

**ATTENDENCE -**

Mayor Barry Dooley -  
 Councillor Sharon Snooks  
 Councillor Art Kelloway - *Regrets*  
 Councillor Dion Penney

Deputy Mayor Jennifer Moores  
 Councillor Jim Layden  
 Councillor Glenn Clarke  
 Shelly Butt, Town Clerk/Manager

1. **CALL MEETING TO ORDER / WELCOME / DELEGATIONS:** No registered delegations.  
 Mayor Dooley called the meeting to order at 7:00 p.m. A number of observers present.
2. **ADOPTION OF THE AGENDA:** October 15, 2025.  
 Motion 2025-205 Clarke/DM Moores  
 Be it resolved to adopt the agenda, for the Regular Council Meeting of October 15, 2025, including both additions. **Favour 6; Opposed 0; Carried**
3. **MINUTES / COUNCIL MEETING / OTHER MEETING MINUTES /** September 16, 2025  
 Motion 2025-206 Layden/Snooks *No errors or omissions*  
 Be it resolved to adopt the minutes, for the Regular Council Meeting of September 16, 2025. **Favour 6; Opposed 0; Carried**

**FINIANCIAL REPORTS**

4. Bill/Accounts & 4.b Payroll Sept.7 – Oct. 4, 2025  
*C/Penney (VVFD member), 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 7:02 p.m.*  
*4.a VVFD Incurred Invoices #1 to #9*  
**Motion 2025-207 Snooks/DM Moores**  
 Be it resolved to approve payment of the accounts payable invoices incurred by the VVFD, listed #1-#9 for \$6707.62. **Favour 5; Opposed 0; Carried** *C/Penney returned 7:03 p.m.*
- 4.b C/Clarke (Trio Brd Member), declared a conflict of interest as per NL2021 Chapter M-20.01 Municipal Conduct Act, Sections 5 & 6, re: accounts payable invoice #10, left the meeting chambers at 7:03 p.m.*  
**Motion 2025-208 Snooks/Layden**  
 Be it resolved the Council approve payment for invoice #10 - Trio Benefits for \$241.51.  
**Favour 5; Opposed 0; Carried** *C/Clarke returned 7:04 p.m.*
- 4.c Remaining B/A #11 - #34, & Payroll #35, plus #36- #38*  
**Motion 2025- 209 Penney/Layden**  
 Be it resolved to approve to pay the payable invoices listed #11 - #34 for \$60,968.77, including #35 re: Payroll from Sept.7 – Oct. 4, for \$29,719.68 and further resolved to pay item #36 - #38. **Favour 6; Opposed 0; Carried**

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

5. Town Clerk's Report: Dated Sept. 15 – Oct. 10, 2025.  
**Motion 2025-210 Snooks/Penney**  
 Be it resolved to approve the Town Clerk Manager's Report, dated Sept. 15 – Oct. 10, 2025, as submitted. **Favour 6; Opposed 0; Carried**
6. Working Foreman's Report: Dated Sept. 15 – Oct. 10, 2025.  
**Motion 2025-211 Penney/DM Moores**  
 Be it resolved to approve the Working Foreman's Report, dated Sept. 15 – Oct. 10, 2025, as submitted. **Favour 6; Opposed 0; Carried**
7. Permit Registry: #'s 888 - 899.  
**Motion 2025-212 Snooks/DM Moores**

Be it resolved, approval be granted for Permit #888- #899, pending work/business is conducted/completed 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**

#### **CORRESPONDENCE &/OR OTHER ITEMS IN CONSIDERATION OF ACTION**

8. Building Application, 17-23 Deering's Road

##### **Motion 2025-213 Clarke/Penney**

Be it resolved, having consulted with the Urban and Rural Planning Division, and deemed compliant with the town's municipal plan and development regulations, Council approve the building application, with the stipulation that the property owners are responsible to come to the town's municipal services at Highway East via their private access lane as presented.

**Favour 6; Opposed 0; Carried**

9. Building Application, re: Cabin 448 Swansea Road.

##### **Motion 2025-214 Snooks/Layden**

Be it resolved, having met the town's municipal plan and development regulations, and Service NL compliance, Council approve the building application as presented.

**Favour 6; Opposed 0; Carried**

10. Dept. of Transportation & Infrastructure, Approval To Award Contract & Agreement, 17-MYCW-25-00071

##### **Motion 2025-215 Penney/Layden**

Be it resolved, Council accept and award the

**Favour 6; Opposed 0; Carried**

11. Site Specific Safety Plan 2025-2026, (SSSP)

##### **Motion 2025-216 Penney/DM Moores**

Be it resolved that Council approve the Town of Victoria's 2025-2026 Site-Specific Health & Safety Plan for the collection of Ice Control Materials, at the Dept. of Transportation & Works Depot, Heart's Content, NL and collected/delivered by a Concord Paving Ltd., a CORE Certified Contractor to the town yard.

**Favour 6; Opposed 0; Carried**

#### **ADJOURNMENT - OUTGOING COUNCIL**

Sentiments exchanged by all Councillors elected for the outgoing term of 2021 – 2025. Mayor Dooley then turned the meeting over to the Town Clerk/Manager-Returning Officer.

#### **SWEARING IN CEREMONY - NEW COUNCIL**

The Town Clerk/Manager-Returning Officer began the swearing-in ceremony by expressing gratitude on behalf of herself and all staff to the outgoing Council for their accomplishments and support during the past four years before declaring their elected term complete. Highlighted some major projects completed during 2021-2025, etc.

##### **Swearing-In of Newly Elected Council**

The TCM-RO conducted the Swearing-In Ceremony, with all elected officials taking/signing the Oath of Office as follows:

Freeman Parsons, Councillor

Jim Layden, Councillor

Shelley Dawe, Councillor

Kelly Loch, Councillor

David White, Councillor

Denise Baker, Councillor

Frank Clarke, Mayor, *regrets*

The first regular meeting of new council was called to order at 7:45 p.m. with the Town Clerk/Manager-Returning Officer calling for nominations for the Deputy Mayor's position.

**Nomination of Deputy Mayor.**

Councillor/s Lock/Layden nominated Denise Baker for the Deputy Mayor's position; nomination accepted. Shelley Dawe nominated David White, no seconder. After three consecutive calls for nominations for the position, nominations ceased with the TCM-RO acclaiming Denise Baker as Deputy Mayor for the Town of Victoria. TCM-

**CORRESPONDENCE & INFORMATION FOR REVIEW/DISCUSSION**

12.MAA Board Elections Call For Nominations for Position of Avalon Director

13.MNL Conference Trade Show & AGM, 2025, Nov 20-22, 2025, Info on Make of Resolutions & Board Nominations.

14. Eastern Regional Service Brd, re: Upcoming Election to Appoint Members to the Board of Directors.

15. Royal Canadian Legion Br. 23, Mayor's Invitation to the Annual Remembrance Banquet, Nov. 15/2025.

**Motion 2025-217 Dawe/White**

Be it resolved Council approve a financial donation of \$200.00 towards the Royal Canadian Legion, Br. 23's Annual Poppy Campaign, 2025 and further resolved November 23, 2025, will be the date for the Remembrance Day event for the Royal Canadian Legion Br. 23 at 2:00 p.m. **Favour 6; Opposed 0; Carried**

16.Trio Benefits, Notice of Fall Caucus Meeting and Call For Nominations, re: Employer Director.

17.Victoria United Church, donation request, re: Use of the Community Center.

**Motion 2025-218 Layden/Loch**

Be it resolved, Council grant use of the Community Center to the Victoria United Church as requested.

**Favour 6; Opposed 0; Carried**

**GENERAL / NEW BUSINESS:**

18.Discussed date for the annual Town Hall Christmas Lighting; it was agreed to host this event on Monday, December 1, 2025, at 7:00 p.m.

**PRIVILEGED INFORMATION:**

19. Confidential Information of Residential Property Ownership; deferred to next Council Meeting to be discussed in a closed meeting.

**ADJOURNMENT OF MEETING**


20. Next Council Meeting (13th /2025): November 4, 2025

**Motion 2025-219 Loch/White**

Be it resolved the Council meeting adjourn at 8:35 p.m.

**Favour 6; Opposed 0; Carried**

Signed:



Denise Baker  
Deputy Mayor

Signed:



Shelly Butt  
Town Clerk/Manager