

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

Mayor Dooley called the meeting to order at 7:07 p.m. as per Provincial Health Authorities, Alert Level 3 and the Dept of Municipal Affairs and Environment.

ADOPTION OF THE AGENDA: June 23, 2020

Motion 2020-80 Loch/Clarke

Be it resolve that Council adopt the agenda for the Regular Council Meeting of June 23, 2020 as presented.

Favour 5; Opposed 0; Carried

MINUTES / COUNCIL MEETING / May 12, 2020:

Motion 2020-81 Clarke/Snooks

Be it resolved that Council adopt the minutes of the regular meeting of Council of May 12, 2020.

Favour 5; Opposed 0; Carried

Business Arising: None

FINIANCIAL / COMM. / DEPT. & STAFF REPORTS

Bill/Accounts: Total \$74,990.92 & Regular Payroll May 3/20 – June 6/20, totalling \$25,107.75.

Councillor Clarke declared a conflict of interest position, as per Section 207-d of Municipalities Act, 1999, (Trio Board Member), leaving the meeting at 7:08 p.m.

Motion 2020-82 Loch/Moores

Be it resolved Council approve to pay the Trio Benefits (Employee Benefits) June/July 2020 for \$2,867.78.

Favour 4; Opposed 0; Carried - C/Clarke returned at 7:09 p.m.

Motion 2020-83 DM Moores/Snooks

Be it resolved Council approve to pay the remainder of the Accounts Payable Invoices totalling \$72,123.14 and further resolved to approve the Town Employee's Weekly Payroll May 3/20 – June 6/20, totalling \$25,107.75 as submitted.

Favour 5; Opposed 0; Carried

Public Works Committee, re: Minutes – Dean's Road Pre-Construction Meeting, Wednesday, June 17, 2020. Reviewed together with issues related to the existing easement which will be rectified when project is finished.

Civic Functions Committee, re: Canada Day Celebration Plans as per revised Canadian Heritage Celebrate Funding Application. C/Loch reviewed details of virtual plans and prizes with start time of 12noon.

Town Clerk's Report: May – June 19, 2020

Motion 2020-84 DM Moores/Loch

Be it resolved Council accept the Town Clerk Manager's Report dated May – June 19, 2020 as submitted.

Favour 5; Opposed 0; Carried

Discussed Items:

- Can Playgrounds open and be able to follow all Public Health Restrictions regarding proper cleaning, disinfection and sanitizing after each use, may have to restrict times to be open in shifts; decided no change from level 3 due to inability to guarantee public safety relating to COVID-19.
- Discussed Municipal Garage, Council to review interior of building for storage of supplies, etc.





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- Speed Indicator signs, stationary verses portable. TCM instructed to purchase one portable and one mobile.
- Get a sign or banner thanking frontline workers during COVID-19 Pandemic; passed to C/Loch.
- Discussed installing another gate at Recreation Complex, no decision.

Working Foreman's Report: May – June 19, 2020 (Work completed by 5-Employee)

Motion 2020-85 Snooks/Loch

Be it resolved Council accept the Working Foreman's Work Report from May – June 19, 2020 as submitted
Favour 5; Opposed 0; Carried

CORRESPONDENCE FOR ACTION

Tenders – New 3-Ton Truck complete with snow-plow/sander.

Cabot Ford Lincoln Sales Ltd., St. John's, NL - \$109,183.30 (incl HST). Specifications met.

Hickman Chrysler, St. John's, NL, (White Cab), - \$116,624.62 (incl HST). Specifications not met.

Hickman Chrysler, St. John's, NL, \$120,649.62 (incl HST). Specifications not met

Motion 2020-86 Loch/Clarke

Be it resolved that, having met the tender specification and in compliance with the Public Procurement Act, Council accept the tender from Cabot Lincoln Ltd., St. John's NL and be it further resolved to approve the purchase using funds from the town's general bank account.
Favour 5; Opposed 0; Carried

Memorial Bench, re: Late Emma Clarke. Relatives would like permission to place and maintain a memorial bench at the Shawn Snow Memorial Playground in the Heritage Park.

Motion 2020-87 Clarke/Snooks

Be it resolved Council grant permission to the family relatives requesting to place and maintain a memorial bench at the Shawn Snow Memorial Playground, Heritage Park in the memory of the Late Emma Clarke.
Favour 5; Opposed 0; Carried

Quotes, re: 2 - Backhoe Tires (Front) & 4 Loader Tires.

Tires for 2014 Backhoe, two quotes received:

- Conception Bay Auto & Tires Centre, Tilton, CBN, NL \$2,167.18 (incl HST)
- Brookside Services Ltd, Bay Roberts, NL \$1,582.23 (incl HST)

Motion 2020-88 Clarke/DM Moores

Be it resolved that, in compliance with the Public Procurement Act, Council accept the quote from Brookside Services Ltd, Bay Roberts for 2-backhoe tire for \$1,582.23 (incl HST).
Favour 5; Opposed 0; Carried

Tires for 2013 John Deere Loader; two quotes received:

Brookside Service Ltd, Bay Robert's, NL - \$9,528.35.

Conception Bay Auto & Tire Centre, Tilton CBN, NL - \$11,042.47.

Motion 2020-89 Loch/Clarke

Be it resolved that, in compliance with the Public Procurement Act, Council accept the quote from Brookside Services Ltd, Bay Roberts for 4-loader tires for \$9,528.35.
Favour 5; Opposed 0; Carried

Discussed remaining Provincial Share of 2017-2020 MYCW Funding, defined as: 17-MYCW-18-00052 \$33,237.46, 17-MYCW-18-00053 \$20,034.00 & Unallocated \$97,160.00.

Motion 2020-90 Loch/Snooks

Be it resolved that Council submit a request to the Dept. of Municipal Affairs & Environment to reallocate the stated amount of \$20,034.00 under the stated project #17-MYCW-18-00053 to the Unallocated portion for a revised total of \$117,194.00.
Favour 5; Opposed 0; Carried

Discussed using the remaining Provincial Share of 2017-2020 MYCW Funding for paving town owned roads.

Motion 2020-91 Clarke/Loch

Be it resolved that, Council submit a request to the Dept. of Municipal Affairs & Environment to use the remaining 2017-2020 MYCW Funding to a maximum amount up to \$150,431.46 for a paving project at the cost-shared ratio of 50/50 and to request approval to use funds from the town's general bank account to pay the Municipal Share up to \$150,431.46 and further resolved to request Harris & Associates, Carbonear, to complete the paving estimates.

Favour 5; Opposed 0; Carried

Discussion took place on the following recommendations:

1) Forest Pond Road, 2) Old Track Road South, 3) Powerhouse Road.

Motion 2020-92 Loch/Snooks

Be it resolved that Council approve to get estimates completed by Harris & Associates, Carbonear to upgrade and pave Forest Pond Road, Old Track Road South, and upgrade, repave existing and extend new pavement to last house on Powerhouse Road.

Favour 5; Opposed 0; Carried

Recommended to also expand pavement on section of Hillview Crescent's west end from intersection of Station Road to end at intersection of Hillview Drive northern end.

DM Moores declared a conflict of interest position as per Section 207-1 a/b of Municipalities Act, 1999, before the discussion on Hillview Crescent, a road on which she resides, and left the meeting at 9:10 p.m.

Motion 2020-93 Loch/Clarke

Be it resolved, Council approve to get estimates completed by Harris & Associates, Carbonear to upgrade and install pavement starting at the intersection of Station Road/ Hillview Crescent westside, ending at intersection of Hillview Drive northern end.

Favour 4; Opposed 0; Carried / DM Moores returned at 9:14 p.m.

Council Noted: Pending pavement estimate outcomes; Forest Pond Road, Old Track Road South, and Powerhouse Road will take priority.

MAE, re: Approval to Award Contract – Dean's Road W/S/Rd Upgrd, Prj #17-GI-20-00028.

Motion 2020-94 Clarke/DM Moores

Be it resolved, Council accept the Approval to Award Contract, re: Dean's Road W/S/Rd Upgrd, Prj #17-GI-20-00028 to Cougar Engineering & Construction Ltd in the amount not to exceed \$279,450.00 as recommended by Harris & Associates Ltd.

Favour 5; Opposed 0; Carried

Municipal Awareness Day Proclamation, June 24, 2020.

Motion 2020-95 DM Moores/Snooks

Be it resolved that Council recognize and proclaim June 24, 2020 as Municipal Awareness Day and for Mayor Dooley to sign the proclamation on behalf of the town of Victoria.

Favour 5; Opposed 0; Carried

CORRESPONDENCE FOR INFORMATION/DISCUSSION

- Municipal Assessment Agency Memo, re: 2021 Annual Assessment Roll.
- Harris & Associates, re: Dean's Road Tender Results, noting Cougar Engineer & Const. Ltd as lowest tender.
- MAE, COR/2020/01746, re: Extension to Clean Water / Wastewater Project, Clarke's Road, 17-CWWF-17-00026.
- MAE, COR/2020/01586, re: ICIP Project Photographs of Provincial Funded Projects.
- MAE, COR/2020/01393, re: Changes to Procurement Thresholds due to COVID-19 Pandemic Situations.
- MAE, Circular, re: Guidance for Wastewater Collection & Wastewater Treatment Operators during COVID-19.
- CBNJCA, re: Letter of Support for Upgrades/Repairs to Conception Bay North River Area.
- Eastern Regional Service Board, re: Notice ERSB will resume scheduled bulk waste collection on June 15, 2020 at all facilities.



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- NL911, re: Notice to confirm receipt of Victoria's civic address information and our town is added to Next Generation 911, (NG911) database.
- NL911, Notice – Call Verification. PS: VVFD has responded to this notice.
- Reply to concern of Beaver in Pond, re: Conservation Officer II.
- Copy Ltr, Harris & Associates, re: Notice issued to Cougar Engineering & Construction of tender awarded for Dean's Road W/S/Rd Upgrd Project #17-GI-20-00028.

NEW BUSINESS

Town Hall & VVFD Building Renovations; discussion deferred until further notice.

Victoria Recreation Commission, requesting Council to utilize approved funding from VRC's 2020 Budget to replace exterior siding with new clapboard/paint or siding/corners. (Clapboard preferred). PN: Upcoming court case rescheduled for August 6/20, regarding exterior vandalism to bldg in 2019. TCM directed to get quotes to replace existing siding with clapboard entire exterior (3/4" & 4-inch course), replace all exterior lights (preferred cage over lights) & repairs to back step/ramp.

Rules of Procedure for meetings of Council need to be updated, re: Pandemic Circumstance. Agreed by Council for TCM to revise and submit for approval.

Can Union & Full-Time Employees Negotiations resume in Level 4; agreed to leave until such time Teamsters Union, Local 855 member/s contact the town.

Digital Display Sign for Town Announcement/Advertisements; agreed to start getting some information and possible quotes to determine town's financial position.

Security Cameras, re: Recreation Area. Mayor & TCM provided details as advised by RCMP & follow-through with criminal charges, that the quality of recording/s must be clear and concise to be used as evidence, if necessary. TCM directed to get quotes for a complete security camera surveillance system for the Town Hall, Garage/Yard and Recreation Complex.

Tract Consulting Inc., Federation of Canadian Municipalities are now accepting applications from Towns who wish to undertake an Asset Management Plan. Information to be reviewed and discussed later.

Inappropriate Signage posted up at #65 Highway East; TCM to contact RCMP requesting them to advise the property owner to have signage removed, in addition, to advised Bell Aliant or NL Power of the inappropriate signage on their infrastructure.

ADJOURNMENT OF MEETING

Next Scheduled Council Meeting: July 14, 2020.

Motion 2020-96 Clarke/Snooks

Be it resolved, having dealt with all business on the agenda, Council adjourned the meeting at 9:53 p.m.

Favour 5; Opposed 0; Carried

Signed:

Signed:



Barry Dooley, Mayor



Shelly Butt, Town Clerk Manager