ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman - Regrets
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. One observer from 13B Cole's Road.
Residents from #127A Church Road presented letter regarding business tax for Amanda's Crafts, 2018. Inquired as to why a business tax bill was issued and gave overview of the activities being conducted from the residence. It was stated an active Facebook Page from the residence property indicates the making and selling of goods/services for profit is being carried out as well as publically selling from venues such as craft fairs, etc. and displayed on social media. Council to review later in the meeting.

ADOPTION OF THE AGENDA: January 16, 2018

Motion 2018-1 **Loch/Baker**

Be it resolved the agenda for the Regular Meeting of Council for January 16, 2018 be adopted with the noted addition.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING: December 19, 2017

Motion 2018-2 **Snooks/Moores** No errors or omissions noted

Be it resolved that the minutes of the Regular Council meeting of December 19, 2017 be adopted as presented.

Favour 7; Opposed 0; Carried

COUNCIL COMM. / STAFF REPORTS

Bill/Accounts: The Accounts Payables were presented for discussion and approval, totaling $51,232.87.

Motion 2018-3 **Baker/DM Ash**

Be it resolved to approve payment of the remaining bills totalling $51,232.87. **Favour 7; Opposed 0; Carried**

- Town Clerk's Report: Dec. 18/17 – Jan 12/18

Motion 2018-4 **Loch/Clarke** Previously Circulated For Review

Be it resolved to accept the Town Clerk Manager's Report, Dec. 18/17 – Jan 12/18 as presented.

Favour 7; Opposed 0; Carried

- Working Foreman's Report: Dec. 18/17 – Jan 12/18

Motion 2018-5 **Clarke/Snooks** Previously Circulated For Review

Be it resolved to accept the Working Foreman's Report, Dec. 18/17 – Jan 12/18 as presented.

Favour 7; Opposed 0; Carried

- VVFD 2018 Budget Review. Mayor Dooley and DM Ash met with three members of the department and discussed the Miscellaneous and Rescue Tools Expenses, which was then broken down in detail. Seven members of the department have received the Vehicle Extraction Course. VVFD will register with the RCMP Detachments in the area for emergency calls once rescue tools have been acquired.

CORRESPONDENCE FOR ACTION

- Residential Letter - #137-143 Church Rd, Re: Continued Loss of Water and/or Water Pressure. Discussed loss of water and/or water pressure during Dec. 27-29, 2017 due to slushy-snow at Rocky Pond, the impact of water loss in higher elevations of Victoria as well as possible options that maybe available to combat this issue. Reply to resident with same information. TC/M will contact the Town of Carbonear to inquire if they have anything in place to assist with this same issue.

- Persalvic Elementary School – Family Literacy Day, Jan. 25/18 @1:15 p.m. and Proclamation. Mayor Dooley signed proclamation and both Mayor Dooley/DM Ash will attend to read a book during this time.

- Donation Request, Re: 22nd Annual Swim for Hope 2018. Fundraiser for Dr. H. Bliss Murphy Cancer Care Foundation.
  Councillors Moores/Baker declared a conflict of interest position as per the Municipalities Act 1999, Section 207 (1-b) leaving the chamber at 7:50p.m.

Motion 2018-6 Clarke/Snooks
Be it resolved to approve to donate $100.00 towards the 22nd Annual Swim for Hope 2018 Fundraiser.
Favour 5; Opposed 0; Carried *(Councillors Moores/Baker returned to meeting at 7:51 p.m.)*

- CBN Joint Council Economic Development Attraction Pkg., cost per town, $590.91; re-tabled from Dec. 19/17.
- *DM Ash/Councillor Clarke declared a conflict of interest position as per the Municipalities Act 1999, Section 207 (1-b) leaving the chamber at 7:53p.m.*

Motion 2018-7 Loch/Snooks
Be it resolved the Town of Victoria approve an expenditure of $590.91 for its contribution to the CBN Joint Council's Economic Development Attraction Package Project. **Favour 5; Opposed 0; Carried**
(DM Ash/Councillor Clarke returned to the meeting at8:01 p.m.)

- Change Order Approval, Municipal Infrastructure, MA&E for White's Road, CWWF Construction Change Order#1 for $2,162.00 – Live Sewer Video Inspection and PCA Change Order for $856.75.

Motion 2018-8 Clarke/Baker
Be it resolved to approve and sign the Construction Change Order #1 for $2,162.00 Re: Live sewer video inspection for Project # 17-CWWF-17-00026, White's Lane Water/Sewer System Upgrades.
Favour 7; Opposed 0; Carried

Motion 2018-9 Baker/Moores
Be it resolved to approve and sign the PCA Change Order #1 for $856.75 Re: Additional Materials Testing for Project # 17-CWWF-17-00026, White's Lane Water/Sewer System Upgrades.PCA Change Order.
Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION
Information Correspondence from Dept. of Municipal Affairs & Environment as follows:

- Circular Re: Public Consultations on Municipal Legislation, TC/M requested any suggestions be submitted by deadline.
- Approval of Prime Consultant Agreement Re: Cole's Road 17-SCF-18-00064. Harris & Assoc's Ltd approved for $26,201.05.
- Approval to Borrow, Re: Municipal Garage. Approval to borrow from CIBC, Mount Pearl, NL an amount not to exceed $155,745.00.
- Clean & Safe Drinking Water Workshop 2018, for March 27 -29, 2018, Quality Hotel & Suites, Gander, NL. One councillor and two outside staff registered to attend.

NEW BUSINESS
Letter submitted during Council meeting, Re: Amanda's Crafts Creations 2018 Business Tax Bill.
Motion 2018-10 Snooks/Loch
Be it resolved to accept the signed declaration that Amanda's Crafts Creations will not operate a business in the town of Victoria in 2018 or thereafter, to remove the 2018 business tax charge and close the account.
Favour 7; Opposed 0; Carried
TC/M stated this should be passed to the Finance Committee for review in consideration of noncompliance with the town's Homebased Business Policy, the approved 2018 Tax Structure and the Municipalities Act 1999, Sections 2 (c) and 120.

For Discussion: Development on the Abandoned Reid Railway at the east-end of Victoria for a Multi-Purpose ATV/Bike Trail without Council's permission.

(Councillor Loch declared conflict of interest as per Section 207-1(c) & 2, leaving the meeting at 8:14 p.m.) Letters/emails received from concerned residents with property bounded by the railway. Council was informed that permission was given to allow continued development of this proposed trail within a few hundred feet of residential properties at a meeting with some members of the proposed trail group, in the fall of 2017, however; more extensive work was done beyond the agreed point. Next meeting with trail group: Thursday, Jan. 18, 2018 at 7:00 p.m., at which time all members will be informed that continued development of a trail is prohibited until such time it is agreed as to where the trail will be located at Victoria's east-end boundary. In addition, they will be informed that development of any type can only take place within Victoria's boundaries by majority vote of council, including a proposed trail and its location. *(Councillor Loch returned to the meeting at 8:36 p.m.)*

Naming of the Victoria Fire Hall. In-depth discussion took place by all councillors.
Motion 2018-11 Clarke/Snooks
Be it resolved to approve that Victoria's Fire Hall will be named after the first Fire Chief and the Civic Functions Committee to plan an event at the Fire Hall, including a plague/signage for the building.
Favour 7; Opposed 0; Carried

Poll Tax Arrears: Town Clerk/Manager requesting the Finance Committee to recommendation how to collect.

MNL Avalon/Eastern Regional Meetings scheduled for Jan. 26 – 27, 2018 at the Holiday Inn, St. John's, NL. Recommended for the TC/M to attend as well as any other councillor not currently registered.

Next CBN Joint Council Meeting: Feb 1, 2018 at 7:30 p.m. in Victoria and if possible, all councillors to attend.

Emergency Management Preparedness Committee and Plan: Discussed reactivating this committee, reviewing and updating the emergency management preparedness plan, as well as the committee structure and a new direction as to how the committee will be operated, with Council as the ultimate authority over the committee. Mayor Dooley will contact the current committee chair to advise of Council's restructuring of this committee.

PRIVILEDGED MEETING
The remaining items on the agenda were of a confidential nature and recommended to call a privileged meeting, with the public dismissed for discussion.
Motion 2018-12 Baker/Clarke
Be it resolved to call a privileged meeting at 8:53 p.m. **Favour 7; Opposed 0; Carried**
Motion 2018-13 DM Clarke/Moores No visitors remaining.
Be it resolved to reconvene into a regular public meeting at 9:57 p.m. **Favour 7; Opposed 0; Carried**

ADJOURNMENT OF MEETING
Next Regular Council Meeting: Feb. 6/18.
Motion 2018-14 Snooks/Clarke
Be it resolved to adjourn the meeting at 9:58 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager

Deputy Mayor Ash briefly reviewed the report and said more discussion would take place during New Business.

Motion 2018-21 Clarke/Baker

Be it resolved to accept the Trail Committee Report, dated Jan. 18, 2018, including the omission, "*During the Trail Group meeting held in September 2017, it was said that the councillors who gave them permission to work on the track said they had to acquire the proper permits first in order to cut along the trail, etc.*

No further discussion. **Favour 5; Opposed 0; Carried** *Councillor Lock returned at 7:16 p.m.*

The residents from #335 Highway East asked for a copy of the report to review before speaking during New Business; a copy was supplied. Contact will be made to Crown Lands to clarify ownership of the Railway.

- Finance Committee Report: Jan. 30, 2018

Motion 2018-22 Clarke/Snooks Previously Circulated to Council

Be it resolved the Finance Committee Report of Jan. 30, 2018 be approved, including all recommendations.

No further discussion. **Favour 6; Opposed 0; Carried**

- Civic Function Report: Feb. 1, 2018

Motion 2018-23 Snooks/Loch Previously Circulated to Council

Be it resolved the Civic Function Committee Report of Feb. 1, 2018 be approved, including all recommendations. No further discussion. **Favour 6; Opposed 0; Carried**

Bugden Signs Price Quote, Re: To Manufacture & Install lettering on the Victoria Fire Hall as per information provided by decision of Council.

Motion 2018-24 Baker/Moores

Be it resolved that Council accept the quote from Bugden Signs, to manufacture and install CNC custom routed ½" thick PVC letters, letters to be primed/painted using Matthew's high quality intermix paint system, no exposed fasteners and pin-mount installation on brick surface and be it further resolved to include a period (.) after the first letter. No further discussion. **Favour 6; Opposed 0; Carried**

CORRESPONDENCE FOR ACTION

Request for Leave of Absence, Re: Mayor Dooley for the Jan. 16, 2018 Regular Public Council Meeting.

Motion 201825- Baker/Clarke

Be it resolved Council approve Mayor Dooley's leave-of-absence request from the Regular Public Council meeting held on Jan 16, 2018. **Favour 6; Opposed 0; Carried**

Business Application: Property owner, of #293 Main Highway, requesting permission to open and operate a Pet Grooming Salon from #293 Main Highway.

Motion 2018-26 Baker/Moores

Be it resolved that, pending meeting all of the Town of Victoria's Development Plan Regulations and the town's Home-based Business Policy, Council grant approval of the business application as submitted to open and operate a Pet Grooming Salon from #293 Main Highway. **Favour 6; Opposed 0; Carried**

Scheduled dates for the Town of Victoria's 2018 Council Meetings submitted for approval for public interest.

Motion 2017-27 Snooks/Loch

Be it resolved to approve the dates for the Town of Victoria's Council Meetings for 2018 as per the #2 of the town's adopted rules of procedure and published on the town's website. **Favour 6; Opposed 0; Carried**

CORRESPONDENCE FOR INFORMATION/DISCUSSION

BioMaxx Environmental, (Email): Environment Canada issued approval to the town of Victoria. Verification was provided by BioMaxx for the submission of the town's Federal Wastewater Report from January to December 2017, under the Effluent Regulatory Reporting Information System that was accepted and approved.

ATTENDENCE

Mayor Barry Dooley - Regrets
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Deputy Mayor Ash called the meeting to order at 7:00 p.m. Two Observers of the meeting: #13B Cole's Road & #289 Old Track Road. Resident from #335 Highway East, Re: Concerns of purposed Multi-Purpose Trail East-End of Victoria on the agenda to speak under New Business, including Petition for Council. Residents from #339 & #403 Main Highway also in attendance regarding concerns of proposed Multi-Purpose Trail.

ADOPTION OF THE AGENDA: February 6, 2018

Motion 2018-15 Loch/Clarke No Additions

Be it resolved the agenda for the Regular Meeting of Council for February 6, 2018 be adopted as presented.

Favour 6; Opposed 0; Carried

MINUTES / COUNCIL MEETING / January 16, 2018:

Motion 2018-16 Baker/Snooks Accounts Payable List Previously Circulated

Be it resolved that the minutes of the Regular Council meeting of January 16, 2018 be adopted as presented.

No business arising from the minutes. **Favour 6; Opposed 0; Carried**

COUNCIL COMM. / STAFF REPORTS

- Bill/Accounts: List of Invoices previously presented to Council.

Councillor Clarke, (Chair of CBN Joint Council Assoc.), declared a conflict of interest position relating to bill #6, (CBNJCA-2018 Membership Fees), as per the Municipalities Act 1999, Section 207(1-d) and left the chamber at 7:06 p.m.

DM Ash asked Council, as per section 209 of the Municipalities Act 1999, if he was in a conflict of interest as the Liaison with the CBN Joint Council for the Town of Victoria regarding bill #6 (CBNJCA - 2018 Membership Fees) presented for payment.

Motion 2018-17 Baker/Snooks

Be it resolved, Council agrees that DM Ash is not in conflict of interest regarding bill #6, (CBNJCA–2018 Membership Fees) presented for payment, as Liaison for the Town of Victoria with the CBN Joint Council.

Favour 4; Opposed 0; Carried *DM Ash did not vote.*

Motion 2018-18 Baker/Snooks

Be it resolved to approve for payment the list of payables totalling $38,268.35 presented for approval.

Favour 5; Opposed 0; Carried *Councillor Clarke returned at 7:07 p.m.*

- Town Clerk's Report: Jan 15 – Feb 2, 2018 Previously Circulated to Council

Motion 2018-19 Snooks/Loch No Discussion

Be it resolved to accept the Town Clerk Manager's Report, Jan 15 – Feb 4, 2018 as presented.

Favour 6; Opposed 0; Carried

- Working Foreman's Report: Jan 15 – Feb 4, 2018 Previously Circulated to Council

Motion 2018-20 Clarke/Moores

Be it resolved to accept the Working Foreman's Report, Dec. 18/17 – Jan 12/18 as presented.

No further discussion. **Favour 6; Opposed 0; Carried**

- Trail Committee Report, Jan 18, 2018 Previously Circulated to Council

Councillor Loch, sister-in-law to a landowner where a Multi-Purpose Trail is proposed in Victoria's east end, as per Section 207(1-c) & defined in Section 207-2, declared a conflict of interest leaving the meeting at 7:09 p.m.

NEW BUSINESS

• The residents from #335 Highway East explained the petition that was presented, stating it was circulated to request council to place and maintain a "Stop Work Order" to prevent any further development along a section of the old railway track and continued with the following:

* The Trail Committee's mandate was to find an alternate route that would be agreeable to all parties.
* As a member to the Adhoc Trail Committee He was not invited to the first Trail Group meeting and noted no minutes were taken at the first committee meeting.
* Council does not have authority to give approval allowing ATV's to travel on any town owned or provincially owned roads, unless it is in compliance with the Highway's Traffic Act and Motorized Snow Vehicles & All-Terrain Vehicles Act and approved by the Minister of Transportation.
* If approved by Council to develop this area, the trail will come to a town maintained road, then onto Hillview Drive, Route 70, onto Lagoon Rd, around the town waste-water supply area and then to Old Salmon Cove Rd.
* Proper Cutting Permits must be obtained by any person, group and/or organization from the Dept of Forestry prior to commencement to cut anywhere within the boundaries of any community.

DM Ash stated the following:

* It was noted that some residents along the old railway track in question have placed different types of structures on the track however, no one can stake claim to Crown Land.
* Council immediately posted a public notice on the town's social media site advising that no further development was permitted.
* Another meeting will be set up with the existing members and will invite a representative from the RCMP, Forestry and AvTrac Assoc., to attend.
* Council previously put a "Stop Work Order" in place when a bridge was being constructed over a brook at the east end of Victoria without permission but was later lifted.
* It was assured that Council will take all opinions and/or concerns into consideration however, it will take time to obtain information to make informed decisions regarding the development of a trail in an area within the town's boundary that will gratify everyone concerned and development of any kind within the Victoria's boundaries is at the sole discretion of Council.

Councillor Clarke stated the area at the east-end of Victoria has a wide country side and the area currently considered may not be the only area that should be considered for as proposed trail.

• Town Hall Main Floor Renovations, Re: Chambers, Main Office and Committee Room. Councillor Baker, Town Management Chair, stated the committee reviewed several ideas of relocating several existing rooms but with little knowledge of the buildings structure, plumbing and electrical, etc., it would be best for other councillors to take on this project. All agreed for DM Ash/Councillor Clarke to take on this project and contact a carpenter contractor with knowledge of such renovations.

• **Conduct of Councillors** – Keeping decorum during meetings of Council and on Social Media. Councillor Loch stated her concerns that the town's adopted rules of procedures are not followed during meetings of Council or through social media forums, noting that the conduct maybe having an adverse effect on some councillors and staff. DM Ash stated that if any Councillor/Staff have concerns relating to improper conduct, they should put it in writing to be properly addressed. She also stated that consideration should be given to videotaping Council meetings, as it may assist with bringing decorum and could be posted on the town's website for public viewing.

Motion 2017-28 Loch/No Seconder

Be it resolved to have all Council meeting be videotaped. **Motion Was Loss**

All councillors requested time to review this item. The TCM recommended that the adopted Rules of Procedures be reviewed with more defined actions, insertions, etc., to be added where necessary. It was reiterated that the

Presiding Officer shall preserve order during meetings in order to maintain decorum and when necessary, the gavel should be used to do so.

Social Media: Upon speaking with Municipal Affairs, he reiterated that Councillors should be cautioned of their conduct/comments on social media when referring to Council and/or Council business as the public may view that individual as acting on behalf of Council in their social media comments and/or posts. It was also stated that public expression by a Councillor/s via Social Media would be covered in the revisions to the Municipalities Act 1999.

• Written Reports from Council Committee Meetings to be mandatory. Reference was made to the first meeting of the Trail Group whereby approvals were given to carry out work on the track without a proper motion at a Council meeting. Reference was made to Municipal Legislation, that unless motions of council, agreements and/or approvals cannot be made. Councillors were reminded to submit reports as per protocol.

• Conflict of Interest. Councillor Loch, after reviewing the minutes from the December 19, 2017 Council meeting from which she was absent, asked why one of two councillors, both members of the Victoria Recreation Commission Inc, (VRC), at that time, declared a conflict of interest position, with one councillor leaving the chambers but the other Councillor did not when the 2018 Municipal Budget was presented for approval that contained funding for the VRC. Much discussion took place during which time Councillor Baker claimed there was a personal vendetta towards her regarding the question and Councillor Clarke asked if Councillor Loch was on a Witch-hunt. The question was asked again, "If one of two councillors on the VRC declared a conflict of interest should the other councillor have done the same?" The question was not answered.

• Emergency Management Plan Review/Update Meeting Date: Could not be addressed in the absence of the Mayor Dooley; will address at next Council meeting.

Councillor Clarke inquired about the following items:

➢SCBA training – Asked if all necessary staff has received this training to entering the Chlorine Building, Working Foreman stated that staff is currently trained and equipment is on site.

➢Employee Safety Manual, if not currently on file, will need to develop one.

➢Small Asphalt Recycler for repairs to town local roads. Briefly discussed if there was a necessity and possible cost; will get some information for the next meeting.

Councillor Moores inquired about the progress of ideas for increasing the lighting of the Recreation Complex, Victoria United Church, etc. Town Management still reviewing lighting ideas for the Recreation Complex area and will report when finalized. TCM stated that a request was submitted to NL Power to increase the wattage size of the light next to the church that has been completed.

ADJOURNMENT OF MEETING

Next Regular Council Meeting: Feb. 27, 2018

Motion 2017- Clarke/Snooks

Be it resolved to adjourn the meeting at 9:00 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker - Regrets
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. No Delegations.
Observers: #13B Cole's Road and #268 Highway East.

ADOPTION OF THE AGENDA: February 27, 2018

Motion 2018-30 DM Ash/Loch No Additions
Be it resolved the agenda for the Regular Meeting of Council for February 27, 2018 be adopted as presented.
Favour 6; Opposed 0; Carried

MINUTES / COUNCIL MEETING / February 6, 2018

Motion 2018-31 Snooks/Moores Draft Copy of the Minutes Previously Circulated
Be it resolved that the minutes of the Regular Council meeting of February 6, 2018 be adopted as presented.
No business arising from the minutes. **Favour 6; Opposed 0; Carried**

FINANCIAL / COUNCIL COMM. / STAFF REPORTS

• Bill/Accounts: Totalling $22,111.33 List of Payables Previously Circulated to all Councillors
Motion 2018-32 Clarke/DM Ash
Be it resolved to approve for payment the list of payables totalling $22,111.33 presented for approval.
Favour 6; Opposed 0; Carried
Questions: Repeated purchases such as shovels/rakes/gloves; should invest in more industrial supplies/equipment with an organized inventory on hand. Discussed excess equipment parts – plow blades, etc.; Working Foreman to be advised to sell any unused items and clean up town yard in preparation of construction of new town depot.
Lockyer Repairs - Questioned if the owner has valid credentials to complete repairs as stated in invoice.

• **Town Clerk's Report: Feb. 5 - 23, 2018**
Motion 2018-33 Snooks/Loch Previously Circulated to Council
Be it resolved to accept the Town Clerk Manager's Report, Feb. 5 - 23, 2018 as presented.
Favour 6; Opposed 0; Carried
Noted: G.M. Fitzgerald Survey Re: Crown Land Application for Recreation Area and resident claiming land beyond the old railway track. TC/M stated all paperwork received was forwarded to Mr. Fitzgerald for review.
Noted: Claim of pigs housed in an old school bus off the end of Church Road; the TC/M to contact Service NL for inspection and contact Crown Lands to verify if they issued a lease or land grant for the land on which the bus and other structures have been placed without Council's knowledge or consent.

• Working Foreman's Report: Feb 5 - 23, 2018
Motion 2018-34 DM Ash/Moores Previously Circulated to Council
Be it resolved to accept the Working Foreman's Report, Feb. 5 - 23, 2018 as presented.
Favour 6; Opposed 0; Carried
Questioned Lift Station Pump Repairs completed by Xylem, St. John's; it was stated that Xylem completes both motor and wiring issues. No further discussion.

Town Management Report – Dated: Feb. 21, 2018
Motion 2018-35 Snooks/Clarke Previously Circulated to Council
Be it resolved to accept the Town Management Report, Feb. 21, 2018 as presented.

Favour 6; Opposed 0; Carried

Debated Solar/LED Lights verses NL Power Street Light/Pole services for Recreation Complex, Marsh Road with DM Ash to investigate if feasible. No further discussion.

• Trail Group Report – Dated Feb 20, 2018 Previously Circulated to Council

Councillor Loch, sister-in-law to a landowner where a Multi-Purpose Trail is proposed in Victoria's east end, as per Section 207(1-c) & defined in Section 207-2, declared a conflict of interest leaving the meeting at 8:04 p.m.

Deputy Mayor Ash briefly reviewed the report and said more discussion would take place during New Business.

Motion 2018-36 Moores/DM Ash

Be it resolved to accept the Trail Committee Report, dated Jan. 18, 2018 as presented.

Favour 5; Opposed 0; Carried

Noted: Crown Lands Division verified Old Reid Railway to be crown property.

Noted: Scheduled walk of one possible alternate route from Powerhouse Road was cancelled due to poor weather. The resident from #334 Highway East advised that someone would map a possible alternate route via GPS, which will submit when complete. Cal LeGrow advised that Council cannot insure something they do not own and if owned, only covers town agents, i.e.: councillors, employees or volunteers. *Councillor Loch returned at 8:20 p.m.*

CORRESPONDENCE FOR ACTION

• Councillor Baker – Request for Approved Leave of Absence for Feb 27, 2018 regular council meeting.

Motion 2018-37 Snooks/Loch

Be it resolved, to approve the Leave of Absence request submitted by Councillor Baker from RCM Feb 27/18.

Favour 6; Opposed 0; Carried

• Epilepsy NL – Proclamation to declare March 26/18 as Purple Day for Epilepsy.

Motion 2018-38 Snooks/DM Ash

Be it resolved for Mayor Dooley to sign the Proclamation to proclaim March 26/18 as Purple Day for Epilepsy.

Favour 6; Opposed 0; Carried

• Letter from resident at #91-93 Main Highway requesting Council to make a motion that the personal property, structures and general garbage presently stored on Crown Land/Abandoned Reid Railway be removed by the residents responsible for placing it there. *Councillor Loch, sister-in-law to a landowner where a Multi-Purpose Trail is proposed in Victoria's east end, as per Section 207(1-c) & defined in Section 207-2, declared a conflict of interest leaving the meeting at 8:26 p.m.*

Motion 2018-39 DM Ash/Clarke

Be it resolved to notify Crown Land Division of the complaint received stating that the personal property, structures and general garbage presently stored on Crown Land/Abandoned Reid Railway be removed by the residents responsible for placing it there. **Favour 5; Opposed 0; Carried** *Councillor Loch returned at 8:31 p.m.*

• Letter from owner of Tax Account #112474 (Passion Parties by Vicki), Re: 2018 Business Tax, advising business is not operated from Victoria but rather St. John's, NL. Canada Revenue Agency information provided.

Motion 2018-40 Snooks/Moores

Be it resolved that, due to CRA information provided indicating business is not conducted from Victoria, the business tax bill for 2018 charged to #112474 be removed and account closed unless otherwise proven to operate from Victoria whereby the business tax will be reinstated. **Favour 6; Opposed 0; Carried**

• Resident from #5 Slade's Road, submitted a paid bill for incurred expenses for hiring a contractor to repair a water leak what was confirmed by town staff to be on the resident's side of the curb-stop however, the contractor conducting the repairs stated the water leak was on the town's side; this was verified by the Working Foreman.

Motion 2018-41 DM Ash/Clarke

Be it resolved that, based upon Working Foreman's verification that the water leak was on the town's side of the curb-stop, that Council approve to reimburse the resident for the incurred expenses at the total cost of $247.25

Favour 6; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- Harris & Assoc's Letter Re: Copy of estimated cost for the Cole's Road Water/Sewer/Road Upgrading Project nt to Municipal Affairs in consideration of approval.
- Municipal Affairs & Environment, Approval to Borrow the GST Portion for the estimated cost of the construction of a new municipal garage.
- Municipal Affairs & Environment letter advising the town's 2018 Municipal Budget was received, reviewed and no material deficiencies were found.
- Municipal Affairs & Environment Circular Re: Municipalities Act, 1999 & Urban and Rural Planning Act, 2000 Cannabis Retail Outlets.
- Victoria Heritage & Tourism Society Report – Year in Review 2017. Copy emailed to all Councillors as well as a copy placed on all chamber decks. To be placed on the Town's Website.
- Invitation from the Town of Heart's Content to attend an Open House in celebration of their Town Clerk/Manager, Mrs. Alice Cumby for her 50 Years of Dedicated Service, Thursday, March 1, 2018 at the Heart's Content Recreation Centre from 2:00 – 4:00 p.m. and/or at 7:00 – 10:00 p.m. DM Ash will bring good wishes.

NEW BUSINESS

Councillor Loch, Re: Neighbourhood Watch, no expression of interest received to date; will recirculate in next quarterly new letter.

Deputy Mayor Ash, Re: Proposed Dog Park – Discussed investment cost such as a chain-link fence around a piece of land, equipment, disposable doggy bags, rules for usage, etc.; will check out land on Powerhouse Road & Recreation Area on Marsh Road.

Mayor Dooley, Re: Seniors Social Group & Use of Community Center. Residents from #84 Rattle's Road asked Council would consider opening the centre for a few hours per week for seniors to socialize. Council agreed to review but will also consider other town buildings. Mayor Dooley will reply to residents first.

Councillor Snooks – Asked if the chair of the Emergency Management Committee had been contacted; Mayor Dooley said unable to reach the chair but is still trying to get a meeting.

Councillor Moores – Inquired how "Actionable Item" could be monitored to ensure completion. It was suggested each council committee keep an "actionable items" running chart to be updated at each committee meeting.

TC/M: Residents from #438A Swansea Road requesting to meet with council for more discussion on Council's decisions regarding services and property tax. No meeting necessary and Council's decisions remain unchanged.

ADJOURNMENT OF MEETING

Next Meeting Date: March 20, 2018 as per regular schedule.

Motion 2018-42 Clarke/DM Ash

Be it resolved to adjourn the meeting at 9:29 p.m. **Favour 6; Opposed 0; Carried**

Signed:

arry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. No Delegations.
Observer: #13B Cole's Road. Unregistered Delegate: #300 Old Track Road to speak on letters in Correspondence.

ADOPTION OF THE AGENDA:

Noted Addition to New Business: Councillor Baker - Conflict of Interest Re: Voting on a matter before Council on December 19, 2017.

Motion 2018-43 Baker/Moores

Be it resolved, Council adopt the agenda for the Regular Council Meeting on March 20, 2018 including noted addition.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / February 27, 2018

Motion 2018-44 Snooks/Loch Draft Copies of the Minutes Previously Circulated

Be it resolved that, with no errors or omissions, Council adopt the minutes of February 27, 2018 as presented.

Favour 7; Opposed 0; Carried

BUSINESS ARISING FROM THE MINUTES

Councillor Baker, Re: Action Items – Will look into a format of monitoring actionable items i.e.: Google Docs.

FINANCIAL / COUNCIL COMM. / STAFF REPORTS

Bill/Accounts: Totalling $45,884.28 List of Payables Previously Circulated

Councillor Clarke declared a conflict of interest for being a board member on both the MNL and Trio Boards to which MNL Annual Fees and Trio Employee Monthly Benefits are listed for payment approval, leaving the meeting at 7:11 p.m. as per the Municipalities Act 1999, Section 207-1.d.

Motion 2018-45 DM Ash/Moores

Be it resolved that Council approve for payment, MNL Annual Fees of $2,394.00 and Trio Insurance Benefits for March 2018 of $1,352.75. **Favour 6; Opposed 0; Carried** *Councillor Clarke returned at 7:13 p.m.*

Remainder of the Accounts Payables were reviewed for consideration of payment.

Motion 2018-46 Snooks/Moores

Be it resolved that Council approve payment of the remaining accounts payables totalling $42,137.53 as listed.

Favour 7; Opposed 0; Carried

• Town Clerk's Report: Feb. 26 – Mar. 16, 2018

Motion 2018-47 Loch/Baker Previously Circulated to Council

Be it resolved for Council to accept the Town Clerk Manager's Report, Feb. 26 – March 16, 2018 as presented.

Favour 7; Opposed 0; Carried

• Working Foreman's Report: Feb. 26 – Mar. 16, 2018

Motion 2018-48 Baker/Loch Previously Circulated to Council

Be it resolved for Council to accept the Working Foreman's Report, Feb. 26 – March 16, 2018 as presented.

Favour 7; Opposed 0; Carried

• Communication Committee Report – Dated: Mar. 6, 2018

Motion 2018-49 Clarke/Loch Previously Circulated to Council

Be it resolved for Council to accept the Communication Committee Report, March 6, 2018 as presented.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR ACTION

• Business Expansion Application, Re: Permission to sell cannabis from Victoria Irving, #229 Main Highway. Details of the application were discussed in relation to the town's development regulations currently not having provisions to accommodate the selling of cannabis, in addition to both the Federal/Provincial Governments not having legislation as of this date, therefore the application could not be considered for approval at this time.

• Two letters from a resident of #300 Old Track Road, Re: (1) Requesting Council submit to Crown Lands Application under the Department of Fisheries and Land Resources for a lease to occupy the abandoned Reid Railway area at the east-end of Victoria to Salmon Cove's boundary for the purpose of developing a Multi-Purpose Trail.

Councillor Loch, sister-in-law to a landowner where a Multi-Purpose Trail is proposed in Victoria's east end, declared a conflict of interest as per Section 207(1-c) & defined in Section 207-2 leaving the meeting at 7:52 p.m.

The resident from #300 Old Track Road said that there is no other paths/trails available and the pre-existing railway track is the most reasonable/feasible when all things are considered.

Motion 2018-50 DM Ash/Baker

Be it resolved, for Council to give support by submitting a crown land application for a "lease to occupy" the section of land immediately past the residence at #335 Highway East, previously known as the Old Reid Railway Track, to the Victoria/Salmon Cove boundary for a multi-purpose use trail. **Favour 6; Opposed 0; Carried**

Councillor Loch returned at 7:53 p.m.

(2) Request for Council to motion for the personal property, structures and general garbage presently stored on crown land, at the east-end of Victoria, be removed by the residents responsible for placing it there. This same concern was addressed at the Council meeting on Feb. 27, 2018 with Motion 2018-39 being carried. With no other business, the resident left the meeting at 7:57 p.m.

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- Letter from residents of #11 Station Road in support of the continuation of the "Rails to Trails" from the Victoria/Salmon Cove boundary to the Station Subdivision.
- GNL, Government Purchasing Agency Memo Re: Public Procurement Framework. Details available online at http://www.assembly.nl.ca/Legislation/sr/statutes/p41-001.htm & http://www.service.gov.nl.ca/printer/gazette
- MA&E - Training & Professional Development 2018 Schedule – Previously Circulated.
- MA&E - Approval to Call Tenders Re: Cole's Road.
- MA&E - Circular Re: Year-End Claims for Municipal Infrastructure Programs.
- MA&E - Use of Municipal Water, Sewer & Road Master Construction Specifications. Details available online at http://www.mae.gov.nl.ca/capital_specifications.html
- Municipal Assessment Agency Memo, Re: Update on the recent activities including Board of Director list.
- Harris & Assoc. Ltd, Municipal Garage Project Initiation Meeting Minutes. Glenn's Report, Jamie said cleanup has begun. Did site visit with engineer and MA&E of the area in the yard. Maybe an issue with water/sewer might need a septic system. In depth discussion took place.
- Claimspro Re: Letter advising Property Damage Claim by Resident at #36 Rattles Road was denied after full investigation with correspondence sent to both claimant and insurer.
- Dept. of Children, Seniors & Social Development, Re: Copy letter to Victoria Evergreen 50 Plus Club advising approval for $1,500.00 under the Community Healthy Living Fund. TCM advised funding has been received.

NEW BUSINESS / OTHER INFORMATION

• TYRE - Teaching Youth Responsibility through Education - A pilot project in response to what is known as the highest complaint amongst municipalities in the province: unsafe ATV use by youths. If interest is shown, Aux-Cst. Lewis of the RCMP will provide information and details of the program, including a video presentation on "how drug use while driving can be detected." It was agreed, if presented to the appropriate age group, the pilot project could be very beneficial. Discussed various details and it was stated if possible, the Persalvic School

gymnasium would be ideal to host it, as both children and parents could be accommodated comfortably and computer/projector access may be provided; Councillor Loch agreed to inquire on behalf of Council.

Councillor Moores: Asked when Council will take action to remove the barbwire fence and other trash from the entrance to Burnt Woods Road. All information regarding this issue was discussed and the TCM stated that any action being considered for staff to complete must be in the form of a motion.

Motion 2018-51 Moores/Snooks

Be it resolved that Council give direction to town staff to immediately remove the barbwire fence and all garbage from the intersection of Highway East/Burnt Woods Road. **Favour 7; Opposed 0; Carried**

- Councillor Loch: Suggesting Council obtain legal opinion on recent question of possible Conflict of Interest, Re: Councillor Baker. Councillor Baker remained in the chambers during the discussion.

The following statements were noted:

- Councillor Clarke: The town will incur cost for legal fees on a matter that will result in a decision of Council as per the Municipalities Act 1999.
- Councillor Moores: Asking the opinion of a lawyer is not the right approach and Council is responsible for making the decision to vacate a Councillor's seat for an alleged conflict of interest as stated in the Act.
- Councillor Snooks reiterated the same sentiments as Councillors Clarke/Moores.
- Deputy Mayor Ash: Also reiterated the same sentiments as the previous Councillors and the alleged conflict of voting on a budget that contained funding for a committee that is putting the funding back into the community is a benefit the town and is unaware of any personal benefit.
- Councillor Loch: Agreed that a legal opinion was not necessary. She also said the entire experience has been upsetting however; realizes that each Councillor is obligated to be self-aware of taking positions on matters that are clearly defined within the Municipalities Act 1999 pertaining to conflict of interest matters that could affect them now and in the future.
- Mayor Dooley left chair 8:30 p.m. to speak on the matter with DM Ash assuming the chair position. He said that Councillor/s and Council as a whole will make mistakes however; the overall purpose is to move Victoria forward by building upon what has already been accomplished by all previous councils. Agreed that with or without a legal opinion, Council will have to make the decision to vacate a councillor's seat if a conflict of interest has taken place therefore disagree with seeking a legal opinion. He reassumed the chair at 8:36 p.m.

Discussion ended without action being taken to acquire a legal opinion on the alleged conflict of interest pertaining to Councillor Baker voting on Motion 2017-222 at the council meeting of December 19, 2017.

Councillor Clarke mentioned the following items in an effort to highlight areas that Council must observe:

- Minutes of Council meetings are to be recorded as described in the Municipalities Act 1999 along with the Municipal Council Handbook, 2017 Edition and suggested everyone familiarize themselves with the details.
- If agreed, minutes can be taken at privileged meetings but if motions are made they must be ratified at the next public Council meeting and become public information however, it should be noted that items of a personal nature should be kept confidential in order to protect the privacy of the person or item being discussed,
- To avoid items being added to the Council meeting agenda that maybe controversial in nature, more details should be required, in order to determine if a privileged meeting may be required.
- In order to move forward as a productive and beneficial Council, the adopted Rules of Procedures must be followed, in conjunction with the Municipal Council Handbook and as legislated by the Municipalities Act, in order to properly carry out the true role of being a Councillor elected to serve Victoria.
- Likes the idea of the quarterly newsletter as opposed to publishing the minutes of Council meetings on social media with the perceptive the quarterly newsletter is full of factual, good-natured information.

Council to review all relevant information of the alleged Conflict of Interest, Re: Councillor Baker voting on Motion 2017-222 at the December 19, 2017 Council meeting, where a monetary interest was alleged as described in the Municipalities Act 1999, Section 207 1-d. Councillor Baker remained in the chambers for the discussion.

Motion 2018-52 Snooks/Moores
Whereas the question was asked at the public meeting of Council on February 6, 2018 if Councillor Baker was in a conflict of interest position by having a monetary interest when voting on the 2018 Municipal Budget for the Town of Victoria that contained funds for the Victoria Recreation Commission, (VRC), at which time she was a member of the VRC and more specifically defined in Section 207 1-d and Section 2-(o) of the Municipalities Act 1999, (the Act);
And whereas Council consulted with the Director of Municipal Support from Municipal Affairs and Environment on Monday, February 26, 2018 regarding the process involved in determining if a potential conflict exists, specifically with respect to Councillor Baker voting on the said funds within the Town of Victoria's 2018 Municipal Budget;
And whereas Councillor Baker attended a hearing, without legal representation, as per the Rules of Natural Justice as provided by Municipal Affairs and Environment, held on March 4, 2018 whereby she spoke to the said allegation of having a monetary interest as a member of the VRC when voting on the 2018 Municipal Budget;
And whereas pursuant to Section 206-2 of the Act and with no other option/s available to Council;
Therefore, be it resolved Council declare the seat of Councillor Baker vacant as per Section 206-2 of the Act.
Favour 0; Opposed 6; Defeated

Councillor Baker - Disagrees with some of the adopted Rules of Procedure for Meetings of Council when comparing how meetings were conducted by previous councils. In addition, inquired how tax collection was going with the extended two month discount date for 2018; TCM stated no unusual concerns to date.

Councillor Snooks, Civic Functions Chair: Gave an update on efforts to date to coordinate events to recognize National Volunteer Week 2018 and Naming the Fire Hall, the committee will meet within the coming week to discuss a date and other details.

Deputy Mayor Ash, Re: Recent accomplishment by Mrs. Alice Cumby in the Town of Hearts Content for 50 Years of Municipal Service with Council agreeing to commemorate this occasion but a motion is required.
Motion 2018-53 Snooks/Loch
Be it resolved that Council approve to commemorate Mrs. Alice Cumby's 50 Years of Municipal Service to the Town of Heart's Content with a plaque from the Town of Victoria. **Favour7; Opposed 0; Carried**

Councillor Moores – Inquired if Mayor Dooley had the opportunity to meet with the chair of the Emergency Management Disaster Plan Committee; Mayor said no official discussion to date however, will make every effort to convey Council's recent decision to make changes to the current committee structure.

Councillor Loch: Still acquiring design input for both the Recreation Complex and Heritage Park signs; will submit all drafts for review.

ADJOURNMENT OF MEETING
Next Meeting Date: April 10, 2018 as per schedule.
Motion 2018-54 Baker/Loch
Be it resolved to adjourn the meeting at 9:40 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley - Regrets
Councillor Jennifer Moores
Councillor Sharon Snooks
Councillor Jennifer Baker
Jamie Clarke, Working Foreman

Deputy Mayor Gord Ash, Chair
Councillor Kelly Loch
Councillor Glenn Clarke

Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Deputy Mayor Ash called the meeting to order at 7:03 p.m. and extended condolences to Councillor Clarke and family on the loss of family member, (Parker Tobin) in the April 6, 2018 Humboldt Broncos tragedy. To show respect, the town will fly all flags at half mass for 16 days, a book of condolences will be placed in town hall for the public to sign as well on the town's Facebook page and Deputy Mayor will send condolences to Mayor of Saskatchewan.
Observer – 13B Cole's Road.

ADOPTION OF THE AGENDA: April 10, 2018
Motion 2018-55 Clarke/Baker
Be it resolved that Council adopt the agenda for the Regular Meeting of Council, April 10, 2018 as presented.
Favour 6; Opposed 0; Carried

MINUTES / COUNCIL MEETING / March 20, 2018:
Motion 2018-56 Clarke/Snooks
Be it resolved that Council adopt the minutes of the regular meeting of Council for March 20, 2018 as presented.
No Business Arising from the Minutes of March 20, 2018. **Favour 6; Opposed 0; Carried**

COUNCIL COMM. / STAFF REPORTS
Bill/Accounts: Total - $23,756.63 List of Payables Previously Circulated
Motion 2018-57 Baker/Loch
Be it resolved that Council approve the list of accounts payable bills totalling $23,756.63 as presented.
Favour 6; Opposed 0; Carried

Repetitive weekly purchases were mentioned and it was questioned if bulk purchases would be a better approach to control spending with bulk purchases to be stored in the new garage depot, with a controlled inventory. Referred to the Finance Committee for review and recommendation.

Town Clerk's Report: Mar. 19th – April 6th, 2018 Previously Circulated to Council
Motion 2018-58 Snooks/Baker
Be it resolved that Council accept the Town Clerk Manager's Report dated Mar. 19 – April 6, 2018 as presented.
Favour 6; Opposed 0; Carried

Item #9, Re: Lights for Recreation Complex Area, information received from Newfoundland Power indicated larger scope of work than anticipated and was discussed in detail.
Motion 2018-59 Clarke/Loch
Be it resolved that Council grant approval to proceed with installing 5-6 utility service poles and 3 streetlights, as specified by Newfoundland Power Inc., to provide adequate lighting to the Recreation Complex, Marsh Road.
No further discussion. **Favour 6; Opposed 0; Carried**

Working Foreman's Report: Mar. 19 – April 6th, 2018, 2018
Motion 2018-60 Baker/Loch

Be it resolved that Council approve the Working Foreman's Report as presented. **Favour 6; Opposed 0; Carried**

Civic Function Committee Report: March 30, 2018
Motion 2018-61 Snooks/Moores
Be it resolved that Council approve the Civic Functions Report, as presented, including all recommendations. No further discussion. **Favour 6; Opposed 0; Carried**

Update from Trail Group Meeting, April 1st, 2018
An update was given on all items discussed at the meeting.
Motion 2018-62 Moores/Clarke
Be it resolved that Council approve to apply for a Commercial Wood Cutting Permit for the areas specified by the Trail Group within the Town of Victoria's control boundary. **Favour 6; Opposed 0; Carried**

Noted: In consideration, that not all members of the Adhoc Trail Committee were invited to the meeting held on April 1, 2018, it was recommended that Mayor Dooley call a meeting of the entire committee for an exclusive update of Council's decisions to date.

CORRESPONDENCE FOR INFORMATION/DISCUSSION
• Canadian Heritage, Re: Grant of $1,500.00 awarded under the Celebration & Commemoration Program.
• Dept. of Children, Seniors & Social Development, Re: Victoria Recreation Commission funding approved for $10,900.00. (Basic Support – Recreation $1,500.00, Drumfit Program - $1,400.00 and Summer Recreation Program 2018 - $8,000.00).
• PMA 46th Annual Convention & Trade Show, June 6-8, 2018, Corner Brook, NL.
Motion 2018-63 Snooks/Moores
Be it resolved that Council approve for the Town Clerk/Manager to attend the PMA 46th Annual Convention & Trade Show June 6-8, 2018, in Corner Brook, NL. **Favour 6; Opposed 0; Carried**

• Community Sector Council, Re: Volunteer Week 2018. Received approval notice for a $100.00 grant.

CORRESPONDENCE FOR ACTION
• Leave of Absence Request, Re: Barry Dooley, Mayor from Council meeting of April 10, 2018.
Motion 2018-64 Clarke/Loch
Be it resolved that Council approve the Leave-of-Absence with pay request from Mayor Dooley for April 10, 2018. No further discussion. **Favour 6; Opposed 0; Carried**

• MA&E, Re: Approval to Award Contract -17-SCF-18-00064, Cole's Road - Water, Sewer & Road Upgrading Re: Edward Collins Contracting Ltd, for $142,589.65.
Motion 2018-65 Clarke/Baker
Be it resolved that Council approve Harris & Associates Ltd's recommendation to award the tender for the Cole's Road - Water, Sewer & Road Upgrading, Project #17-SCF-18-00064 to Edward Collins Contraction Ltd for $142,589.65 and as approved by the Dept. of Municipal Affairs and Environment, Ref# DOC/2018/01569-01. No further discussion. **Favour 6; Opposed 0; Carried**

• MA&E, Re: Approval of Prime Consultant Agreement Re: Harris & Associates Ltd for the Municipal Garage, 17-MYCW-18-00052 Project.
Motion 2018-66 Snooks/Moores
Be it resolved that Council approve the Prime Consultant Agreement with Harris & Associates to be signed by the Mayor and Town Clerk/Manager for the Municipal Garage 17-MYCW-18-00052 Project for $69,657.75. No further discussion. **Favour 6; Opposed 0; Carried**

• Application for Crown Land, Re: Lease to Occupy. Application #153592 Remote Cottage in Spruce Pond Area.
Motion 2018-67 Loch/Baker
Be it resolved that Council approve Application #153592 for a Remote Cottage in Spruce Pond area as specified pending approval by all other affected government department and agencies. **Favour 6; Opposed 0; Carried**

NEW BUSINESS
Requested Updates:
• TYRE Presentation: A date is required and it was noted that the town of Salmon Cove will partner with Victoria. Application form can be circulated from Persalvic School as well as the Town Hall office. Councillor Loch to contact RCMP for more details.

• Proposed Signs, Re: Recreation & Heritage Areas: Sample template previously reviewed with all in favor of the design/s and will move forward with acquiring quotes.

• Town Website and Facebook Site: Everything updated on both social media forums.

• Dog Park areas being considered: It was agreed that the Heritage Park was not appropriate however, the size of land in the Crown Land application to expand the Recreation Complex, Marsh Road maybe more suitable. No immediate action required at this time.

• Update on CBN Joint Councils Economic Development Package Project: Councillor Clarke, Chair of CBNJC, stated project was tendered and will be awarded after closure date.

• Clean-up of town roads, Re: Broken chunks of asphalt on edges of town roads may be a concern for motoring traffic. Town Clerk/Manager to assign to staff.
Noted: Mr. Steve Crocker, Minister of Transportation and Works verified that Route 70 will be resurfaced this year with pavement from the ridge area to intersection of Route 70/74 next to Victoria Irving Ltd.

• Mid-June Quarterly Newsletter – Requested input from all councillors.

• Next Joint Council Meeting will be held in Carbonear, Pte Josiah Squibb Memorial Pavilion, (New Long-Term Care Facility.

• Purchase of a Humboldt Broncos Banner to be displayed in town, etc.
Motion 2018-68 Baker/Moores
Be it resolved that Council approve the purchase of a banner with the Humboldt Broncos symbol from Jem Signs to be displayed in the town, then during the Volunteer Appreciation Night April 17th after which it will be placed in the Persalvic School gym. **Favour 6; Opposed 0; Carried**

PRIVILEDGED MEETING
The remaining items on the agenda were of a confidential nature and recommended to call a privileged meeting, with the public dismissed for discussion.
Motion 2018-69 Snooks/Baker
Be it resolved to call a privileged meeting at 8:55 p.m. **Favour 6; Opposed 0; Carried**
Motion 2018-70 Baker/Snooks No members of the public remaining.
Be it resolved to reconvene into a regular public meeting at 9:28 p.m. **Favour 6; Opposed 0; Carried**

It was agreed for the Town Clerk/Manager to contact the Representative of the Teamsters Union, Local 855 for clarification on matters discussed regarding union staff positioning and recall to work after retirement.

ADJOURNMENT OF MEETING

Next Scheduled Council Meeting: May 1, 2018.

Motion 2018-71 Loch/Baker

Be it resolved to adjourn the meeting at 9:30 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Gord Ash, Deputy Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker -Regrets
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. Observer – 13B Cole's Road.

ADOPTION OF THE AGENDA: May 1, 2018.

Motion 2018-72 Loch/Clarke

Be it resolved that Council adopt the agenda, including Leave of Absence Request, Re: Councillor Baker and Unscheduled Delegation, Re: Adhoc Trail Committee Group, for the Regular Meeting of Council, May 1, 2018.

Favour 6; Opposed 0; Carried

Visitors Business: Resident of #42 Burnt Woods Road, stated concerns with neighbouring property regarding landscaping permit issued to clean up property, letter/photos attached. Resident presented concerns, then requested town staff to monitor the area to ensure scope of work is within permit limitations; Council agreed. Council's legal limitations were stated regarding civil matters between residents.

Adhoc Trail Committee Group:

Councillor Loch, sister-in-law to a landowner where a Multi-Purpose Trail is proposed in Victoria's east end, declared a conflict of interest as per Section 207(1-c) & defined in Section 207-2 leaving the meeting at 7:33 p.m.

Mayor Dooley gave an overview of the meeting held on Saturday, April 28, 2018 with some members of the Adhoc Trail Group Committee about development of a Multi-Purpose Trail on the old railway Victoria's east-end. The following viewpoints of the members of committee and council were noted:

- All concerned parties have not been equally represented to date, which violates the Adhoc Committee's mandate, with decision made without input or viewpoints of all committee members;
- Actions taken to date were not agreed to or recommended by the entire Trail Committee with Council assuming all responsibility, which defeats the purpose of an "Adhoc Committee", (Crown Land Application for section of old Reid Railway & purchasing a commercial cutting permit);
- No commitment to finding an alternate trail route in Victoria's east-end however, it was stated that to consider any other route in this area may require a huge financial undertaking;
- To pursue development at Victoria's east-end to intersect with three residential roads and a provincial highway will increase more off-road vehicle use of public roads rather than the opposite, may encourage people violate provincial highway legislation for unlicensed vehicle usage;
- Big Brook next to the town's waste-water site is protected by the Dept. of Fisheries and will require approval to construct a bridge over it to gain access to Old Salmon Cove Road;
- Materials placed on the railway reservation by residents in this area were reviewed and noted that a complaint was filed with the Crown Lands Division;
- The members present requested Council to implement an immediate work suspension until such time a Committee report is provided to Council containing decisions and/or recommendations as to the development of trails within Victoria's boundary; Council agreed.

It was stated that the Adhoc Trail Committee needs to come together to complete its sole mandate of developing off-roads trails that have been agreed upon and presented for Council approval, with a maximum of two Councillors and two members from each sides of the committee. Mayor Dooley will set up a meeting with the committee to review all matters to date.

A resident, whose property is being damaged by off-road vehicles, inquired if Council would consider installing a barricade across the track to prevent continued damage to private property in this area; Council will give consideration. *Councillor Loch returned at 8:45 p.m.*

MINUTES / COUNCIL MEETING / April 10, 2018

Motion 2018-73 Snooks/Moores

Be it resolved that Council adopt the minutes of the regular meeting of Council for April 10, 2018 as presented. No Business Arising. **Favour 6; Opposed 0; Carried**

COUNCIL COMM. / STAFF REPORTS

• Bill/Accounts: List of Payables Previously Circulated

Councillor Clarke, (Chair of CBN Joint Council Assoc.), declared a conflict of interest relating to bill #1, (CBNJCA- Economic Development Attractions Package), as per the Municipalities Act 1999, Section 207(1-d) and left the chamber at 8:46 p.m.

Motion 2017- 74 Loch/DM Ash

Be it resolved that Council approve payment of $590.91 for the CBNJCA's Economic Development Attractions Package as presented. **Favour 5; Opposed 0; Carried**

Councillor Clarke returned at 8:47p.m.

Remaining Accounts Payable Bills totalling $32,335.73 were reviewed.

Motion 2017-75 Snooks/Moores

Be it resolved that Council approve to pay the remaining accounts payables totalling $32,335.73as presented. No questions/discussion. **Favour 6; Opposed 0; Carried**

• Town Clerk's Report: April 9-27, 2018 Previously Circulated to Council

Motion 2018-76 Clarke/Loch

Be it resolved that Council accept the Town Clerk Manager's Report dated April 9-27, 2018 as presented. **Favour 6; Opposed 0; Carried**

Noted*: Street sign request for Old Track Road off Hillview Drive was referred to Town Management Committee.*

• Working Foreman's Report: April 9-27, 2018 Previously Circulated to Council

Motion 2018-77 Clarke/Loch

Be it resolved that Council approve the Working Foreman's Report as presented. **Favour 6; Opposed 0; Carried**

Noted*: Heritage Society following up on vandalism to Heritage Park and playground, Powerhouse Road.*
Wind damage to boardwalk on Powerhouse Rd will be repaired before end of week, with staff assistance.

• Civic Function Update, Re: Naming of VVFD, Re: W. Vivian Hiscock Fire Hall and Volunteer Appreciation Night, April 17, 2018. Councillor Snooks gave an overview of the evenings events, further stating the night was a great success. Discussed presentation of picture for the VVFD and Mr. W.V. Hiscock.

CORRESPONDENCE FOR ACTION

➢Complaint from Resident, #42 Burnt Woods Road, of neighboring property. Previously addressed.

➢Harris & Associates Re: Clarke's Road Water/Sewer/Rd Upgrading Estimate.

Councillor Snooks, sister to a landowner on Clarke's Road, declared a conflict of interest as per Section 207(1-c) defined in Section 207-2 leaving the meeting at 9:13 p.m.

Discussed details of the scope of work, cost estimates and available funding options, including surplus funding from CWWF & SCF Projects; referred to the Finance Committee for review and recommendation.

Councillor Snooks returned at 9:23 p.m.

➢Business Closure Style Xtreme Studio & Precious Pedals Floral Design.

Motion 2018-78 DM Ash/Moores

Be it resolved that Council accept the signed business closure declaration from owner/operator of Style Xtreme Studio & Precious Pedals Floral Design and remove business account from the taxation listing for 2019.

Favour 6; Opposed 0; Carried

➢Residential Building Application Re: #70 King's Road. Verified compliant with town development regulations for a non-serviced building lot, will avail use of neighbours artesian-well for water supply, septic system design will be submitted to Service NL May 2, 2018 in consideration of approval.

Motion 2018-79 Clarke/Snooks

Be it resolved, that having met the necessary town regulations for a non-serviced lot in a residential zone and pending Service NL approval of a certified septic system and artesian-well that Council approve the building application as presented.

Favour 6; Opposed 0; Carried

➢Re-tabled, Residential Building Application Re: #26 Dean's Road. Amend Motion 2017-136

Motion 2018-80 Snooks/Loch

Be it resolved that Council amend Motion 2017-136 to replace the wording ***"(access through private property denied), to connect to services at the boundary of #316 OTR nearest to the intersection, with written knowledge/consent from property owner of #316 OTR"*** with, ***"after having met all town residential building regulations, Council grant approval of the building application with connection to the town's infrastructure of Dean's Road.***

Favour 6; Opposed 0; Carried

➢ Request for Approved Leave of Absence, Re: C/Baker

Motion 2018-81 Loch/Snooks

Be it resolved that Council approve a paid leave of absence request from Councillor Baker from the regular scheduled Council meeting of May 1, 2018.

Favour 6; Opposed 0; Carried

Question: Request for explanation as to what constitutes a "leave of absence" from council. TC/M to research and give clarity at next Council meeting.

CORRESPONDENCE FOR INFORMATION/DISCUSSION

The following correspondence was presented and reviewed:

➢Royal Canadian Legion Branch #23, Re: Mayor Invitation to participate in The Battle of the Atlantic Ceremony, Sunday, May 6th, 2018, Spaniards Bay.

➢VVFD Financial Reports. Accepted and place on file.

➢Clarified Accounting Re: Engagement Letter to Audit the Financial Statements of the town to Dec. 31, 2017.

➢Office of the Information and Privacy Commissioner, NL Re: Privacy Breach Complaint under the ATIPPA, 2015. Recommendation/s: Policy development and will follow-up to review recommended measures by ATIPPA Coordinator. Reviewed all details associated with the contents of their findings, as well as implementing "townofvictoria' email accounts for councillors strictly to conduct Council business. Policy development referred to TC/M to collect any available information.

Motion 2018-82 Loch/Clarke

Be it resolved that, as per the recommendation from the ATIPPA Office, Council approve to implement individual town email accounts for each Councillor for the sole purpose of sending and receiving information pertaining to Council business, effective immediately.

Favour 6; Opposed 0; Carried

➢Atlantic Island Cannabis Inc. Letter of Support, Re: Business Proposal for Freshwater, NL. Approved by Council majority to issues a general letter in support of the economic and financial benefit to surrounding towns. *Noted: Mayor Dooley declared he did not support this request.*

NEW BUSINESS

- Update on property development Church Road Extension, without Council permission. As requested, TC/M reported concerns to Crown Lands. A resident of Victoria has verified the property in question is not owned by the individual that is claiming ownership and the alleged owner/s will be perusing avenues to reclaim land and have all debris removed from property.

- Low water pressure on Willow Lane. Working Foreman to investigate and bring back a report to Council.

Councillor Clarke declared a conflict of interest left at 10:06 p.m.

- Complaint of vehicles/debris on former business property, Marsh Road from visitors at the Recreation Complex.

Motion 2018-83 DM Ash/Loch

Be it resolved that a letter be issued to the property owner from Council requesting the property be cleaned up and vehicle wrecks be removed as soon as possible. **Favour 5; Opposed 0; Carried**

- Inquiry as to the possibility of paying out some older bank loans; discussed and referred to the Finance Committee for review/recommendation to Council.

- Questioned the expected start/completion date to install new culvert and ditch cleanout on Bottom Loop Road as approved by Council in 2017. TC/M stated this work was part of the Working Foreman's Summer Work Schedule and will ensure this work is scheduled for completion while all staff are recalled to fulltime employment.

- Council's adopted Rules of Procedure for all meetings was raised for discussion. The town's current adopted rules of procedure, as well as references within the 2017 Council Handbook, were discussed in conjunction with how council meetings are currently unfolding along with personal conduct during meetings of council. After much verbal exchange, it was unanimously agreed to adhere to the adopted rules of procedure when addressing the town's business to ensure that all adopted policies, procedures and the municipal legislation are followed by elected officials.

- Concern of dog feces in both town playgrounds and ballfield area. More "No Dogs Allowed" signs have been purchased and installed in these areas. Notice to be posted on town's Facebook page advising of the dangers of not cleaning up after a pet especially in consideration of children's play areas.

- Questioned if the VVFD could wash off some intersections around town; noted this is common practice for the department upon request.

- Garbage Cleanup around town; TC/M to carry out same as in previous year.

The remaining items on the agenda were of a confidential nature and recommended to call a privileged meeting, with the public dismissed for discussion.

Motion 2018-84 Snooks/Loch

Be it resolved that Council move into a privileged meeting at 10:25 p.m. **Favour 6; Opposed 0; Carried**

Discussed Staff positions, re: Retirement of General Operator, Employee #1003 and review of the Office Clerk position and all related information. All regular outside town employees will be recalled to work on Tuesday, May 22, 2018.

Motion 2018-85 Clarke/Moores No visitors remaining.

Be it resolved that Council reconvene into a regular public meeting at 10:49 p.m. **Favour 6; Opposed 0; Carried**

Motion 2017-86 Loch/DM Ash

Be it resolved that effective immediately, the position of Office Clerk be changed to part-time, with hours and scope of work at the Town Clerk/Manager discretion. **Favour 6; Opposed 0; Carried**

ADJOURNMENT OF MEETING

Next Council Meeting May 22, 2018

Motion 2018-87 Ash/Moores

Be it resolved to adjourn the meeting at 11:02 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

DRAFT

ATTENDENCE

Mayor Barry Dooley — **Deputy Mayor Gord Ash**
Councillor Jennifer Moores — **Councillor Kelly Loch**
Councillor Sharon Snooks — **Councillor Glenn Clarke**
Councillor Jennifer Baker
Jamie Clarke, Working Foreman — **Shelly Butt, Town Clerk/Manager**

CALL MEETING TO ORDER / WELCOME
Mayor Dooley called the meeting to order at 7:07 p.m. Observer – 13B Cole's Road.
Unscheduled Delegation: Three members of the Adhoc Trail Group Committee; (Slade, Farrell, Evely).

ADOPTION OF THE AGENDA: May 22nd, 2018
Motion 2018-88 Clarke/Baker
Be it resolved that Council adopt the agenda, including the Town Management Report of May15/18, for the Regular Meeting of Council, May 22nd, 2018. **Favour 7; Opposed 0; Carried**

MINUTES / COUNCIL MEETING: May 10th, 2018
Motion 2018-89 Snooks/Loch
Be it resolved that Council adopt the minutes of the regular meeting of Council for May 10th, 2018 as presented. No errors or omissions. **Favour 7; Opposed 0; Carried**

BUSINESS ARISING - None

COUNCIL COMM. / STAFF REPORTS – All Reports previously circulated
- Bill/Accounts: Total $20,795.70.

Councillor Baker declared a conflict of interest position for bill #1 as per the Municipalities Act 1999, Section 207 (1, 2) sister-in-law of business owner, leaving the meeting chambers at 7:09 p.m.
Motion 2018-90 Snooks/DM Ash
Be it resolved that Council approve payment of bill#1 for $4,079.63 as presented.
Favour 6; Opposed 0; Carried *Councillor Baker returned to the meeting chambers at 7:10 p.m.*

The remaining bills were presented for discussion and approval, totaling $20,765.70
Motion 2018-91 DM Ash/Moores
Be it resolved that Council approve payment of the remaining bills #2 - #22 totalling $20,765.70.
Favour 7; Opposed 0; Carried

- Town Clerk's Report: April 30/18-May 18/18

Motion 2018-92 Baker/Loch
Be it resolved that Council accept the Town Clerk Manager's Report dated April 30/18-May 18/18 as presented. No discussion. **Favour 7; Opposed 0; Carried**

- Working Foreman's Report: April 30/18-May 18/18

Motion 2018-93 Snooks/Moores
Be it resolved that Council approve the Working Foreman's Report as presented. No discussion.
Favour 7; Opposed 0; Carried

- Finance Committee Report, May 9, 2018.

Motion 2018-94 Moores/Clarke
Be it resolved that Council approve the Finance Committee Report, including all recommendations with financing opposition to be reviewed for the purchase of a new town vehicle. **Favour 7; Opposed 0; Carried**
Note: Review of GPA Contract Re: Vehicles, Pricing and Specifications.

- Town Management Report Dated: May 9, 2018.

Motion 2018-95 Baker/DM Ash

Be it resolved, except for the "Speed Bump Policy," that Council approve the Town Management Report of May 9th, 2018, including all recommendations as discussed. **Favour 7; Opposed 0; Carried**

Noted: Insert necessary items in the town's June Newsletter.

- New signs be identified with the word "***new***" in areas only where necessary.
- TM Committee to consider pursuing possible funding options, re: Disabilities NL, that may assist with making the second floor of the Town Hall accessible for physically challenged individuals.
- After discussing the pros/cons and possible liabilities associated with installing speed bumps on town roads it was unanimously agreed not to install speed bumps and request the RCMP to conduct more patrols.

CORRESPONDENCE FOR ACTION

- Residential Letter #403 Highway East, Re: Clarification of Council's position regarding the Adhoc Trail Committee's mandate, etc. All details and decisions to date were reviewed, including the town's Crown Land Application to acquire a section of the Old Reid Railway to be used as a Multi-Purpose Use Trial. Reply letter to be issued to the resident stating Council's decisions to date.
  - Mayor Dooley to set up a meeting with all groups of the Adhoc Trail Group Committee to clarify all items discussed and decisions made to date regarding trail development within Victoria.
  - The three members of the delegation guaranteed the Trail Group/s will monitor and maintain all trails now and the future.
  - Personal property placed on a section of the Old Reid Railway's east-end was discussed again and it was reiterated this matter will be addressed when the town's Crown Land Application is approved and further stating that Council has no control over the Crown Land Division's application processing time-frame. All members left the meeting at 8:22 p.m.

- Business Application Re: Bldg to store rental equipment. Land located in a Rural Zone and includes Light Industry.

  Motion 2018-96 Clarke/Baker

  Be it resolved that, having met the criteria within the town's development regulations, Council approve the business application, pending no adversity is received after advertising in a local newspaper.

  Favour 7; Opposed 0; Carried

- Property Owner of #173 Highway East seeking land conveyance from the town. Letter stated information attached however, no attachments were received; deferred until all necessary information is received.

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- Information Circulars from Dept. of Municipal Affairs & Environment as follows:
  MA&E Re: Recreational Cannabis Production, Municipalities Act, 1999 & Urban/Rural Planning Act 2000.
- Approval of the Town's Crown Land Grant Application for the Recreation Area, Marsh Road with signatures required; Mayor Dooley signed and TCM witnessed all documents to be returned for final processing.
- Dept. of Forestry and Agriculture, re: Approval of Council's Commercial Cutting Permit application received. TCM finalized affidavit to be signed/witnessed by persons approved to cut brush under the town's permit.

NEW BUSINESS

- Council/Committee Minutes/Reports. Discussed preparation/delivery time-frames with past-practise and following the adopted Rules of Procedure being maintained.
- Request for outside town staff to regularly inspect all playground areas, more specifically during the hours of 2 -5 p.m. for cleanup and damage. Recreation is giving consideration of installing surveillance cameras.

• Gas Tax Funding Project, Re: Professional Playground Equipment Installation. Proposal to utilize the remaining Gas Tax Funding of $9,544.71 to ensure all equipment is assembled to manufacturers instructions and safety guidelines.

Motion 2018-97 Clarke/Loch

Be it resolved that the Town of Victoria submit its Capital Investment Plan to the Department of Municipal Affairs and Environment to avail of the remaining amount of Gas Tax Funding of $9,544.71 to install Playground Equipment at the Recreation Complex Playground, Marsh Road and Shawn Snow Memorial Playground, Powerhouse Road and the remaining cost funded by the town and be it further resolved that all ground preparation be completed by town staff. **Favour 7; Opposed 0; Carried**

• Beautification Projects: Discussed some areas, such as the corner of King's Road/Old Salmon Road, as well as contacting some town groups to discuss upkeep of old buildings and vacant lots. Government funding may be possible for such types of projects. Agreed to investigate and return to the Town Management Committee for review and consideration.

• Fire Chief Parsons, of the VVFD requesting Council approval to utilize funds within their 2018 Operating Budget to install Fibe TV in the Fire Hall and monthly expense to be included.

Motion 2018-98 Baker/Snooks

Be it resolved that Council approve the request to install Fibre Op TV in the Victoria Fire Hall with any associated expenditures not to exceed their approved 2018 Operating Budget. **Favour 7; Opposed 0; Carried**

• Lower Speed Zone and Crosswalk Assessment in front of Persalvic School, Highway East. All relevant information was discussed with a request from Council required to be considered.

Motion 2018-99 Clarke/Baker

Be it resolved that Council approve to request the Dept. of Transportation and Works to lower the speed limit for a school zone and complete a crosswalk assessment in front of Persalvic School, Highway East.

Favour 7; Opposed 0; Carried

• Request for Council to consider installing a "crosswalk" on Church Road next to Marsh Road for the safety of anyone walking to the Recreation Complex area.

• June Newsletter – Requested information for the next edition of the Town Newsletter with all items emailed before the next scheduled Council meeting of June 12, 2018.

• Event Date for 2018 Canada Day Celebrations. Discussed pros/cons of Sunday, July 1st to Monday, July 2nd.

Motion 2018-100 Baker/Clarke

Be it resolved that Council approve to host the 2018 Canada Day Celebration on Sunday, July 1, 2018.

Favour 5; Opposed 2 (Snooks/Moores); Carried

• Understanding "Request for Leave of Absence" as per the Municipal Councillor Remuneration and Reimbursement Regulations, 2001under the Municipalities Act, 1999, Section 2-c and 6 (#'s 3&4)

•Emergency Preparedness Plan Committee. Reviewed past discussions and recommendations of Council for the committee's mandate and current committee structure. It was recommended to invite current committee chair to the next Council meeting for discussion.

•Garbage at the Monument to be reported to Environment; report to appropriate government department.
• Needed repairs to Clarke's Gully boardwalk; added to Working Foreman agenda to be completed.
• Staff Meetings update requested; TCM stated one will be held this coming week.

PRIVILEDGED MEETING

The remaining items on the agenda were of a confidential nature and recommended to call a privileged meeting, with the public dismissed for discussion.

Motion 2018-101 DM Ash/Moores

Be it resolved to call a privileged meeting at 9:41p.m. **Favour 7; Opposed 0; Carried**

The context of the Privileged Meeting was reaffirmed by a second vote of more than two-thirds of Councillors confirming, by show of hands, the property owner/s at #212 Highway East are responsible for all incurred expenses to the town for clearing the resident's sewer line blockage. First discussion took place at a Privileged Meeting held on May 10, 2018 at 4:30 p.m. with 6 of 6 councillors voting that the resident is responsible for all costs associated with clearing the sewer blockage.

Motion 2018-102 Baker/Snooks No visitors remaining.

Be it resolved to reconvene into a regular public meeting at 10:05 p.m. **Favour 7; Opposed 0; Carried**

Request for breakdown of Invoice# 20101395; TCM can provide further breakdown without breaching payroll privacy.

ADJOURNMENT OF MEETING

Next Regular Council Meeting: June 12/18

Motion 2018-103 DM Ash/Clarke

Be it resolved to adjourn the meeting at 10:06 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Signed:

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Shelly Butt, Town Clerk/Manager
Jamie Clarke, Working Foreman

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:05 p.m.
One observer 13B Cole's Road. Four concerned residents of the proposed Multi-purpose Trail east-end of Victoria, (Sheppard, Kelloway, Byrne & Morey), re: letter listed on the agenda.

ADOPTION OF THE AGENDA: June 19, 2018

Motion 2018-104 Baker/Loch

Be it resolved that Council adopt the agenda for the Regular Meeting of Council, June 19, 2018.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING: May 22, 2018:

Motion 2018-105 Snooks/Moores

Be it resolved that Council adopt the minutes of the regular meeting of Council for May 22, 2018 as presented. No errors or omissions.

Favour 7; Opposed 0; Carried

BUSINESS ARISING - None

COUNCIL COMM. / STAFF REPORTS

- Bill/Accounts: Itemize list previously circulated.

Motion 2018-106 Loch/Baker

Be it resolved that Council approve to pay the accounts payable bills totalling **$30,699.03** as presented.

Favour 7; Opposed 0; Carried

Town Clerk's Report: May 22 – June 15, 2018

Motion 2018-107 Snooks/Clarke

Be it resolved that Council accept the Town Clerk Manager's Report dated May 22- June 15, 2018 as presented.

Favour 7; Opposed 0; Carried

- Working Foreman's Report: May 22 – June 8, 2018

Motion 2018-108 Baker/Loch

Be it resolved that Council accept the Working Foreman's Report dated May 22- June 8, 2018 as presented.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR ACTION

• Single Residential Building Application, re: #6 Pye's Lane. Verified compliant with the town's development regulations within a residential zone and connection is possible to both town water/sewer services.

Motion 2018-109 Clarke/Baker

Be it resolved that having met all required town plan regulations for residential development Council approve the building application as presented.

Favour 7; Opposed 0; Carried

• Business Application Re: Small Scale Organic Gardening &Year-Round Greenhouse for public sale. Discretionary Use Classification must be advertised in local newspaper.

Motion 2018-110 Clarke/Snooks

Be it resolved that, pending no adversity received after public advertising as a discretionary use class and having met all other town plan development regulations, Council grant approval of the Small Scale Organic Gardening & Year-Round Greenhouse Business Application as presented.

Favour 7; Opposed 0; Carried

• Letter from resident at #335 Highway East, (Adhoc Trail Groups Committee) response to recent reply letter sent to resident at #403 Highway East. Mayor Dooley apologized for not being able to organize a committee meeting and informed everyone that Council made the decision to move forward with approving the Multi-purpose trail where the old Reid Railway once existed as no alternate route was presented for Council consideration.
The following points were reviewed and discussed:

- Council liability for use of Off-Road Vehicle on roads in Victoria; Council not liable.
- Crown Land Application update; none to date.
- Concerned citizens disappointed that the purpose of why the committee was formed, (to find an agreeable route for the multi-purpose trail), was never given serious consideration by all representatives on the committee.
- Mayor was asked if the Adhoc Committee disbanded; Reply No.
- Mayor asked if there is an alternate route; Reply Yes but no opportunity to date to represent to the Trail Committee as no meeting has been called to date.
- It was reiterated that if an alternate route can be possible it would be given serious consideration by the committee and Council.
- Statements were made that Council should be concerned about all citizens in the immediate area, now and future, due to their approval to move forward with the new proposed development.
- Mayor Dooley stated that Council has the authority to revoke any decisions made if warranted and can close off the area where the proposed trail intersects with any local/public roads.

Mayor Dooley ended the discussion by stating for those in attendance present the alternate route to the committee and then submit a report to Council for their consideration.

• Building Application to construct a 2-bedroom remote cottage on the east side of Job's Pond as per land survey. Service NL approval attached for both certified water/sewer systems. Approval at Council's discretion and must be advertised.

Councillor Moores, sister/sister-in-law to the applicants, declared a conflict of interest as per Section 207(1-c) & defined in Section 207-2 of the Municipalities Act 1999, leaving the meeting at 8:20 p.m.

Motion 2018-111 Clarke/Baker

Be it resolved that, pending no adversity received after advertised as a discretionary use class and that having met all other town plan development regulations, Council grant approval of the application to construct a remote cottage on Job's Pond, location as per attached survey as presented. **Favour 6; Opposed 0; Carried**

Councillor Moores returned 8:22 p.m.

• Senior Apartment Units Proposal, Re: JDC Holdings Inc. Request for consideration of *approval-in-principle* for land sale purposes for a proposed 12 Seniors Apartment Units. Area is zoned residential and is serviceable for both town water/sewer services. Proposal maybe be subject to other Town Development Regulations.

Motion 2018-112 Moores/DM Ash

Be it resolved that Council grant Approval-In-Principle pending certified proposal meets all town development plan regulations. **Favour 7; Opposed 0; Carried**

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- Thank-You Letter, re: Mr. W. V. Hiscock, naming for the Victoria Fire Hall.
- Newfoundland Power Inc. Re: LED Street & Area Lighting Proposal for Recreation Complex, Marsh Road.
- Victoria Memorial Library Board Re: Annual War Memorial Service, Sunday, June 24, 2018, details provided.

NEW BUSINESS

• War Memorial Flags/Banners for town display. DM Ash gave an overview of information collected to date, such as associated cost per flag/hardware, (approx. $300.00 each) along with how other groups organized and financed

the associated costs in towns that currently have memorial banners displayed. More discussion and research is required. TCM to contact the Carbonear Project Coordinator for more information.

• Civic Numbering for all properties. Councillor Baker noted that civic numbering should be displayed on all properties within Victoria and enforced by Council. It was noted the town does not currently have a written policy however, it was motioned by a previous council that civic numbering should be displayed on all assessed properties. TCM will contact MNL/PMA to inquire if any town's already have such a policy. Will be posted on the town's social media sites and included in the next quarterly news letter.

• Drug Needle Containers in highly populated areas of town. Councillor Loch asked if Council should consider placing needle containers in designated areas around town. Referred to Town Management Committee.

• Victoria Recreation Commission requesting Council input on installing surveillance cameras at the Recreation Complex area on Marsh Road to deter vandalism. Discussed and suggestion given to be passed on by the TCM.

• Beaver Pond Lookout Beautification Project Proposal.
DM Ash declared a conflict of interest regarding this matter before Council as per section 207(1 & 4) of Municipalities Act 1999, leaving the meeting at 8:52 p.m.
Councillor Loch presented the project on behalf of the Town Management Committee Chair and discussed by all in attendance, with some concern of continual cost associated with maintenance.
Motion 2018-113 Clarke/Baker
Be it resolved that Council approve the Town Management Committee's recommendation to develop the Beaver Pond Lookout beautification project, including associated costs, as presented. **Favour 6; Opposed 0; Carried**
DM Ash returned to the meeting at 9:01 p.m.

• Church Road Lift Station Electric Panel Upgrading and/or Replacement Required.
Motion 2018-114 Clarke/Ash
Be it resolved that Council approve to acquire quotations for both a complete upgrade of the existing electric panel and to supply/install new electric panel to operate the Church Road Sewage Lift Station.
Favour 7; Opposed 0; Carried

• New Public Procurement Act – Request for Proposals, re: Engineering work and other changes to acquiring quotes/tender process. Briefly reviewed examples of engineering and how it will affect all future purchases of supplies, services and infrastructure projects of any kind, it was decided to request a meeting with the Minister of Municipal Affairs and Environment to discuss this, in addition to the town infrastructure funding proposals.

• New Commercial Pressure Washer Required. Discussed but decided to wait until update on new municipal garage design. Will review industrial type pressure washers at that time.

• Councillor Clarke – Staff being directed by individual councillors/arm committee members of Council. No work lists were submitted by Arm Committees of Council for the Summer Works Agenda which must be approved by Council. It was stated to accommodate when and if possible, but town work takes priority.

• Councillor Loch – Inquired on progress of plans for new Municipal Garage. Waiting for government approval of proposed building design.

• Councillor Moores asked if there any information was received to date on a Wastewater Policy; TCM stated request sent to PMA; no reply to date, will resubmit.

• Emergency Management Committee – Discussed matters relating to the importance of this committee. A meeting will be called with the committee chair on June 26/18 at 7:00 p.m. to discuss the future of the committee.

Motion 2018-115 Ash/Baker

Be it resolved that Council agree to disband the existing Town Emergency Management Committee and review new possibilities for a new committee structure. **Favour 7; Opposed 0; Carried**

Mayor Dooley, re: Paving of Edwards Clarke's Road; referred to Finance Committee for review.

PRIVILEDGED MEETING

The remaining items on the agenda were of a confidential nature and recommended to call a privileged meeting, with the public dismissed for discussion.

Motion 2018-116 Loch/Snooks

Be it resolved that Council call a privileged meeting at 9:22 p.m.

Favour 7; Opposed 0; Carried

Motion 2018-117 Clarke/DM Ash No members of the public remaining.

Be it resolved that Council reconvene into a regular public meeting at 9:28 p.m. **Favour 7; Opposed 0; Carried**

• Letter from new property owner of #27 Church Road regarding property tax arrears offering to pay $3,375.00 to clear the account from a balance owing of $10,009.56.

Motion 2018-118 Clarke/Ash

Be it resolved that Council, in accordance with *Section 111-1 of the Municipalities Act 1999*, agree to accept $3,500.00 as full payment, including 2018, to clear the outstanding property taxes owing at #27 Church Road.

Favour 6; Opposed 1 (C/Loch); Carried

Motion 2018-119 Clarke/Baker

Be it resolved that Council approve to employ employee #1360, starting May 22, 2018, for six continuous months as per the Teamster Local 855 Union Contract, re: Article #11-Probationary Period and if successful, eligibility of other employee benefits will be considered. **Favour 7; Opposed 0; Carried**

ADJOURNMENT OF MEETING

Next Regular Council Meeting: July 24/18.

Motion 2018-120 Baker/Loch

Be it resolved, with no other business, Council adjourn the meeting at 10:30 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Signed:

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch – 7:50 p.m.
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker - Regrets
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:07 p.m. No scheduled delegations.
One observer, 13B Cole's Road.

ADOPTION OF THE AGENDA: July 24, 2018

Motion 2018-121 DM Ash/Clarke

Be it resolved that Council adopt the agenda for the Regular Meeting of Council, June 19, 2018, including Tax Recovery Plan for 2017 and prior years. **Favour 5; Opposed 0; Carried**

MINUTES / COUNCIL MEETING: June 19, 2018:

Motion 2018-122 Clarke/Snooks No errors or omissions.

Be it resolved that Council adopt the minutes of the regular meeting of Council for May 22, 2018 as presented.
Favour 5; Opposed 0; Carried

BUSINESS ARISING: None

COUNCIL COMM. / STAFF REPORTS

- Bill/Accounts: Total $62,103.64

Motion 2018-123 Clarke/DM Ash

Be it resolved that Council approve payment of the list of accounts payables for $62,103.64 as presented.
Favour 5; Opposed 0; Carried

- Town Clerk's Report: June 18 – July 20, 2018

Motion 2018-124 Clarke/DM Ash

Be it resolved that Council accept the Town Clerk Manager's Report dated June 18 – July 20, 2018 as presented.
Favour 5; Opposed 0; Carried

Second discussion on staff concerns, who are frustrated from the continuing interruptions of their daily town work by committee members to carry out unscheduled work agendas. Work expectations were not submitted for Council consideration/approval to be included in the Spring/Summer Works Schedule and for this reason; regular summer work is being hampered. Council, again, reiterated that council work is priority and any other work is to be submitted to the TCM for scheduling and completed if and when time permits.

- Town Planning Committee Report,(Verbal): July 20, 2018. Discussed plans for Ash's Lane and Dean's Road water/sewer/road upgrading projects and remaining MYCW funding since neither project was approved under the Small Communities Fund. Consideration should be given to review both projects with respect to available funding, but it was agreed to wait until this item is discussed with Mr. Andrew Parsons, Minister of Municipal Affairs & Environment at the upcoming meeting on August 8/18.

- Tidy Town's Report,(Verbal): Mayor Dooley gave the following overview of the meeting:
  - Questions were asked about the two new town entrance signs and new style street-name signs; they were informed of Council's decisions for both.
  - Tidy Town's Student was selected and started work in mid July.
  - Reviewed planned enhancements to the area around the town entrance sign from Carbonear with planting some shrubs and perennial flowers.

• Flower hangers may need to be replaced with newer type and lowered from current height in utility poles; this was not agreeable as Council has no jurisdiction over utility poles and lowering the planters may make them more susceptible to damage.
• Council gave instructions for all hanging baskets that are ready for pickup to be hung where hangers are currently installed.

CORRESPONDENCE FOR ACTION

*Quotes, re: New Electric Panel for Church Road Sewage Lift Station. Mayor Dooley opened all quotes which were reviewed and discussed at 8:08 p.m.:

A&M Electrical & Construction Ltd.	$22,137.50 HST included
Sonic Electrical Ltd.	$26,967.50 HST included
Xylem	$32,200.00 HST included

Motion 2018-125 Snooks/Loch
Be it resolved that, having met the quote specifications, Council accept the quote from A&M Electrical & Construction Ltd. At for $22,137.50, including HST; any cost overruns will be at the cost of the supplier.

Favour 5; Opposed 0; Carried

Councillor Clarke/Moores declared a conflict of interest position as being directly related to employees as stated in the Municipalities Act 1999, Section 207 (1, 2), of the applicant, leaving the chamber at 8:13 p.m. for the following two pieces of correspondence.

*Quarry Permit Renewal, re: Welcon Construction Ltd, permit # 139406, file #71112398, located 170 meters west of intersection of road leading to Freshwater, Area Site .56, NTS map 01N/14. *Previously circulated to Council.*

Motion 2018-126 Snooks/DM Ash
Be it resolved to approve the quarry permit application #135388 for Welcon Construction Limited as stated; subject to approval of all other government departments and agencies affected by this application.

Favour 4; Opposed 0; Carried

*Quarry Permit Renewal re: Welcon Construction Ltd, permit #139440, file #71112406, located 700 meters west of Route 70, 4 km north of Carbonear. *Previously circulated to Council.*

Motion 2018-127 DM/Ash/Loch
Be it resolved to approve the new quarry permit #135388 for, Welcon Construction Limited as stated; subject to approval of all other government departments and agencies affected by this application.

Favour 4; Opposed 0; Carried

Councillor Clarke/Moores returned to the regular public meeting of council at 8:15 p.m.

*NL Fisheries and Land Resources, Crown Land Grant Application Referral, re: #154018 received for Council's consideration. Applicant is applying for a grant for commercial purposes with a small portion of the crown land identified to be within Victoria's boundary.

Motion 2018-128 Clarke/DM Ash
Be it resolved that Council approve the Crown Land Grant Application for the purpose as stated only; subject to approval from all other government departments and agencies affected by the application.

Favour 5; Opposed 1/Dooley; Carried

*Clarified Professional Corp. Ltd., Re: Draft copy of the Town of Victoria's 2017 Consolidated Financial Statement, Financial Audit Request Letter and Representation Letter. *Previously circulated to Council.*

Motion 2018-129 Loch/Moores
Be it resolved to approve for signing, the Draft copy of the 2017 Consolidated Financial Statement, Financial Audit Request Letter and Representation Letter as prepared by Clarified Professional Corp. Ltd. as presented.

Favour 6; Opposed 0; Carried

*Tax Recovery Plan & Tax Receivable Summary for 2017 & prior years, presented for Council's consideration of approval.

Motion 2018-130 Clarke/Snooks

Be it resolved to approve the 2018 Tax Recovery Plan and Tax Recovery Summary as part of the Community Sustainability Partnership Accountability Measures with a 20% estimated collection of outstanding taxes/fees as directed by the Dept. of Municipal Affairs & Environment. **Favour 6; Opposed 0; Carried**

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- FSD Pharma Inc. announcement to establish an indoor cannabis production facility in Freshwater, NL.

- Dept. of MA&E, re: Long Service Awards. If any Councillor maybe entitled to an award as identified should make it known before the deadline of August 20, 2018.

- Municipal Circular, re: Extension to the Federal Clean Water & Wastewater Fund (CWWF) & Public Transit Infrastructure Fund (PTIF) Programs.

- Provincial Gas Funding for $13,183.43 for first half of 2018 received and deposited in general operation account.

- Municipal Assessment Agency Inc., re: Upcoming 2019 Assessment. Victoria comparison of 2018 with 2019 Preliminary Values showing average residential value to decrease by 8.1%, tenant value to increase by 5.8%, with total taxable value to decrease by 6.2%.

- Water Resources Management Division, of DMAE, re: Victoria's 2017 Drinking Water Quality Information,(DWQI) Report – Ranked ***Excellent***. Information available online via NL Government Website http://maps.gov.nl.ca/water/reports/viewreports

- Gas Tax Capital Investment Plan Approved, re: Recreational Infrastructure, Playground Upgrades for remaining amount of $9,544.00 payable towards total installation cost by Murray's Gardens, Portugal Cove, NL.

Botwood Mural Art Society, re: Invitation to attend their 11th Global Mural Art & Cultural Tourism Conference, September 12-15, 2018 in Botwood. All related information available at www.gmc2018.botwood.ca

- MAA, re: Update on Municipal Assessment Agency, July 18/18.
- MAA, Clar Simmons Scholarship information pamphlet received and emailed to Council.

- RCMP Patrol for quarter ending June 30, 2018:
  Traffic Tickets (speeding etc.) issued in the Town of Victoria since April 1st, 2018: 10
  Total Traffic Tickets issued by Harbour Grace Detachment since April 1st, 2018: 63
  Total Calls for service answered by Harbour Grace Detachment since April 1st, 2018: 932
  Total Calls for service in the Town of Victoria: 79
  Town of Victoria Off-Road Vehicle Offences Reported: 8
  Town of Victoria Impaired Driving Offences Reported: 5
  Responded to two motor vehicle collisions, no injuries and both occurred on Route 70.

Council is quite pleased with the work done to date in showing support for the citizens' safety in Victoria.

NEW BUSINESS

Good News Story, re: New Playground Equipment for both Marsh Road and Powerhouse Rd Playground Areas; discussed and agreed to publish in the next town quarterly town newsletter.

Beaver Pond Beautification Project– Update was provided of all work progress to date. Councillor Clarke mentioned a possible memorial dedication that may be appropriate upon completion. Ideas were discussed with more details to follow.

Come Home Year 2021 and Committee. Discussed a variety of ideas, including dates, duration, location, etc.

Motion 2018-131 Clarke/Loch

Be it resolved that Council approve to celebrate Come Home Year 2021 on Victoria Day Weekend, the first weekend in August 2021 and an Ad-Hoc Committee be formed, consisting of Council's Civic Functions Committee members plus a few other members for the sole purpose to make preparations of this event, with all recommendation submitted for Council review and approval. **Favour 6; Opposed 0; Carried**

Victoria Day Celebrations, August 6/18: Reviewed council's participation, including setting off fireworks left from Canada Day and increasing the purchased amount as a means to enhance the last summer community event.

Motion 2018-132 Clarke/Snooks

Be it resolved that Council approve to spent $500.00 plus HST to purchase extra fireworks to be added to the existing amount, and be it further resolved to set the fireworks off in the Heritage Park, Monday, August 6, 2018 at approx. 10:00 p.m. by the Victoria Volunteer Fire Department.

Councillor Moores expressed concerns after receiving information that untrained/uncertified town employee/s have been operating town equipment, further stating this action must be stopped immediately; this was agreed by Council. It was further noted that its mandatory for all staff working in hazardous conditions/environments to wear Personal Protective Equipment, (PPE). Mayor Dooley will speak to outside staff re: PPE and possible suspensions will be applicable should any staff member oppose mandatory Workplace NL and OH&S requirements.

Councillor Clarke –Current Garbage Collection Contract will expire December 31, 2018 and preparation for a new tender will soon be required. Passed to Finance Committee for review.

• Questioned if installing 3 & 4-way signs as previously approved by Council are the most appropriate opposition as a means to slow traffic or continued policing by the RCMP is more effective. TCM to contact the CAO in Bay Roberts to inquire, if or how, effective they are in their town.

Councillor Loch – Stated that the Town of Victoria's Website no longer exists but preparations are under way to create a new website however, more thought is required to make it more user-friendly and ease of use for Council, present and going forward, for updates and publishing new information, etc.

Mayor Dooley stated that he received a call from a resident at #147 Main Highway asking if the town would supply and install Class A stone to repair the property owner's private driveway; discussed and stated this is not town property therefore cannot be approved under town policy.

ADJOURNMENT OF MEETING

Next Regular Council Meeting: August 21, Sept. 4th & 25th, 2018

Motion 2018-133 Snooks/Clarke

Be it resolved, with no other Council business, the meeting adjourn at 9:26 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker - *Regrets*
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. One observer from 13B Cole's Road

ADOPTION OF THE AGENDA: August 21, 2018 Previously Circulated
Motion 2018- 134 Clarke/Loch No Additions
Be it resolved that Council adopt the agenda for the Regular Meeting of Council, August 21, 2018 as presented.
Favour 6; Opposed 0; Carried

MINUTES / COUNCIL MEETING / July 24, 2018: Previously Circulated
Motion 2018-135 DM Ash/Snooks
Be it resolved that Council adopt the minutes of the regular meeting of Council for July 24, 2018 as presented.
Favour 6; Opposed 0; Carried

BUSINESS ARISING - None

COUNCIL COMM. / STAFF REPORTS / FINANCIAL STATEMENTS

• **Bill/Accounts**: Total **$85,619.48** Previously Circulated
Motion 2018-136 Snooks/Moores
Be it resolved that Council approve to pay the accounts payable bills totalling **$85,619.48** as presented.
Favour 6; Opposed 0; Carried

Consolidated Financial Statements for the Year Ended December 31, 2017, including both the Victoria Volunteer Fire Dept and Victoria Recreation Commission finalized by Clarified Professional Corporation Inc.
Motion 2018-137 Snooks/Loch
Be it resolved that Council adopt the Financial Statements for year ended December 31, 2017 prepared by Clarified Professional Corporation Inc., Chartered Professional Accountants. **Favour 6; Opposed 0; Carried**

• Victoria Volunteer Fire Dept., Financial Report up to August 8, 2018. Previously Circulated.
Motion 2018-138 Clarke/DM Ash
Be it resolved that Council accept the VVFD's Financial Statements up to August 8, 2018 as presented.
Favour 6; Opposed 0; Carried

• Town Clerk's Report: July 23 – August 17, 2018, Previously Circulated.
Motion 2018-139 Snooks/Clarke
Be it resolved that Council accept the Town Clerk Manager's Report from July 23 – August 17, 2018 as presented.
Favour 6; Opposed 0; Carried

• Working Foreman's Report: July 23 – August 17, 2018, Previously Circulated.
Motion 2018-140 DM Ash/Clarke
Be it resolved that Council accept the Working Foreman's Report July 23 – August 17, 2018as presented.
Favour 6; Opposed 0; Carried

Discussion continued regarding ongoing concerns from town employees being given unscheduled work assignments by members of Arm-Committees of Council without Council's knowledge or approval. Several points were reviewed regarding the extra work expectations being given with limited time to complete the work as

well as how to address the ongoing concerns to be conveyed to all committees. Agreed for Mayor Dooley to issue a letter stating the noted concerns along with the proper protocol for work agendas effective immediately.

CORRESPONDENCE FOR ACTION / Previously Circulated.

▪ Red Shoe Crew Walk for Families, September 22, 2018. Will start at Persalvic School with registration at 1:00 p.m. and walk to start at 2:00 p.m. Anyone interested in participating can get contact information from flyer.

▪ Sexual Violence Awareness Week, September 17-21, 2018, re: Proclamation.

Motion 2018-141 DM Ash/Loch

Be it resolved that Council proclaim September 17-21, 2018 as Sexual Violence Awareness Week and Mayor Dooley to sign the proclamation on behalf of the town of Victoria. **Favour 6; Opposed 0; Carried**

▪ Reviewed some necessary repairs to the exterior of the Community Centre and Storage Shed and it was noted that a detailed list of the expected upgrades and repairs was required, more specifically with the disability access ramp to upper floor and Council's responsibility for pubic safety.

Motion 2018- 142 Loch/Clarke

Be it resolved that Council approve to acquire the services of Harris & Associates design specifications for upgrades and repairs as identified along with the tendering process. **Favour 6; Opposed 0; Carried**

Notice to be posted at the Community Centre that the Wheelchair Ramp to be used with caution as emergency access/escape only.

▪ New Business Application, re: Von Stytch Studios Tattoo Business – Approval-In-Principal. Business rental space confirmed to be Mixed Development. Advertising deadline, Friday, August 24, 2018 @ 4:00 p.m.

Motion 2018-143 Clarke/Moores

Be it resolved that, being verified compliant with the town's mixed development zoning regulations, Council grant approval-in-principal to Von Stytch Studios business application to operate from #159 Main Highway, Victoria pending no opposition is received for Council consideration. **Favour 6; Opposed 0; Carried**

▪ Midnight Milers Trail Riding Association Inc. requesting permission from Council to construct a bridge over the Big Rattles Brook.

Motion 2018-144 DM Ash/Clarke

Be it resolved that Council grant approval to the Midnight Milers Trail Riding Association Inc. to apply to the Depart. of Municipal Affairs & Environment, Water Resources Management Division for permission to build a multi-purpose bridge over Big Rattle's in accordance with all regulations. **Favour 6; Opposed 0; Carried**

▪ Environmental Assessment Required, Re-Multi-Purpose Trail Crown Land Application, Victoria's east end. Passed to the Town Clerk Manager to complete.

▪ Chief R. Parsons, Victoria Volunteer Fire Department re: Letter regarding 1975 Fire Pumper. Notice given the 1975 Pumper was repaired to a drivable condition by the VVFD and is seeking Council's permission to have it licenced, insured and classified as an antique and used for ceremonial events each year. Deferred until contact is made with the Victoria Heritage Society to inquire if any obligations have been made by a previous Council regarding this vehicle, with reply submitted for consideration with the noted requests.

CORRESPONDENCE FOR INFORMATION/DISCUSSION / Previously Circulated.

►Harris & Associates, Re: Copy letter sent to MA&E re-Municipal Garage Plans.
►MNL 2018 Nomination, re: Avalon Director. Nomination form completed and submitted.

NEW BUSINESS

New Town Planning Committee Chair – Mayor Dooley. Current committee structure to remain in place for 2018 but will be reviewed going forward to reduce the number of committees due to duplication of responsibilities.

Overgrown Vegetation on some town gravel roads a possible fire hazard and possibly cut back to create a firebreak. Also, discussed the current structure of the Emergency Management Committee and it was agreed the Mayor of the town will assume the Chairperson's position with an arm-committee of council taking over the role to facilitate and operate the town's emergency management plan along with anyone expressing interest in becoming a committee member; will advertise in the next town newsletter and on town's Facebook Page.

Road Conditions and Sidewalks for portion of Main Highway/Route 70. Pot hole on some town roads need to be repaired; pavement holes will be repaired when asphalt plant is operating, and all gravel roads already upgraded with class A stone. Town Planning to review remaining roads needing new or upgraded pavement for future funding possibilities, (populated area of Swansea Road, Edward Clarke's Road, Country Road, etc.), and to consider Country Road as a one way-street due to narrow width as well as installing concrete sidewalks on portion of Main Road/Route 70.

Some discussion on Community Centre usage and ways to encourage rental possibilities however, interior renovations may be required to promote rental potential along with the possibility of a town organization getting involved by developing activities and events to be hosted in the building.

Update on progress of Beaver Pond Lookout Beautification Project; all major work completed. It was noted a sign was needed showing the location of new area; Councillor Loch will design a small sign to be installed on street sign posts at the intersection of Main Highway/Old Salmon Cove Road and Highway East/King's Road.

Councillor Snooks gave a brief update on the Victoria Day Celebrations held Monday, August 6th, 2018 with congratulations extended to the Civic Functions Committee for a job well done. Council discussed the Come Home Year Celebrations 2021, with the development of an Ad-Hoc Committee spearheaded by the Civic Functions Committee along with a few other members to develop plans for Council approval. Expressions of interest to be posted on the town's Facebook Page and included in the next quarterly newsletter.

ADJOURNMENT OF MEETING

Next Council Meeting Date, September 11, 2018.

Motion 2018-145 Clarke/Snooks

Be it resolved, with no other Council business, the meeting adjourn at 9:03 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Councillor Jennifer Moores
Councillor Sharon Snooks
Councillor Jennifer Baker
Jamie Clarke, Working Foreman

Deputy Mayor Gord Ash
Councillor Kelly Loch
Councillor Glenn Clarke

Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. No scheduled delegations or observers present.

ADOPTION OF THE AGENDA

No additions submitted for inclusion.

Motion 2018-146 Loch/Clarke
Be it resolved that Council adopt the agenda for the Regular Council Meeting of September 11, 2018 as presented.
Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / August 21, 2018

Motion 2018-147 DM Ash/Clarke Previously Circulated
Be it resolved that Council adopt the minutes of the regular meeting of Council for August 21, 2018 as presented.
Favour 7; Opposed 0; Carried

BUSINESS ARISING: None

COUNCIL COMM. / STAFF REPORTS

- Bills/Accounts: Previously Circulated

Councillor Baker declared a conflict of interest position for bill #1 as per the Municipalities Act 1999, Section 207 (1, 2) sister-in-law of business owner, leaving the council meeting at 7:07 p.m.

Motion 2018-148 Snooks/Moores
Be it resolved that Council approve payment of accounts payable bill #1 totalling $660.10 as presented.
Favour 6; Opposed 0; Carried *Councillor Baker returned to the council meeting at 7:08 p.m.*

The remaining bills were presented for consideration of approval for payment, totalling $32,300.28.
Motion 2018-149 Snooks/DM Ash
Be it resolved Council approve payment of the remaining accounts payables for $32,300.28 as presented.
Favour 7; Opposed 0; Carried

- Town Clerk's Report: August 20-September 7, 2018. Previously Circulated.

Motion 2018-150 Snooks/DM Ash
Be it resolved that Council accept the Town Clerk Manager's Report dated August 20-September 7, 2018.
Favour 7; Opposed 0; Carried

Concerns were mentioned of staff requiring assistance from the RCMP to turn off water service to one resident.

- Working Foreman's Report, August 20-Sept. 7, 2018

Motion 2018-151 DM Ash/Clarke No discussion
Be it resolved that Council accept the Working Foreman's Report dated August 20-September 7, 2018.
Favour 7; Opposed 0; Carried

- Chief R. F. Parsons of the VVFD, re: Request for Mayor to provide congratulatory letters to two volunteer firefighters with 40 years service each.

Motion 2018-152 Snooks/Moores

Be it resolved that Council agree for Mayor Dooley to provide congratulatory letters for two volunteer firefighters who has achieved 40 years services with the VVFD and Council to honour the occasion with an appropriate gift.

Favour 7; Opposed 0; Carried

• Re-tabled: Letter from Fire Chief R. Parsons, VVFD re: Letter regarding repairs and use of the 1975 Fire Pumper as well as its storage location. Noted that both the VVFD and Victoria Heritage Society are of the same understanding that the vehicle will be stored at the Heritage Park once the Fire Hall replica building is complete with the VVFD having access to use the vehicle for ceremonial events as required. Insurance coverage will be added on a per-use basis; with advanced notice required by Cal-Legrow Insurance.

CORRESPONDENCE FOR ACTION

▪ Approval In Principle Request for Land Purchase on #503-529 Main Highway within a Rural Zone.

Councillor Snooks declared a conflict of interest position on this item leaving the council meeting at 7:48 p.m. as per the Municipalities Act 1999, Section 207 (1).

Motion 2018-153 Clarke/Baker

Be it resolved that, in consideration that the building application is compliant with all municipal and provincial regulations and requirements, Council grant approval-in-principle as requested. **Favour 6; Opposed 0; Carried**

Councillor Snooks returned to the council meeting at 7:51 p.m.

▪ New Business Proposal application to operate a Pharmacy & Rental Space for Proposed Medical Related Practises from #26-30 Highway East, Victoria. Area Zoned: Mixed Development under Discretionary Use Classification which requires advertising in a local newspaper.

Motion 2018-154 DM Ash/Clarke

Be it resolved, pending compliance with all municipal and provincial regulations and no written opposition is received once advertised, that Council grant approval-in-principle of the proposed business application to operate a Pharmacy & Rental Space for Proposed Medical Related Practice from #26-30 Highway East as requested.

Favour 7; Opposed 0; Carried

▪ Recreation Commission request to use budgeted funding to install new concrete step and railing on the northside of the Helen B. Higdon building. Discussion deferred until the requested meeting by the Recreation Commission Thursday, September 13, 2018 at 7:00 p.m. at the Recreation Building, Marsh Road.

▪ Notice received regarding the 29th Annual TC Placentia Health Foundation Telethon, October 14, 2018.

Motion 2018-155 Clarke/Snooks

Be it resolved to approve a $500.00 donation from the Town of Victoria to be presented to the 29th Annual Trinity Conception Placentia Health Foundation Telethon. **Favour 7; Opposed 0; Carried**

▪ Quotes received to supply and install one 24" x 24" monument, re: Beaver Pond Lookout Memorial Dedication, that was reviewed by all in attendance; all prices include HST,

Noels Funeral Home, Heritage Memorials Monument: ***Black Granite = $1,053.00***

Nelson Monuments, three types: ***Black Granite = $1,172.00***

Silver Mist Granit = $962.00

Bronze Plaque = $2,995.00

Noted: Only one quote from each supplier equalled the specification, therefore only Black Granite was considered.

Motion 2018-156 Clarke/Loch

Be it resolved, having met all specifications provided, that Council accept the quote from Noel's Funeral Home by Heritage Memorial Monuments, total not to exceed $1,053.00 to supply and install one 24" x 24" Black Granite Dedication Monument. **Favour 7; Opposed 0; Carried**

CORRESPONDENCE FOR INFORMATION/DISCUSSION

▪Notice from Fire Services Division to all Fire Chiefs & Firefighters advising Fire Prevention Week is October 7-13, 2018; VVFD received same information. Two events are planned by the VVFD in recognition of this week.
▪Copy of letter from Crown Lands Division to CL Applicant #154018 advising the land grant application was combined in one application and preparations were underway to issue a Land Grant subject to referral conditions and requirements are met as stated therein.

▪Harris & Associates Ltd, re: Copy of Tender Specifications for exterior repairs and upgrades to Community Center and Storage Shed. Copies previously circulated to all Councillors. Advertised in the Compass newspaper with September 26, 2018 deadline to receive expressions of interest at Harris & Assoc.'s Carbonear office.

▪ Service NL, re: Town Water sampling reports; all four samples satisfactory.

NEW BUSINESS

Mr. Blair Hogan, new employee with Fire & Emergency Services, will assist with updating the town's emergency management plan. After more information was provided it was agreed by all Councillors for Mr. Hogan and the TCM to update the plan to be presented to Council for review after which Council will follow through with modifying the existing Emergency Committee Structure.

Recreation Commission request for a meeting with Council, Thursday, September 13, 2018 at 7:00 p.m. at the Recreation Building. No agenda provided of discussion topics. All Councillors agreed to meet and requested for the Working Foreman and TCM to also attend.

Councillor Baker read a request on behalf of the Recreation Commission for town staff to water vegetable patches and flowers now that all temporary employees were finished; Working Foreman agreed when time permits.

Councillor Clarke mentioned that Trussell Bridge was damaged and in need of major repairs or replacement. Item to be added for financial consideration within the Municipal Budget, 2019. Also, stated that Remuneration Payments to Councillor's will be discussed at the Atlantic Caucus and Municipalities NL will lobby through all MP's regarding this item as it was an item passed by motion at the 2016 MNL Convention, held in St. John's.

TCM mentioned inquiry received Monday, September 10, 2018 from the town's analyst at Municipal Affairs after receiving a residential complaint regarding the installed 3-way signs recently installed on Church Road/Marsh Road. Brief discussion on the complaint and Council's justification over their roads. The TCM was requested to contact Municipal Affairs requesting a written response why Council is or is not permitted to install signs, as deemed necessary, on locally owned and maintained roads within Victoria. In addition, it was agreed to replace the "stop" sign with a "yield" sign at the intersection of the Marsh Road and entrance to the Recreation Complex.

NEXT MEETING DATE/ADJOURNMENT OF MEETING

Next Regular Public Council meeting: *September 25, 2018*
Motion 2018-157 Clarke/DM Ash
Be it resolved, with no other Council business, the meeting adjourn at 9:01 p.m. **Favour 7; Opposed 0; Carried**

Signed: Signed:

Barry Dooley, Mayor Shelly Butt, Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. One observer from 13B Cole's Road in attendance.

ADOPTION OF THE AGENDA: September 25, 2018 *Previously Circulated*

Motion 2018-158 Baker/Loch No Additions

Be it resolved that Council adopt the agenda for the Regular Council Meeting, September 25, 2018 as presented.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / September 11, 2018 *Previously Circulated*

Motion 2018-159 DM Ash/Baker *No Errors or Omissions Noted*

Be it resolved that Council adopt the minutes of the regular Council meeting for September 11, 2018 as presented.

Favour 7; Opposed 0; Carried

BUSINESS ARISING - None

COUNCIL COMM. / STAFF REPORTS *Previously Circulated*

Bill/Accounts: Total $18,441.07

Motion 2018-160 Snooks/Baker

Be it resolved that Council approve to pay the accounts payable bills totalling $18,441.07 as presented.

Favour 7; Opposed 0; Carried

Notable Mentions: Review all flower purchases and areas to be displayed around town. Consider accepting possible donation of 1-2 picnic tables for Beaver Pond Lookout.

Town Clerk's Report: September 10 - 21, 2018 *Previously Circulated*

Motion 2018-161 Clarke/Moores

Be it resolved that Council accept the Town Clerk Manager's Report dated September 10-21, 2018.

Favour 7; Opposed 0; Carried

Brief discussion on newly installed 3 & 4 Way Stop Signs, located at King's Rd/Old Track Road Intersection and Church Rd/Marsh Road. Some initial complaints from residents on Church Road regarding the 3-way sign however, no written concerns received at the town office. No complaints with the 4-way stop sign on King's Road/Old Track Road Intersection.

Working Foreman's Report: September 10 - 21, 2018 *Previously Circulated*

Motion 2018-162 Clarke/Baker

Be it resolved that Council accept the Working Foreman's Report dated September 10-21, 2018.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION

None

CORRESPONDENCE FOR ACTION

Business Closure: Newfoundland Jam & Pickle Factory Inc.; Account #112461.

Motion 2018-163 Snooks/Loch

Be it resolved that Council accept the business closure notification and remove the account from the town's business tax listing commencing 2019. **Favour 7; Opposed 0; Carried**

□ Dept of Municipal Affairs & Environment, Municipal Infrastructure, re: PCA Change Order #1 for the Cole's Road, 17-SCF-18-00064 Water/Sewer & Street Upgrading, Scale House Attendant Wages, ($408.25).

Motion 2018-164 Clarke/Baker

Be it resolved that Council approve the PCA Change Order #1 for Scale House Attendant Wage for a total not to exceed $408.25 for Cole's Road Project, 17-SCF-18-00064 Water/Sewer & Street Upgrading.

Favour 7; Opposed 0; Carried

□ Persalvic School donation and participation request for their "Walk for Breakfast" Program, Wednesday, Oct. 3, 2018 at 8:30 a.m.

Councillors Loch/Baker declared a possible conflict of interest position on the following item of business as per Section 207(1.d) of the Municipalities Act 1999, that being where a councillor is an officer, employee or agent of an incorporated or unincorporated company, or other association of persons, that has a monetary interest in the matter, both leaving the meeting at 7:29 p.m.

Motion 2018-165 Snooks/Moores

Be it resolved that Council approve a donation of $100.00 for "Walk for Breakfast" Program, at Persalvic School, Victoria. **Favour 5; Opposed 0; Carried** *Councillors Loch/Baker returned to the meeting at 7:31 p.m.*

Councillor Baker declared a possible conflict of interest position on the following item of business as per Section 207(1.c & 2) of the Municipalities Act 1999, sister to the VVFD's 1st Asst Chief, leaving the chambers at 7:34 p.m.

□ Victoria Volunteer Fire Department requesting Council's consideration for gift/s to be presented at their Annual Firefighters Ball, Oct. 13, 2018. Itemized quotes were provided totalling $6,197.35, ($3,287.85 & $2,909.50). Noted: No provision for this expense was provided in the 2018 Budget.

Motion 2018-166 Moores/Loch

Be it resolved that Council approve the requested gifts as per the itemized quotes received for consideration.

Favour 0; Opposed 6; Defeated *Councillor Baker returned to the meeting at 7:49 p.m.*

□ Recreation Commission request to use remaining funds from their approved budget be used towards a new step on the Helen B. Higdon building with Council deciding what is necessary for the design, with any overruns to be reimburse from Recreation's own coffers. In addition, a request to have the broken basketball hoops repaired, if not possible, to consider purchasing one or two new basketball hoops/backboards. Noted: Not listed in the Victoria Recreation Commission's, (VRC) 2018 Budget. As of August 31, 2018, total funds remaining is $3,606 with notice given that enough funds must remain to cover all monthly expenditures to Dec. 31, 2018.

Motion 2018-167 DM Ash/Moores

Be it resolved that Council approve to include any necessary building repairs in the town's Recreation Budget for 2019 and be it further resolved to repair or replace one or both basketball hoops and backboards, if any funds remain after deducting an estimated amount to cover all monthly bills to year-end from the VRC's 2018 Budget.

Favour 7; Opposed 0; Carried

NEW BUSINESS

□ Victoria Recreation Commission, re: Scheduled Meeting with Council Cancelled. The VRC cancelled the meeting set for Thursday, Sept. 13, 2018 at 7:00 p.m. due to Council's decision that the TCM/WF would also be in attendance. An agenda for the meeting was requested but was not provided.

The following items were discussed:

- Town Staff expressing concerns of matters that have been ongoing over the past year that need to be corrected.
- VRC's Constitution was mentioned and noted that much of their mandate is not being carried out however, much has been accomplished structurally over the past few years.
- It was confirmed the VRC is registered as a Not-For-Profit Business and will continue to research if they are incorporated.

- It was agreed to issue a notice to all committees stating the proper format when requesting to meet with Council as per the municipal legislation and Council's adopted Rules of Procedure.
- Suggested to invite a representative from Municipal Affairs to Victoria to meet with all parties to get a better understanding of Council's role, responsibilities and accountability as well as the roles of committees affiliated with Council before another meeting is requested.

□ Town Local Road Street Sign Policy. Request for information sent to MHA Steve Crocker, Minister of Transportation & Works for clarification if the Highway's Traffic Act is applicable for municipal owned and maintained roads regarding the installation of street signs; no reply to date. TCM will contact PMA's Social Media to inquire as to any existing policies other towns may already have in place regarding this subject matter.

□ Brief discussion on the Come Home Year Committee structure, i.e.: To request Chairs of Committees to become involved and plan an activity and for Councillor/s to manage one specific activity once plans are finalized.

□ TCM request for approval to contact the next person selected during recent interviews for the part-time seasonal general operator position and/or to select from the list of person/s currently on file as finalized by the TCM/WF to be hired as a backup in the stated position, especially for the 2018-2019 snow-clearing season. A discussion ensued on one of the part-time seasonal employees but due to the personal nature of the subject, it was recommended to call a privileged meeting.

PRIVILEDGE MEETING

Motion 2018-168 Loch/Baker

Be it resolved that, due to the nature of the remaining item on the agenda, Council approve to convene into a privilege meeting at 8:38 p.m. **Favour 7; Opposed 0; Carried**

The observer left the meeting upon Council's request at 8:38 p.m.

During the discussion, Councillor Baker declared she had to leave the meeting and left at 8:54 p.m.

The discussion continued and concluded on the subject matter before Council and with no other item it was decided to reconvene to the regular public council meeting.

Motion 2018-169 Clarke/Snooks *No observer/s remaining.*

Be it resolved that Council approve to reconvene into a regular public meeting at 9:06 p.m.

Favour 6; Opposed 0; Carried

Motion 2018-170 Clarke/Ash

Be it resolved that Council approve the request for Town Clerk Manager and Working Foreman to review and select from the list of applicants currently on file to fill the position of part-time seasonal heavy equipment operator and be it further resolved that Victoria's Town Clerk/Manager carry out the duties of the position of Town Clerk Manager as defined in the Municipalities Act, 1999 and the Municipal Councillor Handbook, 2017 Edition.

Favour 6; Opposed 0; Carried

ADJOURNMENT OF MEETING

Next Regular Scheduled Council Meeting: ***October 16, 2018***

Motion 2018-171

Be it resolved that Council approve to adjourn the meeting at 9:23 p.m. **Favour 6; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. Two observers from #13B Cole's Road and #195 Old Track Road, Victoria were in attendance.

ADOPTION OF THE AGENDA: October 16, 2018

Motion 2018-172 Loch/Baker

Be it resolved that Council adopt the agenda for the Regular Council Meeting of October 16, 2018 as presented.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / September 25, 2018: *Previously Circulated*

Motion 2018-173 Clarke/Moores **No Errors or Omissions Noted**

Be it resolved that Council adopt the minutes of the regular meeting of Council of September 25, 2018.

Favour 7; Opposed 0; Carried

BUSINESS ARISING FOR THE MINUTES - None

COUNCIL COMM. / STAFF REPORTS *All Previously Circulated*

•Bill/Accounts: Total $45,735.86

Motion 2018-174 Baker/Loch

Be it resolved that Council approve to pay the accounts payable bills totalling $45,735.86 as presented.

Favour 7; Opposed 0; Carried

• VVFD Financial Reports to August 31, 2018 of their operating accounts.

Motion 2018-175 Snooks/Clarke

Be it resolved that Council accept the Victoria Volunteer Fire Department's Financial Reports, August 31, 2018.

Favour 7; Opposed 0; Carried

•Town Clerk's Report: Dated Sept. 24 – Oct. 12, 2018

Motion 2018-176 Clarke/Snooks

Be it resolved that Council accept the TCM's Report, dated Sept. 24 – Oct. 12, 2018 as presented.

Favour 7; Opposed 0; Carried

•Working Foreman's Report: Dated Sept. 24 – Oct 12, 2018

Motion 2018-177 Baker/Loch

Be it resolved Council accept the Working Foreman's Report, dated Sept. 24 – Oct. 12, 2018 as presented.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR ACTION *All Previously Circulated*

New Business Applications:

Councillor Clarke declared a possible conflict of interest as per Section 207-1.c & 2, (son alleged to be possible business partner of applicant), leaving the meeting at 7:09 p.m.

• D & J Taxi Service, #255 Church Road. Business location zoned Residential.

Motion 2018-178 Snooks/Baker

Be it resolved that Council grant approval-in-principle of the proposed business application to operate D & J Taxi Service from #255 Church Road, pending compliance with all municipal development regulations and no written opposition is received by the deadline specified once advertised; and be it further resolved, in the event the

business application is compliant, that conditions be implemented to safe guard against any negative impact of granting approval for the said business within the Residential Zone. **Favour 6; Opposed 0; Carried**
C/Clarke returned at 7:12 p.m.

• Vehicle Resale Business, #195 Old Track Road. TCM reviewed the town's development plan and regulations, including the residential and environmentally protected zoning where the said business will be located. The Urban and Rural Planning Division was also contacted but no reply to for this meeting. Business type not listed under permitted or discretionary use classes within a Residential Zoned area however, examining possibilities under a Home-Based Business. Deferred until next meeting.

Re-tabled: 2 Business Applications submitted for final approval:
• Davis Pharmacy Business, #26 Highway East. Previously approve in principle pending no opposition received after advertising; none received.
Motion 2018-180 Clarke/Loch
Be it resolved that, with no opposition received and compliance will the town's development plan, Council grant final approval for Davis Pharmacy & Medical Practice Rental Space to open and operate from #26-30 Highway East as requested. **Favour 7; Opposed 0; Carried**

• Jadie Bug's Organic Greenhouse & Gardens, #25 Rattles Road. Previously approve in principle pending no opposition received after advertising; none received.
Motion 2018-181 Clarke/Snooks
Be it resolved that, with no opposition received and the said business is compliant with the town's development plan, Council grant final approval for Jadie Bug's Organic Greenhouse and Gardens to open and operate from #25 Rattle's Road. **Favour 7; Opposed 0; Carried**

Councillors Moores/Clarke both declared a possible conflict of interest position as per Section 207, 1-c & 2 of the Municipalities Act 1999, (relative/s employed by a listed company from which a tender was received); both left the meeting at 7:21 p.m.
• Tenders for Exterior Repairs & Upgrades to Community Center received as follows:

Avalon Interior Corp.	$34,709.34
Welcon Construction Ltd.	$43,804.65
New Found Builders Ltd.	$48,083.80
North Valley Builders	Rejected.

Motion 2018-182 DM Ash/Baker
Be it resolved that Council accept and award the tender to Avalon Interior Corp. for a total not to exceed $34,709.34, as compiled and submitted by Harris & Associates Ltd. **Favour 5; Opposed 0; Carried**
Councillor's Moores/Clarke returned at 7:26 p.m.

• Site Specific Health & Safety Plan 2018/2019 Winter Season, requiring Council approval.
Motion 2018-183 Loch/Moores
Be it resolved that Council approve the Town of Victoria's 2018/2019 Site Specific Health & Safety Plan for the Pickup of Ice Control Materials at the Department of Transportation and Works Depot, Heart's Content, NL and reviewed with employees responsible for conducting this work. **Favour 7; Opposed 0; Carried**

Councillors Moores/Clarke both declared a possible conflict of interest position as per Section 207, 1-c & 2 of the Municipalities Act 1999, (relatives employed by the applicant as defined in this section); both left the meeting at 7:31 p.m.
Application for Crown Lands ***Grant***– Referral, re: Welcon Construction Ltd. Purpose – Commercial, Use- Residential Subdivision off Powerhouse Road, Victoria; noted no engineered plans for development attached.
Motion 2018-184 Loch/Baker

Be it resolved that Council approve the Crown Lands Grant– Referral, re: Welcon Construction Ltd., application as presented. **Favour 0; Opposed 5; Defeated** *Councillor Moores/Clarke both returned at 7:37 p.m.*

Application for Crown Lands ***Lease***– Referral, re: Newfoundland Power Inc. re: Powerline Easement to connect to existing powerlines in Victoria's boundary to Powerhouse Road Substation.

Motion 2018-185 DM Ash/Moores

Be it resolved that Council approve the Crown Lands ***Lease***– Referral, for Newfoundland Power Inc. re: Powerline Easement to connect to existing powerlines in Victoria's boundary as presented. **Favour 7; Opposed 0; Carried**

CORRESPONDENCE FOR INFORMATION/DISCUSSION *All Previously Circulated*

- Municipal Assessment Agency Annual Report, 2017-2018. Previously Circulated to Council for review and Overview of the 2019 Assessments.
- Public Notice: October 31, 2018 is deadline for new water/sewer hookup to the town system as per town policy and Snow Clearing Regulations Dec. 1/18 – March 31/19.
- Dept. of Municipal Affairs & Environment Approval to Call Tenders, Municipal Garage 17-MYCW-18-00052.
- Dept. of Municipal Affairs & Environment Addendum No.1, Closure date for accepting tenders for the Municipal Garage extended to Oct. 24, 2018 at 2:00 p.m.
- Dept. of Municipal Affairs & Environment, Fire Service Division re: Operation 2020. Copy issued to VVFD.
- Service NL, re: Approved Design for installation of new sewer system/water supply to service the new municipal garage at #271 Main Highway.
- MA&E, Minister's confirmation for receipt of the town's Environmental Assessment for the Multi-Purpose Trail.

- RCMP 2nd Quarter Stats, of activity in Victoria since April 1st, 2018:
  - Traffic Tickets (Speeding etc.) issued: 18
  - Total Traffic Tickets issued by Harbour Grace Detachment: 92
  - Total Service Calls answered by Harbour Grace Detachment: 1852
  - Total Service Calls in the Town of Victoria: 183
  - TOV's Off Road Vehicle Offence reported: 12
  - TOV's Impaired Driving Offences reported: 7
  - Responded to 3 motor vehicle collisions in Victoria during 2nd quarter; one w/minor injuries. 5 year-to-date.

  3rd Quarter Stat Report expected near end of December 2018, for the fiscal year.

NEW BUSINESS

Persalvic School "Walk for Breakfast" donation presentation. DM Ash and C/Loch both on hand for presentation.

Council representation to the 43rd VVFD Annual Banquet and presentations. C/Clarke gave a brief overview of the evenings events as Council's representative.

ADJOURNMENT OF MEETING

Next Scheduled Regular Public Council Meeting: November 6, 2018.

Motion 2018-186 DM Ash / C-Loch

Be it resolved that Council adjourn the meeting at 7:54 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. Observers in attendance: #13B Cole's Road, #335 Highway East, 343 Highway East and #2 Hillview Drive.

ADOPTION OF THE AGENDA: November 6, 2018 *Previously Circulated*

Motion 2018-187 Loch/DM Ash No Additions to the Agenda

Be it resolved that Council adopt the agenda for the Regular Council Meeting of November 6, 2018 as presented.

Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / October 16, 2018: *Previously Circulated*

Motion 2018-188 Snooks/Baker No Errors or Omissions

Be it resolved that Council adopt the minutes of the regular meeting of Council of October 16, 2018.

Favour 7; Opposed 0; Carried

BUSINESS ARISING FOR THE MINUTES – None

FINANCIAL REPORT & COUNCIL COMM. / STAFF REPORTS *All Previously Circulated*

Bill/Accounts: List of Accounts Payables, previously circulated, was presented for review and consideration of approval, totalling $22,691.37.

Motion 2018-189 Baker/Moores

Be it resolved that Council approve to pay the accounts payable bills totalling $22,691.37as presented.

Favour 7; Opposed 0; Carried

Town Clerk's Report: Dated Oct. 15 – Nov. 2, 2018

Motion 2018-190 Baker/Loch

Be it resolved that Council accept the TCM's Report, dated Oct. 15 – Nov. 2, 2018 as presented.

Favour 7; Opposed 0; Carried

Working Foreman's Report: Dated Oct. 15 – Nov. 2, 2018

Motion 2018-191 DM Ash/Baker

Be it resolved that Council accept the Working Foreman's Report, dated Oct. 15 – Nov. 2, 2018 as presented.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR ACTION *All Previously Circulated*

• Jason's Used Auto Sales Business, #195 Old Track Road; re-tabled. Council reviewed all information subject to the town's adopted development regulations for the proposed business within both a Residential Zone and Environmentally Protected Zone on the southside of the property.

Motion 2018-192 Clarke/Moores

Be it resolved, due to noncompliance with the Town of Victoria's Development Regulations within both a Residential Zone and Environmentally Protected Zone, that Council deny approval of Jason's Used Auto Sales Business to operate from #195 Old Track Road. **Favour 7; Opposed 0; Carried**

• Mr. John Reynolds, Environmental Specialist with MA&E, Environment Assessment Division requesting answers to a list of questions in relation to Crown Land Application for proposed Multi-Purpose Trail at Victoria's East-End. Previously circulated to Council and two members of Ad-hoc Trail Committee. A copy of the Town of Salmon Cove's Crown Land application to occupy the Old Reid Railway running through their town was presented indicating approval was for a Walking Trail only; this was contrary to verbal information previously provided to the town's Ad-hoc Trail Committee. All details of this new information in relation to Victoria's

Crown Land application for a Multi-Use Trail which links directly with this walking trial was discussed as well as the request for more information by the Dept of Environment and it was decided for the Town Clerk Manager to respond to the questions with information as discussed and documented to date.

• Avalon Interiors Corp., quotes for extra work to the exterior of the Victoria Community Center.
Motion 2018-193 Clarke/DM Ash
Be it resolved that Council install insulation on the basement wall and install clapboard to maximum not to exceed $5,768.00, including tax. **Favour 7; Opposed 0; Carried**

• MA&E, Fire Protection Financial Assistance Grant, Project, #FES-SA0010 approved for $7,198.90 at a 90/10 cost shared ratio.
Motion 2018-194 Snooks/Loch
Be it resolved that Council accept the cost-shared funding of $7,198.90 approved through the Fire Protection Financial Assistance Grant, Project #FES-SA0010 as per the application submitted for the Victoria Volunteer Fire Dept., with Council's share absorbed within the approved 2018 Fire Protection budget.
Favour 7; Opposed 0; Carried

• Tenders Received, re: Municipal Garage Project, #17-MYCW-18-00052. A copy of all construction tenders was received from Harris and Associates; nine in total with the lowest listed at $521,143.77. The original estimated cost, $359,706.25 the project carries a deficit of $161,437.52. New total cost for the Municipal Garage Project is $590,801.52, including engineering cost of $69,657.75. Funding options were discussed, such as using remaining 2014-2017 MYCW funding and 2017-2020 MYCW for the Unallocated Project, as well as other funding options available to council to offset the deficit amount.
Motion 2018- 194 Clarke/DM Ash
Be it resolved that Council submit a request to the Minister of Municipal Affairs and Environment to allocate the remaining 2014-17 MYCW funding of $81,473 to the Municipal Garage Project #17-MYCW-18-00052 and be it further resolved to request a portion of the Unallocated Project amount from the 2017-2020 MYCW Funding be allocated to the Municipal Garage Project #17-MYCW-18-00052 to cover the remaining deficit amount.
Favour 7; Opposed 0; Carried

Financial Donation Requests:
Councillor Clarke declared a possible conflict of interest position relating to financial donation requests #1 & #2 as per Section 207-1d leaving the meeting chamber at 8:05 p.m.
#1. Request from the Retired & Honorary Fire Fighters Association for a financial donation towards the 14th Annual Christmas Party for Persons with Special Needs.
Motion 2018-195 Baker/Loch
Be it resolved for Council to approve a $100.00 donation for the 14th Annual Christmas Party for Persons with Special Needs as requested by the R.&H.F.F. A's. **Favour 7; Opposed 0; Carried**

#2. Royal Canadian Legion, Carbonear Branch requesting a financial donation towards their Annual Poppy Campaign.
Motion 2018-196 DM Ash/Snooks
Be it resolved that Council approve a $100.00 donation for the Annual Poppy Campaign as per the request from the Royal Canadian Legion, Carbonear Branch. **Favour 7; Opposed 0; Carried**
C/Clarke returned to the meeting at 8:11 p.m.

#3. Victoria Volunteer Fire Department requesting a financial donation towards the overall cost associated with their 1st Annual Christmas Parade. Noted: Amount included in town's 2018 budget under Fire Protections expenses.
Motion 2018-197 DM Ash/Baker

Be it resolved for Council approved a $500.00 donation as per the requested submitted by the VVFD.

Favour 7; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION *All Previously Circulated*

Invitation: Carbonear Collegiate Annual Remembrance Day Assembly, Thursday November 8/18 at 11:45 a.m.

• Victoria Recreation Commission Letter dated October 16, 2018. DM Ash reviewed some details of the letter submitted to Council, their Constitution's Mandate and a low membership. It was suggested to advertise for expressions of interest for new members. Discussed the need to have the Recreation Building open during winter months in consideration of the monthly expenses; no consensus reached. In conclusion, Council decided to meet with the remaining committee members Monday, November 12, 2018 at 7:30 p.m. in the Town Hall Chambers.

• MA&E letter notifying that the town's 2017-18 Municipal Capital Works Applications were not approved; Re: Dean's Road Water/Waste-Water/Road Upgrading/Paving Project and Ash's Lane Water/Waste-Water Extension 320 meters/Drainage Improvements.

• Letter from owner of VCS Building Supplies regarding noted decrease in purchases being made by TOV during 2018. The stated concern was reviewed, and it was noted that Council, as a public body, is compelled to abide by the newly adopted Public Procurement Act when purchasing goods and services. It was noted that Council participates in available tender opportunities through the Government Purchasing Agency, to avail of better pricing on a variety of municipal supplies and services needed to operate daily. TCM to respond to letter.

• VVFD Dismissal Notice - Probationary Fire Fighter #FF1029, decision in conjunction with current By-Laws.

NEW BUSINESS

Residential Water Problems East-end of Victoria. Waterline repairs carried out in Salmon Cove may have caused unnecessary damage/repairs for some Victoria residents on Oct. 22, 2018. Questions of liability were raised, along with other related concerns after receiving an email from Salmon Cove's town office. The standing water supply agreement was discussed with it noted it was on a yearly basis but has not been updated since January 2016. Also discussed having a waiver or certified legal agreement drawn up.

Motion 2018-198 DM Ash/Baker

Be it resolved that Council approve to request William Finn Law Office, Q.C. to draft a legal binding water supply agreement from the existing one between Victoria/Salmon Cove and to include provisions to safeguard Victoria against any potential liability for repairs to existing or new water service work carried out in Salmon Cove by persons in their employ, contractors or otherwise, that may cause damage to the existing main waterline in Victoria, watermain value, changes to the supply of/pressure of water, etc., within Victoria and also state Council's right to adjust the amount charged per year, as well as provisions to disconnect the water supply, if necessary.

Favour 7; Opposed 0; Carried

Agreed – Working Forman to supervise Salmon Cove's staff turning off/on the watermain value Thurs. Nov. 8/18.

Use of Town Buildings. Discussed decrease in use of the Community Center and noted permitted use of other buildings at no charge or knowledge of council/staff. Noted: Floor dropped in centre of Recreation Building; passed to Working Forman for inspection.

Beaver Pond Lookout Update. Monument received and installed. Dedication Ceremony to take place Nov. 18/18 at 3:00 p.m. Passed to Civic Functions Committee to carry out.

Civic Function Report Nov. 5, 2018. C/Snooks gave a briefing of the Veteran's Function to be held on Sunday, November 25, 2018 at 2:00 p.m. and Annual Town Christmas Tree Lighting, December 3, 2018 at 7:00 p.m.

Motion 2018-199 Clarke/Baker

Be it resolved that Council accept the Civic Functions Report of Nov. 5, 2018 including all recommendation.

Favour 7; Opposed 0; Carried

Noted: C/Baker unavailable for the regular public council meeting scheduled for Nov. 27, 2018.

ADJOURNMENT OF MEETING

Next Regular Council Meeting: November 27, 2018.

Motion 2018-200 DM Ash/Baker

Be it resolved by Council the meeting adjourn at 9:34 p.m. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker - *Regrets*
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:00 p.m. No registered delegations.

ADOPTION OF THE AGENDA: November 27, 2018

Motion 2018-201 Loch/DM Ash

Be it resolved that Council adopt the agenda as presented for the Regular Council Meeting of November 27, 2018.

Favour 6; Opposed 0; Carried

MINUTES / COUNCIL MEETING / November 6, 2018:

Motion 2018-202 Snooks/Moores

Be it resolved that Council adopt the minutes of the regular meeting of Council of November 6, 2018.

Favour 6; Opposed 0; Carried

BUSINESS ARISING FOR THE MINUTES: None

FINANCE / COUNCIL COMM. / STAFF REPORTS

• Bill/Accounts: List of Accounts Payables, totalling $22,691.37, previously circulated, was presented for consideration of approval.

Motion 2018-203 DM Ash/Moores

Be it resolved that Council approve to pay the accounts payable bills totalling $22,217.99 as presented.

Favour 6; Opposed 0; Carried

epetitive Expenses need to be reviewed and inventory of purchased stocked supplies to be recorded with charge slips completed when supplies are used/replaced once new garage depot is built.

• Town Clerk's Report: Dated Nov. 5-23, 2018

Motion 2018-204 Loch/DM Ash

Be it resolved that Council accept the TCM's Report, dated Nov. 5-23, 2018 as presented.

Favour 6; Opposed 0; Carried

• Working Foreman's Report: Dated Nov. 5-23, 2018.

Motion 2018-205 Clark/Snooks

Be it resolved that Council accept the Working Foreman's Report dated Nov. 5-23, 2018 as presented.

Favour 6; Opposed 0; Carried

Concerns were expressed for Staff security and public accessibility in the town office; renovation are required.

CORRESPONDENCE FOR ACTION

• Kixx Country & TC Square Toy Tree Opening, Thursday Nov. 15, 2018.

Motion 2018-206 Snooks/Loch

Be it resolved that Council approve a $50.00 donation towards the Kixx Country & TC Square Toy Tree Campaign, 2018.

Favour 6; Opposed 0; Carried

▪ Proclamation – International Day of Persons with Disabilities, (IDPWD), Monday, Dec. 3, 2018.

Motion 2018-207 Clarke/Snooks

e it resolved that Council approve for Mayor Dooley to sign the proclamation to recognize Dec. 3, 2018 as International Day of Persons with Disabilities.

Favour 6; Opposed 0; Carried

Councillor Clarke declared a possible conflict of interest as per Section 207-1.c & 2, (son possible business partner of applicant), leaving the meeting at 7:33 p.m.

▪ Re-table- Business Application: D & J Taxi Service – Advertised, no concerns or opposition received; approval is at the discretion of Council.

Motion 2018-208 Snooks/DM Ash

Be it resolved that Council approve the business application for D & J Taxi Service to open and operate a taxi service from #255 Church Road with the stipulation that a maximum of two taxi vehicles be permitted at this specified location and be it further resolved, that the applicant must abide by all adopted town regulations and policies, including the traffic regulations that apply within the scope of operating the stated business.

Favour 5; Opposed 0; Carried ***C/Clarke returned at 7:39 p.m.***

▪ Solid-Waste Collection Tender Results for the collection and disposal of solid-waste in Victoria for 3-years starting January 01, 2019 to Dec. 31, 2021. Two tenders received and opened at 4:05 p.m. Tuesday, Nov. 13, 2018 with all required documents and bid-bonds included, as follows:

1. **Ridge G & P Services Ltd - $338,970.00** **2. Around The Bay Disposal - $279,036.00**

Motion 2018-209 Loch/Clarke

Be it resolved, that having met the tender specification and being compliant with the Public Procurement Act, Council accept the 3-year tender from Around The Bay Disposal for $279,036.00 from Jan. 1/19 - Dec. 31/21.

Favour 6; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION

▪ Service NL, re: Lift Station on Church Road. With new electric panel installed, all electric operations of the system must be brought to the 2018 electrical code standards. Quote from A. & M. Electric & Construction Ltd to complete the required upgrades included in Bills & Accounts for Nov. 27/18.

▪ Municipal Garage Project #17-MYCW-18-00052, re: letter dated Nov. 29, 2018, sent to the Minister of Municipal Affairs requesting approval to use remaining funds from 2014-2017 MYCW to cover a portion of the funding deficit and to move enough funds from the 2017-2020 MYCW Unallocated Project to cover the remaining deficit amount. Municipal share to increase by approx. $37,000; must determine repayment method. Previously signed Funding Agreements by the Prov/Town for 2014-2017 MYCW and 2017-2020 MYCW require signed amendments by the Mayor/TCM between the Dept of Municipal Affairs & Environment and the Town of Victoria to reallocate funding to the Municipal Garage Project 17-MYCW-18-00052.

Motion 2018-210 Moores/Loch

Be it resolved that Council grant approval for Mayor Dooley/Town Clerk-Manager to sign the Municipal Infrastructure Agreement, 2017-2020 Amendment #1 for the cost not to exceed $619,248.00 before the GST/PST Rebate calculation and be it further resolved that Council grant approval for Mayor Dooley/Town Clerk-Manager to sign the Municipal Infrastructure Agreement, 2014-2017 Amendment #1 for the cost not to exceed $585,507 before the GST/PST Rebate calculation as it relates to Municipal Garage Project #17-MYCW-18-00052.

Favour 6; Opposed 0; Carried

MA&E Notice received for open call for the submission of infrastructure applications for 2019-20 Municipal Capital Works (MCW) and federal cost-shared infrastructure funding programs, with a deadline of December 21, 2018
Mr. I. Rehman, P. Eng, Regional Engineer, Eastern Regional Office confirmed applications must be submitted under the 2019-20 Municipal Capital Works (MCW) as there's no choice for Federal Funding Programs listed within their MSIS Program however, applications will be recognized as a Federal Cost-Shared Infrastructure. Discussed Dean's Road Water/Waste-Water Project and Ash's Lane Water/Waste-Water Projects and agreed to resubmit both projects.

Motion 2018-211 DM Ash/Loch

Be it resolved that Council grant approval to submit two applications under the 2019/2020 Multi-Capital Works for Dean's Road Water/Sewer/Road Improvements Project, estimated cost of $461,488.09 and for Ash's Lane Water/Sewer Extension (320 meters) & Drainage Improvements Project, estimated cost of $454,725.99.

Favour 6; Opposed 0; Carried

NEW BUSINESS

- Attendance to the Royal Canadian Legion Dinner, Nov. 14/18. C/Loch gave a briefing of the evening and submitted the approved financial donation on behalf of the Town of Victoria.
- Update on Veterans Function held Sunday, Nov 25, 2018. C/Snooks reviewed the events of the afternoon.
- Update on Community Centre upgrades. TCM gave an overview of all additional expenditures; council discussed addition work being presented and all agreed that no other expenditures will be approved.
- 2019 Budget Review; DM Ash called a meeting for the Finance Committee for Tuesday Dec. 4/18 4:00 p.m.
- New Exterior Christmas Decorations – TCM stated that consultations have begun with Clarke's Creations of Victoria to review new exterior Christmas decorations for 2019; will provide more details when samples have been provided for review.

ADJOURNMENT OF MEETING

Next Regular Public Council Meeting – December 18, 2018. Discussed limited attendance for scheduled meeting.

Motion 2018-212 Clarke/DM Ash

Be it resolved that Council agree to reschedule the next regularly scheduled public meeting of Council from Tuesday, December 18 to Monday, December 17, 2018 at 7:00 p.m.

Motion 2018-213 Snooks/Moores

Be it resolved, with all business addressed, Council agree to adjourn the meeting at 8:34 p.m.

Favour 6; Opposed 0; Carried

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager

ATTENDENCE

Mayor Barry Dooley
Deputy Mayor Gord Ash
Councillor Jennifer Moores
Councillor Kelly Loch - Regrets
Councillor Sharon Snooks
Councillor Glenn Clarke
Councillor Jennifer Baker - Regrets
Jamie Clarke, Working Foreman
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME

Mayor Dooley called the meeting to order at 7:04 p.m. Resident #350 Highway East, Sewer Concerns. Cats got his property took over, garbage being torn open continuously. Resident from #356 Highway East Seems that cats have disappeared since he first complained, suggested to get SPCA. Town to contact the SPCA to see what can be done about roaming cats. 2. Sewer coming in his basement, backup value blown off. Claims main line is broken between Tricon to Jim Heaths. Resident from #356 Highway East, re: Issues with roaming cats. Louise said that she's been having problems for the past 17 years. Would like to have a camera put in the main line. Would like to have the area checked out periodically by staff. Get Jamie to give a report to Council. Mentioned there are other companies Harold said that he doesn't have a sewer backup value but Mayor said that he should have one installed. Council is committed to assisting with the problem. Louise said that staff is very attentive. Louise doesn't have a sewer backup value or pressure reducing value.

ADOPTION OF THE AGENDA: December 17, 2018

Motion 2018-214 DM Ash/Clarke

Be it resolved that Council adopt the agenda as presented for the Regular Council Meeting of December 17, 2018.

Favour 5; Opposed 0; Carried

MINUTES / COUNCIL MEETING / November 27, 2018: *Previously Circulated*

Motion 2018-215 Snooks/Moores

Be it resolved that Council adopt the minutes of the regular meeting of Council of November 27, 2018.

Favour 5; Opposed 0; Carried

BUSNINESS ARISING FROM THE MINUTES - None

COUNCIL COMM. / STAFF REPORTS *Previously Circulated*

• Bill/Accounts: List of Accounts Payables, totalling $27,732.19, previously circulated, was presented for consideration of approval.

Motion 2018-216 Snooks/DM Ash

Be it resolved that Council approve to pay the accounts payable bills totalling $27,732.19 as presented.

Favour 5; Opposed 0; Carried

• Town Clerk's Report: Dated, Nov. 26 – Dec. 14, 2018

Motion 2018-217 Clarke/DM Ash

Be it resolved that Council accept the TCM's Report, dated Nov. 26 – Dec. 14, 2018 as presented.

Favour 5; Opposed 0; Carried

• Working Foreman's Report: Dated, Nov. 26 – Dec. 14, 2018

Motion 2018-218 Clarke/Snooks

Be it resolved that Council accept the Working Foreman's Report dated Nov. 26 – Dec. 14, 2018 as presented.

Favour 5; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION *Previously Circulated*

• The Royal Canadian Legion, Branch 23 Carbonear received an Appreciation Award in recognition of the town's support to the Poppy Campaign. Copy previously circulated to Council; to be filed.
• MAA Update, re: Betty Moore, Avalon Director. Copy previously circulated to Council; to be filed.
• MAA, re: Bill 34, An Act to Amend the Assessment Act, 2006. Copy previously circulated to Council.

CORRESPONDENCE FOR ACTION *Previously Circulated*

▪ Draft copy of Supply of Potable Water Agreement, re: Salmon Cove. *To be reviewed by Council at a later date.*

▪ Harris & Associates, re: Municipal Garage Project. Notice sent to Eastern Contracting Ltd., they have been awarded the construction contract at total cost of $521,143.77 and request for necessary documentation affiliated with the project.

Motion 2018-219 Clarke/Moores accept Harris & Associates recommendation.

Discussed an alternative place for the Staff to do work on vehicles. Have a chat with Harris to see if the contractor will start work.

▪ MA&E, re: Approval to Award Contract, MYCW - Municipal Garage 17-MYCW-18-00052. Council agrees with the award of contract.

Kelly/Jennifer 8:31 p.m.

Sharon asked if she was in a conflict of interest on the 2019 Budget. Left the room at 8:30 p.m.

Clarke/DM Ash Section 209 Passed Carried

DM Ash presented the 2019 Budget and gave a briefing of the prelude to the Budget.

▪ 2019 Budget Presentation. ▪ 2019 Tax Structure & 2019 Tax Policy. ▪ Council/Staff Incentives.

Municipal Budget, 2019 presented for approval.

Motion 2018-221 DM Ash/Clarke

Be it resolved to accept and adopt the balanced 2019 Municipal Budget as presented by the Finance Committee.

Favour 7; Opposed 0; Carried

Policy will be developed for the VVFD for Convention and Annual Ball. Jen M asked if there was money for OH&S Training.

The **2019 Tax Structure and 2019 Tax Policy** were both presented for consideration of approval.

Motion 2018-DM Ash/Snooks

Be it resolved to adopt the 2019 Tax Structure as presented. **Favour 7; Opposed 0; Carried**

Motion 2018-222 DM Ash/Loch

Be it resolved to adopt the 2019 Tax Policy as presented. **Favour 7; Opposed 0; Carried**

NEW BUSINESS

▪ Residential concerns of accessing the Old Railway Track off Marsh Road as well as concerns of the ditch recently cleaned out by town staff. DM Ash said that access for snowmobile/ATV to Old Track Road. Privately owned land in the area. Council can put a culvert in the ditch and if the land owner has an issue he can fence his property. Staff to address as soon as possible and fix up the iron hydrant posts.

Loch/Baker Privileged Meeting at 8:55 p.m.

▪ DM Ash, re: Human Resource Matter, employee #1305. DM Ash gave a brief overview of the convo with Wanda. Mayor also gave an overview of convo with her as well.

Clarke & DM Ash recommended giving 1305 ROE with Shortage of Work. Snooks/Loch/Moores/Barry opposed the recommendation. Glenn/Baker moved to resend moved

Glenn/Baker Reconvene to regular meeting 9:29 p.m.

Clarke/DM Ash accepts her resignation; issue ROE as per the EI Act and as per contract entitlement.

Snooks/Moores moved to give a gift card to the value of & to make a policy

Loch/snooks/moores for. Baker, Clarke, Dm Ash & Barry against. Motion Defeated.

Andy Dean new hire.

Clarke/Loch staffs same as last year.

Motion 2018- re: Council/Staff Incentives

NEW BUSINESS

• Residential concerns of accessing the Old Railway Track off Marsh Road as well as concerns of the ditch recently cleaned out by town staff with access for snowmobiles/ATV to Old Track Road cut-off. It was stated that property owner previously advised Council that public access through their land was prohibited. Discussed and Council agreed to install a culvert in the ditch to public access to re-routed Railway Track and if the land owner has an issue, to advise that he can fence the property; Staff to address immediately. Staff to repair all iron hydrant posts.

Human Resources Matter, re: Employee #1305.

Motion 2018-224 Loch/Baker

Be it resolved that Council convene into a Privileged Meeting at 8:55 p.m. **Favour 7; Opposed 0; Carried**

Both DM Ash and Mayor Dooley discussed with Council their conversations with Employee #1305, (Mayor, Dec. 9/18 – DM Ash, Dec. 13/18); both confirmed employees' resignation and demanded ROE be issued with Shortage of Work, along with payout of all employee entitlements under payroll contract. Council held an in-depth discussion regarding Employee #1305.

Motion 2018-225 Glenn/Baker

Be it resolved that Council reconvene to regular meeting 9:29 p.m.

Motion 2018-226 Clarke/DM Ash

Be it resolved that Council approve to issue a Record of Employment for Employee #1305 stating Shortage of Work. **Favour 3-Clarke/DM Ash/Baker; Opposed-4; Defeated**

Motion 2018-227 Clarke/Baker

Be it resolved that Council rescind Motion 2018-226 **Favour 7; Opposed 0; Carried**

Motion 2018-228 Clarke/DM Ash

Be it resolved that Council accept resignation of Employee #1305, to issue ROE as per the Employment Insurance Act and payout any entitlements as per Payroll contract. **Favour 7; Opposed 0; Carried**

Motion 2018-229 Snooks/Moores

Be it resolved that Council approve to give Employee #1305 a gift card of equivalent meal value as per average couple for associated cost of meals spent on Dec. 9/18. **Favour 3-Snooks/Moores/Loch; Opposed-4; Defeated**

Recognized need to develop an internal policy regarding this subject matter.

Reviewed Council/Staff Christmas incentives.

Motion 2018-230 Clarke/Loch

Be it resolved to approve Council/Staff incentives as recommended by Finance Committee and be it further resolved to close for Christmas holidays from Dec. 24, 2018 - Jan 1, 2019. **Favour 7; Opposed 0; Carried**

Town Clerk Manager informed Council of the new Seasonal-Casual/Call-In Operator hired with an expected start date of January 2, 2019.

Councillor Snooks stated her resignation as Chair of the Civic Functions Committee.

ADJOURNMENT OF MEETING

Motion 2018-231 Clarke/DM Ash

Be it resolved, with all business on the agenda addressed, Council approve to adjourn the meeting 9:51 p.m. and to commence regular council meetings on January 8, 2019. **Favour 7; Opposed 0; Carried**

Signed:

Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager