Regular Meeting of Council #10
September 22, 2026, at 6:00 pm

MINUTES

Mayor Laura Crawley **Marjorie Gibbons, CAO**
Deputy Mayor Michele Woodford
Councillor Bruce King
Councillor Charlotte Story
Councillor Mabel Tilley
Councillor Steve Winsor

Regrets:
Councillor Sandra Crawley

1. **CALL TO ORDER/ADOPTION OF AGENDA**
   10-74-26
   Woodford/King
   BE IT RESOLVED that this meeting is now called to order, and the agenda is adopted as presented.
   In Favor-6
   Opposed-0
   Abstained-0
   Motion Carried

2. **ADOPTION OF MINUTES**
   Regular Meeting of Council August 25, 2026 adopted as presented, no errors or omissions.

3. **BUSINESS ARISING- n/a**

4. **MAYORS UPDATE**
   Welcome back to residents who have been away for the summer We will be busy ramping up the end of the year with budget negotiations, budget concerns, contract negotiations, harvest hoedown is coming up. We want to recognize that this is suicide prevention month. It's a month to raise awareness, spread hope and spark meaningful action around one of the most urgent mental health crisis of our time. We are encouraged to talk openly and use the tools and resources available and make sure people around you know you are not alone. Text or call 988.

   It's also National Day for Truth and Reconciliation. That's a day of reflection and action to engage in the history and enduring spirit of First Nations, Inuit and Metis people. It's also known as orange shirt day to

honor indigenous children who were taken away from their families through the residential school system.

5. **CORRESPONDENCE**- covered by relevant committees

6. **PLANNING & DEVELOPMENT**
   a. Update

   b. Permits
   10-75-26
   King/Story
   BE IT RESOLVED to table and approve the attached permit listing. 13 permits were issued from August 19 to September 17, 2026. (Permit 08-0095-26 to 09-0107-26) and includes permits for Residential, General Repairs, Fence, Driveway Extension, Site Preparation and Accessory Building

   c. **10-76-26**
   King/Winsor
   Location: 120 Conception Bay Highway, Parcel B
   Proposal: Residential
   Zoning: RMD
   Town Water and Sewer
   BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations and subject to approval from Department of Transportation and Infrastructure.
   In Favor-6
   Opposed-0
   Abstained-0
   Motion Carried

   d. **10-77-26**
   King/Woodford
   Location: 198 Conception Bay Highway
   Proposal: Residential
   Zoning: RMD
   Town Water and Sewer
   BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations subject to approval from Department of Transportation and Infrastructure. The applicant requested a variance to allow a reduction in the lot frontage from 23 meters to 22.836

meters. A variance notice was distributed to area residents and one comment was received.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

e. **10-78-26**
King/Tilley
Location: 198 A Conception Bay Highway
Proposal: Residential with an apartment
Zoning: RMD
Town Water and Sewer
BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations subject to approval from Department of Transportation and Infrastructure.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

f. **10-79-26**
King/Winsor
Location: 167 Conception Bay Highway
Proposal: Residential
Zoning: RMD
BE IT RESOLVED that the Town of Holyrood rescind the above permit at the request of the applicant and the permit cost be reimbursed to the applicant.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

g. **10-80-26**
King/Winsor
Location: 49 Horizon Drive
Proposal: Modular Construction Company
Zoning: IG
Well & Septic
BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, and subject to the Town's Municipal Plan and Development Regulations

In Favor-6
Opposed-0
Abstained-0
Motion Carried

h. **10-81-26**

King/Winsor

Location: 425 Conception Bay Highway
Proposal: Pizza Restaurant
Zoning: TC

BE IT RESOLVED that the Town of Holyrood approve the above application, in principle, subject to the Town's Municipal Plan and Development Regulations and subject to approval from Government Services and the Holyrood Fire Department.

In Favor-6
Opposed-0
Abstained-0
Motion Carried

7. RECREATION AND COMMUNITY EVENTS

a. Update

Some of the highlights around our fall programs include SpookTRUNKular, drive in bingo, harvest hoedown, and flavors of Holyrood, bonfire, drone show, pumpkin walk. Full details can be found on our social media, www.holyrood.ca or in the flyer in your mail. Our regular programs are underway- active for life, Zumba gold for seniors, and we will have the red cross babysitting course coming up. Encourage everyone to get out and participate.

8. INFRASTRUCTURE AND PUBLIC WORKS

a. Update

Flyer went out on the water update. Very informative. References to the timeline of events by date and the different leaks. Through the process of leak detection, the location of curb stops and the isolations valves in some cases in a little bit slightly location that what was on record. Continuous improvement initiatives that are underway such as new tank. Encourage everyone to read the flyer and support us in helping improve the system during this fall budget consultation process.

b. 10-82-2026

Winsor/Story

BE IT RESOLVED the Town of Holyrood approve the structural report provided by Peak Design regarding the present condition of the sewer treatment plant structures, and we request Kelco

Construction to move forward to request quotations through limited for the identified scope of work presented in the report.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

9. ECONOMIC DEVELOPMENT

a. Update
Committee reviewed one business application for development at Blue Ocean Industrial Park. Waiting on further applications to come in. There will be a wine and cheese business mixer event for local businesses, scheduled for October 21. Registration is required. Businesses asked to RSVP by October 15 by emailing info@holyrood.ca . Invitation will also go out to all registered business in the town.

10. PUBLIC SAFETY

a. Update

b. Emergency Preparedness Plan
10-83-26
Tilley/King
BE IT RESOLVED the Town of Holyrood adopt its emergency preparedness plan as developed through the oversight of the public safety committee and vetted through Council and the Department of Emergency Services.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

11. COMMUNICATIONS

a. Update

10-84-26
Story /King
BE IT RESOLVED the Town of Holyrood Pursuant to the authority conferred in section 7 of the *Towns and Local Service Districts Act,* SNL 2023 c. T-6.2, the Town Council of Holyrood hereby adopts the following by-law regarding the rules of procedure for town council meetings on this 22nd day of September 2026.
In Favor-6
Opposed-0

Abstained-0
Motion Carried

b. 10-85-26

Story/Woodford
BE IT RESOLVED the Town of Holyrood Pursuant to the authority conferred in section 7 of the Towns and Local Service Districts Act, SNL 2023 c. T-6.2, the Town Council of Holyrood has adopted the following by-law identified as Arrears Sale By -Law on this 22nd day of September 2026.

By-Laws will be posted on the Town website for the information of the public.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

c. 10-86-26

Story/King
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.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

12. CORPORATE SERVICES & ADMINISTRATION

a. Budget 2027
Invite residents and businesses to participate in our public budget consultation process. Share your suggestions, help identify priorities, provide input on the expectations for 2027. You can make an in person presentation to Council, registration is required. Call the town office or email info@holyrood.ca . You can submit comments by email, drop it off to the town office, or complete the online budget which is available on www.holyrood.ca and a link on our Facebook page. Submissions must be received by October 23 at 4:00 pm. Anything after that will not be considered.

CAO reviewed management contract with staff. Committee also discussed beginning the process with the career firefighters.

Corporate Service Committee will take part in a workshop, which will be held on October 17 from 10-12 to discuss budget and review contracts for management and fire fighters.

b. Accounts
10-87-26
Woodford/King
BE IT RESOLVED those accounts tabled in the amount of $316,354.63 (cheque numbers D5866 to D5968 and 48499 to 48574 be approved for payment from the general account.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

c. Bankbook Balance: $ 99,583.99

13. NEW BUSINESS

Woodford- n/a

King- Prices of everything has gone through the roof. Still no reason to steal. There's been an incident in the community garden where people are stealing vegetables. There's a lot of time and effort put into growing vegetables. If somebody was hurting for food, I bet if you asked people who have plots in the garden, they would be more than happy to give you a share of their crop. No need to be stealing. When we had issues with water, the comments on social media directed toward staff and Council and directed to other residents- you need to think before you type. Some stuff was downright rude and ignorant and mean. People worked long hours during this water crisis. Getting on social media and barking about stuff is not going to change the situation, but it's disheartening to people who are putting their heart into everything only to go home and see this stuff on social media. Cadet Program, 251 Southern Cross- Great program for kids aged 12-18, it's free to join and worth looking into and telling your kids about it. If you have any questions or someone interested in joining the cadet program, email 251c@cadets.gc.ca or visit Roncalli High School Mondays between 6:15 and 9:00 pm.

Story- n/a

Tilley- n/a

Winsor- The permanent pump is on its way. It takes some time to get these things and justifies why we need a critical spare. When we get the permanent pump, we will plan a change out at a convenient time that doesn't interrupt the water supply and that pump will have better performance and better delivery.

14. DATE OF NEXT MEETING

October 20, 2026 at 6:00 pm

15. ADJOURNMENT

10-88-26
Woodford/Winsor
BE IT RESOLVED that this meeting now be adjourned.
In Favor-6
Opposed-0
Abstained-0
Motion Carried

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Mayor CAO

Minutes taken by CT