ATTENDENCE -

Mayor Barry Dooley **Deputy Mayor Jennifer Moores**
Councillor Sharon Snooks **Councillor Jim Layden**
Councillor Art Kelloway **Councillor Glenn Clarke**
Councillor Dion Penney **Shelly Butt, Town Clerk/Manager**

1. **CALL MEETING TO ORDER / WELCOME / DELEGATIONS:** No registered delegations.
   Mayor Dooley called to order at 7:00 p.m.

2. **ADOPTION OF THE AGENDA:** August 26, 2025. ***Addition*:** TCP Health Foundation 36th Annual Telethon and Development Application, re: 16 Hillview Crescent.
   Motion 2025-163 DM Moores/Layden
   Be it resolved to adopt the agenda, for the Regular Council Meeting of August 26, 2025, including both additions. **Favour 7; Opposed 0; Carried**

3. **MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES /** July 15, 2025
   Motion 2025-164 Snooks/Kelloway *Noted: no errors or omissions.*
   Be it resolved to adopt the Minutes for the Regular Council Meeting of July 15, 2025.
   Favour 7; Opposed 0; Carried

FINIANCIAL REPORTS

4. Bill/Accounts & 4.b Payroll July 6 – Aug. 16, 2025.
   C/Penney (VVFD member),declared a conflict of interest as per NL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, re: accounts payable invoices #1 - #8, (attendees to MNL Meeting, Carbonear), & left the meeting chambers at 7:04 p.m.
   VVFD Incurred Invoices #1 to #8
   Motion 2025-165 Snooks/DM Moores
   Be it resolved to approve payment of the accounts payable invoices incurred by the VVFD, listed *#1-#8* for $.
   Favour 6; Opposed 0; Carried *C/Penney returned 7:06 p.m.*

   C/Clarke (Trio Brd Member), declared a conflict of interest as per NL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, re: accounts payable invoice #9, left the meeting chambers at 7:06 p.m.
   Motion 2025-166 Snooks/Layden #9 Trio Benefits
   Be it resolved the Council approve payment for invoice #9 - Trio Benefits for $241.51.
   Favour 6; Opposed 0; Carried *C/Clarke returned 7:07 p.m.*

   C/Kelloway (VHS Brd Member), declared a conflict of interest as per NL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, re: accounts payable invoice #10 and left the meeting chambers at 7:07 p.m.
   Motion 2025-167 Layden/Penney
   Be it resolved the Council approve payment for invoice #10 – NL Power Inc. for $100.80.
   Favour 6; Opposed 0; Carried *C/Kelloway returned 7:08 p.m.*

   Remaining B/A 11-31 & Payroll #32
   Motion 2025-168 Penney/Layden
   Be it resolved to approve to pay the payable invoices listed #11-#31for $25,077.45 and resolved to approve item #32 re: Payroll from July 6 – Aug 16, 2025, for $39,803.23. **Favour 7; Opposed 0; Carried**

5. VVFD, re: Membership Applications (4), (re: email 08/22/2025)
   C/Penney Declared Conflict of Interest left at 7:34 pm
   Motion 2025-169 Kelloway/DM Moores

Be it resolved, Council reject application #1, due to non-compliance with the adopted Volunteer Fire Dept. By-Laws, Membership Criteria #7.h. **Favour 6; Opposed 0; Carried**

Motion 2025-170 Layden/Kelloway
Be it resolved, Council reject application #2, due to non-compliance with the adopted Volunteer Fire Dept. By-Laws for the Membership Criteria By-Law 7.a. **Favour 6; Opposed 0; Carried**

Motion 2025-171 Snooks/Clarke
Be it resolved, upon being deemed compliant with the adopted Volunteer Fire Dept. By-Laws, re: Membership Criteria 7. and all parts, Council approve application #3. **Favour 6; Opposed 0; Carried**

Motion 2025-172 Clarke/DM Moores
Be it resolved, Council reject application #4, due to non-compliance with the adopted Volunteer Fire Dept. By-Laws for the Membership Criteria By-Law 7.a. **Favour 6; Opposed 0; Carried** *C/Penney returned at 7:42 p.m.*

COMM. / DEPT. & STAFF REPORTS

6. Town Clerk's Report: Dated July 14 – Aug 16, 2025.

Motion 2025-173 Snooks/DM Moores
Be it resolved to approve the Town Clerk Manager's Report, dated July 14 – Aug 16, 2025, as submitted.
Favour 7; Opposed 0; Carried

- TCM stated there maybe a waterline leak in a main pipe below Rocky Pond dam in the vicinity of the old water intake is located, approx. 660-meters above the Chlorine Building, and is not known to affect the water flowing through the Chlorine Building. Due to the town's water being supplied to assist with the Kingston Wildfire suppression efforts, it was unanimously agreed this matter will be brought forward once the fire is under control and water is no longer require for this purpose.

- Team Rubicon - Use of Victoria Community Center #196 Main Hwy.
  Motion 2025-174 Layden/Kelloway
  Be it resolved Council approve the re quest from Team Rubicon to occupy the Community Center exclusively for September to mid October 2025. **Favour 7; Opposed 0; Carried**

- Alternate Returning Officer for the Victoria Municipal Election 2025
  Motion 2025-175 Penney/Snooks
  Be it resolved Council approve the recommendation put forth as the Alternate Returning Officer for the Victoria Municipal Election 2025 to perform the duties of a returning officer under the Municipal Elections Act in the event that the returning officer cannot perform those duties. **Favour 7; Opposed 0; Carried**

7. Working Foreman's Report: Dated July 14 – Aug 16, 2025.

Motion 2025-176 Layden/Snooks
Be it resolved to approve the Working Foreman's Report, dated July 14 – Aug 16, 2025, as submitted.
Favour 7; Opposed 0; Carried

8. Permit Registry: #'s 858 - 881

Motion 2025-177 Snooks/Penney
Be it resolved, approval be granted for Permit #858 - #881, pending work/business is conducted/completed in compliance with details of the application/permit, the Town of Victoria's Municipal Plan & Development Regulations and any other applicable policies, regulations, or stipulations attached. **Favour 7; Opposed 0; Carried**

CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION

9. MACE, re: 2025 Municipal Long Service Awards Elected Officials. Councillor Snooks - eligible for 12-years municipal service.

10. MACE, re: COR/2025/01325-01 & COR/2025/09013; reviewed.

CORRESPONDENCE &/OR OTHER ITMES IN CONSIDERATION OF ACTION

11. Resubmit Application, Revision of Building to Single Family Dwelling, #177 Old Track Rd

Motion 2025-178 DM Moores/Snooks

Be it resolved, Council approve the applicant's request to convert the main floor of a previously approved garage located at #177 Old Track Road into complete living-space, including all of the upper floor to be known as one single family dwelling, void of an upper floor apartment; pending all work is completed/carried out in compliance with details of the identified revisions to the existing structure, the Town of Victoria's Municipal Plan & Development Regulations and any other applicable policies, regulations, and permit stipulations, if attached. **Favour 7; Opposed 0; Carried**

12. #42 Gully Path Road - Mobile Business, Final Approval

Motion 2025-179 Snooks/Penney

Be it resolved, that as per Regulation 23, in conjunction with Regulation 54.g, and not having received any written concern/s by the stated deadline date, the Council grant final approval for the Home-Based Business located at #42 Gully Path Road, Victoria. **Favour 7; Opposed 0; Carried**

13. #311 Church Road Garage Height Discretionary Final Approval

Motion 2025-180 Penney/DM Moores

Be it resolved, that as per Regulation 23, in conjunction with Regulation 30.4b, and not having received any written concern/s by the stated deadline date, the Council approve the maximum height change as stated on the application, for a new garage located at #311 Church Road, Victoria. **Favour 7; Opposed 0; Carried**

14. MACE, COR/2025/01079-02, re: CEEP Grant Approval 17-CEEP-26-111

Motion 2025-181 Snooks/Layden

Be it resolved, the Council accepts the funding offer of $25,371.00 as per the approval letter received from Municipal Affairs and Community Engagement, re: CEEP Grant #17-CEEP-26-111.

Favour 7; Opposed 0; Carried

15. Dept of MI, COR/2025/05392, re: King's Rd Bridge. 15.b PCA Amendment-2 – Change Order Notice. King's Road Bridge Replacement Project.

Motion 2025-182 Layden/Kelloway

Be it resolved, the Council approves the PCA Amendment-Change Order to reduce the proposed cost in relation to work already completed, such as fabrication drawings, prior to the signing of the PCA and lower resident inspection services based on the scope of the construction, site visits previously conducted and Consultant proposes to reduce the rates to those outlined in Appendix A, as per discussions with the Council, for the revised cost of $16,896.49.

Favour 7; Opposed 0; Carried

16. Victoria Heritage Society, re: JCP Application, re: Request for Letter of Support/Approval

C/Kelloway,(member of the VHS), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6, for VHS, leaving the meeting at 8:03 p.m.

Motion 2025-183 Snooks/Layden

Be it resolved Council agrees to support the initiatives of the Victoria Heritage Society and provide a letter of support to for their new JCP Application for 2025. **Favour 7; Opposed 0; Carried** *C/Kelloway at 8:05 p.m.*

17. TCP Health Foundation 36th Annual Telethon, at the St. Frances School, Hr. Grace, October 5, 2025.

Motion 2025- 184 Snooks/Kelloway

Be it resolved Council approve to donate $500.00 to the 36th Annual Trinity Conception Placentia Health Foundation Telethon. **Favour 7; Opposed 0; Carried**

18. Development Application, re: #16 Hillview Crescent install second driveway.

Motion 2025-185 Clarke/Penney

Be it resolved Council approval the development application to install a secondary driveway access off Hillview Drive to a maximum not to exceed 20-feet with the stipulations that all scope of work and materials are the sole responsibility and expense of the applicant/s for the life and must be installed as per municipal infrastructure specifications for town infrastructure relating to ditching, uninterrupted flow of water, or cause any damage, now or in the future to the town's infrastructure, the owner's property or any other properties in the area that may be affected by this work, with all work completed by a certified contractor, and certified compliant by town staff.

Favour 7; Opposed 0; Carried

GENERAL / NEW BUSINESS:

- C/Kelloway stated the Victoria Heritage Society will be applying to ACOA to build a new dual-purpose museum within the heritage park and may require a letter of support from the town.
- TCM was requested to report to the Dept. of Fisheries, Forestry & Agriculture the possibility of beaver dam on or near a gully off Swansea Road.

PRIVILEGED INFORMATION: None

ADJOURNMENT OF MEETING

Next Council Meeting, (11th /2025): September 16, 2025.

Motion 2025-186 Snooks/DM Moores

Be it resolved the Council meeting adjourn at 8:50 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Signed:

Shelly Butt
Town Clerk/Manager