



TOWN OF STEADY BROOK
REGULAR COUNCIL MEETING
January 14, 2016

ATTENDANCE:

Mayor Peter Rowsell
T. Caines, Town Clerk

Councilors:

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

4.1.5 Lagoon
4.1.6 Water Committee
4.1.7 Retaining Wall

**RESOLUTION
2016/001**

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

(1.1) Minutes of Previous Meeting

Minutes of the last public meeting on Dec 10, 2015 were presented for review. The Mayor called for any errors or omissions to previous minutes.

**RESOLUTION
2016/002**

GILLETTE/DIAMOND:
**BE IT RESOLVED TO ADOPT THE MINUTES FOR THE
REGULAR COUNCILS DECEMBER 10, 2015 PUBLIC
MEETING.**
**IN FAVOUR: (7) Austin, Diamond, Rowsell, Wilton, Wells,
Gillette, Howlett**
OPPOSED: (0)
RESOLUTION CARRIED

**Business Arising
/ Action Items:**

**(3) Notices of
Resolutions arising o
of Minutes**

**(4) Committee
Reports**

(4.1) OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - Going to Tenders in the Spring of 2016
- 4.1.2 Artesian Wells -Municipal Affairs requesting motion for the full amount of the Project #14058 in the amount of \$456,367.45. Town of Steady Brook is responsible for the GST/HST of the project.

**RESOLUTION
2016/003**

DIAMOND/AUSTIN:
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE TOAL FUNDING OF \$456,367.45 MCW
PROJECT #14058. THE TOWN OF STEADY BROOK IS
RESPONSIBLE FOR PAYING THE TAX COST OF THIS
PROJECT. PROJECT IS 90/10 EXLUDING TAXES.**
**IN FAVOUR: (7) Austin, Diamond, Rowsell, Wilton, Wells,
Gillette, Howlett**
OPPOSED: (0)
RESOLUTION CARRIED

- 4.1.3 - Town Mapping - Anderson Engineering will provide the Town with mapping of water mains, sewer mains, pressure relief valve chambers (PRV) fire hydrants, etc.

**RESOLUTION
2016-004**

WELLS/AUSTIN:
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE ANDERSON ENGINEERING TO DEVELOP A
COMPREHENSIVE TOWN MAP SHOWING LOCATIONS OF**

ESSENTIAL SERVICES SUCH AS WATER MAINS, SEWER MAINS, PRESSURE RELIEF VALVE CHAMBERS, FIRE HYDRANTS, ETC.

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

OPPOSED: (0)

RESOLUTION CARRIED

- 4.1.4 - Chlorine Regulator - Chlorine regulator has been broken, a Quote came in from Western Pumps for repair in the amount of \$2323.00.

**RESOLUTION
2016/005**

WELLS/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE QUOTE FROM WESTERN PUMP SERVICES IN THE AMOUNT OF \$2323.00 INCLUDING TAX TO FIX THE REGULATOR AT THE CHLORINE BUILDING.

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

OPPOSED: (0)

RESOLUTION CARRIED

- 4.1.5 - Lagoon - The Town clerk informed council that NL Power has to do some work in the Lagoon area, the Power will be out for 4 hrs. Councillor Wells suggested that we check into hooking up generator to the Lagoon while the power is out. Councillor Wells stated that the Lagoon also had repairs done earlier in the fall and that Maintenance personnel needs to follow up with Ernest Drover on the status of the repairs.

- 4.1.6 - Water Committee - Councillor Wells updated council on the meeting that took place with the Local business and resident (Fraser Dwyer) the meeting was a productive meeting, They have decided to set up a sub-committee regarding issues of Boil Orders only.

- 4.1.7 - Retaining Wall - Councillor Diamond thinks that the retaining wall by the brook should be looked at in the near future. Councillor Wilton said we could get our engineers to look at it. Differed to COW Meeting

(4.2) EMERGENCY MEASURES:

4.2.1 - Fire Board Meeting next week.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - 5-7 Dominion Drive - 10 % variance requested

**RESOLUTION
2016/006**

AUSTIN/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 5-7 DOMINION DRIVE A 10% VARIANCE FOR

DEVELOPMENT OF A NEW HOME.

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

OPPOSED: (0)

RESOLUTION CARRIED

4.4: RECREATION AND COMMUNITY INVOLVEMENT:

NOTHING TO REPORT

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - Regional Meeting February 6, 2016 at Massey Drive
9:30 am. Guest Speaker Craig Pollett on regionalization.

4.6 FINANCE:

- 4.6.1 Approval of invoices for the amount of \$ 94,434.73

**RESOLUTION
2016/007**

DIAMOND/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$94,434.73

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

OPPOSED: (0)

RESOLUTION CARRIED

- 4.6.2 - Bank Reconciliation - \$108,754.31

- 4.6.3 - 2016 Budget Motion -

**RESOLUTION
2016/008**

DIAMOND/WILTON:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE 2016 BUDGET WITH A CHANGE IN MIL RATE FROM 5 MILS TO 4.7 MILS.

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

OPPOSED: (1) Rowsell

RESOLUTION CARRIED

- 4.6.4 - Brian Hillier Chartered Accountant - Audit Financial Statements.

**RESOLUTION
2016/009**

DIAMOND/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE BRIAN HILLIER CHARTERED ACCOUNTANT TO DO THE TOWN OF STEADY BROOK'S AUDIT OF FINANCIAL STATEMENTS

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

OPPOSED: (0)

RESOLUTION CARRIED

- 4.6.5 - Accounts Receivable - Account WELLR022 Operator has not been operating a business in the last two years credit his account \$475.00.

**RESOLUTION
2016/010**

DIAMOND/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE TO WRITE OFF ACCOUNTS RECEIVABLE ACCOUNT WELLR022, BUSINESS IS NOT IN OPERATION AMOUNT \$475.00

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

OPPOSED: (0)

RESOLUTION CARRIED

4.7 Administration:

- 4.7.1 -.Administration committee will be meeting next week to reviews resumes for maintenance personnel.

4.8 WATERSHED AND ENVIRONMENT

4.8.1 - Meeting February 16, 2016 . Councillor Wells will be going to the watershed in the near future.

Town Clerk's Report

Paul Wylezol - Global Geo Park on NL West Coast. - Motion

**RESOLUTION
2016/011**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PAY A ONE TIME FEE OF \$1.00 PER RESIDENT TO HELP SUPPORT THE GLOBAL GEO PARK ON THE WEST COAST OF NL.

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

OPPOSED: (1) Gillette

RESOLUTION CARRIED

Meet and Greet Deer Lake Motel Feb 12, 2016 - Municipal Assessment Agency

**RESOLUTION
2016/012**

HOWLETT/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND COUNCILLOR MATT WELLS TO THE MEET AND GREET MUNICIPAL ASSESSMENT AGENCY MEETING AT THE DEER LAKE MOTEL FEB 12, 2016 REGARDING ISSUES THAT THE TOWN MAY HAVE.

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

OPPOSED: (0)

RESOLUTION CARRIED

MNL Regional Meeting April 8-9, 2016

RESOLUTION
2016/013

GILLETTE/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE COUNCILLORS TO ATTEND THE MNL MEETING IN CORNER BROOK ON APRIL 8-9, 2016 AT THE GLYNMILL INN REGISTRATION IS AT 5:00PM APRIL 8TH.

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

OPPOSED: (0)

RESOLUTION CARRIED

(5) OTHER CORRESPONDENCE

(6).OTHER BUSINESS:

NOTHING TO REPORT

(7). COUNCILOR'S / MAYOR FORUM:

Councillor Wells - Just a reminder to the people that this is the first time that the new staff maintenance personnel working with snow clearing.

Councillor Wilton - Mentioned that the Maintenance personnel is doing a good job and that he is doing the snow clearing by himself. Councillor Wilton stated that they did not call other contractor in because we have a \$300,000.00 plus machinery sitting by the door. However we do have a contractor on stand-by for major snowstorms until another operator is hired. *Councillor Wilton also discussed the importance of having a Town Manager.*

Councillor Gillette - Discussion about having a Town Manager, Councillor Gillette stated she is against this. Deferred until a COW Meeting.

Councillor Austin - Commented on the Snow Clearing and that the Maintenance Personnel should be starting at 6:00 am as previously discussed in another meeting.

Mayor Rowsell - Stated that councillors should not be using up staff's time for non related reasons regarding work. He stated that this has been going on to long and he would like for it to stop.

RESOLUTION
2016/014

HOWLETT/DIAMOND:
BE IT RESOLVED TO ADJOURN THE MEETING AT 7:45PM
IN FAVOUR: (7) Wells, Austin Gillette, Rowsell, Wilton,
Howlett, Diamond
OPPOSED: (0)
RESOLUTION CARRIED

(10) ADJOURNMENT

The meeting was Adjourned at 7:45pm

NEXT PUBLIC MEETING WILL BE FEBRUARY 4, 2016

Mayor Rowsell

Town Clerk