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 in attendance. Mayor Dooley welcomed everyone and called the meeting to order at 7:00 p.m.

ADOPTION OF THE AGENDA: January 23, 2024
Motion 2024-01 Clarke/Penney
Be it resolved Council adopt the agenda for the Regular Council Meeting of January 23, 2024, as presented.
Favour 7; Opposed 0; Carried

MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES / December 19, 2023:
Motion 2024-02 Snooks/Layden *No Errors or Omissions Noted*
Be it resolved Council adopt the minutes of the regular Council meeting of December 19, 2023, as recorded.
Favour 5; Opposed 2; Carried Clarke/DM Mayor

FINIANCIAL / COMM. / DEPT. & STAFF REPORTS

Accounts Payables = $79,120.26 & Payroll: Dec 10, 2023 – Jan 13, 2024, Total All Types = $39,936.83.
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, re: accounts payable invoices #1 - #7 & left the meeting chambers at 7:12 p.m.
Victoria Volunteer Fire Department.
Motion 2024-03 Kelloway/DM Moores
Be it resolved, Council approve payment of the accounts payable invoices incurred by the VVFD, listed #1- #7 totalling $2,042.83. **Favour 5; Opposed 0; Carried** *C's Layden/Penney returned 7:13 p.m.*

Victoria Heritage Society, NL Power Inc invoices for December 2023, Invoice #8.
C/Kelloway,(member of the VHS), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6, for VHS, re: accounts payable invoice #8 $417.09, leaving the meeting at 7:13 p.m.
Motion 2024-04 Snooks/Layden
Be it resolved; Council approve payment of the VHS accounts payable invoice item #8 *for* $417.09.
Favour 6; Opposed 0; Carried *C/ Kelloway returned 7:14 p.m.*

Trio Benefits Insurance, Employee Ins. November 2023, Invoice #9
Councillor Clarke, (Trio Board Member), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6 for accounts payable invoice item #9, left the meeting at 7:14 p.m.
Motion 2024-05 Snooks/Layden
Be it resolved Council approve payment for accounts payable invoice #9, Trio Benefits (Employee Benefits), for December 2023 totalling $235.88. **Favour 6; Opposed 0; Carried** *C/Clarke returned at 7:15 p.m.*

Remaining Accounts Payables Listed #10 - #31 & Payroll #32.
Motion 2024-06 Penney/Layden
Be it resolved Council approve to pay the remaining accounts payable invoices listed #10 - #31 totalling $76,424.46 and resolved to approve item #32, Payroll Period: Dec 10, 2023 – Jan 13, 2024, Total All Types $39,936.83. **Favour 7; Opposed 0; Carried**

Finance Committee (Verbal) Report

Letter, re: Property Tax #1a Main Highway, (former Account #110682). Council's Direction: Request Applicant to submit copies of all property lease agreement/s as proof of claim.

Letter/Emails, re: Hennessey's Excavating #64 - #66 Swansea Road requesting removal of 2023 & 2024 Business Tax Charge as business relocated to Freshwater, NL.

Motion 2024-07 DM Moores/Penney

Be it resolved, Council accept information provided and resolved to remove the 2023 business tax and related interest charges and further resolved to delete the 2024 business tax charge and close the business tax account.

Favour 4; Opposed Barry/Sharon/Art; Carried

Authorize payment of all monthly &/or quarterly re-occurring invoices during 2024 in advance of scheduled meetings to avoid overdue charges/fee and avail of possible discounts, as per list provided.

Motion 2024-08 Snooks/Layden

Be it resolved Council grant approval to authorize payment for regular monthly and quarterly reoccurring expenditures as stated under Section 58 of the Municipalities Act, 1999 with all such expenditures listed and submitted to a regular public council meeting for approval. **Favour 7; Opposed 0; Carried**

Town Clerk's Report: Dated Nov. 26/23 – Jan. 19/24

Motion 2024-09 Snooks/Penney

Be it resolved, Council approve the Town Clerk Manager's Report for Nov. 26/23 – Jan. 19/24, Council approved to remove the insurance coverage on1999 GMC & 2012 Sierra, vehicles are not operational or road worthy, as submitted. **Favour 7; Opposed 0; Carried**

Frazil Ice, Rocky Pond. TCM advised the manager of the Rural Outreach Program, (team of 3 engineering students), under the Memorial University Faculty of Engineering, has reached out to offer to help discover ways to prevent formation of frazil ice in the town's water supply intake, at no cost to the town. Council accepted the offer, TCM to start working on this initiative.

Working Foreman's Report: Dated, Nov. 26 – Dec. 15, 2023

Motion 2024-10 Snooks/Penney

Be it resolved, Council approve the Public Worker's Report for Nov. 26 – Dec. 15, 2023, as submitted.

Favour 7; Opposed 0; Carried

Permit Registry #673 & #675

Motion 2024-11 Penney/Layden

Be it resolved, Council approve permits #673 and #675, 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 7; Opposed 0; Carried

CORRESPONDENCE &/OR OTHER ITMES FOR ACTION

Items Deferred to January 23, 2024

1. General Development Application, re: Place a Travel Trailer on private property Old Track Road and install private water and sewer septic system to the trailer.

Motion 2024-12 DM Moore/Layden

Be it resolved, to contact the Local Governance Land Use Planning Division for clarification on permitted and discretionary use classification in the Rural Zone relating to travel trailers. **Favour 7; Opposed 0; Carried**

2. General Development Applications (2), re: Place Metal Sea-Cans on 2 properties, #10 Country Road, & #11 Penney's Hill, Victoria.

Motion 2024-13 Penney/Kelloway

Be it resolved that, due to metal sea-cans not listed as an acceptable accessory building type structure as a permitted or discretionary use classification in any zone identified in the town's adopted Municipal Plan or

Development Regulations or its definitions, Council deny approval of the development applications to place said structure on property's located at #10 Country Road and #11 Penney's Hill, Victoria.

Favour 7; Opposed 0; Carried

3. 2-Letters from Property Owner, #17-23 Deering's Road, Victoria, re: Request for requirements to have snow clearing privileges reinstated to Deering's Rd. Discussed and Council directed to advise, the town's adopted Municipal Plan and Development Regulations must be followed, regarding infrastructure and road development standards before further consideration can be given to this request.

4. Donation Request, re: Swim For Hope Fundraiser for the Dr. H. Bliss Cancer Society.

Motion 2024-14 Clarke/Kelloway

Be it resolved that Council approve a $100.00 donation to the 2024 Swim For Hope Fundraiser for the Dr. H. Bliss Cancer Society. **Favour 7; Opposed 0; Carried**

5. Regular Council Meeting Agenda for 2024.

Motion 2024-15 Snooks/Layden

Be it resolved, Council approve the submitted Regular Council Meeting Schedule for 2024, and resolved to be subject to change, if required. **Favour 7; Opposed 0; Carried**

6. Winterhouse Farm Group (Business), re: Request for Snow Clearing & Garbage Collection Services.

Motion 2024-16 DM Moores/Clarke

Be it resolved that, recognizing business is located on an agriculture road, no businesses within Victoria received snow-clearing services, etc., Council deny the request for sited services. **Favour 7; Opposed 0; Carried**

7. Proclamation re: Purple Day for Epilepsy, March 26th, 2024,

Motion 2024-17

Be it resolved, Council declare March 26, 2024, as Purple Day for Epilepsy and further resolved for Mayor Dooley to sign the Proclamation on behalf of Council. **Favour 7; Opposed 0; Carried**

8. Motion to Reduce Gas Tax amount by difference for tender vs actual paid out for paving $4,353.25 /main water valve $1,987.25 totaling $6,340.50.

Motion 2024-18 Clarke/DM Moores

Be it resolved; Council apply to the Gas Tax Secretariat to reduce the previously approved Gas Tax Funding Application for Project # 270-2023-8051 by $1,987.25 and Project # 270-2023-8042 by $4,353.25 for a total of $6,340.50. **Favour 7; Opposed 0; Carried**

9. Multi-Year Capital Works Projects, (no correspondence), previous correspondence COR/2023/06795, dated July 6, 2023, re: Offer of $310,003, (provincial funding portion). Passed to the Public Works Committee for assessment and recommendations.

10. Motion to Close Bank Account associated with Project #17-GI-21-00073 and transfer remaining funding to the General Bank Account.

Motion 2024-19 Layden/Penney

Be it resolved, Council approve to relocate remaining balance from Project #17-GI-21-00073 to be deposited into the General Bank Account, and further resolved to close bank account related to stated project.

Favour 7; Opposed 0; Carried

CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION

1. MAPA, Circulars: COR/2023/10799, COR/2023/14628, DOR/2023/43689, COR-2023-195481 & COR/2023/01833-01.
2. MAA, Circular dated Jan. 17/24.

3. Accessibility Plan Template Example, Dept. of Children, Seniors & Social Dev.
4. 2024 Water & Wastewater Workshop, dates: March 25 – March 28, 2024.
5. Town of Salmon Cove Council, re: Email Request for Information.

NOTICE OF MOTION

Previously Tabled – Regular Council Meeting, Nov. 28, 2023, re: DM Moores, Removal of derelict vehicles from property at #4 Marsh Road. Information received from Local Governance and Land Use Planning, re: Occupancy and Maintenance Regulations under the Urban and Rural Planning Act, (O.C. 96-201).

Motion 2024-20 DM Moores/Penney

Be it resolved, Council approve to request for the Town of Victoria to be added/subscribe to the schedule of the Occupancy and Maintenance Regulations under the Urban and Rural Planning Act, 2000.

Favour 7; Opposed 0; Carried

GENERAL / NEW BUSINESS

Mayor to attend the Literacy Day at Persalvic School.

C/Clarke: 2024 Volunteer Appreciation Day. Discussion & Council in unanimous agreement with DM Moores recommendation for Hybrid Model. Civic Functions Committee to compile a list of active volunteer organizations in Victoria, to be reviewed by Council.

Notice of Motion: C/Clarke add or amend the adopted Council Meeting's Rules of Procedure, to have a maximum length of Council meetings to be no later than 9:00 p.m.

PRIVILEGED INFORMATION *No delegates or visitors in attendance.*

Council agreed to defer items #1 & #2, to next regular meeting of Council.
#3. OIPC Information #4. BGAB Study Project Information Update from CBCL.

Motion 2024-21 Clarke/Penney

Be it resolved; Council approve to convene into a Privileged Meeting at 9:44 p.m. to discuss items 3 & 4 in-camera.

Favour 7; Opposed 0; Carried

Motion 2024-22 Layden/DM Moores

Be it resolved; Council approve to reconvene into a Regular Council Meeting at 10:25 p.m.

Favour 7; Opposed 0; Carried

#3. OIPC Information; TCM to avail of assistance as discussed.
#4. BGAB Study Project Information Update from CBCL; Council to review privileged information received to date from all sources.

ADJOURNMENT OF MEETING

Next Council Meeting: February 13, 2024.

Motion 2024-23 Snooks/Layden

Be it resolved, having addressed all agenda items, Council adjourn the meeting at 10:25 p.m.

Favour 7; Opposed 0; Carried

Signed:

Barry Dooley
Mayor

Signed:

Shelly Butt
Town Clerk/Manager