

Town of Sandringham

Regular Meeting of Council
June 23, 2025, 7:30 PM
AT SANDRINGHAM COMMUNITY CENTRE

PRESENT: Councilor S. Burry
Councilor G. Arnold
Councilor M. Harvey
Deputy Mayor K. Saunders
Councilor K. Brown

REGRETS: Mayor B. Critchley

ALSO PRESENT: 5 Residents

MINUTES BY: Darlene Tuck, Town Clerk

CALL TO ORDER

Deputy Mayor Saunders called the meeting to order at 7:30 pm.

1. REVIEW AND ADOPT AGENDA

RESOLUTION #2025-068 Motion to strike poll tax and Valerie Cranford from agenda and to correct Councilor Hapgood to Councilor Harvey. **In Favor – 5. Opposed – 0, Abstained – 0. CARRIED.** Motion to accept revised agenda for June 23, 2025 regular meeting of council made by Councilor Burry. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

2. REVIEW AND ADOPT MINUTES OF SPECIAL MEETINGS

RESOLUTION #2025-069. Review and adopt minutes of special meetings from May 28, June 10 and June 16. Motion to accept by Councilor Harvey. 2nd: Councilor Burry. **In Favor – 4 (Saunders, Brown, Harvey, Burry). Opposed – 1 (Arnold), Abstained – 0. MOTION CARRIED**

3. REVIEW AND ADOPT MINUTES OF REGULAR COUNCIL MEETING

RESOLUTION 2025-070 Motion made by Councilor Harvey to adopt May 26, 2025 minutes of regular council meeting. 2nd: Councilor Brown. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders), Opposed – 0, Abstained – 0. MOTION CARRIED**

4. EMAIL VOTING

RESOLUTION 2025-071 Email voting was done on concerns that required immediate attention

1. G & R road sweeping \$500. Fee will not be charged as it's the contract to include with snow clearing. **In Favor – 5 (Brown, Harvey, Burry, Critchley, Saunders). No response – 1 (Arnold/incorrect email).**
2. Job posting for casual maintenance worker – no applicants received. **In Favor – 5 (Brown, Harvey, Burry, Saunders). No response – 2 (Critchley, Arnold - incorrect email).**
3. Outfall Road – put blockade back up. **In Favor – 5 (Brown, Harvey, Burry, Critchley, Saunders). No response – 1 (Arnold).**
4. Water restrictions posted on Facebook due to water pressure. **In Favor – 5 (Brown, Harvey, Burry, Critchley, Saunders). No response – 1 (Arnold).**

Councilor Burry motion to accept all votes into record. 2nd: Councilor Brown. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

Town of Sandringham

5. MR. HOWELL

Mr. Howell sent correspondence to the Town Clerk to be read at the Council meeting.

- Mr. Howell has two (2) statements from two (2) former councilors and sixteen (16) statements from people regarding the occurrences at the council meeting on August 27, 2024; whereas an email was received advising that washrooms were being added to cabin 4 with an outside entrance to accommodate the tiny cabins. Councilor Saunders added that the mini cabins have been constructed without a permit. Town clerk asked if Mr. Howell would submit the statements to council and he declined.
- The August 27, 2024 meeting also stipulated that a permit from Mr. Howell was received for a trailer park development and a motion was made to inform residents and property owners of this development by way of public notice. **Reference RESOLUTION #2024-084**
- Email from former Deputy Mayor Chris Bull was read notifying Mr. Howell he needed one more application for the additional pod in order to have all permit applications match the current structures. Former Deputy Mayor Bull told Mr. Howell after the application was submitted, everything would be on an even keel.
- A notice from Adjudicator John Whelan was distributed by email. Order includes: The Appeal is upheld; The Permit Application is returned to the Authority for proper consideration; and, The Appellant is entitled to a reimbursement of the appeal fee by the Authority.
- Mr. Howell would like his payment for the appeal fee to be re-imbursed. This will be submitted at the next council meeting in July, 2025. Mr. Howell would also like the council to recognize that they exercised its discretion in a procedurally unfair manner and did not exercise its authority in a matter consistent with the principles of natural justice.
- Mr. Howell has been diligent with contacting the Town Clerk regarding his tax bill and would like council to issue his bill after reassessing his water taxes as he only has 3 water stops, which was confirmed by the Town Clerk after visiting the property on Saturday, June 21.

Chair passed to councilor Harvey at 7:39pm.

RESOLUTION #2025-072 It is to be noted that the former Deputy Mayor didn't have the authority to speak on behalf of the Council, and an application doesn't give the authorization to build without a permit. If Stop Work and Removal Order is not carried out within 60 days (delivered on June 21, 2025, by Town Clerk), the Council will have to refer to *Section 290 of the Towns and Local Service District Act* and the *Urban and Rural Planning Act section 102(5)*.

Chair passed back to Deputy Mayor Saunders at 7:43 pm.

RESOLUTION #2025-073 It was noted that as per the Municipalities Act, Section 130; a water system shall impose upon the owner of real property located inside or outside the municipality that is connected or is capable of being serviced by that system, a tax, to be known as the water tax. Mr. Howell has (4) permits for water stops and will be charged tax on (4). Motion made by Councilor Harvey to charge (4) water stops. 2nd: Councilor Burry. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

Town of Sandringham

6. WATER PRESSURE

Deputy Mayor Saunders past chair to Councilor Burry 7:49 PM.

Town residents are having issues with water pressure.

- In 2002 Town had to enforce a water restriction.
- Mick said the pumphouse at Hapgoods' was not working properly last fall/early spring.
- In 2018, minutes stated that all lines needed to be flushed out at least once a month.

RESOLUTION #2025-074 Motion made by Councilor Harvey to request Art Baker look at the pumphouses and determine costs. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

RESOLUTION #2025-075 Motion made by Councilor Harvey to update the FB page on water restrictions. 2nd: Councilor Burry. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

Councilor Burry past chair to Deputy Mayor Saunder 8:00

7. SIGNAGE UPDATE

2 local businesses have signed up to post on the advertising board. Darlene will now reach out to the rest of the Peninsula.

8. TOWN CLERK REPORT

- **RESOLUTION # 2025-076** CeCon has issued drawing of sewer system. Motion made by Councilor Harvey to contact Jonathan Freake and have him (or designated engineer), come out and explain the drawings to council. 2nd: Brown. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- Darlene contacted Anna Myers again for an update on the Town Plan. There is still no progress. Will follow up again in 2 weeks.
- **RESOLUTION #2025-077** Town Clerks request to attend the fall training forum on October 23-24 in Gander, hosted by the Professional Municipal Administrators. Cost: \$350 plus meals and accommodation. Province subsidizes up to \$2000. Councilor Harvey motioned to have Town Clerk attend. 2nd: Councilor Burry. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- **RESOLUTION #2025-078** Town Clerk was advised by a resident that the Playground was missing the slide and issues with play structure. After further investigation, it was determined the equipment was unsafe. Town Clerk will investigate grant funding. Motion made by Councilor Burry to temporarily close the playground until the structure can be removed. 2nd: Councilor Brown. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- **RESOLUTION #2025-079** Town Clerk requested Council hire Audry Penney as Poll Clerk for upcoming October election. Motion made by Councilor Harvey. 2nd: Councilor Burry. **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- **RESOLUTION #2025-080** Outstanding taxes were discussed. Town clerk will review the past minutes for procedures. Notices will go out to residents based on discussions. Motion made by Councilor Burry to

Town of Sandringham

proceed with notices to residents. 2nd: Councilor Harvey. . **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

- **RESOLUTION #2025-081** Residents need their water lines flushed out. This will be looked at when Art Baker looks at pump house.
- **RESOLUTION #2025-082** Security cameras need to be installed at the back door. Motion to purchase an additional camera by Councilor Burry. 2nd: Councilor Harvey. . **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- Art Williams still does not have his lawn fixed. Darlene has contacted G & R twice. Darlene will reach out to Alex and/or Andy directly.
- **RESOLUTION #2025-083** Bridgett Heffern requested a temporary permit until the government can approve her request for a home based pedicure business. Due to municipal law, Town cannot issue. Motion made by Councilor Harvey to issue a conditional permit, 2nd: Councilor Burry. . **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**
- Lisa Hunt is requesting information on land she could farm on. Darlene will refer her to the Crown Land office as Town land is not for sale.

9. Mayor Critchley

Mayor Critchley has noted that our roads need to be repaired. Town Clerk will look into grants.

Chair passed to Councilor Harvey at 8:45 pm

10. Deputy Mayor Saunders

With no student grant approved to town this year, a job share with Sandy Cove may be an option.

Chair passed to Deputy Mayor Saunders at 8:49

RESOLUTION #2025-084 Motion made by Councilor Harvey to ask Nicholas Green to mow Chuff Bight, lookout and town hall while we work with Sandy Cove on job sharing. 2nd: Councilor Brown. . **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

11. Councilor Harvey

Attended the Emergency Response meeting and the RCMP Public Session. Very good discussions. RCMP wants citizens to contact the Glovertown RCMP directly if they have tips or see anything suspicious going on in and around the Peninsula. Any information can be anonymous. Currently there are 2 active cases on the Peninsula. 6 officers are now residing in Glovertown.

Harvey suggested a fridge magnet be distributed to homes to remind residents what needs to be prepared in case of an emergency or evacuation.

14. BILL PAYMENTS

RESOLUTION #2025-085 Motion made by Councilor Brown to pay:

Eastlink June 10 statement	\$190.39
Bell Aliant April/May Billing including late fees	\$532.94
G & R Contracting as per resolution 2024-088	\$14,447.57

Town of Sandringham

Computer Shack Labor to fix computer issues	\$69.00
Darlene Tuck – Expenses	\$208.95
Squires North Atlantic	\$34.38

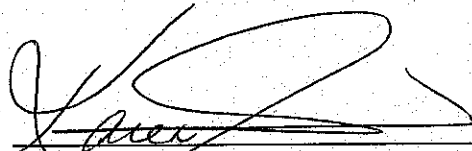
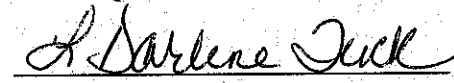
In Favor – 6. Opposed – 0, Abstained 0. MOTION CARRIED

15. OTHER BUSINESS

RESOLUTION #2025-086 Motion made by Councilor Harvey for Town Clerk to purchase a basket, or something at her discretion, for Mayor Critchley. 2nd: Councilor Brown. . **In Favor – 5 (Brown, Harvey, Burry, Arnold, Saunders). Opposed – 0, Abstained – 0. MOTION CARRIED**

16. ADJORNMENT

RESOLUTION 2025-87 Motion to adjourn the June 23 meeting at 9:36 pm made by Councilor Burry. **MOTION CARRIED**


Deputy Mayor
Town Clerk