



**Regular Meeting of Council #12
November 18, 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.

2. ADOPTION OF MINUTES

Regular Meeting of Council October 16, 2025

3. BUSINESS ARISING

4. MAYORS UPDATE

5. PLANNING & DEVELOPMENT

a. Permits

BE IT RESOLVED to table and approve the attached permit listing. ___ permits were issued from October 8 to November 14, 2025. (Permit # 10-0290-25 to 11-0298-25 and includes permits for occupancy, residential permit 1, garage, garage repairs, patio, pool and general repairs.

- b. Location: Brophy's Road
Proposal: Subdivision Concept Plan
Zoning: PDA/RLD1

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

- c. Location: 1 Golden Eagle Way
Proposal: Residential Extension
Zoning: RMD

BE IT RESOLVED to refuse the above application as the application does not conform with the Town's Municipal Plan and Development Regulations. Schedule C (2) of the Holyrood Development Regulations states that properties situated on existing corner lots shall be deemed to have two street frontages and shall be required to maintain the minimum building line setback on both the primary and flanking streets.

- d. Location: 158 Country Path
Proposal: Home Based Business, Office

Zoning: RMD

BE IT RESOLVED to approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations. This application is for a home office, was advertised and no comments were received by the deadline date.

- e. Location: 6 Salmonier Line
Proposal: Residential
Zoning: MD

BE IT RESOLVED to refuse the above application as the application does not conform with the Town's Municipal Plan and Development Regulations. The minimum standard for residential lot frontage is 23 meters, this lot has 19.998 meters.

- f. Location: 209-211 Conception Bay Highway
Proposal: Residential
Zoning: RMD

BE IT RESOLVED to refuse the above application as the application does not conform with the Town's Municipal Plan and Development Regulations.

Currently there is a single dwelling existing at 209-211 CBH. Holyrood Development Regulations, Schedule A states Single Dwelling: Means one building containing a single dwelling unit for the use of one family, placed on its own lot, and can include a subsidiary apartment.

- g. Water Connection Request

BE IT RESOLVED to refuse a request for connection to the Town's water system. The residence is not within the municipal boundaries of Holyrood.

6. RECREATION AND COMMUNITY EVENTS

- a. Update

7. INFRASTRUCTURE AND PUBLIC WORKS

- a. Update

- b. **BE IT RESOLVED** the Town of Holyrood apply to Department of Transportation- Municipal Infrastructure for the Canadian Housing Infrastructure Fund known as CHIF to replace and install a new sewer outfall pipe at the Wastewater Treatment Plant for outfall discharge. This scope of work is a component of a sewer upgrade strategy to improve the overall sewer system in the town.

The cost of the project is\$ 828,075.90 with the town contributing 10% at \$88,216.62. The Town's share has been secured through the Royal Bank Financing.

- c. **BE IT RESOLVED** the Town of Holyrood apply to Department of Transportation- Municipal Infrastructure for the Canadian Housing Infrastructure Fund known as CHIF to replace and install a new Main Beach Lift station as a component of our long-term strategy to improve the sewer system in the town. The present lift station is infiltrated by sea water and has had performance issues resulting in continuous repairs and foul odors. This project is Phase III of the sewer improvement strategy.

The cost of the project is \$1,912,403.58 with the town contributing 10% at \$191,240.35 The Town's share has been secured through the Royal Bank Financing.

8. ECONOMIC DEVELOPMENT

- a. Update

9. PUBLIC SAFETY

- a. Update

10.COMMUNICATIONS

- a. Update
- b. 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.

11.CORPORATE SERVICES & ADMINISTRATION

- a. Accounts
BE IT RESOLVED those accounts tabled in the amount of \$228,472.28 (cheque numbers D5189 to D5231 and 47535 to 47623) be approved for payment from the general account.
- b. Bankbook Balance: \$99,161.96
- c. Conference
BE IT RESOLVED the Town of Holyrood approve the request from Councilor Bruce King to attend the MNL Conference in Corner Brook on November 20-22. The cost of the conference including

registration, hotel, travel and per diem is **\$1,983.35**. These costs are valid and are available through the annual budget for 2025.

This conference is an opportunity to engage with other municipalities and discuss best practices which can be considered within our town.

d. Van

BE IT RESOLVED the Town of Holyrood proceed with the purchase of a gently used van to replace the van used to respond to water leaks with all necessary supplies. This new van is a 2019 Ford Transit 250 and will cost the town 22,885.00 HST included. These monies are available through our budget.

The town previously used a refurbished ambulance for their water leak responses, however that vehicle has outlived its usefulness and is too costly to repair and become road worthy.

The investment in a vehicle enables our crew to respond much quicker and much more efficiently with all the supplies which may be required to correct a leak.

e. CUPE

BE IT RESOLVED the Town of Holyrood approve the agreed upon contract with CUPE Local 3768 for our employees. This agreement was secured through open and fair negotiations and was approved through a ratification vote of the local membership.

f. Assessment

BE IT RESOLVED the Town of Holyrood appoint Mitch Morran as the Commissioner for Municipal Assessment for the Town of Holyrood for a two-year period 2026 & 2027.

12. NEW BUSINESS

13. DATE OF NEXT MEETING

December 9, 2025 at 6:00 pm

14. ADJOURNMENT