

ATTENDENCE

Mayor Barry Dooley
Councillor Kelly Loch
Councillor Glenn Clarke

Deputy Mayor Jennifer Moores
Councillor Sharon Snooks
Shelly Butt, Town Clerk/Manager

CALL MEETING TO ORDER / WELCOME / DELEGATIONS

Mayor Dooley called the meeting to order at 7:06 p.m. No Registered Delegates.

ADOPTION OF THE AGENDA: October 27, 2020

Addition - Travel Trailer occupied year-round at #146 Church Road. Side Safety Ladders for two Town Trucks.

Motion 2020-190 Loch/DM Moores

Be it resolved Council adopt the agenda, including additions, for the regular Council Meeting, October 27, 2020.

Favour 5; Opposed 0; Carried

MINUTES / COUNCIL MEETING / October 6, 2020. No errors or omissions noted.**Motion 2020-191 Snooks/DM Moores**

Be it resolved Council adopt the minutes of the regular meeting of Council of October 6, 2020 as submitted.

Favour 5; Opposed 0; Carried

Business Arising from Minutes: None

FINANCIAL / COMM. / DEPT. & STAFF REPORTS

Accounts Payable \$68,154.60, **Weekly Payroll Period:** 09/27/20 to 10/17/20 of \$16,887.38

Motion 2020-192 Loch/DM Moores

Be it resolved Council approve to pay the Accounts Payable Invoices totalling \$68,154.60, including TCM Expense Reimbursement Claim; and resolved to approve the Town Employee's Payroll from September 27-Oct.17, 2020 for \$16,695.01.

Favour 5; Opposed 0; Carried

Expenses Reimbursement

Councillor Clarke declared a conflict of interest re: Expense Reimbursement Claim for incurred expenses to attend the 2021 Municipal Budget Training, St. John's, NL October 19/20; left the meeting at 7:09 p.m.

Motion 2020-193 Snooks/Loch

Be it resolved Council approve the expense reimbursement claim in accordance with town's Expense Reimbursement Policy. **Favour 4; Opposed 0; Carried** *C/Clarke returned to the meeting at 7:10 p.m.*

Town Clerk's Report: Dated October 5-23, 2020

Motion 2020-194 DM Moores/Snooks

Be it resolved Council accept the Town Clerk Manager's Report dated October 5 - 23, 2020 as submitted.

Favour 5; Opposed 0; Carried

Noted: ▶ Contact NL Power to acquire information on Demand Meters on all town buildings.

▶ Drive-by Christmas Parade; recommendation to be passed onto VVFD.

Working Foreman's Report: Dated October 5 - 23, 2020

Motion 2020-195 DM Moores/Clarke

Be it resolved Council accept the Working Foreman's Report dated October 5 - 23, 2020 as submitted.

Favour 5; Opposed 0; Carried

Permit Registry from Oct 5 – 23, 2020

Motion 2020-196 Snooks/DM Moores

Be it resolved, being verified compliant with the Town of Victoria's Development Plan & Regulations, Council approve the Permit Registry as listed from #251 to #261 for the period of Oct. 5-23, 2020.

Favour 5; Opposed 0; Carried

CORRESPONDENCE FOR ACTION

1). **Site-Specific Health & Safety Plan 2020/2021 (SSSP)**

Motion 2020-197 DM Moore/Loch

Be it resolved that Council approve the 2020/2021 Town of Victoria's Site-Specific Health & Safety Plan for the collection of Ice Control Materials, at the Dept. of Transportation & Works Depot, Heart's Content, NL.

Favour 5; Opposed 0; Carried

2). Wilsons Quote, re: Security Cameras for Town Hall & Recreation Bldg. Requires more detailed information and resubmit.

3). Letter from Property Owner Relinquishing Property Claim, re: 362-372 Main Highway & #6-16 Snooks Road, Victoria. Reviewed with Council, requesting a legal opinion on the matter.

4). Request for use of Residential Vacant Land located at Dean's Road/Old Track Road to Park School Buses by Owner.

Motion 2020-198 DM Moore/Clarke

Be it resolved, upon review of the town's Development Plan & Regulations identifying the proposed development to be non-compliant within a residential zone, Council deny the request.

Favour 5; Opposed 0; Carried

Noted: Property at #6 Dean's Road is fully serviced with town services to boundary and a travel trailer connected to one or both services; Council instructed to issue full water/sewer tax invoice to the property owner. In addition, it was stated a metal Sea-Can Container unit is placed on the same property without application or permit from Council; property owner to be written regarding application and must follow proper process.

CORRESPONDENCE FOR INFORMATION/DISCUSSION

1). Update - Council Order, re: Erection of Inappropriate Signage Without Permit within the Town of Victoria by Property Owner #65 Highway East.

Noted: Due to COVID-19 and the nature of recent events, emails received relaying sensitive and inappropriate content, Council to consider moving to a public media forum to carryout regular council meetings whenever possible.

2). 2021 Municipal Operating Budget Preparations; advised to proceed with draft 2021 Budget.

3). CEEP, 2020-2021 approved for \$20,568.74 with new EI Eligible Criteria and COVID-19 Strictions.

4). 2021 Celebrate Canada Program, re: Application Deadline November 21, 2020. Proceed as usual.

5). Town of Victoria now set up at CIBC as a Payee for Tax Invoice.

6). Dept. of Transportation & Infrastructure Circular, COR/2020/03927, re: Reminder of Call for 2021-2020; Municipal Infrastructure Application deadline date of November 13, 2020.

7). Dept. of Transportation & Infrastructure Circular, COR/2020/03928, re: Prime Consultant Agreement Process Changes.

8). Notice of Intent, re: Feasibility Report Pursuant to the Municipalities Act, 1999 to explore the proposed expansion of the Town of Victoria's Municipal Boundary.

9). VVFD Medal Ceremony for Years of Service; Mayor & TCM requested to attend. PS: Limited invitation due to building and COVID-19 Restrictions. November 8, 2020 @ 8:00 p.m.

NEW BUSINESS

- Development Application to erect Sign/s on Private Property at #65 Highway East. Development Application incomplete without explanation or reasoning to erect signage on property. Council exercised their discretionary authority to defer until outcome of the current Appeal submitted to the Urban & Rural Appeal Board regarding Council Order for erecting inappropriate signs on property without a permit/s.
- Property owner of #146 Church Road, nephew living in travel trailer on property more than 1-year. Write letter advising of non-compliance with the town's adopted regulations.
- Side Truck Ladders for Dodge Ram 5500 Series & 2020 Ford F550; approved to proceed with purchases.
- Budget Training Monday October 19, 2020 attended by C/Clarke and TCM; very educational.
- Victoria Recreation Commission, re: 2nd Annual Halloween Trunk or Treat, October 24, 2020; attended by C/Snooks and TCM. Very enjoyable and successful event.

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

Motion 2020-199 DM Moores/Snooks

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 9:20 p.m.

Favour 5; Opposed 0; Carried

Motion 2020-200 Snooks/DM Moores

Be it resolved, having dealt with the Human Resources related items, Council move to reconvene to the regular Council Meeting at 9:48 p.m.

Favour 5; Opposed 0; Carried

Council to wait for reply from Union until next Council Meeting November 17, 2020 before any action is taken. Brief discussion on Council/Staff Christmas events in relation to COVID-19; request for councillor's feedback.

ADJOURNMENT OF MEETING

Next Regular Council Meeting: November 17, 2020

Motion 2020-201 Snooks/DM Moores

Be it resolved Council adjourn the meeting at 9:52 p.m.

Favour 5; Opposed 0; Carried

Signed:

Signed:

Barry Dooley, Mayor

Shelly Butt, Town Clerk Manager