

RURAL MUNICIPALITY OF VICTORIA  
REGULAR COUNCIL MEETING MINUTES  
MONDAY, JULY 11, 2022  
6:30 P.M. – OLD SCHOOL

Present: Acting Mayor Pat Smith  
Deputy Mayor Jean McCardle  
Councillors Marly Anderson, Richard LaGrange, Susan Oxley  
Finance and Admin Assistant Marsha Empson  
CAO Keith Dewar

Absent: Eric Gilbert

Meeting called to order by Mayor Pat Smith at 6:30 p.m.

Approval of Agenda

Add section (Section 9.1.2) - Summary of Water Test Results

Add section (Section 10.4) – Review Audit documents

*Motion moved that we accept the agenda as amended.*

*Motion moved by councillor Richard LaGrange, deputy mayor Jean McCardle seconded the motion.*

*Motion carried unanimously (5 votes for, 0 against)*

Declaration of Conflict of Interest

Acting Mayor Pat Smith and Councillor Richard LaGrange – in camera portion of meeting

Councillor Susan Oxley – animal control portion of meeting (Section 11.5).

Approval of Minutes (June 13, 2022)

No errors and omissions noted. Motions from June 13 provided for information only.

*Motion moved to approve the minutes of June 13, 2022.*

*Motion moved by councillor Richard LaGrange, deputy mayor Jean McCardle seconded the motion.*

*Motion carried unanimously (5 votes for, 0 against)*

Public Presentation

- None

Business Arising from Minutes

- Action list from last council meeting – no questions.
- MSS Update - update from last public meeting provided to Councilors; next step is for Council to meet with MRSB to review the feedback and options and then move to have public meeting to consider options and arrive at recommendations; will be sending out a meeting request - July 19 or 20 or 26/27/28.
  - It was proposed that a workshop be held before Council made any decisions.
    - Action item - CAO to reach out to MRSB to ask about facilitating.

- Replacement of Development Officer - completed and contract signed. It did include the request for a monthly report as requested at the last meeting. Contract distributed for Council's information.
- Emergency Measures Operations Plan and Fire Services Bylaw - deferred

#### Acting Mayor's Report

Provided by Pat Smith. Thanks was given to previous CAO Hilary Price for support provided to RMV. Keith Dewar commended for taking on CAO role temporarily. Marsha Empson welcomed as Finance & Administrative Assistant. Reminder of November election and priorities to be worked on. Residents thanked for support of council and administrative team. Full report is attached and forms part of these minutes.

#### Fire Department Report

None.

#### Committee Reports

Water & Sewer Report – no report, committee is meeting the week of July 11, 2022.

- Progress Report from Water & Sewer Commission on the request to ensure that all properties are being billed properly – no updates.
- Water test results reviewed – new excel reporting format accepted, no issues with results.
- Water & Sewer will be meeting with Stantec next week to review the options for repairing or upgrading the water line over the causeway and consider options for the lift station on the wharf as the only tender that was received was double the budgeted amount.

Planning Board Report - report noted that PB held a public meeting on July 6 to receive comments on proposed zoning changes, next steps to be decided soon. Full report is attached and forms part of these minutes.

#### CAO Report

- Development Report – 1 development permit issued for David MacLeod. It was noted that summary of approved permits that gets posted on office door and at post office is updated by admin assistant, not development officer.
- Financial Update – not available.
- Activities report - Asked for suggestions from Councilors on how to prepare for the potential sale of the 2 large parcels.
- Auditor reports and recommendations – year end March 31, 2022.
  - Consolidated Financial Statements - copy for info.
  - Adjusting journal entries and rep letter - nothing to note; will try and have some of these entries recorded on a regular basis.
  - Audit findings - summary of their work; nothing of note; rep letter has been signed and delivered.

- Auditors report on field work - only 1 recommendation being financial sustainability.
  - Action item – Send financials to Minister

### Introduction of New Business

- Carry the Torch Nominations – requested to be discussed by Councillor Jean McCardle.
  - Action item - send out call for nominations to residents.
- Bus service to Victoria - Roberta MacQueen from Center for Aquaculture Technologies reached out asking if RMV was interested in being involved in setting up a bus service to Victoria.
  - Action item – Respond to indicate that RMV is supportive of the initiative but do not have resources to lead the effort, and to keep us abreast of her effort.
- CAO asked that council reconsider the projects that are to be funded by CCBF to ensure the commitment does not exceed the maximum approved funding.
- Resident request to replace the steps at Victoria Park. Led to discussion surrounding request to mow the lawn. Mowing and placing the steps may make the park look open. Agreed to let residents mow (at no cost to RMV) if they want, but to obtain signage stating that the park is closed and to be used at own risk. It was mentioned that the sea wall required similar signage.
  - Action item – obtain and place signage stating park is closed and to be used at own risk.
  - Action item – try to obtain similar signage for seawall.
- Resident concerns re animal control (Councillor Susan Oxley left the room due to conflict of interest).
  - Complaint received regarding a dog attack in the community. There are no active bylaws surrounding dogs. CAO to send letter to residents reminding them to ensure their dogs are on leash or always restrained.
    - Action item - send letter to residents reminding them to ensure their dogs are on leash or always restrained.
  - Letter from resident received regarding number of racoons in the community. Members of council feel the property where they reside is the issue, not resident's garbage. Safety a concern due to the animals hissing at people in daylight. Trapping not being considered an option, there are too many and research shows useless. Letter to be sent to residents regarding garbage and send direct response to resident who brought forth the issue.
    - Action item – send letter to residents regarding racoons in the community, and to resident, acknowledging their letter to council.
- Signing authority - add 3rd person to the general account
  - Council agreed with recommendation to add 3<sup>rd</sup> person to signing authority for general bank account. Marly Anderson agreed to be the 3<sup>rd</sup> signor.
    - Action item – add Marly Anderson to signing authority for general bank account.

***Motion moved that councillor Marly Anderson be added to signing authority for general bank account.***

***Motion moved by deputy mayor Jean McCardle, seconded by councillor Susan Oxley.***

***Motion carried unanimously (5 votes for, 0 against)***

### ***Resolution #2022-37***

- Pride Week - July 16 to July 24 - suggest raising flag mid-week - agree to raise a pride flag. Jeanne Sullivan provided new flag for Welcome Center.

### ***In/Out Correspondence***

- 2022/23 Wellness Grant Program – Councilor McCardle noted that she'd like RMV to take advantage of this opportunity for funding, but it was agreed that it was not good timing due to multiple important items already on the table. It was noted that residents were permitted to participate and come up with ideas that could be brought to council for approval if needed.

### ***Public Input***

- One resident commented on some of the meeting points, including positive feedback for the newly implemented action item list. It was stated that the results of the discussion surrounding raccoons was not surprising, however, now it was on record as being brought to council. Disappointment was expressed at the condition of the Canadian flag at the Welcome Center, and it was made known that a new one had been donated by Sharlene MacEachern to replace the tattered one.

No further public input.

Council moved to go into in-camera meeting, as per section 119 (1)(f) of the MGA – legal matter.

***Motion moved that we go into closed part of the meeting.***

***Motion moved by councillor Richard LaGrange, seconded by councillor Susan Oxley.***

***Motion carried unanimously (5 votes for, 0 against)***

Went into in-camera meeting at 7:45pm.

- Councillor Jean McCardle chaired and provided background to the decision. Discussion followed.

***Motion moved to come out of closed part of meeting.***

***Motion moved by councillor Susan Oxley, seconded by councillor Marly Anderson.***

***Motion carried unanimously (3 votes for, 0 against)***


It was noted that acting Mayor Pat Smith and councillor Richard LaGrange left the meeting due to conflict of interest.


Resumed regular meeting at 8:10pm.

No other business discussed.

***Motion to adjourn. Motion moved by councillor Marly Anderson***

Meeting adjourned at 8:15pm.

  
Submitted by CAO Keith Dewar

  
Approved by Acting Mayor Pat Smith