

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: *Pastor Mews will be in attendance; not in attendance.*

ADOPTION OF THE AGENDA: September 17, 2024.

Addition – King's Road Bridge

Motion 2024-201 Penney/Layden

Be it resolved Council adopt the agenda, including additional item, for the Regular Council Meeting of September 17, 2024, including additional items as presented.

Favour 6; Opposed Clarke; Carried

MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES / August 20, 2024

Motion 2024-202 Snooks/Penney

Be it resolved Council adopt the minutes for the Regular Council Meeting of August 20, 2024, including additional item, re: King's Road Bridge.

Favour 7; Opposed 0; Carried

Additional Item– King's Road Bridge Emails sent to the Dept of Agriculture, & MHA Steve Crocker Friday, 09-13-2024. MHA advised Mayor to get a quote to do up OSR, requested/received quote from Concord Paving Ltd Monday, 09-16-2024 for \$108K & sent to MHA Office and DOA; no response to date. Questioned if Old Salmon Cove be done up from top of Ridge to intersection with King's Road.

Motion 2024-203 DM Moores/Clarke

Be it resolved Council agree to obtain Requests For Proposals from Structural Engineering Companies for the design, construction, administration and tender of upgrades/repairs to King's Road Bridge, and further resolved tender shall be awarded in compliance with the Public Procurement Act 2015.

Favour 7; Opposed 0; Carried

Motion 2024-204 Layden/Kelloway

Be it resolved Council authorize the TCM to obtain quotes to upgrade areas of Old Salmon Cove Road with stone, gravel and grading and further resolved, Council authorize the TCM to award work as per the Public Procurement Act, 2015.

Favour 7; Opposed 0; Carried

Motion 2024-205 Kelloway/Clarke

Be it resolved Council approve to make a walkway through King's Road Bridge for pedestrian traffic only, and work to be completed by town staff at the earliest possible convenience.

Favour 5; Opposed Dooley/Penney; Carried

FINIANCIAL / COMM. / DEPT. & STAFF REPORTS

1. Bill/Accounts \$73,855.57 & 1.b Payroll Aug. 11 – Sept. 7, 2024: \$27,325.66

1.a VVFD Incurred Invoices listed #1-#15 totalling \$4,163.96.

C's Layden/Penney (VVFD members), declared a conflict of interest as per NL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, re: accounts payable invoices #1 - #9 & left the meeting chambers at 7:57 p.m.

Motion 2024-206 Snooks/DM Moores

Be it resolved, Council approve payment of the accounts payable invoices incurred by the VVFD, listed #1-#9 totalling \$4,163.96.

Favour 5; Opposed 0; Carried *C's Layden/Penney returned at 7:57 p.m.*

1.b Invoice #10–Eastern Regional Service Brd, Aug 2024 Invoice & #11 – Trio Benefits - Sept/2024

C/Clarke, (Member of both Trio & ERSB), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6 for invoices #10 & #11, left meeting at 7:58 p.m.

Motion 2024-207 Kelloway/Penney

Be it resolved Council approve payment for accounts payable invoices #16–Eastern Regional Service Brd August/24 amount \$16,887.40 & #11 – Trio Benefits - Sept/2024 for 235.88. **Favour 6; Opposed 0; Carried** *C/Clarke returned at 7:58 p.m.*

1.c Victoria Heritage Society, re: Invoice #12 NL Power Inc. July/2024 & #37 – JCP Grant #342400.

C/Kelloway, (member of the Victoria Heritage Society), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6, for VHS, left the meeting 7:59 p.m.

Motion 2024-208 Layden/Penney

Be it resolved Council approve payment of the VHS accounts payable invoices #12 NL Power Inc. for \$111.95 & #37 JCP Grant Invoices incurred to Aug 16/24 for \$3,734.07, as presented.

Favour 6; Opposed 0; Carried / Kelloway returned 7:59 p.m.

1.d Remaining Invoices, #13 - #35 - & Payroll (#36) Dates: Aug. 11 – Sept. 7, 2024.

Motion 2024-209 Layden/Penney

Be it resolved Council approve to pay the payable invoices listed #13 to #35 for \$52,456.38 and resolved to approve item #36, re: Payroll 08/11/24 – 09/07/2024 for \$37,788.29.

Favour 7; Opposed 0; Carried

2. Town Clerk's Report: Dated Aug 19 – Sept. 13, 2024.

Motion 2024-210 Layden/DM Mayor

Be it resolved Council approve the Town Clerk's Report: Dated Aug 19 – Sept. 13, 2024, as submitted.

Favour 7; Opposed 0; Carried

3. Working Foreman's Report: Dated Aug 19 – Sept. 13, 2024

Motion 2024-211 Snooks/Layden

Be it resolved Council approve the Working Foreman's Report: Dated Aug 19 – Sept. 13, 2024, as submitted.

Favour 7; Opposed 0; Carried

Update on obtaining information on renting/leasing Snow Clearing Equipment, if required for 2024-2025 winter season. Staff checked with Battlefield and United Rentals; they don't have this type of equipment for rent. Staff contacted Harvey & Co, Brandt, Toromont Cat requesting information on leasing or rental of snow-clearing heavy equipment, but no return responses to date. C/Clarke asked Council would be interested in purchasing a 5-tonne truck with snowplow; briefly discussed, with Councillors requested to review and bring back any opinions to the next meeting. Mentioned list of spare unused equipment on hand in town yard; agreed that C/Kelloway will meet with appropriate staff and visit the yard to assemble a list for public tender.

4. Permit Registry to Aug 16 – Sept. 13 2024, #748 - #768 (Noted: #749, #762, #765 & #766)

TCM advised Council that permit #762 was for her personal property.

#748, #750 to #764, #767 & #768

Motion 2024-212 Snooks/Penney

Be it resolved; Council approve permits #748, #750 to #764, #767 and #768, 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

DM Moores, (relative to property owner for Permit #710), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 2-t, 5 & 6, leaving the meeting at 8:20 p.m.

Motion 2024-213 Snooks/Penney

Be it resolved, Council approve permits #749, 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.

C/Clarke, (permit for person property), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 2-t, 5 & 6, leaving the meeting at 8:20 p.m.

Motion 2024-214 Snooks/Layden Clarke Left at 8:21 p.m.

Be it resolved, Council approve permits #765, 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 / C/Clarke returned at 8:21 p.m.

Mayor Dooley, (permit for person property), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 2-t, 5 & 6, leaving the meeting at 8:21 p.m., with DM Moores took over as Chair.

Motion 2024-215 Snooks/Clarke

Be it resolved, Council approve permits #766, 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 / Mayor returned at 8:22 p.m. resuming the Chair.**

5. Proposed Draft Records Retention Policy submitted for consideration of approval.

Motion 2024-216 Snooks/DM Moores

Be it resolved, Council adopt the Town of Victoria's Records Retention Policy as presented and coming into immediate effect. **Favour 7; Opposed 0; Carried**

CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION

6. Town of Carbonear reply Letter, & Town of Salmon (2) Emails, re: Regionalizing Service/s Discussions.

Noted: Town of Hr. Grace previously responded to same expression of interest. Briefly discussed, the topic of Sharing Fire & Emergency Response Services and noted it may require FES involvement; this item to be brought forward to the next Council meeting.

TCM to send request to TOSC for a proposed date/time as per their request to meet with both entire councils, (3-Topics, General Discussion, Infrastructure and Recreation).

7. Dept. of MAPA, re: COR/2024/01069, & Ultimate Recipient Canda Community Building Fund Administration Agreement 2024-2034 (CCBF)

Motion 2024-217 Kelloway/Layden

Be it resolved Council accept and approve the Ultimate Recipient CCBF Agreement 2024-2034 between the Dept. of Municipal and Provincial Affairs and the Town of Victoria, totalling \$448,640 and for Mayor Dooley to sign the agreement on behalf of Council. **Favour 7; Opposed 0; Carried**

8. Harris & Assoc's, re: One-Year Warranty Inspection of Prj.-17-MYCW-22-000152.

9. Requested Discussion on use of 2014 Dodge Ram 5500 for residential shingle removal. Discussed continuous ongoing mechanical problems and vehicle unavailable to town staff during Spring, Summer and Fall for town maintenance work. *Question was posed to all Councillor to continue or discontinue this service; the Council (7) unanimously agreed to discontinue this service until further notice.*

CORRESPONDENCE &/OR OTHER ITMES IN CONSIDERATION OF ACTION

10. New email from Municipal Finance re: MYCW Project Submission COR-2023-06795-002. Discussed possible improvements to some areas of town but noted Council previously discussed extending Water and Sewer off Main Hwy on Old Track Road going eastward approximately 135-150 meters.

C/Clarke, (Owner of property on Old Track Rd west-end), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6, left the meeting at 8:51 p.m.

Motion 2024-218 DM Moores/Kelloway

Be it resolved Council approve to obtain estimates for the proposed work, including engineering design, to extend water and sewer off Main Highway going eastward down Old Track Road approximately 135-150 meters using the town's Multi-Year Capital Works Funding 2023-2026

Favour 6; Opposed 0; Carried *C/Clarke Returned at 8:52 p.m.*

11. General Development Applications, re: Residential Family Dwelling #10-14 Dean's Road,

Motion 2024-219 DM Moores/Clarke

Be it resolved Council approve the general development application, (new dwelling, separate garage, permission to install 30-feet of culvert for main driveway, to install a 2nd separate driveway access, and to remove 2nd water/sewer hookup at applicants/owners expense), 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, and attached stipulations as identified by the Council.

Favour 7; Opposed 0; Carried

12. General Development Applications, re: Residential Family Dwelling, #16 Hillview Crescent

Motion 2024-220 Penney/Layden

Be it resolved Council approve the general development application, (new single-family dwelling), 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

13. Development Application, re: Home-Based Business, #19 King's Road.

Motion 2024-221 DM Moores/Penney

Be it resolved Council approve the general development application, (new home-based business), 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, (no interference to regular traffic flow on King's Rd, with a maximum of two client vehicles on the property at any given time).

Favour 7; Opposed 0; Carried

14. Development Application, re: Request To Install 2nd Driveway off Dean's Rd,
DM Moores/Penney 9:01 p.m.

Motion 2024-222 Clarke/Layden

Be it resolved Council approval the development application to install a second driveway access to a maximum not to exceed 20-feet with the stipulations that all scope of work and materials are the sole responsibility and expense of the applicant/s for the life of the culvert and must be installed as per municipal infrastructure specifications for town infrastructure relating to ditching, uninterrupted flow of water, or 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, all work must be completed by a certified contractor, and certified by town staff, and it is understood that the primary driveway access is located at 170 Highway East.

Favour 7; Opposed 0; Carried

15. Development Application, re: Request To Install 2nd Driveway at #21 Hillview Crescent.

Motion 2024-223 Snooks/Layden

Be it resolved Council approval the development application to install a second driveway access to a maximum not to exceed 20-feet with the stipulations that all scope of work and materials are the sole responsibility and expense of the applicant/s for the life of the culvert and must be installed as per municipal infrastructure specifications for town infrastructure relating to ditching, uninterrupted flow of water, or 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, all work must be completed by a certified contractor, and all work must be certified by town staff and it is understood that the primary driveway access is located at #23 Hillview Crescent.

Favour 7; Opposed 0; Carried

16. TCP Health Foundation 35th Annual Telethon.

Motion 2024-224 Clarke/DM Moores

Be it resolved Council approve to donate \$500.00 to the 35th Annual Trinity Conception Placentia Health Foundation Telethon.

Favour 7; Opposed 0; Carried

17. Harris & Associates, re: Paving Estimate,

C/Snooks, (Relative owner of property on section to be paved), declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6, left the meeting at 9:13 p.m.

Motion 2024-225 Layden/Kelloway

Be it resolved Council accept the Paving Estimate, submitted by Harris & Associates for Street Rehabilitation and Paving Project, PN 24-103. **Favour 6; Opposed 0; Carried**

Capital Investment Plan Application to use the TOV's Canada Community Building Fund Allocation 2024-2029 for Street Rehabilitation and Paving Project, PN 24-103.

Motion 2024-226

Be it resolved Council approve to submit a Capital Investment Plan Application to the Dept. of Municipal & Provincial Affairs, to use their Canada Community Building Fund allocation of \$448,640 for the Street Rehabilitation and Paving Project, PN 24-103 and further resolved Council commit to pay the Municipal Share, including the upfront cost of the GST-PST Rebate amount, from the town general bank reserves, as identified in the 2024 Municipal Budget in parts, 7.2.5.3/5.2.2. **Favour 6; Opposed 0; Carried** Snooks returned 9:20 p.m.

18. K&D Pratt, re: Quote #299632

Motion 2024-227 DM Moores/Layden

Be it resolved Council accept quote received from K&D Pratt, re: Quote #299632 at a cost not to exceed \$6,908.05. **Favour 7; Opposed 0; Carried**

NOTICE OF MOTIONS – 1) Trail upgrades Lower Old Track Road. 2) To develop a Building Warming Centre Plan for the Community Center.

1) Trail upgrades Lower Old Track Road: Discussed and agreed to place fill material on the section known to be flooded after heavy rainfall.

2) To develop a Building Warming Centre Plan for the Community Center; item to be considered during 2025 Budget preparations.

GENERAL / NEW BUSINESS:

Victoria Recreation Commission, re: Invitation to participate in the 2025 Halloween Trunk r' Treat.

PRIVILEGED INFORMATION: Two letters to be disclosed in privilege.

Motion 2024-228 Penney/DM Moores

Be it resolved; Council approve to convene into a Privileged Meeting at 9:28 p.m. **Favour 7; Opposed 0; Carried**

Motion 2024-229 Layden/Penney

Be it resolved; Council approve to reconvene into a Regular Meeting at 9:45 p.m. **Favour 7; Opposed 0; Carried**

Unanimous decision of the Council, for Mayor Dooley to provide a verbal respond to two legal letters as per discussion held in privilege.


ADJOURNMENT OF MEETING

Next Council Meeting, (12th): October 8, 2024

Motion 2024-230 Snooks/Layden

Be it resolved, having addressed all approved agenda items, the Council meeting adjourn at 9:46 p.m. **Favour 7; Opposed 0; Carried**

Signed:


Barry Dooley
Mayor

Signed:


Shelly Butt
Town Clerk/Manager