

ATTENDENCE -**Mayor Barry Dooley****Councillor Kelly Loch** – arrived 7:12 p.m.**Councillor Glenn Clarke****Deputy Mayor Jennifer Moores****Councillor Sharon Snooks** - arrived 7:20 p.m.**Shelly Butt, Town Clerk/Manager****CALL MEETING TO ORDER / WELCOME / DELEGATIONS**

Mayor Dooley called the meeting to order at 7:00 p.m. No Registered Delegates

ADOPTION OF THE AGENDA: October 6, 2020**Motion 2020-166 Clarke/DM Moores**

Be it resolved Council adopt the agenda as stated for the Regular Council Meeting of October 6, 2020.

Favour 3; Opposed 0; Carried**MINUTES / COUNCIL MEETING / September 15, 2020: Errors or Omission - None****Motion 2020-167 Clarke/DM Moores**

Be it resolved Council adopt the minutes of the regular meeting of Council of September 15, 2020 as submitted.

Favour 3; Opposed 0; Carried**Business Arising from Minutes: None****FINANCIAL / COMM. / DEPT. & STAFF REPORTS***All Reports Previously Circulated*

Bill/Accounts: Total \$72,281.27, Weekly Payroll Sept 6 – 26, 2020 of \$16,695.01, Bank Reconciliation August 2020 & 2019 Audited Financial Statement Package.

Accounts Payables & Payroll Sept 6 – 26, 2020; *excluding Trio Benefits.***Motion 2020-168 Clarke/DM Moores**

Be it resolved Council approve to pay the Accounts Payable Invoices totalling \$67,979.60; excluding Trio Benefits and resolved to approve the Town Employees Payroll from Sept 6 – 26, 2020 totalling \$16,695.01.

Favour 3; Opposed 0; Carried

Financial Bank Statement - August 2020

Motion 2020-169 Clarke/DM Moores

Be it resolved Council confirm the General Bank Account Financial Statement for August to be balanced.

Favour 3; Opposed 0; Carried

2019 Audited Financial Statement Package: Final Financial Statements Year Ending December 31, 2019, Gas Tax Report, Audit Findings Letter, Management Letter, & Tax Receivable Summary.

Motion 2020-170 DM Moores/Clarke

Be it resolved that Council accept and approve the Gas Tax Report, Audit Findings Letter, Management Letter, Tax Receivable Summary, and the final Consolidated Financial Statements Year Ended December 31, 2019.

Favour 3; Opposed 0; Carried*C/Loch joined the meeting at 7:12 p.m.***Town Clerk's Report:** Dated September 14 – October 2, 2020**Motion 2020-171 Clarke/DM Moores**

Be it resolved Council accept the Town Clerk Manager's Report dated September 14 – October 2, 2020 as submitted.

Favour 4; Opposed 0; Carried*Noted: Suggested consideration be given to an Occupational Health and Safety Inspection on the Town Yard, Garage, and all Town Equipment.**C/Snooks joined the meeting at 7:20 p.m.*

Working Foreman's Report: Dated September 14 – October 2, 2020.

Motion 2020-172 Clarke/Loch

Be it resolved Council accept the Working Foreman's Report dated September 14 – October 2, 2020 as submitted.

Favour 5; Opposed 0; Carried

Councillor Clarke declared a conflict of interest position, as per Section 207-d of Municipalities Act, 1999, (Trio Board Member), leaving the meeting at 7:30 p.m. for bill #1 Trio Benefits for Oct., Nov., & Dec. 2020.

Motion 2020-173 Snooks/DM Moores

Be it resolved Council approve to pay the Trio Benefits (Employee Benefits) for the months of Oct., Nov., & Dec. 2020 for \$4,301.67.

Favour 4; Opposed 0; Carried - C/Clarke returned at 7:31 p.m.

Permit Registry Sept. 14 – Oct. 2, 2020

Motion 2020-174 Clarke/Snooks

Be it resolved, being verified compliant with the Town of Victoria's Development Plan & Regulations, Council approve the Permit Registry as listed from #235 to #250 for the period of Sept. 14 – Oct. 2, 2020.

Favour 5; Opposed 0; Carried

G. M. Fitzgerald Survey Ltd, re: Planned Survey of Dean's Road with inquiry to increase width of road immediately off Highway East. Mayor gave details of inquiry with property owners of #170-#174 Highway East regarding conveyance of land adjacent to Dean's Road to allow for wider road reservation adjacent to this property. Discussed various options to widen Dean's Road off-ramp and length of property; agreed to wait until paving is complete to review road survey options.

CORRESPONDENCE FOR ACTION

New Hook-Up of Water & Sewer to Town's System Deadline – October 31, 2020 & Frozen Water/Sewer Lines Policy for the 2020-2021 Winter Season.

Motion 2020-175 DM Moores/Clarke

Be it resolved; Council approve the 2020 Water & Sewer Hook-Up for new residential/commercial buildings to the Town's Systems with the deadline set as of October 31, 2020 & resolved to approve the Frozen Water/Sewer Lines Policy for the 2020-2021 Winter Season.

Favour 5; Opposed 0; Carried

Snow Clearing Policy & Effective Dates for 2020-2021

Motion 2020-176 Loch/Snooks

Be it resolved Council approve the Snow Clearing Policy as presented and for the 2020-2021 winter season

Favour 5; Opposed 0; Carried

Victoria Recreation request to have purchased Playground Equipment installed by town staff as soon as possible with all associated costs invoiced to VRC for payment.

Motion 2020-177 Clarke/DM Moores

Be it resolved; Council approve the request from the Victoria Recreation Commission for town staff to install two pieces of playground equipment as soon as possible, with all associated installation expenses invoiced to the VRC for payment.

Favour 4; Opposed 1- Mayor Dooley; Carried

Street Rehabilitation & Paving Project PN 20-124, Harris & Associates reduced contract price after review.

Motion 2020-178 Dm Moores/Clarke

Be it resolved, Council accept the revised Schedule of Construction Quantities/Prices for the Street Rehabilitation & Paving Project PN 20-124 for a total not to exceed \$257, 510.88, including HST and Engineering cost for a total not to exceed \$31,625.00, including HST.

Favour 5; Opposed 0; Carried

Harris & Associates Prime Consulting Agreement, MA 17-GI-21-00073, signatures required by Mayor/TCM.

Motion 2020-179 Clarke/Snooks

Be it resolved, Council accept the Prime Consulting Agreement for Project #MA17-GI-21-00073 as submitted and approve for Mayor Dooley and Town Clerk Manager to sign the agreement for the Town of Victoria.

Favour 5; Opposed 0; Carried

Cal LeGrow – Northbridge Financial Corporation Claim for associated cost to repair water damages to Town Hall Roof, portion of interior ceiling of Library, etc., with work completed by ServiceMaster Restore.

Motion 2020-180 Clarke/ DM Moores

Be it resolved, Council accept the estimate of \$4,713.18 from ServiceMaster Restore, less \$1,000.00 deductible and percentage of HST Rebate, to complete repairs from water damages as itemized.

Favour 5; Opposed 0; Carried

Noted: Budget 2021, re: Metal Shingles for Town Hall and Automated Chlorine Monitoring/Testing Equipment.

Crown Land Application #156995– Referral Reference No. 1040607, Lease Type - Agriculture, Use – Livestock & Forage, Location Swansea Road, (North of Swamp Hill Brook).

Motion 2020-181 Clarke/Loch

Be it resolved, Council approve Crown Land Application – Referral Reference No. 1040607, Lease Type – Agriculture as submitted, pending approval granted by all other departments and agencies affiliated with the stated application and further resolved a development application is submitted for consideration and approval of Council.

Favour 5; Opposed 0; Carried

FCM Funding Application – re: Asset Management Plan Application for Victoria.

Motion 2020-182 Loch/DM Moores

Be it resolved, Council approve to acquire the services of Tract Consulting Inc., to complete and submit an Asset Management Plan Funding application to the Federation of Municipalities for Victoria, at a no-fee to prepare the funding application basis, and to award the work to Tract Consulting Inc., if approved and further resolved to include the town's financial share of the cost to complete the described scope of the work in the 2021 Budget.

Favour 5; Opposed 0; Carried

Council Order, re: Erection of Signs Without Council Permit.

Motion 2020-183 Clarke/DM Moores

Be it resolved, Council approve to issue the Council Order, as defined and stated, to be immediately served on the owner of property located at #65-73 Highway East, Victoria aided by legal authority, if necessary and be it further resolved, in the event the property owner fails to comply with the said Order, that Council approve for Steward McKelvey to move forward with an Injunction Application on the stated property owner on behalf of Council, the authority for Town of Victoria.

Favour 5; Opposed 0; Carried

Expense Reimbursement Request from Property Owner #208 Old Track Road, re: Incurred expense for driveway repairs.

Motion 2020-184 Clarke/DM Moores

Be it resolved, the request for reimbursement of claimed incurred expenses for repairs to paved driveway by property owners of #208 Old Track Road be denied and further resolved that the request to have the removed pavement replaced at the town's expense also be denied.

Favour 5; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- ECCM Circular COR/2020/03452 re: Asphalt Deadlines
- ECCM Circular COR/2020/03509, re: Dept Name Changes & Contact Information.
- Dept. of Digital Government & Service NL, re: Winterhouse Farm, Certificate of Approval, GSC File #HS-2020-104253-00

- ECCM Email reply related to remaining ICIP funding, re: Dean's Road Project.
- Municipal Budget Training – Fall 2020, In-Person or Virtual.

Notion of Motion re: DM Moores - Motion to proceed with By-Election for two vacancies on council.

Motion 2020-185 Clarke/DM Moores

Be it resolved, that as Council nor the Returning Officer can guarantee the Provincial Health Authority COVID-19 Guidelines can be met, Council submit a request to the Minister of Environment, Climate Change and Municipalities for permission to defer a by-election as per Section 6(3) of the Municipal Elections Act for a period not exceeding one year or until the next General Municipal Election in September 2021 and to continue operating as a 5-Council Elect, having satisfied the requirement in the Municipalities Act, 1999, Section 13.

Favour 5; Opposed 0; Carried

NEW BUSINESS - None

PRIVILEGED MEETING: Human Resources Items *No Visitors or Delegations Present*

Motion 2020-186 Clarke/DM Moores

Be it resolved, due to the nature of the remaining items on the agenda relating to Human Resource business and in compliance with ATIPPA Legislation, Council move into a privileged meeting at 8:58 p.m.

Favour 5; Opposed 0; Carried

Motion 2020-187 Snooks/Loch

Be it resolved, having dealt with all Human Resources related items, Council move to reconvene to the regular Council Meeting at 9:25 p.m.

Favour 5; Opposed 0; Carried

Motion 2020-188 Clarke/DM Moores

Be it resolved Council accept the Finance/Negotiations Committee Reports and approve the recommendation therein, coming into effect upon ratification of all other contracts and/or agreements.

Favour 5; Opposed 0; Carried

ADJOURNMENT OF MEETING

Next Scheduled Council Meeting: October 27, 2020.

Motion 2020-189 Snooks/DM Moores

Be it resolved Council adjourn the meeting at 9:27 p.m.

Favour 5; Opposed 0; Carried

Signed:

Barry Dooley, Mayor

Signed:

Shelly Butt, Town Clerk Manager