

**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: None**

Mayor Dooley called the meeting to order at 7:14 p.m. and welcomed everyone to the meeting.

**ADOPTION OF THE AGENDA: July 16, 2024.**

**Additions:** Quote For Grass Mowing Services, Quote For Electrical Services – Chlorine Bldg. to Hookup Remote Monitoring System, K&D Pratt Digital Pressure Gauge, Estimate from Frank's Auto & Towing re: Repairs to Dodge Ram 5500. Letter-Resident #253 Church Road, Victoria, re: Water Pressure

**Motion 2024-159 Clarke/Layden**

Be it resolved Council adopt the agenda for the Regular Council Meeting of July 16, 2024, including additional items as presented. **Favour 7; Opposed 0; Carried**

**MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES / June 18, 2024****Motion 2024-160 Snooks/DM Moores** *No Error or Omissions*

Be it resolved Council adopt the minutes for the Regular Council Meeting of June 18, 2024, as presented. **Favour 7; Opposed 0; Carried**

**FINIANCIAL / COMM. / DEPT. & STAFF REPORTS**

1. Bill/Accounts \$60,908.46 & 1.b Payroll June 9 – July 6, 2024: \$32,367.79

**1.a: Invoices #1 - #14, re: Victoria Volunteer Fire Department.**

*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 - #14 & left the meeting chambers at 7:15 p.m.*

**Motion 2024-161 DM Moores/Kelloway**

Be it resolved, Council approve payment of the accounts payable invoices incurred by the VVFD, listed #1-#14 totalling \$9,745.16. **Favour 5; Opposed 0; Carried** *C's Layden/Penney returned at 7:16 p.m.*

**1.b Invoice #15 – Trio Benefits - July/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 #15, left meeting at 7:16 p.m.*

**Motion 2024-162 Layden/DM Moores**

Be it resolved Council approve payment for accounts payable invoices #15, re: Trio Benefits for July for 235.88. **Favour 6; Opposed 0; Carried** *C/Clarke returned at 7:17 p.m.*

**1.c Victoria Heritage Society, re: Invoice #16, NL Power Inc.**

*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 #16, leaving the meeting at 7:17 p.m.*

**Motion 2024-163 Layden/Snooks**

Be it resolved; Council approve payment of the VHS accounts payable invoice item #16 for \$93.80 as presented. **Favour 6; Opposed 0; Carried** *C/ Kelloway returned 7:18 p.m.*

**1.d: Invoices, #17 - #42 & Payroll (#43) Dates: 06/09/24 - 07/06/2024.****Motion 2024-164 Penney/Layden**

Be it resolved Council approve to pay the payable invoices listed #17 - #42 for \$60,308.46 and resolved to approve item #43, re: Payroll 06/09/24 - 07/06/2024 for \$32,367.78. **Favour 7; Opposed 0; Carried**

2. Finance Committee Report, June 28, 2024

**Item #1**

*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: Item #1 & left the meeting chambers at 7:26 p.m.*

**Motion 2024-165 DM Moores/Clarke**

Be it resolved, Council approve the Finance Committee's recommendation to award the contract to A&M Electrical for the purchase and installation of two, (2), mini splits and further resolved to approve upgrades to the electrical panel at the Fire Hall, for the amount not to exceed the total cost of \$36,512.50.

**Favour 5; Opposed 0; Carried C's Layden/Penney returned at 7:26 p.m.**

**Item #2** Damage claim for hedges on Baldwin Road, damaged during snow clearing of winter 2024.

**Motion 2024-166 DM Moores/Clarke**

Be it resolved Council approve the Finance Committee's recommendation to deny the damage claim on the basis the damage incurred did not require replacement of the hedges and no other expenses were incurred.

**Favour 7; Opposed 0; Carried**

**Item #3** Email request from the Fire Chief to complete some repairs to the Firemen's Memorial Monument. Due to this being property of the Town of Victoria our recommendation is to have the Fire Departments Town Liaison define the Scope of Work with the Fire Chief and Council.

Penney/Layden ask Council to decide if in a

**Motion 2024-167 DM Moores/Clarke**

Be it resolved Council agree to permit the VVFD members complete cosmetic work, i.e.: painting, minor repairs to walkway, etc., and if anything is needed to contact the Liaison-C/Clarke.

**Favour 7; Opposed 0; Carried**

3. Public Works Committee, re: Review of Committee Decision #5 Hillview Drive. Area visited by PW Committee and Staff noting disturbed piece of sod on front lawn back in place and no evidence of damage.

**Motion 2024-168 Layden/Kelloway**

Be it resolved, that due to no evidence of damage to sod on front lawn remaining, Council deny the damage claim.

**Favour 7; Opposed 0; Carried**

2. Town Clerk's Report: Dated June 17 – July 12, 2024.

**Motion 2024-169 Layden/Snooks**

Be it resolved Council approve the Town Clerk's Report: Dated June 17 – July 12, 2024, as submitted.

**Favour 7; Opposed 0; Carried**

3. Working Foreman's Report: Dated June 17 – July 12, 2024, Summers works plan, risk factor and mitigation for prioritizing leaks.

**Motion 2024-170 Snooks/Kelloway**

Be it resolved Council approve the Working Foreman's Report: Dated June 17 – July 12, 2024, as submitted.

**Favour 7; Opposed 0; Carried**

4. Civic Functions Committee Report, re: Update on Canada Day/Victoria Day Events; noting a very successful day. (Some concerns were noted by a few residents, re: Hosting afternoon events at the Recreation Area due to walking on crushed stone, limited area to move around, small space for seniors in building, etc.).

5. Permit Registry to June 17 – July 12, 2024, #725 - #732

**Motion 2024-171 Clarke/DM Moores**

Be it resolved, Council approve permits #725 - #732 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 ITEMS FOR ACTION**

6. NL Power Inc. Development Application, re-tabled, (incl. Permit to alter a body of water).

6.b. NL Power Inc, re: Letter of Intention.

**Motion 2024-172 Clarke/Penney**

Be it resolved, in conjunction with **Motion 2024-157**, and having received a Letter of Intention from Newfoundland Power Inc, as requested dated July 3, 2024, Council grant final approval of the development application to remove the wooden

portion from the existing penstock and other associated work on Powerhouse Road, Victoria.

**Favour 7; Opposed 0; Carried**

7. Development Application, re: Request to install second driveway to property, 49-57 Rattle's Rd.

**Motion 2024-173 Clarke/Penney driveway**

Be it resolved Council approval the development application to install a second driveway access to a maximum not to exceed 30-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. **Favour 7; Opposed 0; Carried**

- 7.b. Request to remove second hookup to town water/sewer.

**Motion 2024-174 Penney/Layden**

Be it resolved Council grant approval of the property owner's request to remove a secondary water connection and a sewer connection from the town's main water and main sewer line, including removal of all infrastructure off the property, all work must be confirmed and verified by town staff that both service line are disconnected and free of leaks before work/ground is backfill covered, and be it further resolved all cost associated with the approved request is at no cost to the Town of Victoria. **Favour 7; Opposed 0; Carried**

8. Quote for Supply/Services, re: Jack's Nursery.

**Motion 2024-175 DM Moores/Kelloway**

Be it resolved Council accept the quote from Jack's Nursery to provide 14 weeks maintenance to the Tidy town sign, all town entry signs, replace missing plants, fertilizer, mulch and tarp, plant colour flowers in wooden boxes around town, if possible to fit, place 6 flower planters (round black) around town, and place Fall mums for the planter, for a total not to exceed \$7,240.00. **Favour 7; Opposed 0; Carried**

9. Request: Written response from the Town of Hr. Grace Council, re: Regionalizing Services. *(No Correspondence)*

**Motion 2024-176 DM Moores/Kelloway**

Be it resolved Council approve to issue a formal letter to the town's of Carbonear, Hr. Grace & Salmon Cove requesting to have a formal discussion on regionalizing services. **Favour 7; Opposed 0; Carried**

10. MYCW Approved Funding Main Hwy Scope of Work, re: Project 17-GI-23-00072.

**Motion 2024-177 DM Moores/Penney**

Be it resolved Council approve to move forward with the Project 17-GI-23-00072 as per the original approved funding by the Dept. of Municipal Infrastructure and further resolved scope of work to begin at Big Brook, (Powell's Bridge) going north. **Favour 7; Opposed 0; Carried**

11. Dept. of MAPA, MI, COR/2023/06795-002, Re: MYCW Funding 2023-2026.

**Motion 2024-178 Penney/Kelloway**

Be it resolved Council agree to install water pumps in some higher elevation of town, if deemed necessary, and further resolved to obtain the services of Harris & Associates Inc. to design/prepare estimates for the proposed work and submit to the Dept. of Municipal Infrastructure to utilize the allocated MYCY Funding 2023-2026.

**Favour 7; Opposed 0; Carried**

**CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION**

12. Giftfunds Canada, re: Funding Gift to the Victoria Heritage Society at the standing request of the deceased donor.

13. Letter from Resident, re: Request for Council Support To Research & Development For Fire Break/s in Victoria. Council agreed to lend support as requested however, it is understood that the Council does not commit or obligate itself to any findings.

14. Victoria Heritage Society Invitation of Participation, re: Heritage Day, Monday, Aug. 5<sup>th</sup>, 2024. Council agreed to put off fireworks as part of the VHS Heritage Day Celebrations.
15. BPS Landscaping, all stated areas, \$1,063.75 (HST included) per cut.  
**Motion 2024-179 Layden/Penney**  
Be it resolved Council accept BPS Landscaping quote for mowing services, labour/equipment for all identified areas identified for the minimum of 7-weeks, for as cost not to exceed \$1,063.75, per cut, starting on notification from the TCM.  
**Favour 7; Opposed 0; Carried**
16. Quote, Oliver's Controls & Electrical Inc For Electrical Services, re: Chlorine Bldg. to Hookup Remote Monitoring System, \$2,033.20, HST included.  
**Motion 2024-180 Snooks/DM Moores**  
Be it resolved Council accept quote from Oliver's Controls & Electrical Inc. to provide service to hookup remote monitoring system in the Chlorine Building at a cost not to exceed \$2,033.20.  
**Favour 7; Opposed 0; Carried**
17. K&D Pratt, re: Quotes for (#1)-Compact Pressure Transmitters w/Mini DIN and (#2)-DC Powered, Digital Pressure Gauge w/Output & Alarms. WF recommends #2.  
**Motion 2024-181 Clarke/Layden**  
Be it resolved Council accept and approve the quote for DC Powered, Digital Pressure Gauge w/Output & Alarms at a total cost not to exceed \$547.00.  
**Favour 7; Opposed 0; Carried**
18. Estimate from Frank's Auto & Towing re: Repairs to Dodge Ram 5500  
**Motion 2024-182 Layden/DM Moores**  
Be it resolved Council approved to accept the estimate but not to exceed, \$8,682.50 and move forward with completing repairs to the Dodge Ram 5500.  
**Favour 7; Opposed 0; Carried**
19. Letter resident at #253 Church Road, re: Water Pressure concerns. TCM to respond with town's decisions/plans for proposed infrastructure application and MYCW Funding.

**NOTICE OF MOTION** – From RCM June 18, 2024, re: Motion to Appoint the Mayor as Head of the Public Body; not addressed at this meeting.

**GENERAL / NEW BUSINESS: None**

- C/Penney advised he was appointed as a committee member of the MNL Small Town's Advisory Committee; congratulations was extended by all councillors/staff.
- Request for appropriate signage to be erected on end of Lower Old Track Road East, to assist with hidden drive and speeding concerns of off-road vehicular traffic entering/existing the railway track. Council approved two (2) signs to be purchased and install by town staff when time permits.
- No Parking Sign in front of utility pole on community center/post office parking lot; all councillors in agreement.

**ADJOURNMENT OF MEETING**

Next Council Meeting, (10<sup>th</sup>): August 20, 2024

**Motion 2024-183 Kelloway/Layden**

Be it resolved, having addressed all approved agenda items, the Council meeting adjourn at 9:05 p.m.

**Favour 7; Opposed 0; Carried**

Signed:



Barry Dooley  
Mayor

Signed:



Shelly Butt  
Town Clerk Manager