2024. Council recommended the complaint be dismissed.

**BE IT RESOLVED** Holyrood Town Council dismiss the complaint filed under the Town of Holyrood Code of Conduct after considering the report presented to Council in a privileged council meeting May 14, 2024.

- c. Accounts

**BE IT RESOLVED** those accounts tabled in the amount of \$151,831.26 cheque numbers 45875- 45946 and D4012- D4055 be approved for payment from the general account.

- d. Bankbook Balance: \$127,558.60

**10. NEW BUSINESS**

**11. DATE OF NEXT MEETING**

June 25, 2024 at 6:00 pm

**12. ADJOURNMENT**