



TOWN OF STEADY BROOK
PUBLIC MEETING
March 30, 2017

ATTENDANCE:

Mayor Peter Rowsell
T. Caines, Town Clerk/Manager

Councillors:

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

ABSENT:

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
2017/032**

HOWLETT/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA .

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

OPPOSED: (0)

RESOLUTION CARRIED

1.1) Minutes of Previous Meeting

Minutes of March 2, 2017 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2017/033**

HOWLETT/DIAMOND:

BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR COUNCIL MEETING OF MARCH 2, 2017.

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

OPPOSED: (0)

RESOLUTION CARRIED

Business arising
Action items

NOTHING TO REPORT

(3) Notices of
Resolutions
arising of minutes

TOWN CLERK'S REPORT:

- Loader - Cutting edges were replaced
- Alex Whitehorne attended conference in Gander - Water Workshop
- Signage for Thistle Drive is ready for pick up, maintenance will install when weather is permitting.
- Lagoon - Flow meter that is in the building reads only in- flow the town needs a meter that reads out-flow.

(4) Committee
reports

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - Anderson engineering submitted 2 change orders for the Municipal Building, Change order 8 at a cost of \$4400.00 + hst for hand railing and change order 9 at 375.00 + hst for drywall finish to be flush at sheer wall.

RESOLUTION
2017/034

WELLS/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE CHANGE ORDER 8 IN THE AMOUNT OF \$4400.00 PLUS HST AND CHANGE ORDER 9 IN THE AMOUNT OF \$375.00 PLUS HST PROJECT# 12055 MUNICIPAL BUILDING
IN FAVOUR: (6) Austin, Gillette, Diamond, Rowsell, Howlett, Wells

OPPOSED: (0)

RESOLUTION CARRIED

Council noticed that the emails from Andersons Engineering and Tech Construction were dated from January 2017 regarding change orders but the town was only notified March 29, 2017. The Town Council would like to know if there are any more change orders in the near future and would like to be notified if so. Town Clerk/Manager will call Anderson's Engineering and inquire on the matter.

- 4.1.2 Artesian Wells - Nothing to report

- 4.1.3 - Lagoon - Biomaxx - Council is in agreement to get Biomaxx to do the monitoring for the Town of Steady Brook, however council would like to see if they can get a flow meter

cheaper than the one that Biomaxx quoted the town for. The Town Clerk/ Manager will call K&D Pratt and see what price they have on a out-flow meter and the cost to install. Than council will decide whether to go with Biomaxx or K&D Pratt. Town Clerk/Manager will inform council via email when she receives information from K&D Pratt.

Councillor Gillette stated that there may be funding from the "green fund" for waste water. The Town Clerk/Manager will see what information she can find out on the "green fund".

Councillor Wells suggested giving MHA Scott Reid a call and he may be able to point the Town Clerk/Manager in the right direction.

4.2 EMERGENCY MEASURES:

4.2.1 - Councillor Gillette stated that GHJC had a meeting and there was discussion on a MOC Disaster that will be taking place next year as a trial and help to prepare towns in a real life situation more info to follow.

Councillor Wells commented on the meeting he attended in Deer Lake regarding the Main Dam. There was discussion that if the Dam were to let go it would take 6 hours for flooding to reach the Town of Steady Brook. Council stated that this is very questionable as they think it would take much less time. Councillor Wilton stated that the last time that the Dam had repairs done was in 88/89.

4.3 PLANNING AND DEVELOPMENT:

Nothing to Report

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

Nothing to Report

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - Next meeting April 22, 2017 - Howley

Councillor Gillette stated that there was some discussion on Air B&B's and that towns will be looking into charging the people a Home Base Business tax in the near future.

4.6 FINANCE:

4.6.1 - Approval of Invoices \$32,497.01

DIAMOND/AUSTIN:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE INVOICES IN THE AMOUNT OF \$ 32,497.01**

**RESOLUTION
2017/035**

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

OPPOSED: (0)

RESOLUTION CARRIED

4.6.2 - Bank reconciliation - \$233,606.71

4.7 ADMINISTRATION:

4.7.1 - MNL Symposium - Gander May 4-6, 2017

**RESOLUTION
2017/036**

GILLETTE/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND MAYOR ROWSELL, COUNCILLOR WILTON, COUNCILLOR WELLS AND THE TOWN CLERK/MANAGER TO THE MNL SYMPOSIUM IN GANDER ON MAY 4-6, 2017

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

OPPOSED: (0)

RESOLUTION CARRIED

4.7.2 - Municipal Elections Training - May 10, 2017

**RESOLUTION
2017/037**

GILLETTE/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND THE TOWN CLERK/MANAGER TO THE MUNICIPAL ELECTIONS TRAINING IN DEER LAKE ON MAY 10, 2017

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

OPPOSED: (0)

RESOLUTION CARRIED

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Next Meeting will be May 2017

5. OTHER CORRESPONDENCE:

Nothing to Report

6. OTHER BUSINESS:

Councillor Howlett informed council that at the next council meeting that the Fire Chief Jamie Robertson will be attending regarding fire services at Humber Valley Resort.

7. COUNCILOR'S / MAYOR FORUM:

NOTHING TO REPORT

**RESOLUTION
2017/038**

GILLETTE/DIAMOND:

**BE IT RESOLVED TO ADJOURN THE MEETING AT 7:50 PM
IN FAVOUR: (6) Austin, Gillette, Diamond, Rowsell, Howlett,
Wells**

OPPOSED: (0)

RESOLUTION CARRIED

MEETING WAS ADJOURNED AT 7:50 PM

NEXT PUBLIC MEETING WILL BE MAY 11, 2017

Mayor Peter Rowsell

Town Clerk/Manager

