ATTENDENCE -

Mayor Barry Dooley **Deputy Mayor Jennifer Moores**
Councillor Sharon Snooks **Councillor Jim Layden**
Councillor Art Kelloway **Councillor Glenn Clarke**
Councillor Dion Penney **Shelly Butt, Town Clerk/Manager**

CALL MEETING TO ORDER / WELCOME / DELEGATIONS: Registered Delegate from #24-38 King's Road re: Municipal Code of Conduct / Small Claims Court - Damage Claim.

1. **ADOPTION OF THE AGENDA:** December 9th, 2024.
Motion 2024-294 Layden/ DM Moores
Be it resolved Council adopt the agenda for the Regular Council Meeting of December 09, 2024, as presented.
Favour 7; Opposed 0; Carried

Mayor Dooley addressed the resident. The resident advised Council he had a discussion with a person at the Dept. of Municipal & Provincial Affairs about the town's snow clearing operations adjacent to his fence, (some 200-plus feet) at #24-#38 King's Road, and alleged MAPA agreed with him that Council was in violation of Section 3.6 of the Municipal Councillor's Code of Conduct. The Mayor stated, this situation &/or anything related to the matter could not be discussed, because of the damage claim he filed against the Council in Small Claims Court, October 28/2024, which he personally served to the TCM at the Council meeting Oct. 29, 2024. With no further discussion, the resident left the meeting at 7:05 p.m.
Noted: The resident served papers to 3 Councillors & the TCM in attendance for the Council meeting.

2. **MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES /** November 19, 2024
Motion 2024-295 Snooks/Penney Carried
Be it resolved Council adopt the Minutes for the Regular Council Meeting of November 19th, 2024, as presented.
Favour 7; Opposed 0; Carried

3. **MINUTES / SPECIAL PUBLIC MEETING / Nov. 24, 2024**
Motion 2024-296 Layden/DM Moores
Be it resolved Council adopt the Minutes of the Special Public Meeting held Sunday, November 24, 2024, as presented.
Favour 7; Opposed 0; Carried

FINIANCIAL / COMM. / DEPT. & STAFF REPORTS

4. Bill/Accounts $528,907.38 and Payroll, re: Town Staff/CEEP

4.a VVFD #1-7.
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 - #7 & left the meeting chambers at 7:12 p.m.
Motion 2024-297 Snooks/Kelloway
Be it resolved, Council approve payment of the accounts payable invoices incurred by the VVFD, listed *#1-#7* for $7,459.82.
Favour 5; Opposed 0; Carried *C's Layden/Penney returned at 7:13 p.m.*

4.b #8 Trio Benefits.
C/Clarke declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act , Sections 5 & 6 related to invoice # 8- Member of the TRIO Brd and left the meeting at 7:13 p.m.
Motion 2024-298 Layden/Penney
Be it resolved Council approve to pay Invoice #8, Trio Benefits for Nov. 2024 for $235.88 as presented.
Favour 6; Opposed 0; Carried *C/Clarke returned at 7:14 p.m.*

4.c #9 VHS Reimbursement of Goods & Services & #10 Victoria Heritage Society- NL Power and Heritage Kelloway
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, re: accounts payable invoices #9 & #10, & left the meeting 7:14 p.m.
Motion 2024-299 Snooks/Penney
Be it resolved Council approve payment of accounts payable invoices #9 & #10 totalling $2,696.53 as presented.
Favour 6; Opposed 0; Carried *C/ Kelloway returned 7:15 p.m.*

4.d Remaining Invoices #11 - #31 & #32 Payroll Town Staff, Nov.10-30-24 / CEEP Nov. 04-29-2024 totals $22,897.35

Motion 2024-300 Penney/Layden
Be it resolved Council approve to pay the payable invoices listed #11 to #31 for $518,515.15 and resolved to approve item #32 re: Payroll for Town Staff, Nov.10-30-24 and CEEP Payroll, Nov. 04-29-2024, for a total of $22,897.35.
Favour 7; Opposed 0; Carried

5. Finance Item - Letter of Direction, re: Enable direct deposits/transfers via EFT/Wires for Accounts Payables/Receivables.
Motion 2024-301 Snooks/DM Moores
Be it resolved, Council approve the Letter of Direction to CIBC, to enable EFT ad-hocs, and wires for all accounts to allow the ability to pay town invoices and further resolved to receive accounts receivable payments electronically and to set up e-transfer via Cash Management Online to both send and receive in the town's General Bank Account.
Favour 7; Opposed 0; Carried

6. Town Clerk's Report: Dated Nov. 18 – Dec. 6, 2024.
Motion 2024-302 Snooks/Penney
Be it resolved Council approve the Town Clerk's Report: Dated Nov. 18 – Dec. 6, 2024, as submitted.
Favour 7; Opposed 0; Carried

7. Working Foreman's Report: Dated Nov. 18 – Dec. 6, 2024
Motion 2024-303 Penney/Layden
Be it resolved Council approve the Working Foreman's Report: Dated Nov. 18 – Dec. 6, 2024, as submitted.
Favour 7; Opposed 0; Carried

8. Permit Registry to Oct. 25, 2024, #798 - #803
Motion 2024-304 Snooks/Layden
Be it resolved, Council approve permits #798 - #803, pending work/business 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**

LEGISLATIVE REQUIREMENTS
9. Mandatory By-Law as per Section 7 of the TLSDA; development ongoing.
9.b Council Meeting Calendar for 2025.
Motion 2024-305 Layden/Penney
Be it resolved, Council adopt the 2025 Regular Council Meeting Schedule, including a revision for one meeting in July, set for July 15, 2025. **Favour 7; Opposed 0; Carried**

Noted: TCM to communicate interest to MAPA of hosting an In-Persons Training session on the new Towns & Local Service Districts Act in our area, with an invitation extended to other surrounding towns, in the early part of the new year.

CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION
10. Dept. of MI, re: COR/2024/13998, COR/2024/14457.

11. Dept of MAPA, re: COR/2024/02680-01.

12. Municipal Assessment Agency, re: 2025 Assessment Service Fee.

13. Eastern Regional Service Brd, 1. Update 2025 Waste Management Fee, 2. Calendar, 3. Access Card Requirement.
Council agreed to a meeting with the ERSB to discuss any questions/concerns around solid waste collection in Victoria.

14. Strake Engineering, re: King's Road Bridge Engineering Update.

Noted: Continued Upgrades and Snow Clearing of Old Salmon Cove Road. Correspondence recalled from the Council of Nov. 19, 2024, from the Dept. of Fisheries, Forestry & Agriculture COR/2024/02452.01, identifying/acknowledging Old Salmon Cove, Route 70-31 is in the provincial Roads Management Network System under the responsibility of the Dept of Transportation & Infrastructure. It was agreed that all town incurred expenses for road upgrades and snow clearing of this road is to be submitted to DOTI for reimbursement.

CORRESPONDENCE &/OR OTHER ITMES IN CONSIDERATION OF ACTION
15. Council Remuneration- 2025 Breakdown/Adoption, re: Mun. Councillor Remuneration & Reimbursement Regs, 2001, S-3

Motion 2024-306 Snooks/DM Moores
Be it resolved, Council approves the Remuneration amount which shall not exceed, $ 29,753.44, with the Mayor's position totalling $5,355.62, DM Mayor's position totalling $4,463.02, and $3,986.96 each for 5-Councillor positions, pending all qualifiers are met and issued in compliance with the NL Regulation 89/01, Municipal Councillor Remuneration and Reimbursement Regulations, 2001, Section 6 and any other Provincial Acts or Legislative requirements.
Favour 7; Opposed 0; Carried

16. Avalon Disposal Ltd, Quote re: Solid Waste Removal – Property Parcel Id#173866.
Noted: TCM advised, notice was issued to the property owner about the accumulated solid waste, with a 2-week deadline to have it all cleaned up or other action would be taken including removal of the solid waste, with any incurred expenses to the town, back-charged to the property owner.
Motion 2024-307 Clarke/Kelloway
Be it resolved Council accept the quote from Avalon Disposal Ltd., for the collection of miscellaneous solid waste at property Parcel ID# 173866, only if collection is required and further resolved all associated collection cost incurred by the town to be back charged to the property owner. **Favour 7; Opposed 0; Carried**

17. Water Metering System, Oct. 17/2023 - Motion 2023-252**,** Water Flow-Metering w/Bldg Project**,** MYCW Funding 2023-2026.
Motion 2024-308 DM Moores/Layden
Be it resolved that Council approve to submit a MYCW Funding Application to the Dept. of Transportation and Infrastructure for a project to install a new water flow metering system, including building and equipment at the eastern boundary of the Victoria and Salmon Cove, at the estimated construction/engineering provided by Harris
& Associates of $ 263,467.48, with the Provincial Share at $215,028.30, Municipal Share funded directly from the town's cash reserves on hand for $23,892.03, and the GST/PST Rebate at $24,547.15.
Favour 7; Opposed 0; Carried

18. Quote 150-Meters Old Track Road, consideration to use MYCW Funding 2023-2026
C/Clarke declared a conflict-of-interest in compliance with NL2021 Chapter M-20.01, Municipal Conduct Act, Sections 5 & 6 as a private property owner and left the meeting at 8:01 p.m.
Motion 2024-309 Snooks/Layden
Be it resolved Council approve to submit a MYCW Funding Application to the Dept. of Transportation and Infrastructure for a project to expand town water and sewer infrastructure 150-meters off Main Hwy down Old Track Road at the estimated engineering/construction cost provided by Harris & Associates for $217,704.85 at a cost-shared ration of 90/10, and be it further resolved, in the event of a financial shortfall, the Town of Victoria agrees to pay the balance.
Favour 6; Opposed 0; Carried - *C/Clarke returned at 8:02 p.m.*

NOTICE OF MOTION – None

GENERAL / NEW BUSINESS:
19. Remembrance Day Function, November 24, 2024, 2-3 p.m. Limited attendance
20. Town Hall Christmas Lighting December 5, 2024.

PRIVILEGED INFORMATION: TAWLU 855 / Approval Legal Representation & Other Items. *No delegates/Visitors.*
Motion 2024-310 Clarke/Snooks
Be it resolved; Council approve to convene into a Privileged Meeting at 8:09 p.m. **Favour 7; Opposed 0; Carried**

Motion 2024-311 Snooks/Layden
Be it resolved, having dealt with items deemed privileged information, Council reconvene to the regular meeting at 8:41 p.m.
Favour 7; Opposed 0; Carried

Motion 2024-312 Snooks/Layden
Be it resolved Council approve to obtain legal representation from Stewart McKelvey, regarding a concern with the current Teamsters Union Local 855 Agreement and resolved to obtain assistance/representation with the upcoming union negotiations in consultation with the town's Finance Committee, as per letter from Teamsters Union Local 855 received Nov. 19, 2024.
Favour 7; Opposed 0; Carried

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: VVFD & Junior Members - Christmas incentives & left the meeting chambers at 8:42 p.m.

Motion 2024-313 DM Moores/Snooks

Be it resolved that Council approve Christmas incentives for all active member of the Victoria Volunteer Fire Department and active Junior Members as discussed/agreed for each group. **Favour 5; Opposed 0; Carried**

Councillors Layden/Penney returned at 8:43 p.m.

Motion 2024-314 DM Moores/Snooks

Be it resolved that Council approve Christmas incentives for all Councillors/town staff and be it further resolved Christmas closure from Dec. 23, 2024, and reopening Jan 2, 2025. **Favour 7; Opposed 0; Carried**

ADJOURNMENT OF MEETING

Next Council Meeting, (1st/2025): January 21, 2025

Motion 2024-315 Clarke/Snooks

Be it resolved; the Council meeting of Dec. 19/2024 adjourn at 8:45 p.m. **Favour 7; Opposed 0; Carried**

Signed: **Signed:**

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Barry Dooley
Mayor

Shelly Butt
Town Clerk/Manager