



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
June 14, 2018

**ATTENDANCE:**

Mayor Donna Thistle  
T. Caines, Town Clerk/Manager

**Councillors:**

C. Pike  
C. Wells  
C. Howlett  
C. Dawe  
C. Austin  
C. Sutherland

**ABSENT:**

**DELEGATIONS/GUESTS:**

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

**Agenda Item**

**1) Call Meeting to Order**

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

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

**RESOLUTION  
# 2018/060**

**HOWLETT/AUSTIN:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA FOR JUNE 14, 2018 AS AMENDED.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**1.1) Minutes of Previous Meeting**

Minutes of May 10, 2018 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION  
# 2018/061**

**HOWLETT/PIKE:**

**BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE PUBLIC COUNCIL MEETING OF MAY 10, 2018.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**S (2)**

**Business arising**

**Action items**

Nothing to Report

**(3) Notices of**

**Resolutions**

**arising of minutes**

Nothing to Report

**(4) Committee**

**reports**

**4.1 OPERATIONS AND PUBLIC WORKS:**

- 4.1.1 Artesian Wells – Whereas the Town of Steady Brook is trying to achieve an increase of water with the domestic water supply from the Artesian Wells, council has agreed to bring forth option 1 of 3, which was presented from Anderson Engineering of lowering the existing submersible pumps. Note this will be 2-3 weeks before this should take place as waiting on materials. Also, the town may have to go on a boil order. Email to go out to residents if we go on a boil order.

**RESOLUTION**

**# 2018/062**

**WELLS/DAWE:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK LOWER THE EXISTING SUBMERSIBLE PUMPS WITH THE PRICE NOT TO EXCEED \$10,000.00 PLUS HST.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

- 4.1.2 Residential Water Metering – The Town of Steady Brook to purchase 10 water meters.

There has been a lot of discussion about water consumption. Implementing water metering the town would be able to collect data and get a better idea of the water usage. The people on council decided they would be the first ones to volunteer with 6 people on council that have residential property, council will be looking to the town residents for 4 volunteers to have water metering installed on their homes which would be paid for by the Town of Steady Brook. The mayor noted this is an attempt to collect data not an attempt to charge people.

The towns usage is different from the theatrical vs the actuals.

**RESOLUTION**

**# 2018/063**

**WELLS/SUTHERLAND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE 10 WATER METERS TO BE INSTALLED ON RESIDENTIAL HOMES, THE COST ESTIMATE OF \$450.00 PER WATER METER PLUS HST. THE COST INCLUDES INSTALLATION OF THE WATER METERS.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

- 4.1.3 Paving – To approve paving that was done in the Town of Steady Brook by Evergreen Enterprises. The Mayor stated \$32,000.00 worth of paving is not a lot of paving. Deputy Mayor Wells stated the Public Works Committee is tasked with formulating a 5-year plan for road & pavement management.

**RESOLUTION  
# 2018/064**

**DAWE/WELLS:**  
**BE IT RESOLVED THE TOWN OF STEADY BROOK HIRED EVERGREEN ENTERPRISES TO DO PAVING IN THE TOWN WITH A COST OF \$32,040.00 PLUS HST.**  
**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

- 4.1.4 – Demolition of Building 32 Wilton Street April 18, 2018. Traffic will be rerouted and an email will go out to the residents. The cost is \$18,000.00 plus HST and does not include tipping fees.

**RESOLUTION  
# 2018/065**

**WELLS/DAWE:**  
**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE QUOTE FROM RODNEY'S CONTRACTING LTD TO DEMOLISH THE BUILDING LOCATED AT 32 WILTON STREET FOR A FEE OF \$18,000.00 PLUS HST. TIPPING FEES IS NOT INCLUDED.**  
**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland.**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

**4.2 EMERGENCY MEASURES:**

NOTHING TO REPORT

**4.3 PLANNING AND DEVELOPMENT:**

4.3.1 – 6B Thistle Drive – Construct 4 cabins

**RESOLUTION  
# 2018/066**

**PIKE/SUTHERLAND:**  
**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PERMIT FROM 6B THISTLE DRIVE TO CONSTRUCT 4 CABINS 2 CABINS WITH THE DIMENSIONS OF 24X32 AND 2 CABINS WITH THE DIMENSIONS OF 22X24, PROVIDING THAT ALL PERMITS ARE IN PLACE FROM SERVICE NL, PROTECTED ROAD ZONE & TO FOLLOW THE TOWNS DEVELOPMENT REGULATIONS, AND BUILDER/OWNER TO ABIDE BY THE NATIONAL BUILDING CODE OF CANADA**  
**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland.**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

4.3.2 – 241 Marble Drive – Floating Dock

**RESOLUTION  
# 2018/067**

**PIKE/SUTHERLAND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PERMIT APPLICATION FROM 241 MARBLE DRIVE FOR A FLOATING DOCK, UNDER THE CONDITION THERE IS PUBLIC ACCESS TO THE BEACH AT ALL TIMES. THE RESIDENT IS NOT TO BLOCK THE BEACH WITH ANY MATERIALS OR PERMANENT STRUCTURES. THE APPROPRIATE PERMITS HAVE TO BE IN PLACE WITH DEPARTMENT OF FISHERIES AND LAND RESOURCES AND SUBMITTED TO THE TOWN OFFICE BEFORE THE FLOATING DOCK CAN BE PUT IN THE WATER.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Austin, Sutherland.**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

4.4.1 – Canada Day / Grand opening of the Municipal Building. The event will take place on July 1, 2018, starting the morning off at 8:30 am with a pancake breakfast at the community hall, then around 10:30am a parade around town. 11:00 am flag raising ceremony at the new Municipal Building. Grand Opening of the Municipal Building, all residents welcome to do a walk-thru. 12:00 noon BBQ & Cake and live music by Nick & the Mayhem. 1:00 message from the Mayor and any guest speakers.

**4.5 GREAT HUMBER JOINT COUNCIL:**

Meeting was held in Norris Point on June 2, 2018 Mayor Thistle and Deputy Mayor Wells attended the meeting. Talked about year in review. It was discussed to have Danny Dumaresque come to a meeting and have discussion on tunnel linking with NL & Labrador. There was more discussion on Regionalization and the proposal of Regional Task Force for Developing Alternative Solutions for Sharing Community Services. Deputy Mayor Wells confirmed this proposal can be released to the public.

**4.6 FINANCE:**

4.6.1 - Approval of Invoices \$ 84,278.28

**RESOLUTION  
# 2018/068**

**HOWLETT/SUTHERLAND:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$84,278.28**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Howlett, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

#### **4.7 ADMINISTRATION:**

- 4.7.1 – AIM – Asset Management June 20 - 21, 2018. The Mayor will be attending on June 20 at the Holiday Inn, Deer Lake and the Town Clerk/Manager will be attending both days.

**RESOLUTION  
# 2018/069**

#### **AUSTIN/WELLS:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK SEND THE TOWN CLERK/MANAGER AND MAYOR THISTLE TO ASSET MANAGEMENT TRAINING DATED FOR JUNE 20 & 21, 2018. COURSES BEING HELD AT HOLIDAY INN IN DEER LAKE AND THE GREENWOOD INN IN CORNER BROOK, WITH THE MAYOR ATTENDING COURSE AT THE HOLIDAY INN AND THE TOWN CLERK/MANAGER ATTENDING BOTH COURSES.**

**IN FAVOUR: (7) Thistle, Wells, Dawe, Howlett, Pike, Howlett, Sutherland**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Asset Management is managing the Infrastructure items the town owns such as:

Roads  
Water Distribution System  
Sewer Lines  
Storm-water  
Fire Hall  
Town Hall  
Parks  
Trails  
Water Treatment Plant  
Wastewater Treatment Plant, etc....

With Asset Management in place the town can effectively manage existing and new assets to deliver services to its residents. The intent is to maximize benefits, reduce risks and provide level of services to the community in a sustainable manner. There is Government funding available to help communities start an Asset Management Plan which the Town of Steady Brook will be entertaining.

Allow the whole province to get a better picture of municipalities aging infrastructure.

Plan to keep and maintain infrastructure and not to let it become depleted before it should be. Be proactive verses reactive.

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

4.8.1 – Next Meeting August 7, 2018

The Mayor asked if Councillor Austin would care to speak on her attendance at the SAM (Steward Association of Municipalities) meeting in Stephenville May 25 & 26, 2018.

Councillor Austin stated the 2-day meeting was very informative on wetlands, they done a hike part of one day around the wetlands. Councillor Austin ordered some nesting boxes and is hoping to engage the community of building them and putting them in the town's wetlands.

**5. OTHER CORRESPONDENCE:**

Nothing to Report

**6. OTHER BUSINESS:**

Use of Town's Communication Systems – There was an official complaint lodged against the Mayor for using the town's communications to the town's residents. Mayor Thistle turned the chair over to Deputy Mayor Wells.

Deputy Mayor stated the town received a written complaint regarding an email/social media post about Thistle Estate Sale.

Councillor Howlett stated the Mayor approached council and majority of council did not see anything wrong with her message going out to the town residents, Councilor Howlett stated in her opinion the Mayor did not misuse her power by asking council to post the advertisement, Councilor Pike seconded Councillor Howlett statement. There were 2 complaints.

Mayor Thistle wanted it noted that while there were 2 negative complaints there were 12 or more who didn't understand why an apology should have gone out to the residents. The Mayor stated currently the council does not have a policy in place regarding the use of the town's email/social media communications therefore there was no misuse of town's communication. Deputy Mayor wells stated there was no rules broken as a policy does not exist regarding using town's email etc. Town council will be working on a town policy in the near future regarding town's communications.

Town Clerk Manager stated that there will be three students starting work with the town start date for 1 student will be July 3 the other 2 students will start July 9, 2018. Two students are from Grand Lake Development.

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

C. Dawe wondering what the status was on the speed bumps. Town Clerk/Manager stated that they are on route to the town.

C. Howlett – Reminder to resident s to cover their garbage as the crows are creating a mess.

**MAYOR THISTLE  
ASKED FOR A MOTION TO ADJOURN THE MEETING.**

**RESOLUTION  
# 2018/070**

**AUSTIN:  
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK  
ADJOURN THE MEETING ON JUNE 14, 2018 WITH THE  
NEXT PUBLIC MEETING DATED FOR JULY 5, 2018.**

MEETING WAS ADJOURNED AT 8:10 PM

NEXT PUBLIC MEETING WILL BE JULY 5, 2018

\_\_\_\_\_  
Mayor Donna Thistle

\_\_\_\_\_  
Town Clerk/Manager

