



TOWN OF STEADY BROOK
PUBLIC MEETING
Aug 4, 2016

ATTENDANCE:

Mayor Peter Rowsell

T. Caines, Town Clerk/Manager

Councillors:

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

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.

**RESOLUTION
2016/116**

GILLETTE/AUSTIN:

BE IT RESOLVED TO APPROVE THE AGENDA AS AMENDED AND REMOVE SECTION 4.7.6 AS IT IS STILL UNDER REVIEW as per Councillor Howlett.

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

OPPOSED: (0)

RESOLUTION CARRIED

(1.1) Minutes of Previous Meeting

Minutes of July 7, 2016 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2016/117**

GILLETTE/DIAMOND:

BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR COUNCIL MEETING OF July 7, 2016.

Councillor Wells questioned Resolution# 2016/108 stating that the Town Council broke their own policy and was not in agreement with doing so. Mayor Rowsell stated that it was not the intention of Council to break its own policy, it is not illegal to break their own policy or decide to operate outside their own policies they have, however it is illegal to break the Municipalities Act. Mayor Rowsell stated that nothing was done in the meeting to contravene any laws or rules in the Municipalities Act.

IN FAVOUR: (6) Diamond, Howlett, Rowsell, Austin, Gillette, Wilton

OPPOSED: (1)Wells

RESOLUTION CARRIED

**RESOLUTION
2016/118**

GILLETTE/DIAMOND:

BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE PRIVILEGED MEETING OF July 12, 2016.

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

OPPOSED: (0)

RESOLUTION CARRIED

**(2)
Business arising
Action items**

NOTHING TO REPORT

**(3) Notices of
Resolutions
arising of minutes**

**(4) Committee
reports**

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - Council met with Steve Osmond from Anderson's Engineering regarding the tender that came in over bid. Mr. Osmond will be writing Municipal Affairs a letter and to see if there will be more funding available and to see if there are items on the tender to come off.

- 4.1.2 Artesian Wells - Pittman Enterprises have started work on the Artesian Wells August 1, 2016. Council will be meeting with Minister Eddie Joyce and our MHA Scott Reid on August 15, 2016 at 3:00 pm to make a visual site visit to the area. A email will be going out to the residents letting them know that they are welcome to attend the meeting at the community centre at 3:30 pm announcing that work has started on the project itself.

- 4.1.3 - Bridge on Thistle Drive - Bridge needs major repairs done. Work will commence this fall when tourist season is not so busy. Town Clerk/ Manager will work with Mr. Martin on the matter and keep communication open.

4.2 EMERGENCY MEASURES:

NOTHING TO REPORT

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - 5 Falls Avenue - Construct Garage 24x30

**RESOLUTION
2016/119**

DIAMOND/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE A PERMIT FOR 5 FALLS AVENUE TO CONSTRUCT A GARAGE 24X30.

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

OPPOSED: (0)

RESOLUTION CARRIED

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 - Trails - Phase 2

**RESOLUTION
2016/120**

HOWLETT/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ACCEPT & APPROVE APPLICATION WITH ACOA AND BTCRD FOR STEADY BROOK TOURISM INFRASTRUCTURE IMPROVEMENTS FOR PHASE 2 WITH CORNER BROOK STREAM TRAIL DEVELOPMENT BEING THE CONTRACTOR AS THEY ARE A NON-FOR-PROFIT ORGANIZATION.

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

OPPOSED: (0)

RESOLUTION CARRIED

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 Meeting June 25, 2016 at Marble Inn Resort - It was a great meeting and a great turn out, the food was delicious and everyone enjoyed the atmosphere.

4.6 FINANCE:

4.6.1 - Approval of Invoices \$47,474.51

**RESOLUTION
2016/121**

DIAMOND/AUSTIN:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$47,474.51
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Austin, Gillette, Wells, Wilton
OPPOSED: (0)
RESOLUTION CARRIED**

4.6.2- Bank reconciliation - \$307,474.51

4.7 ADMINISTRATION:

4.7.1 - Municipal Budget Training - Sept, 14, 2016

**RESOLUTION
2016/122**

WELLS/AUSTIN:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HEREBY SELECT THE FOLLOWING TO ATTEND THE BUDGET TRAINING IN DEER LAKE SEPTEMBER 14, 2016 TRACY CAINES, MATT WELLS AND MARY DIAMOND
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Austin, Gillette, Wells, Wilton
OPPOSED: (0)
RESOLUTION CARRIED**

4.7.2 - MNL AGM Meeting - October 6-8, 2016 \$450.00 per person

**RESOLUTION
2016/123**

WELLS/DIAMOND:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HEREBY SELECT THE FOLLOWING TO ATTEND THE MNL AGM MEETING OCTOBER 6-8, 2016 IN ST.JOHN'S AT A COST OF \$450.00 PER PERSON FOR REGISTRATION. LEONA GILLETTE, MATT WELLS, MAYOR ROWSELL CANDACE AUSTIN
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Austin, Gillette, Wells, Wilton
OPPOSED: (0)
RESOLUTION CARRIED**

4.7.3 -Stewardship Association - September 23 - 24, 2016

**RESOLUTION
2016/124**

HOWLETT/AUSTIN:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
SEND COUNCILLOR WILTON TO THE STEWARD
ASSOCIATION MUNICIPALITIES MEETING IN GOOSE BAY,
LABRADOR ON SEPTEMBER 23-24, 2016**

**IN FAVOUR: (6) Diamond, Austin, Rowsell, Gillette, Wilton,
Wells**

**OPPOSED: (1) Howlett
RESOLUTION CARRIED**

4.7.4 - Premier's Forum Results - Announcement on Local
Government Representatives.

Western Region: Mayor Barbara Barter - Burgeo, Councillor
Elmo Bingle - Deer Lake, Mayor Brian Joy - Stephenville and
Councillor Holly Walsh - Massey Drive

4.7.5 - RNC Donation - MADD - Council will not be contributing
this year.

4.7.6 Town Clerk/ Manager - Job Description - Deferred still
under Review

4.7.7 - Laptop for Speed Sign - Councillor Howlett questioned
why the Speed Sign is not turned on. Councillor Wells stated that
the machine was not suppose to be turned on for couple of
weeks as it is in stellar mode.

Council is not impressed that ACES did not tell us that we
needed a Laptop to install.

Councillor Austin stated that the sign has to be taken off the light
pole and put on one of our own poles.

**RESOLUTION
2016/125**

DIAMOND/WILTON:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
PURCHASE A LAPTOP FOR THE TOWN OFFICE AND NOT
TO EXCEED OVER \$1000.00**

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

**OPPOSED: (0)
RESOLUTION CARRIED**

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Site visit as soon as we have full man power. Town Clerk-

Manger to make visit as well.

TOWN CLERK'S REPORT:

- Town Clerk reported that the Occupation Health & safety Program Policies & Procedures are for review and a motion to be brought forward in September to adopt.

- Occupation Health and Safety Student finishes on August 12, 2016. Town Clerk/Manager suggested that council give her something in appreciation for doing the OHSP.

**RESOLUTION
2016/126**

DIAMOND/WILTON:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE A DONATION OF \$100.00 TO MISTY-LEIGH PYNN IN APPRECIATION FOR DOING THE OHS PROGRAM POLICIES

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

OPPOSED: (0)

RESOLUTION CARRIED

Town Clerk reported to council the work that was done for the month of July around the town such as:

- rotted section of bridge on Thistle Drive repaired
- boat launch put out
- crosswalks painted
- safety rail in town office fixed
- Western Pump inspected lift stations and installed new pump
- Signage regarding parking put out
- Northridge replaced valves and repairs to the water distribution
- painting throughout the town such as decks, flower pots , etc
- Lagoon building cleaned

Town Clerk also noted that the GPM are up, right now estimate of 70 gpm which is double of what it should be. Maintenance worker is working with Gerry Lahey at Service NL and will be meeting with Pasadena to see if they have corrilator to detect the leaks that may be in the town.

Councillor Wells asked what happened to the Water meters that were going to be installed. Councillor Howlett stated that the motion was put on the table but it never got passed as money was not allocated in the budget. Councillor Wells would like to see a motion come forward again.

5. OTHER CORRESPONDENCE:

6. OTHER BUSINESS:

7. COUNCILOR'S / MAYOR FORUM:

Mayor Rowsell stated that the hitch on the pick-up trucks need to be removed if they are not in use as this is a safety issue.

Mayor Rowsell mentioned about Artesian Wells - last week everyone was sent a email by the western star wanting to know what was going on with the wells. The Mayor told the western star that he did not want to discuss the matter right now as it was being dealt with by the provincial government, however two other councillors decided to speak with The Western Star and he felt this made the mayor himself look like he didn't care and that he was trying to keep stuff from the people and he didn't appreciate how it was handled.

Councillor Wells stated that the minutes was approved on July 7, 2016 and it was public information.

Mayor Rowsell stated that it was agreed in a previous meeting that the announcement would be made in a public meeting with Minister Eddie Joyce and MHA Scott Reid and that the residents were to be invited and out of respect to the government we should have made a public announcement as was discussed in a previous meeting.

Councillor Diamond stated that in the park by Falls Avenue there is a hole that needs to be filled in, right now there is orange fencing around the area.

Councillor Wilton stated that there is a hole on Marble Drive that needs to be filled in. Town Clerk/ Manager advised Mr. Wilton that this is on the TO-DO-LIST.

Councillor Howlett stated that on UP River Road looking over the bank by the water that there is a lot of garbage dumped there. The Town clerk/ Manager will have this looked into and cleaned up.

Councillor Gillette stated that the town looks great and that the students are doing a wonderful job with keeping the grass mowed.

**RESOLUTION
2016/127**

**GILLETTE/HOWLETT:
BE IT RESOLVED TO ADJOURN THE MEETING.
IN FAVOUR: (7) Diamond, Howlett, Rowsell, Austin, Gillette,
Wells, Wilton
OPPOSED: (0)
RESOLUTION CARRIED**

MEETING WAS ADJOURNED AT 8:15 PM

NEXT PUBLIC MEETING WILL BE SEPTEMBER 8, 2016

Mayor Rowsell

Town Clerk

