

**ATTENDENCE -**

Mayor Barry Dooley  
Councillor Sharon Snooks  
Councillor Art Kelloway  
Councillor Dion Penney

Deputy Mayor Jennifer Moores  
Councillor Jim Layden  
Councillor Glenn Clarke  
Shelly Butt, Town Clerk/Manager

**CALL MEETING TO ORDER / WELCOME / DELEGATIONS:** No registered delegates or visitors.  
Mayor Dooley called the meeting to order at 7:00 p.m.

**ADOPTION OF THE AGENDA: July 4, 2023****Motion 2023-167 DM Moore/Layden***No Additions or Deferments*

Be it resolved Council adopt the agenda for the Regular Council Meeting of July 4, 2023, as presented.

**Favour 7; Opposed 0; Carried**

**MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES / June 13, 2023****Motion 2023-168 Clarke/Kelloway***No Error or Omissions Noted*

Be it resolved Council adopt the minutes of the regular Council meeting of June 13, 2023, as recorded.

**Favour 7; Opposed 0; Carried**

**FINANCIAL / COMM. / DEPT. & STAFF REPORTS****1. Bill/Accounts \$19,843.96 & Payroll: June 4 - 24, 2023, Total \$20,636.14**

*Councillors Layden/Penney, (Victoria Volunteer Fire Dept. Members), declared a conflict-of-interest as per SNL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, accounts payable invoices #1-#6, left the meeting chambers at 7:03 p.m.*

**Motion 2023-169 Snooks/DM Moores**

Be it resolved, Council approve payment of the accounts payable invoices incurred by the VVFD, listed #1 - #6 totalling \$2,258.94.

**Favour 5; Opposed 0; Carried** C's Layden/Penney returned 7:05 p.m.

**Remaining Accounts Payables****Motion 2023-170 Clarke/Kelloway**

Be it resolved Council approve to pay the remaining accounts payable invoices listed #7 - #22 totalling \$17,585.02 and resolved to approve #23, Payroll Period: 06/04/23 – 06/24/2023 for \$20,636.14 as presented.

**Favour 7; Opposed 0; Carried**

2. Public Works Committee Report, re: Recommendation for Town Road Paving, no report available. Council was advised the committee will meeting Wednesday, July 5, 2023, to review and send recommendations by email.

**3. Town Clerk's Report: Dated: June 12 - 30, 2023****Motion 2023-171 Snooks/DM Moores**

Be it resolved, Council approve the Town Clerk Manager's Report for June 12 - 30, 2023, as presented.

**Favour 7; Opposed 0; Carried**

Council discussed options to rectify the water problems, such as town staff to check water pressure on hydrants on the end of the Church Rd and Rattle's Road, walk along on roads serviced with water, check all hydrants.

**4. Permit Registry June 12 - 30, 2023: #586 - #607**

*Deputy Mayor Moores, (Applicants - Brother/Sister In-law) declared a conflict-of-interest as per the Municipal Conduct Act SNL2021 Chapter M-20.01 An Act Respecting The Conduct Of Municipal Officials Sections 5 & leaving the meeting at 8:10 p.m.*

**Motion 2023-172 Snooks/Layden**

Be it resolved, Council approve permit #586 - #607, pending business/work is completed/conducted in compliance with details of the application/permit, the Town of Victoria's Municipal Plan & Development Regulations and any other applicable policies, regulations, or stipulations attached.

**Favour 6; Opposed 0; Carried** *DM Moores returned at 8: 11 p.m.*

### **CORRESPONDENCE & OTHER ITEMS FOR ACTION**

1. Quotes, re-tabled: Fire Hydrant Markers – 48” Flexible Yellow Hydrant Markers

- Maximum Signs, ON: \$42.95 each
- Saunders Equipment, NB: \$44.75 each
- Stinson Traffic Safety, ON: \$69.44
- Wolseley Canada, NL: \$39.80 each

**Motion 2023-173 DM Moores/Kelloway**

Be it resolved, Council accept the lowest quote for the supply of 50 - Flexible Yellow 48” Hydrant Markers at \$39.80 each, (pre-tax) from Wolseley Canada, NL and further resolved to purchase 50-markers at this time.

**Favour 7; Opposed 0; Carried**

2. Quote (1) – Town Enhancements – Jack’s Nursery Flower Shop, Victoria.

**Motion 2023-174 DM Moores/Snooks**

Be it resolved, Council accept the submitted quote from Jack’s Nursery Flower Shop, for the amount not to exceed \$12,423.08 as per the town’s approved itemized specifications.

**Favour 7; Opposed 0; Carried**

3. CIBC - Credit Agreement Letter Renewal

**Motion 2023-175 Snooks/Layden**

Be it resolved, Council approve the CIBC – Renewal Credit Agreement Letter and further resolved, for Mayor Dooley & the Town Clerk Manager to enter into this agreement on behalf of the Town of Victoria.

**Favour 7; Opposed 0; Carried**

4. CIBC – Corporate Classis Visa Card Change Request

**Motion 2023-176 Snooks/Clarke**

Be it resolved, Council approve the CIBC – Corporate Classis Visa Card Change Request, to increase the charge limit from \$10,000 to \$15,000 and further resolved, for Councillor Snooks & the Town Clerk Manager to enter into this agreement on behalf of the Town of Victoria.

**Favour 7; Opposed 0; Carried**

5. Victoria Heritage Society, re: JCP Project Proposal, requesting permission to submit JCP Application under TOV & managed by the TCM.

*Councillor Kelloway, (member - Victoria Heritage Society), declared a conflict-of-interest as per the Municipalities Act, 1999, Section 207-1, for listed item #9, leaving the meeting at 8:26 p.m.*

**Motion 2023-177 Snooks/Clarke**

Be it resolved Council approve to submit a JCP Funding Application in conjunction with the Victoria Heritage Society under the management of the Town Clerk Manager as per the described scope of work.

**Favour 6; Opposed 0; Carried** *C/Kelloway returned 8:28 p.m.*

6. Driveway Extension Request Re-tabled, re: #28 Gulf Avenue, added information received.

**Motion 2023-178 Clarke/Layden**

Be it resolved, Council grant approval of the development application to allow for a new driveway access, not to exceed the maximum of 30-ft, new culverts must be installed as per proper specifications of the existing ditch, must be properly cribbed, any movement of the new culverts, (sinking/rising), in the immediate future is the responsibility of property owner to repair; resolved the section of ditch where the older culvert is to be removed must be put back to the proper ditch specifications, (proper depth and cleaned out); resolved the applicant is responsible for removing the existing culvert from the town’s ditch on Gulf Avenue, and must be returned to the Town of Victoria; resolved the work must be completed by a certified contractor experienced in this field and

when complete must be verified compliant by town staff, proper flow of water must be maintained and have uninterrupted flow after the new culverts are installed, and further resolved that at no time can the proposed work cause any damage, now or in the future, to the town's infrastructure, the owner's property or any other properties in the area that may be affected by this work, and pending work is completed/carried out in compliance with details of the application/permit as presented, the Town of Victoria's Municipal Plan & Development Regulations and any other applicable policies, regulations, and permit stipulations attached.

**Favour 7; Opposed 0; Carried**

#### **CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION**

1. Municipal Assessment Agency, re: Memo June 14, 2023, Update on MAA.
2. Municipal & Provincial Affairs DOC/2023/01535, re: Urban & Rural Planning Act, 2000 Amendments.
3. Proposed Amendments to the Federal Water Systems Effluent Regulations.

**NOTICE OF MOTION:** DM Moores: To increase the current spending limit for the town clerk manager to manage the day-to-day operations of the town more effectively.

#### **GENERAL / NEW BUSINESS**

Update Canada Day / Victoria Day Celebrations, July 1 & 2, 2023. All events were successful, especially first breakfast since COVID-19. Noted that some events may need to be revised due to accommodations, organization, and function, i.e.: Comm. Center kitchen may need to be upgraded, as well as location and timelines for afternoon events.

#### **ADJOURNMENT OF MEETING**


Next Council Meeting: August 15, 2023

#### **Motion 2023-179 Layden/Snooks**

Be it resolved, having addressed all items on the meeting's agenda, Council adjourn the meeting at 8:49 p.m.

**Favour 7; Opposed 0; Carried**

**Signed:**

  
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Barry Dooley  
Mayor

**Signed:**

  
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Shelly Butt  
Town Clerk/Manager