



TOWN OF STEADY BROOK
PUBLIC MEETING
April 7, 2016

ATTENDANCE:

Mayor Peter Rowsell

T. Caines, Town Clerk

Councillors:

L. Gillette
C. Wilton
C. Austin
M. Diamond
M. Wells
M. Howlett

DELEGATIONS/GUESTS:

The meeting was called to order at 7:00 p.m.

Agenda Item

(1) Call Meeting to Order

Mayor Rowsell called the meeting to order by welcoming everyone present.

The Mayor called for any additions/amendments to the agenda.

4.1.4 - New Staff Training
4.8.1 - Waste Management

**RESOLUTION
2016/047**

GILLETTE/WILTON:
BE IT RESOLVED TO APPROVE THE AGENDA AS AMENDED
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette
OPPOSED: (0)
RESOLUTION CARRIED

(1.1) Minutes of Previous Meeting

Minutes of March 1, 2016 Privileged Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2016/048**

HOWLETT/AUSTIN:
BE IT RESOLVED TO ADOPT THE MARCH 1, 2016 PRIVILEGED MEETING AND TO RATIFY MOTION# 2016/043 THAT WAS MADE AT THE PRIVILIGED MEETING.

IN FAVOUR: (5) Howlett, Rowsell, Wells, Austin
OPPOSED: (3) Gillette, Diamond, Wilton
RESOLUTION CARRIED

Minutes of the last Public Meeting on March 17, 2016 were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2016/049**

GILLETTE/WILTON:
**BE IT RESOLVED TO APPROVE THE MINUTES OF THE
PUBLIC MEETING OF MARCH 17, 2016 AS PRESENTED TO
COUNCIL**
**IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin,
Wilton, Gillette**
OPPOSED: (0)
RESOLUTION CARRIED

(2)
Business arising
Action items

(3) Notices of
Resolutions
arising of minutes

(4) Committee
reports

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - Structural details should be ready by the end of the week and engineering firm will send to DMA and the Town of Steady Brook. Councillor Wells visited DMA and they are hopeful that it will happen within the month.
- 4.1.2 Artesian Wells - Councillor wells spoke with Engineers they are hopeful that it will go to tenders within two weeks, Councillor Wells than spoke to DMA and they said that they will be going to Tenders next week.
- 4.1.3 Town Mapping - The Town needs to find out right-of ways of all the streets, Councillor Wilton provided information for Coles, Dominion and Up River Road, still have 9 more roads that have to find out Right of Ways.
- 4.1.4 Councillor Wells stated that new hire needs to go to Pasadena for training with Jerry Lahey on the town's water system.

4.2 EMERGENCY MEASURES:

4.2.1 Fire Board Meeting Update - Councillor Howlett stated that Jamie Robertson is now the Fire Chief. LSDLR have a new council and they are working with the Fire Board Committee to pay 2014 and 2015 outstanding monies owed to the Fire Dept. The Fire Board Committee is looking for two new members, the Town Clerk sent a email out to the residents letting them know that the Committee is seeking new members.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - 1-3 Dominion Drive - Construct new home.

**RESOLUTION
2016/050**

DIAMOND/WILTON:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 1-3 DOMINION DRIVE TO CONSTRUCT A NEW HOME PROVIDING IT FOLLOWS THE DEVELOPMENT AND REGULATIONS OF THE TOWN OF STEADY BROOK
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette
OPPOSED: (0)
RESOLUTION CARRIED

4.3.2 - 1-3 Dominion Drive - Construct fence.

**RESOLUTION
2016/051**

DIAMOND/WILTON:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 1-3 DOMINION DRIVE TO CONSTRUCT A FENCE PROVIDING IT FOLLOWS THE DEVELOPMENT AND REGULATIONS OF THE TOWN OF STEADY BROOK
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette
OPPOSED: (0)
RESOLUTION CARRIED

4.3.3 - 5-7 Dominion Drive

**RESOLUTION
2016/052**

DIAMOND/GILLETTE:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 5-7 DOMINION DRIVE TO CONSTRUCT A NEW HOME PROVIDING IT FOLLOWS THE DEVELOPMENT AND REGULATIONS OF THE TOWN OF STEADY BROOK
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette
OPPOSED: (0)
RESOLUTION CARRIED

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

NOTHING TO REPORT

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - April 23, 2016 Regionalized Meeting Massey Drive 9:30
June 4, 2016 GHJC meeting Norris Point

4.6 FINANCE:

4.6.1 - Approval of Invoices \$64,260.09

**RESOLUTION
2016/053**

DIAMOND/WILTON:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE INVOICES THAT WERE PAID ON MARCH 18,
2016 IN THE AMOUNT OF \$64,260.09**

**IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin,
Wilton, Gillette**

OPPOSED: (0)

RESOLUTION CARRIED

4.6.2 - Approval of Invoices \$9524.07

**RESOLUTION
2016/054**

DIAMOND/WILTON:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE INVOICES IN THE AMOUNT OF \$9524.07**

**IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin,
Wilton, Gillette**

OPPOSED: (0)

RESOLUTION CARRIED

4.6.3 - Bank reconciliation - \$184,259.29

4.6.4 - 6 Falls Avenue - Credit taxes business not in operation
anymore.

**RESOLUTION
2016/055**

DIAMOND/HOWLETT:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
CREDIT 6 FALLS AVENUE BUSINESS TAX IN THE AMOUNT
OF \$1747.04 BUSINESS NOT IN OPERATION.**

**IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin,
Wilton, Gillette**

OPPOSED: (0)

RESOLUTION CARRIED

4.7 ADMINISTRATION:

4.7.1 - Remote Meeting Attendance Policy -Motion

**RESOLUTION
2016/056**

HOWLETT/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADOPT THE POLICY PROVIDED REGARDING REMOTE MEETING ATTENDANCE.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.2 - Municipal Symposium Gander Hotel May 5-7, 2016

**RESOLUTION
2016/057**

AUSTIN/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND MAYOR ROWSELL AND COUNCILLOR WILTON TO THE MUNICIPAL SYMPOSIUM IN GANDER FROM MAY 5-7, 2016.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.3 - Emergency Preparedness Gander May 4-5, 2016

**RESOLUTION
2016/058**

AUSTIN/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND COUNCILLOR AUSTIN AND THE TOWN CLERK TO THE EMERGENCY PREPAREDNESS MEETING IN GANDER FROM MAY 4-5, 2016.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.4 - Stewart Association Codroy Valley June 17-18, 2016

**RESOLUTION
2016/059**

AUSTIN/GILLETTE:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND COUNCILLOR WILTON TO THE STEWART ASSOCIATION JUNE 17 & 18, 2016 IN CODROY VALLEY.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.5 - Water and Wastewater Systems Operator Course
May 10 &12 and May 31 June 2, 2016

**RESOLUTION
2016/060**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND JONATHAN HILLIER TO TRAINING IN DEERLAKE FOR WATER DISTRIBUTION TRAINING FROM MAY 10 -12 2016.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2016/061**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND JONATHAN HILLIER TO TRAINING IN CORNER BROOK FOR WASTE WATER TREATMENT CLASS 1 & 2 TRAINING FROM MAY 31 -JUNE 3, 2016.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.6 - Donation to PMA

**RESOLUTION
2016/062**

DIAMOND/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK MAKE A DONATION TO THE PMA IN THE AMOUNT OF \$200.00.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.7.7 - New Hire Alex Whitehorn

**RESOLUTION
2016/063**

AUSTIN/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HAS HIRED ALEX WHITEHORN ON APRIL 4, 2016 WITH A STARTING WAGE OF \$19.00 PER HOUR AND THAT MR. WHITEHORN WILL HAVE A SIX MONTH PROBATIONARY PERIOD.

IN FAVOUR: (7) Diamond, Howlett, Rowsell, Wells, Austin, Wilton, Gillette

OPPOSED: (0)

RESOLUTION CARRIED

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Waste Management meeting April 19, 2016 at the Town of Steady Brook Community Centre at 7:00 pm Public are invited but there is limited seating.

TOWN CLERK'S REPORT:

NOTHING TO REPORT

5. OTHER CORRESPONDENCE:

6. OTHER BUSINESS:

7. COUNCILOR'S / MAYOR FORUM:

Councillor Wells stated that point of contact for Maintenance workers is himself and that other councillors are not to be approaching the staff due to previous history with the employees and council.

Councillor Wilton stated that yes he did approach the staff and that as soon as he done so he knew he should not have done so, he then went onto say that the roads on Marble Drive are not cleared and pavement is tore up he said it is too bad that council cannot approach employees but he agrees that they shouldn't.

Councilor Wells stated that the newest staff member won't be operating the new piece of equipment for a while. Councillor Wilton stated that the previous employer was much better operator and don't understand why he was let go.

Mayor Rowsell stated that there was a meeting called to discuss the previous employers employment and that Councillor Wilton, Gillette and Diamond did not show. Mayor Rowsell stated that they should make the time to come to meetings not just the public meetings. Councilor Wilton stated that the public meeting was cancelled so they had made plans. Mayor Rowsell stated that the privileged meeting had to be called immediately because of time frame and employment matter had to be taken care of. Councilor Wilton stated that the Mayor should not imply that they don't attend meetings. Councillor Gillette stated that she has not missed any meetings in her 4 years. Mayor Rowsell said that council business should take priority. Mayor Rowsell said that she may not have missed public meetings but when ever council calls a meeting outside of the public meetings that some council do not always make the effort to show and that calling a meeting by

email is acceptable. Mayor Rowsell stated that Councillor Gillette is not on council by waste management but that you are on waste management because you're on council. Councillor Gillette said she was elected by government to be on waste management. Councillor Gillette stated that Waste Management meetings are the last Thursday every month if council switched their meeting to that date that yes sometimes she would miss meeting. If she did not attend waste management meeting they would not have enough for a quorum. Councillor Wells stated that since she mentioned the word quorum you should acknowledge that council needs a quorum as well, Councilor Gillette's stated that Council had a quorum for the privileged meeting. Councillor Wells stated that was correct and that it should not be rehashed if they had enough for a quorum. Councillor Gillette stated she missed meetings with a legitimate clause Councillor Wells said at least she has her priorities straight. Councillor Gillette said not priorities but if your switching meetings than she has to attend Waste Management. Councillor Wells stated that it seems to be that Waste Management is more priority than council business. Councillor Diamond stated that she missed one meeting and Mayor Rowsell stated that she missed more than one. Mayor Rowsell stated that meetings have been changed to accommodate a lot of council at different times.

**RESOLUTION
2016/064**

Councillor Wells made a motion to adjourn the meeting
Councillor Wilton second the meeting. All in Favor

NEXT PUBLIC MEETING WILL BE MAY 12, 2016

Mayor Rowsell

Town Clerk

