



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
**JUNE 1, 2017**

**ATTENDANCE:**

Mayor Peter Rowsell  
T. Caines, Town Clerk/Manager

**Councillors:**

C. Gillette  
C. Austin  
C. Diamond  
C. Wells

**ABSENT:** Councillor Wilton and Councillor 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. Councillor Diamond requested to add under other business - young children on dirt bikes.

**RESOLUTION  
# 2017/047**

**GILLETTE/DIAMOND:**  
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA AS AMENDED .**  
**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

**1.1) Minutes of Previous Meeting**

Minutes of May 11, 2017 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION  
# 2017/048**

**GILLETTE/AUSTIN:**  
**BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR COUNCIL MEETING OF MAY 11, 2017.**  
**IN FAVOUR: (5) Austin, 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:**

- 2 Summer students to be hired. Hopefully start date June 26, 2017.
- Flowers were ordered for the 4-way stop
- Clean up week is finished
- Speed sign was installed by the bridge
- Advertisement put in the western star for new hire/maintenance personnel
- Town received funding for a JCP grant in the amount of \$131,715.00 for the Steady Brook Trails project.
- Received quotes on an ATV vehicle, waiting on one more quote, Town Clerk/Manager will present to next council meeting when she receives the last quote.
- Received another quote on repairs to the Lagoon building, Town Clerk/Manager will present to council at next meeting.
- Landscaping repairs from the winter snow clearing are being done around town.

**(4) Committee**  
**reports**

**4.1 OPERATIONS AND PUBLIC WORKS:**

- 4.1.1 Municipal Building - Work on the Municipal Building started May 22, 2017.

- 4.1.2 Artesian Wells - The Town of Steady Brook received a letter from Municipal Affairs stating that any legal fees associated with the Artesian Wells will not be covered 90/10 and that the town will have to pay the full cost. The Town has still to release the holdback fees to Pittman Enterprises, this will be done once the Town's lawyer does a mechanic lien search stating that there are no outstanding vendors to be paid by Pittman Enterprises and as soon as the engineering firm (Anderson Engineering) and Municipal Affairs give the town the ok to release the funds. Once the funds are released the engineering firm will contact Pittman Enterprises to come and do the troubleshooting that is required on the Artesian Wells, hopefully the issues the town is experiencing with the water wells will be under warranty, if not under warranty the town will have to pay for Pittman Enterprises

cost occurred with retuning to the site. Councillor Wells stated that he would make a visit to the Engineering firm to follow up on the status of the Artesian Wells.

- 4.1.3 - True Lines - Quote for \$1925.00 plus tax. Council stated that going forward that a motion will not be required every year providing that the quote stays below the \$2000.00 threshold and that the Town Clerk/Manager can engage in a contractor under the above statement made by council.

**RESOLUTION  
# 2017/049**

**DIAMOND/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HIRE A CONTRACTOR TO PAINT THE LINES IN STEADY BROOK ON AN ANNUAL BASIS TO THE LOWEST BIDDER. (LOWEST BIDDER APPROXIMATELY \$2000.00).**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**4.2 EMERGENCY MEASURES:**

Fire Department - Pumper Truck- Fire Chief Jamie Robertson and Councillor Wells visited Minister Joyce office and Minister Byrne's Office regarding the current state of the Pumper Truck Jamie Robertson reported that the pumper truck is not currently working the clutch is gone. The Town was offered a lone of another truck that is 20 years older than the current truck that we have from another town. Jamie Robertson stated that they have received one part thus far but are waiting on another part that is hard to get due to the age of the truck.

Fundraising may be in the near future.

Councillor Wells reported that he will do a follow up on the visits he and the Fire Chief made to discuss further and will update council at next meeting.

**4.3 PLANNING AND DEVELOPMENT:**

4.3.1 - 20 MountainVale Park - Construct addition to existing shed 8 x 14. Councillor Wells questioned if the structure was checked by the Town Clerk/Manager. Yes the Town Clerk/Manger and Maintenance staff done a site visit.

**RESOLUTION  
# 2017/050**

**DIAMOND/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 20 MOUNTAINVALE TO EXTEND AN EXTENSION OF 8X14 ONTO EXISTING SHED, PROVIDING IT MEETS THE TOWN'S DEVELOPMENT REGULATIONS.**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

4.3.2 - 163 Marble Drive - Construct addition to existing cabin/house.

**RESOLUTION  
# 2017/051**

**DIAMOND/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 163 MARBLE DRIVE TO EXTEND AN EXTENSION OF 22X24 ONTO EXISTING CABIN/HOUSE, PROVIDING IT MEETS THE TOWN'S DEVELOPMENT REGULATIONS.**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

4.3.3 - 7 Dominion Drive - Construct a 6x6 Gazebo with fireplace installed by a professional masonry.

Councillor Wells questioned does our development regulations state that a fireplace can be installed like the drawings provided to the town. The Town Clerk/ Manager stated that no where does it state that it can't be developed. It does still fall under a square footage of the lot used up.

**RESOLUTION  
# 2017/052**

**DIAMOND/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE 7 DOMINION DRIVE TO CONSTRUCT A 6X6 GAZEBO WITH MASONRY FIREPLACE PROVIDING IT MEETS THE TOWN'S DEVELOPMENT REGULATIONS.**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

4.4.1 - Canada Day - Council will be looking for volunteers to help out with Canada Day 150 Celebrations. Town Clerk/ Manager will touch base with Donna Thistle in ordering Hamburger and Hotdogs.

**4.5 GREAT HUMBER JOINT COUNCIL:**

4.5.1 - Next meeting June 3, 2017 Norris Point

**4.6 FINANCE:**

4.6.1 - Approval of Invoices \$18,021.83

**RESOLUTION  
# 2017/053**

**DIAMOND/WELLS:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$ 18,021.83**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

4.6.2 - Bank reconciliation - \$224,688.53

4.6.3 - Tax Recovery Plan

**RESOLUTION  
# 2017/054**

**DIAMOND/WELLS:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE 2016 TAX RECOVERY PLAN FOR ACCOUNTS RECEIVABLE TAX COLLECTION. NOTED THAT THIS IS A REQUIREMENT BY DEPARTMENT OF MUNICIPAL AND INTERGOVERNMENTAL AFFAIRS.**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**4.7 ADMINISTRATION:**

4.7.1 - First Aid Training Alex Whitehorne - June 7 and 13, 2017 in Corner Brook

**RESOLUTION  
# 2017/055**

**AUSTIN/WELLS:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND ALEX WHITEHORNE TO FIRST AID TRAINING IN CORNER BROOK ON JUNE 7 AND 13, 2017. COST OF \$195.00**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

4.7.2 - First Aid Training Tracy Caines - June 21, 2017 in Corner Brook

**RESOLUTION  
# 2017/056**

**AUSTIN/WELLS:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND TRACY CAINES TO FIRST AID TRAINING IN CORNER BROOK ON JUNE 21, 2017. COST OF \$130.00**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

4.7.3 - Greater Corner Brook Board of Trade Membership - \$125.00

**RESOLUTION  
# 2017/057**

**WELLS/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK BECOME A MEMBER OF THE GREATER CORNER BROOK BOARD OF TRADE. COST OF \$125.00 PER YEAR.**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

#### **4.8 WATERSHED AND ENVIRONMENT:**

4.8.1 - Next Meeting will be June 14, 2017. There was much discussion on cabin owners and access to Line Pond.

Councillor Gillette stated that there were more signs given to the town that need to be put up in the watershed area. Councillor Wells stated that the signage that we have is very vague, are there any more signs that are not so vague. Councillor Gillette will find out from Karla Hayes.

The watershed committee has a new rep representing for Corner Brook Pulp and Paper.

Councillor Wells stated that the current plan needs to be updated because the new water system has not been added to the plan. Councillor Wells would like Councillor Gillette to bring this forward to the next watershed meeting and to update council on her report.

Councillor Gillette stated that our water samples have been reading very well by Service NL who do their monthly checks.

#### **5. OTHER CORRESPONDENCE:**

NOTHING TO REPORT

#### **6. OTHER BUSINESS:**

Councillor Diamond stated that she had received a complaint regarding young children under age driving motorcycles on the street.

Councillor Wells stated that there is not much the town can do about that but to see if we can get more policing patrolling the area.

#### **7. COUNCILOR'S / MAYOR FORUM:**

Councillor Wells - Questioned what was the towns plans for parking this year when the towns wharf is docked. Town Clerk Manager stated that the markers that they purchased last year will be put out. However there may be more problems with parking as the area for parking last year up by the transmission lines will be used by Tech Construction as the New Municipal Building is being built.

The Town will have to be putting more calls into the police to get the area patrolled more.

Councillor Wells suggested that the Town Clerk/Manager look

into other towns to see if they would provide some municipal policing to the Town of Steady Brook.

The Town will have to implement a by-law regarding parking on the corner of Wilton Street and Forest Drive.

**RESOLUTION  
# 2017/058**

**WELLS/AUSTIN:**

**BE IT RESOLVED TO ADJOURN THE MEETING AT 8:15 PM**

**IN FAVOUR: (5) Austin, Gillette, Diamond, Rowsell, Wells**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

MEETING WAS ADJOURNED AT 8:15 PM

NEXT PUBLIC MEETING WILL BE JULY 6, 2017

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Mayor Peter Rowsell

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Town Clerk/Manager

