

**Regular Meeting of Council #8**

**July 22, 2025, at 6:00 pm**

**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.

1. **ADOPTION OF MINUTES**

Regular Meeting of Council June 24, 2025

1. **BUSINESS ARISING**
2. **CORRESPONDENCE**
3. **PLANNING & DEVELOPMENT**
4. Update
5. Permits

**BE IT RESOLVED** to table and approve the attached permit listing. \_\_\_ permits were issued from June 19 to July 17, 2025. (Permit # 06-0179-25 to 07-0209-25 and includes permits for residential build, commercial build, extension, fence, sign, general repairs, accessory building, home based business, patio, occupancy and paving.

1. Location: 21 Godson’s Road

Proposal: Residential

Zoning: RMD

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

1. Location: 489 Conception Bay Highway

Proposal: Residential

Zoning: RMD

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

1. Location: 1 Golden Eagle Way

Proposal: Residential extension/attached garage

Zoning: RMD

**BE IT RESOLVED** to refuse the above application as a certified plot plan was not submitted with the application, in accordance with the Town’s Municipal Plan and Development Regulations.

1. Subdivision- Phase 1- 66 Ridge Road

**BE IT REOLVED** the Town of Holyrood conditionally approved the Concept Plan for Subdivision Phase I for 66 Ridge Road. This conditional approval is subject to the developer providing engineered plans and entering into a development agreement, both of which are to the satisfaction of the Town.

1. **RECREATION AND COMMUNITY EVENTS**
   1. Update
   2. **BE IT RESOLVED** the Town of Holyrood accept the bid for service from Mills & Wright and Avalon Mountain Bike Association at a price of $24,485.00 + HST for a total of $28,157.75 for design services to develop a design-built RFP for Mountain biking and hiking trails in Zone 3 from the Holyrood Trails Masterplan. This money is a component of the 2025 budget for the purpose of promoting recreation activity through trail development.
2. **INFRASTRUCTURE AND PUBLIC WORKS**
   1. Update
   2. Heritage Building and Fire Hall roofing project

**BE IT RESOLVED** the Town of Holyrood accepts the bid proposal from ON TOP Roofing Inc. in response to the town’s RFP to complete roofing upgrades at the Heritage Building and Fire Hall. The bid proposal identifies a cost of $50,255 HST included for the Fire Hall and a cost of $36,088.15 HST included for the Heritage Building.

This was the only quote received and confirmed by the end of the submission period June 20th 4:00 pm. There was one other bid which was received via email on Monday morning; however, the bid was closed as of 4pm on Friday, June 20th, 2025

To ensure the integrity of the procurement process the late bid was not acceptable.

1. **EONOMIC DEVELOPMENT**
   1. Update
2. **PUBLIC SAFETY**
   1. Update
3. **COMMUNICATIONS**
   1. Update
   2. Motion to accept committee reports

**BE IT RESOLVED** the Town of Holyrood accept the Committee updates and recommendations as presented in the committee reports provided by the various departments and made available to all councillors for consideration.

1. **CORPORATE SERVICES & ADMINISTRATION**
   1. Update
   2. 2024 Audit

**BE IT RESOLVED** the Town of Holyrood approve and accept the 2024 audit as prepared and presented by Beacon Accounting.

* 1. 2024 Annual Expenditure Audit

**BE IT RESOLVED** the Town of Holyrood approve and accept the 2024 Annual Expenditure Audit as prepared and presented by Beacon Accounting.

* 1. Tax Receivable Summary

**BE IT RESOLVED** the Town of Holyrood approve and accept the 2024 Tax Receivable Summary Audit as prepared and presented by Beacon Accounting.

* 1. Gas Tax Audit

**BE IT RESOLVED** the Town of Holyrood approve and accept the 2024 Gas Tax Audit report as prepared and presented by Beacon Accounting.

* 1. Accounts

**BE IT RESOLVED** those accounts tabled in the amount of $215, 922. 43 (cheque numbers D4866 to D4963 and 47164 to 47241) be approved for payment from the general account.

* 1. Bankbook Balance: $ 208,416.28

1. **NEW BUSINESS**
2. **DATE OF NEXT MEETING**

August 19, 2025 at 6:00 pm

1. **ADJOURNMENT**