

**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 11 May 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:	Sharon Bennett
	Lisa Reid

Town Clerk/Manager	Phil Smith
Administrative Asst.	Noreen Reid

**1.2.0 ADOPTION OF THE AGENDA**

**Motion 16-05-11-01 Khaladkar/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 4 May 2016 as presented at this meeting.

**Motion 16-05-11-02 Khaladkar/Reid**

It is resolved that the minutes of the 4 May 2016 regular meeting be adopted as presented at this meeting.

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; Mayor Snook report that he and Manager Smith met with Shawn Vokey and toured a steel structure building in George's Brook. Next step is to get a floor plan created and issue a Request for Proposal for Design and Build.
- 3.0.2 Re: 12.1.2; Mayor Snook read the letter prepared for Minister Trimper requesting a meeting to discuss organics at our WMS was prepared today.

**Motion 16-05-11-03 Reid/Khaladkar**

It is resolved that Council approve the letter prepared for Minister Trimper requesting a meeting to discuss organics at our WMS.

In favour: All

Against: 0

Abstained: 0

Motion Carried

- 3.0.3 Re 12.1.3; Council to sign the Optimization Charter Agreement for the AVIVE Water Treatment Project. Ongoing.
- 3.0.4 Re: 12.1.4; Mayor Snook reported he contact MNL regarding the Square Card Reader, they know little about this and stated no other Towns are using this. Council agreed they won't proceed with this any further.
- 3.0.5 Re: 12.1.6; Admin Committee will discuss the new Town Sign at the Next Council Meeting. Ongoing.
- 3.0.6 Re: 12.1.6; Deputy Mayor Khaladkar will prepare ad for the Legion Booklet. Admin Assistant Reid will forward the contact information to her.
- 3.0.7 Re 12.1.7; Deputy Mayor Khaladkar reported the Tourist Booklet information has been updated. Staff will make an inquiry regarding the statement Tourist Establishment License Renewal Application.
- 3.0.8 Re: 12.1.8; Deputy Mayor Khaladkar reported she informed the Regional Committee with the changes suggested at the last meeting and waiting for their reply.
- 3.0.9 Re: 12.1.9; Mayor Snook reported he won't be attending the Graduation and that Councillor Reid will be attending on behalf of Council.
- 3.1.10 Re: 12.1.10; Councillor Reid stated the sympathy card for Cathy Bennett is here for everyone to sign. She will contact Councillor Trowbridge to drop by and sign it before she sends it.
- 3.1.11 Re: 12.2.1; Mayor Snook presented letter of support to the CPPA regarding Saturday Postal Service at the Sunnyside Post Office. Letter to be sent tomorrow.

- 3.1.12 Re: 12.2.2; Staff reported permit was issued to Chad Smith & Melissa Upshall.
- 3.1.13 Re: 12.2.3; Staff will post the Summer Meeting Schedule tomorrow.
- 3.1.14 Manager Smith reported he was speaking with Fire Chief Snook requesting Jim Stryde's contact information to arrange First Aid for Town Employees.
- 3.1.15 Re: 13.2; Council discussed Dilapidated Properties, Manager Smith reported he is waiting on reply from Lawyers regarding the Privacy Act.

**4.0.0 Delegations**

Gerard Lewis attended meeting to present his report on the HR Plan

**5.1.0 COMMITTEE REPORTS**

**5.2.0 Finance**

**5.3.0 Planning and Works**

**5.4.0 Administration**

Deputy Mayor Khaladkar reported she will discuss the Privacy Act further at the next meeting. They are also updating the Website.

Admin Committee received Graduation Ad request.

**Motion 16-05-11-04 Khaladkar/Bennett**

It is resolved that Council will sponsor the Graduation Ad on Eastlink Channel as in previous years at a cost of \$30.

In favour: All

Against: 0

Abstained: 0

Motion Carried

**6.0.0 COUNCIL LIAISONS**

**6.1.0 Arnolds Cove Area Chamber of Commerce**

**6.2.0 North Atlantic**

**6.3.0 Bull Arm**

**6.4.0 Community Building Committee**

**6.5.0 Heritage**

**7.0.0 CORRESPONDENCE** Staff tabled the following

- 7.1.1 Tricentia Academy/Donation request to the 2015/2016 Awards Ceremony.

**Motion 16-05-11-05 Khaladkar/Reid**

It is resolved that Council will make donation the same donation as in previous years.

In favour: All

Against: 0

Abstained: 0

Motion Carried

- 7.1.2 Dept. Municipal Affairs/Premier's Forum on Local Government. Mayor Snook was interested in attending this event.

**Motion 16-05-11-06 Khaladkar/Reid**

Be it resolved that the Municipality of Sunnyside hereby nominates Mayor Robert Snook to represent the Eastern Region at the 2016 Premier's Forum on Local Government, on Wednesday, October 5<sup>th</sup>, 2016 at the Delta Hotel in St. John's, NL.

In favour: All

Against: 0

Abstained: 0

Motion Carried

8.0.0 **NEW BUSINESS**

- 8.1.0 Staff presented Building Permit from Marcia & Chris Peddle.

**Motion 16-05-11-07 Bennett/Reid**

It is resolved that Council approve Marcia & Chris Peddle's Building permit pending they meet all Provincial and Municipal Regulations.

In favour: All

Against: 0

Abstained: 0

Motion Carried

- 8.2.0 Council discussed the for McMurray Relief Fund. Deputy Mayor Khaladkar will check with other towns to see what they are doing. Councillor Bennett will check with the Salvation Army to see what can be done and how we can help. Mayor Snook asked Councillors to bring back ideas to the next meeting.

9.0.0 **FINANCIAL REPORT**

Manager Smith discussed the salary section of the Financial Report.

10.0.0 **NOTICE OF MOTIONS**

Deputy Mayor Khaladkar gave Notice of Motion for the Privacy Policy

**11.0.0 ADJOURNMENT**

**Motion 16-05-11-08 Khaladkar/Reid**

It is resolved that Council do now adjourn to meet again on 8 June, 2016 at 7:00 PM.

In favour: all


Against: 0

Abstained: 0

Motion Carried.

Meeting adjourned at 10:30 pm.

These minutes approved by:

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

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

8 June 16  
\_\_\_\_\_  
Date Approved

8 June 16  
\_\_\_\_\_  
Date Approved

**12.0 ACTION ITEMS FROM THESE MINUTES**

**12.1.0 COUNCILLORS**

- 12.1.1 Mayor Snook will make arrangement to get a floor plan created for the Community Building.
- 12.1.2 Council to sign the Optimization Charter Agreement for the AVIVE Water Treatment Project.
- 12.1.3 Admin Committee will discuss the new Town Sign further.
- 12.1.4 Deputy Mayor Khaladkar will prepare the ad for the Legion Booklet and email it to the Legion.
- 12.1.5 Councillor Reid will attend the 2016 Graduation on behalf of Council.
- 12.1.6 Councillor Reid will get Councillor Trowbridge to sign Cathy Bennett's sympathy card.
- 12.1.7 Admin Committee are working on update to the Website.
- 12.1.8 Councillors will get information regarding the McMurray Relief Fund.
- 12.1.9 Deputy Mayor Khaladkar gave Notice of Motion for the Privacy Policy.

12.1.10 Deputy Mayor Khaladkar is waiting on a reply from the Regional Committee regarding the changes suggested to the Regional Trail Brochure.

**12.2 STAFF**

12.2.1 Staff will send letter to Minister Trimper.

12.2.2 Staff will make inquiry regarding the statement Tourist Establishment License Renewal Application with the Department of Tourism.

12.2.3 Staff will send letter of support regarding Saturdays at the Post Office.

12.2.4 Staff will post the Summer Meeting Schedule.

12.2.5 Manager Smith waiting on reply from Fire Chief Snook to get Jim Stryde's contact information to arrange First Aid for town employees.

12.2.6 Manager Smith waiting on reply from Lawyers regarding the Privacy Act before proceeding with action on the dilapidated properties.

12.2.7 Admin Assistant Reid will contact Diane regarding the Graduation Ad.

12.2.8 Admin Assistant will check the records to see what Council did in previous years for the Awards Ceremony at Tricentia Academy.

12.2.9 Admin Assistant will inform Chris & Marcia Peddle that their Building Permit is approved.

**13.0 ONGOING ITEMS**

13.1 Mercer's Landing No Business