

These are the minutes of the public meeting of the Council of the Town of Sunnyside held in the Town Hall at Sunnyside, NL on 9 March 2016.

1.0.0 **CALL TO ORDER**

1.1.0 **The meeting was called to order at 7:00 PM by Mayor Robert Snook**

Attendees;

Mayor:	Robert Snook
Deputy Mayor:	Susan Khaladkar
Councillors:	Cathy Bennett
	Sharon Bennett
	Vanessa Penney
	Lisa Reid
	Denise Trowbridge

Town Manager:	Phil Smith
Administrative Asst.	Noreen Reid

1.2.0 **ADOPTION OF THE AGENDA**

**Motion 16-03-09-01 S. Bennett/C. Bennett**

**It is resolved that the Agenda be adopted as presented.**

In favour: All

Against: 0

Abstained: 0

Motion Carried.

2.0.0 **ADOPTION OF THE MINUTES OF THE PREVIOUS MEETING**

Mayor Robert Snook asked if there were any errors or omissions in the minutes of the regular meeting of 24 February 2016 as presented at this meeting.

**Motion 16-03-09-02 Khaladkar/C. Bennett**

It is resolved that the minutes of the 24 February 2016 regular meeting be adopted as presented with a correction to redact the Residents name in the minutes.

In favour: All

Against: 0

Abstained: 0

Motion Carried.

3.0.0 **BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

- 3.0.1 Re 12.1.1; Planning & Works Committee will discuss the taking over of private roads further. Ongoing
- 3.0.2 Re: 12.1.2; Planning & Works Committee will review quotes for the split heat pump. Ongoing
- 3.0.3 Re 12.1.3; Administration Committee reviewed the donation request from the Kiwanis.

**Motion 16-03-09-03 Khaladkar/Trowbridge**

It is resolved that Council will donate \$25.00 to the Kiwanis.

In favour: All

Against: 0

Abstained: 0

**Motion Carried**

Deputy Mayor Khaladkar reported she received request to put ad in the 2016 Discovery Trail Brochure.

**Motion 16-03-09-04 Khaladkar/Penney**

It is resolved that Council will put \$535.00 ad in the 2016 Discovery Trail Brochure. It is also resolved that Deputy Mayor Khaladkar will update the ad.

In favour: All

Against: 0

Abstained: 0

**Motion Carried**

- 3.0.4 Re: 12.1.4; Finance Committee will discuss Mr. Hiscock's Campground Water & Sewer Fees request further, they need further information.
- 3.0.5 Re: 12.1.5; Deputy Mayor Khaladkar will do the privacy policy presentation once all other business is complete at tonight's meeting.
- 3.0.6 Re: 12.1.6; Finance Committee will inquire Government regarding organic site proposal and composting at our WMS.
- 3.0.7 Re 12.1.7; Deputy Mayor Khaladkar reported she was speaking with King Lion Rosalind and they will set up a meeting to discuss the Community Building.
- 3.0.8 Re: 12.1.8; Finance Committee will review letter from JS.
- 3.0.9 Re: 12.1.9; Council to sign the Optimization Charter Agreement for the AVIVE Water Treatment Project. Ongoing.

- 3.1.10 Re: 12.1.10 Finance Committee to review information regarding the Square Card Reader. Ongoing.
- 3.1.11 Re: 12.1.11; The Regional Municipal Public Works Agreement was signed and forwarded to Come by Chance.
- 3.1.12 Re: 12.1.12; Deputy Mayor Khaladkar reported she was speaking with LW Consulting and they will make arrangements for a meeting next week.
- 3.1.13 Re: 12.2.2 Staff reported the replies from PMA regarding other Town's policies for taking over private roads are forwarded to the Planning & Works Committee.
- 3.1.14 Re: 12.2.3 Manager Smith reported he was speaking with David Clarke to get clarification on the 2015 budget submissions. Manager Smith will complete the changes to the Tax Schedule and present it to the next meeting.
- 3.1.15 Re: 12.2.4 Manager Smith reported he was in contact with Xylem and made arrangements to have the pump repaired.
- 3.1.14 Re: 12.2.5; Manager Smith reported he is working on the Video Surveillance Policy and it will be included in the privacy policy.
- 3.1.15 Re: 12.2.6; Staff reported support letter to ACACC is complete.
- 3.1.16 Re: 12.2.7; Manager Smith reported he was in contact with the Gas Secretariat and the Town can use the Gas Tax for the Optimization of the AVIVE Water Project just needs to prepare the Capital Investment Plan.
- 3.1.17 Re: 12.2.8; Manager Smith reported he has stated the Maintenance Assurance Manual.
- 3.1.18 Re: 12.2.9; Manager Smith informed Sunbex Corporation Council's decision on the 24 Person Unit Building proposal.
- 3.1.19 Re: 12.2.10; Administrative Assistant will email our Auditor requesting to have our 2015 Gas Tax Report completed as soon as possible.
- 3.1.20 Re: 12.2.11; Manager Smith reported he is preparing a package to sent to our Lawyers regarding the dilapidated mini home in the subdivision.
- 3.1.21 Re: 12.2.12; Manager Smith reported he was speaking with Paul Green regarding his building permit. Mr. Green gave Manager Smith all the additional information needed.

4.0.0 **Delegations**

5.0.0 **COMMITTEE REPORTS**

5.1.0 **Finance**

5.2.0 **Planning and Works**

5.3.0 **Administration**

6.0.0 **COUNCIL LIAISONS**

6.1.0 **Arnolds Cove Area Chamber of Commerce**

Councillor Trowbridge reported the Chamber met on 15 February to discuss future.

6.2.0 **North Atlantic**

6.3.0 **Bull Arm**

Deputy Mayor Khaladkar reported the next meeting will be 12 April 2016.

6.4.0 **Community Building Committee**

6.5.0 **Heritage**

7.0.0 **CORRESPONDENCE**

Staff tabled the following

7.1 OIPC/Municipal Privacy Bulletin, Privacy Breaches. Council discussed this and all Bulletins will be printed and put in a binder.

7.2 Memo from FFAW regarding the Rural Works Campaign Update. Staff will contact FFAW to get an orientation kit.

8.0.0 **NEW BUSINESS**

8.1.0 Deputy Mayor Khaladkar gave report on the Regional Trails Brochure. The cost of the trail will be divided up as follows: Town of Arnold's Cove ½ cost, Town of Sunnyside 1/3 cost and Town of Come by Chance remainder of cost.

**Motion 16-03-09-05 Khaladkar/Reid**

It is resolved that Council will participate in the Regional Trails Brochure project. It is also resolved that Council budget up to \$1,000.

In favour: All

Against: 0

Abstained: 0

**Motion Carried**

8.1.2 Deputy Mayor Khaladkar presented the Water Report from Jen Daniels and Kelly Vodden. It will be put in a Binder for future references if needed.

**9.0.0 FINANCIAL REPORT**

**10.0.0 NOTICE OF MOTIONS**

**11.0.0 ADJOURNMENT**

**Motion 16-03-09-06 Penney/S. Bennett**

It is resolved that Council do now adjourn to meet again on 23 March, 2016 at 7:00 PM.

In favour: all

Against: 0

Abstained: 0

Motion Carried.

Meeting adjourned at 9:00 pm.

These minutes approved by:

  
\_\_\_\_\_  
Mayor Robert Snook

March 23/16  
\_\_\_\_\_  
Date Approved

  
for \_\_\_\_\_  
Phil Smith Town Clerk/Manager

March 23/16  
\_\_\_\_\_  
Date Approved

**12.0 ACTION ITEMS FROM THESE MINUTES**

**12.1.0 COUNCILLORS**

12.1.1 Planning & Works Committee will discuss the taking over of private roads further.

12.1.2 Planning & Works Committee will review quotes for the split heat pump

12.1.3 Finance Committee will discuss Mr. Hiscock's request further.

12.1.4 Finance Committee will inquire to government regarding organic site proposal and composting at our WMS.

12.1.5 Deputy Mayor Khaladkar and Councillors Penney & S. Bennett will meet with the Sunnyside Lions Club to discuss the Community Building.

12.1.6 Finance Committee will review letter from JS.

- 12.1.7 Council to sign the Optimization Charter Agreement for the AVIVE Water Treatment Project.
- 12.1.8 Finance Committee to review information regarding the Square Card Reader.
- 12.1.9 Deputy Mayor Khaladkar will arrange meetings with LW Consulting for next week and inform Council the dates.
- 12.1.10 Planning & Works Committee will review the replies from Towns regarding policies for taking over private roads.
- 12.1.11 Deputy Mayor Khaladkar will work with the Regional Committee regarding the Isthmus Regional Trail Brochure.
- 12.1.12 Deputy Mayor Khaladkar will update the ad for the Discover Trail Brochure.

## **12.2 STAFF**

- 12.2.1 Staff will prepare the donation cheque to the Kiwanis.
- 12.2.2 Staff still prepare payment for the Discovery Trail Brochure.
- 12.2.3 Manager Smith will complete the changes to the 2016 Tax Schedule.
- 12.2.4 Manager Smith will prepare the Capital Investment Plan for the Optimization of the AVIVE Water Project.
- 12.2.5 Administrative Assistant will contact our Auditor requesting to have our 2015 Gas Tax Report completed as soon as possible.
- 12.2.6 Manager Smith will send package to our Lawyers regarding the dilapidated mini home in the subdivision.
- 12.2.7 Staff will copy all Municipal Privacy Bulletins and put in a binder.
- 12.2.8 Staff will contact the FFAW to get an orientation kit.
- 12.2.9 Staff will put the Water Report for Jen Daniels and Kelly Vodden in a binder.

## **13.0 ONGOING ITEMS**

- 13.1 Mercer's Landing (work complete until next spring)