



**Regular Meeting of Council #5
May 5, 2026, at 6:00 pm**

MINUTES

PRESENT:

Mayor Laura Crawley

Marjorie Gibbons, CAO

Deputy Mayor Michele Woodford

Councillor Sandra Crawley

Councillor Bruce King

Councillor Charlotte Story

Councillor Steve Winsor

REGRETS:

Councillor Mabel Tilley

1. CALL TO ORDER/ADOPTION OF AGENDA

05-47-26

Winsor/Woodford

BE IT RESOLVED that this meeting is now called to order, and the agenda is adopted as presented.

Motion Carried

2. ADOPTION OF MINUTES

Regular Meeting of Council April 7, 2026 adopted as presented, no errors or omissions.

3. BUSINESS ARISING- n/a

4. MAYORS UPDATE

We join with the rest of Canada in commemorating the 81st anniversary of the Battle of the Atlantic.

We have sewer treatment plant happening, water pad and wells and festival grounds updates.

Keep an eye on our Facebook page for a safety social media blitz.

Sunday is Mother's Day and many of us have much to be grateful for.

5. CORRESPONDENCE- all correspondence has been directed to committees.

6. PLANNING & DEVELOPMENT

a. Update

b. Permits

05-48-26

King/Crawley

BE IT RESOLVED to table and approve the attached permit listing. 11 permits were issued from March 28-, May 4, 2026. (Permit 04-0017-26 to 05-0027-26) and includes permits for demolition, residential, general repairs, site preparation, garage.

Motion Carried

c. 05-49-26

King/Story

Location: 9 A Woodford's Station

Proposal: Residential Duplex

Zoning: RMD

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

Motion Carried

d. 05-50-26

King/Woodford

Location: 21 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

Motion Carried

e. 05-51-26

King/Crawley

Location: 5-19 Duff's Road

Proposal: Extension to Development Permit

Zoning: RMD

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

Motion Carried

f. 05-52-26

King/Woodford

Location: 56 Ridge Road

Proposal: Residential with apartment

Zoning: RMD

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

g. 05-53-26

King/Winsor

Location: 5A Liam Hickey Drive

Proposal: Cell Tower

Zoning: Town Centre

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

7. RECREATION AND COMMUNITY EVENTS

a. Update

Tickets are on sale for the Squid Festival beach party goes Country on August 29, 2026. Squid Fest activities and beach party are still going ahead for July 16 to 19. August 29 is an extra added beach party with headliner Steve Lee Olsen with special guest, Justin Fancy.

Camp A'hoy registration will open May 13 at 6:00 pm, and will be online at www.holyrood.ca

Lighting is being completed on the festival grounds project. Roofing, sods and fascia will be done once weather allows. An RFP is out for renovations for the bathrooms.

There are 45 students registered for the soccer program.

8. INFRASTRUCTURE AND PUBLIC WORKS

a. Update

Drainage on specific properties that are known to be problematic are trying to be addressed, including Route 60. Recommendation of the committee is to request a meeting with the regional director of Transportation and Infrastructure.

The sewage treatment plant is scheduled for a cleanout. Asking the public to avoid the area while personnel are on site.

CBCL, our engineering company helping with the wells, have been stitching together all the past study reports. There is a recommendation now to future proof the town. We are looking at doing 2 more wells and we have funding in place for that.

- b. Penney's Lane Waterline upgrade

05-24-26

Winsor/Woodford

BE IT RESOLVED the Town of Holyrood award the contract to upgrade Penney's Lane waterline to Kelco Construction for a cost of \$97,239.40 (HST included) in response to our request for quotes

Motion Carried

- c. Multi-Year Capital Works reallocation of funds

05-25-26

Winsor/Crawley

BE IT RESOLVED the Town of Holyrood reallocate funds \$908,060.00 from Project 17-MYCW – 24-00014 – Community Center Build to preliminary Sewer Upgrade project and Community Recreation Infrastructure Upgrade.

Motion Carried

9. ECONOMIC DEVELOPMENT

- a. Update

Oceana Land, behind Tim Hortons area, is now available for development and an RFP will be issued soon for potential developers.

Met with Marina Institute directors on April 28 to discuss upcoming events and the vision they have for the launch. Strengthening the ongoing partnership between MI and the town. We are working collaboratively on a business engagement session.

10. PUBLIC SAFETY

- a. Update

Reviewed the emergency management preparedness plan in preparation for a presentation to Council. The plan has been submitted to Fire and Emergency services for their review and comments. Once that process is complete, we will adopt the plan.

There is a public safety flyer prepared to be sent out to residents. Three main areas are dirt bike use, pet ownership responsibility and open fires.

11. COMMUNICATIONS

- a. Update

Committee were working on developing the public safety flyer and social media blitz. We discussed the communication plan and how we can communicate with our external stakeholders.

- b. Motion to accept committee reports

05-26-26

Story/King

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.

Motion Carried

12. CORPORATE SERVICES & ADMINISTRATION

a. Accounts

05-27-26

Woodford/Story

BE IT RESOLVED those accounts tabled in the amount of \$311,036.80 (cheque numbers D5499 to D5532 and 48094 to 48184) be approved for payment from the general account.

Motion Carried

b. Bankbook Balance: \$243,643.41

c. MNL Symposium

05-28-26

Woodford/Winsor

BE IT RESOLVED the Town of Holyrood approve Councillor Bruce King to attend the MNL Symposium in Gander from May 6-9, 2026.

Motion Carried

13. NEW BUSINESS

Woodford- ATV/Dirt bike issue-the town is doing a public awareness campaign to remind riders of the respectful use of off-road vehicles and sharing space with pedestrians and other trail users. We are committed to addressing illegal activity and trying to find ways to enforce responsible use. It's a province wide issue and meaningful progress requires coordination with our provincial partners, law enforcement and trail associations. The regulation of off-road vehicles falls under provincial jurisdiction, not the towns. Enforcement is by the RCMP. Reporting illegal off-road vehicle activity is key in determining how resources are allocated at those levels. If you see something, say something.

Yesterday was International Firefighters Day. Acknowledge the hard work, sacrifice and dedication of our firefighters. Thank you for your service.

Sunday is Mother's Day- Happy Mother's Day.

Crawley- n/a

King- The 24th May long weekend is coming up. Please read the public safety flyer, read it, and give it to your kids to read. RCMP want the information- they don't want your name. Happy Mother's Day to all mothers. Should out to the Star of the Sea- they put in an application to Veterans Affairs for a grant to refurbish the war memorial and the grant was approved. Will see a major improvement to the war memorial.

Story- any issues or compliments, you can email us at info@holyrood.ca

Winsor- n/a

14. DATE OF NEXT MEETING

June 2, 2026 at 6:00 pm

15. ADJOURNMENT

05-29-26

Woodford/King

BE IT RESOLVED that this meeting now adjourn.

Motion Carried

Mayor

CAO

Minutes taken by CT