



TOWN OF STEADY BROOK
PUBLIC MEETING
JULY 6, 2017

ATTENDANCE:

Mayor Peter Rowsell
T. Caines, Town Clerk/Manager

Councillors:

C. Gillette
C. Diamond
C. Wells

ABSENT:

Councillor Wilton and Councillor Howlett, Deputy Mayor Austin

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. Councillor Diamond requested to add under Recreation - Trails

**RESOLUTION
2017/059**

GILLETTE/DIAMOND:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA AS AMENDED .
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells
OPPOSED: (0)
RESOLUTION CARRIED

1.1) Minutes of Previous Meeting

Minutes of June 1, 2017 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2017/060**

GILLETTE/DIAMOND:
BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR COUNCIL MEETING OF JUNE 1, 2017.
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells,
OPPOSED: (0)
RESOLUTION CARRIED

Business arising
Action items

NOTHING TO REPORT

(3) Notices of
Resolutions
arising of minutes

TOWN CLERK'S REPORT:

- PRV Chambers - Email from Town Manager/Pasadena Brian Hudson regarding the Town of Pasadena servicing the town's PRV Chambers. Pasadena will be meeting July 17, 2017 to discuss further.
- Biomaxx - Lagoon - The Town received confirmation that they are now registered with the Federal Database all outflow from the Lagoon is being monitored.
- Feasibility Study - YMCA - Request for Proposal for Review in the Town Office.
- Flushing Hydrants took place on July 4&5, 2017. Water was really dirty but the town maintained good water reading levels and was successful in not having to place the town on a boil order.
- Nominations Marble Mountain Board - Town Manager contacted Carmella Murphy with Chris Mitchelmore to see if a decision has been made regarding a seat on the board for Marble Mountain. No decision has been made yet.
- Town Manager stated that they would have to go into a In-Camera meeting to discuss report 4.4.2, 4.7.3 and 4.7.4

RESOLUTION
2017/061

GILLETTE/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ENTER A IN-CAMERA MEETING REGARDING TOPICS 4.4.2, 4.7.3 AND 4.7.4 AT THE END OF THE PUBLIC MEETING.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

(4) Committee
reports

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - NOTHING TO REPORT

- 4.1.2 Artesian Wells - Holdback fee for the Artesian Wells was released in the amount of \$70,618.22.

**RESOLUTION
2017/062**

DIAMOND/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PAID THE HOLDBACK FEE TO PITTMAN ENTERPRISES IN THE AMOUNT OF \$70,618.22 PERTAINING TO MCW PROJECT # 14058.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

- 4.1.3 Artesian Wells - Additional Funding - Change Orders - \$11,664.88. The Town is to request that Municipal Affairs help pay 90/10 on the cost overruns of the MCW Project # 14058 SCF-17-00012.

**RESOLUTION
2017/063**

DIAMOND/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPLY FOR ADDITIONAL FUNDING FOR MCW PROJECT 14058 SCF-17-00012 ALTERNATE WATER SUPPLY FROM MUNICIPAL AFFAIRS IN THE AMOUNT OF \$11,664.88 PLUS HST AT A COST SHARE OF 90/10.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

- 4.1.4 Lagoon Repairs - NuVision - Motion to repair the building at a cost of \$10,173.91 plus HST.

**RESOLUTION
2017/064**

DIAMOND/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HIRE NUVISION HOME IMPROVEMENTS LTD TO DO REPAIRS TO THE LAGOON BUILDING IN THE COST OF \$10,173.91.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

4.2 EMERGENCY MEASURES:

-4.2.1 Pumper Truck - The Town's Pumper Truck has been repaired, however the truck is very old and only a matter of time before something else may go wrong with it. The truck cannot be depended upon. The town has sent a application off to Fire Emergency Services requesting funding for a new Pumper Truck, the results of that should be released before the end of July 2017.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - NOTHING TO REPORT

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 - Garbage Cans & Benches - Recreation Committee would like to purchase the same type of garbage cans and benches that have been implemented on the town's trails, keeping everything in sync with one another this makes for a tidier looking town.

**RESOLUTION
2017/065**

DIAMOND/GILLETTE:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PURCHASE 4 NEW GARBAGE CANS AND 4 NEW BENCHES (INCLUDES INSTALLATION) FROM CORNER BROOK STREAM TRAIL DEVELOPMENT IN THE AMOUNT OF \$1150.00 PER GARBAGE CAN PLUS HST AND \$1350.00 PER BENCH PLUS HST.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

4.4.2 - Lynn Randell - Zumba - In-Camera

4.4.3 - Trails - Councillor Diamond stated that the trail on the other side of the overpass needs the railing repaired. Town Clerk/Manager to get Maintenance to look at the trail and do repairs that are needed. Town Clerk/Manager advised Councillor Diamond that the town has put up USE AT OWN RISK signs until the trails can get the attention that it needs.

Canada Day - Canada Day was another successful year not as many persons, but that could be due to where it was on a Saturday. Councillor Gillette stated that it takes alot of work to pull off Canada Day and that in the future council may want to consider having a recreation committee in the town that can run any special events in the town. Councillor Gillette also wanted to thank Justin McCarthy and Laurie Kennedy along with Ron Austin and Nakita Howlett for helping out on Canada Day.

4.5 GREAT HUMBER JOINT COUNCIL:

NOTHING TO REPORT

4.6 FINANCE:

4.6.1 - Approval of Invoices \$28,922.16

**RESOLUTION
2017/066**

DIAMOND/WELLS:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$ 28,922.16
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells
OPPOSED: (0)
RESOLUTION CARRIED**

- 4.6.2 Bank reconciliation - \$206,903.30

- 4.6.3 -23 Wilton Street - Credit Water and Sewer \$175.00

**RESOLUTION
2017/067**

DIAMOND/WELLS:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK CREDIT 23 WILTON STREET \$175.00 FOR WATER AND SEWER CHARGE FOR THE YEAR 2017 AS HE NO LONGER IS RENTING OUT AN APARTMENT.
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells
OPPOSED: (0)
RESOLUTION CARRIED**

- 4.6.4 Humber River Boat Tours - credit \$483.00 Fingerboard signs.

**RESOLUTION
2017/068**

DIAMOND/WELLS:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK CREDIT HUMBER RIVER BOAT TOURS \$483.00 AS THEY ARE NO LONGER IN OPERATION AND FINGERBOARD SIGNS HAVE BEEN REMOVED.
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells
OPPOSED: (0)
RESOLUTION CARRIED**

4.7 ADMINISTRATION:

- 4.7.1 Confined Space - July 17 & 18, 2017 - Town clerk Manager

**RESOLUTION
2017/069**

WELLS/DIAMOND:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND THE TOWN CLERK MANAGER TO ATTEND A 2 DAY COURSE FOR CONFINED SPACE TRAINING IN CORNER BROOK ON JULY 17 & 18, 2017 FOR THE AMOUNT OF \$295.00 + HST.
IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells
OPPOSED: (0)
RESOLUTION CARRIED**

- 4.7.2 Elections - Poll Clerk and Alternate Retuning Officer

**RESOLUTION
2017/070**

WELLS/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HIRE A POLL CLERK AND A ALTERNATE RETURNING OFFICER FOR THE UPCOMING SEPTEMBER 26, 2017 MUNICIPAL ELECTIONS FOR THE AMOUNT OF \$200.00 PER PERSON.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

4.7.3 - Summer Student - Wage In- camera

4.7.4 - Maintenance Wage - In-camera

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Councillor Gillette provided council with colored pictures of the land outside the watershed area and it showed how bad the ATV's have the land torn up in there. Councillor Gillette stated that the Forestry was suppose to check out the area and contact her with a report. Mayor Rowsell stated that the Forestry needs to designate it as a wilderness area than that way ATV's wouldn't be allowed back there. Councillor Gillette stated that would affect the cabin owners so not sure that would be the answer to the problem. Councillor Gillette stated the only way was if they could purchase the cabins (Grandfather Clause).

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT

6. OTHER BUSINESS:

Town Clerk requested August 4 & 7 off also August 28 to Sept 1, 2017. To be discussed in a In -camera.

7. COUNCILOR'S / MAYOR FORUM:

Nothing To Report.

**RESOLUTION
2017/071**

GILLETTE/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ENTERED A IN-CAMERA MEETING AT 7:40 PM

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2017/072**

GILLETTE/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK RETURNED TO THE REGULAR PUBLIC MEETING AT 7:55 PM.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

4.4.2 - Lynn Randell - Deferred. Recreation Committee to revisit and discuss further.

4.7.3 - Summer Student - Wage

**RESOLUTION
2017/073**

WELLS/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PAY THE SENIOR SUMMER STUDENT \$12.00 PER HOUR THIS SUMMER.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

4.7.4 - Maintenance Wage

**RESOLUTION
2017/074**

WELLS/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK INCREASE ALEX WHITEHORNE'S PAY IN THE AMOUNT OF \$2.00 PER HOUR EFFECTIVE JULY 10, 2017.

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2017/075**

GILLETTE/DIAMOND:

BE IT RESOLVED TO ADJOURN THE MEETING AT 8:00PM

IN FAVOUR: (4) Gillette, Diamond, Rowsell, Wells

OPPOSED: (0)

RESOLUTION CARRIED

****Town Clerk was granted time off that she requested.****

MEETING WAS ADJOURNED AT 8:00 PM

NEXT PUBLIC MEETING WILL BE AUGUST 17, 2017

TOWN CLERK HAS PERMISSION FROM COUNCIL TO PAY THE ACCOUNTS PAYABLE FIRST WEEK IN AUGUST DUE TO PUBLIC MEETING NOT BEING HELD UNTIL MID AUGUST.

Mayor Peter Rowsell

Town Clerk/Manager

