



TOWN OF STEADY BROOK
PUBLIC MEETING
March 7, 2019

ATTENDANCE:

Mayor Donna Thistle
Tracy Caines
Stephen Norman
Renee Burden

Councillors:

C. Pike
C. Austin
C. Howlett
C. Sutherland

ABSENT:

C. Wells
C. Dawson

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 addressed Procedure & Protocol that should be followed to the audience.

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

Mayor Thistle added a report under Great Humber Joint Council.

**RESOLUTION
2019/034**

AUSTIN/PIKE:

**BE IT RESOLVED THE TOWN OF STEADY BROOK
APPROVE THE AGENDA FOR MARCH 7, 2019 PUBLIC
MEETING AS AMENDED.**

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

1.1) Minutes of Previous Meeting

Minutes of February 7, 2019 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting. The Mayor noted 3 Corrections to be made to the February 7, 2019 minutes.

Page 5 should read "fact" that Municipal Affairs.

Page 5 rewording of "No one would second the motion". The wording should read "There was no seconder for the motion therefore the motion fails."

Page 5 under Councilor's/Mayor Forum should read "sell the land at loss" not "lost".

Staff also suggested removing personal names and just use titles for identifying purposes.

**RESOLUTION
2019/035**

AUSTIN/SUTHERLAND:

BE IT RESOLVED TO ADOPT THE AMENDED MINUTES AS PRESENTED FOR THE PUBLIC COUNCIL MEETING OF FEBRUARY 7, 2019 AS PRESENTED.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

S (2)

**Business arising
Action items**

- Vehicle policy under review
- Admin Committee has a draft and have not received a response. Deadline for council to respond March 15, 2019.

**(3) Notices of
Resolutions
Arising of
minutes**

NOTHING TO REPORT.

**Delegations &
Guests**

**(4) Committee
reports**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 Water and Sewer Critical Maintenance – RFP

Operations Manager reported that the Town is looking into a possibility of a new water filtration system by the end of the year. Currently, there is a Capital Works Project Application (Provincial Level) submitted by the Town. The water system that is in place now is not addressing the contamination issues as the system is drastically affected by sediment buildup in the PRV chambers. As a result, in order to have clear water, we need a more complex system with newer technology. A complex system will also require expertise and properly trained staff. The Town will have to adjust staff and training levels accordingly. In order to have quality water, there is an associated cost. Operator hours, chemicals needed are just some of the things that increase the

cost for an improved water system. The current budget to operate the water system for the Town is far below what is needed to maintain the system properly. As a result, taxes will need to go up next year to provide clean water in Steady Brook. This is a discussion that will take place with the Finance Committee and presented to Council in the near future. RFP will need to go out regarding water system. Currently, \$3000 - \$5000 is required for system maintenance work. This must be done to fix a leak that was discovered recently. We are waiting on the parts. This work would be considered emergency/critical as our current system requires this to be done to operate effectively.

4.2 EMERGENCY MEASURES:

4.2.1 Fire and Emergency Service Newfoundland and Labrador Firefighting Equipment Program – C. Howlett spoke to the motion as the Steady Brook/Little Rapids Fire Dept are upgrading SCBA (Self Contained Breathing Apparatus) and requiring the signature of the Mayor for this application. The monies will directly come out of the Steady Brook/Little Rapids account.

**RESOLUTION
2019/036**

HOWLETT/AUSTIN:

WHEREAS: THE STEADY BROOK LITTLE RAPIDS FIRE DEPARTMENT REQUIRE UPGRADED SCBA (SELF CONTAINED BREATHING APPARATUS) EQUIPMENT REQUIRED FOR FIRE FIGHTERS TO HAVE BREATHABLE AIR IN IMMEDIATELY DANGEROUS TO LIFE ATMOSPHERE CONDITIONS.

MOTION: BE IT RESOLVED THAT THE STEADY BROOK LITTLE RAPIDS FIRE DEPARTMENT SUBMIT A FUNDING APPLICATION TO “FIRE & EMERGENCY SERVICES – NL- FIRE FIGHTING EQUIPMENT FOR PURCHASE OF 4 SCOTT X3 SCBA UNITS.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.2.2 Municipal Affairs and Environment Fire Services Division – Fire Protection Vehicle Program – C. Howlett spoke to the motion as the Steady Brook Little Rapids Fire Department needs a replacement Emergency Services Vehicle. Application is solely for the purposes of applying for this vehicle as it will get 90/10 Funding.

**RESOLUTION
2019/037**

HOWLETT/PIKE:

WHEREAS: THE STEADY BROOK FIRE DEPARTMENT REQUIRE A REPLACEMENT EMERGENCY SERVICES VEHICLE FOR RESPONSE TO EMERGENCIES.

MOTION: BE IT RESOLVED THAT TOWN OF STEADY BROOK SUBMITT A 90/10 FUNDING APPLICATION UNDER THE “MUNICIPAL AFFAIRS & ENVIRONMNET FIRE SERVICES DIVISION – FIRE PROTECTION VEHICLE

PROGRAM” FOR THE POSSIBLE PURCHASE OF A “USED” EMERGENCY RESPONSE VEHICLE. VEHICLE PURCHASE WILL ONLY BE SUPPORTED IF BOTH APPLICATION IS APPROVED AND FUNDING IS AVAILABLE FOR THE PURCHASE.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.3 PLANNING AND DEVELOPMENT:

NOTHING TO REPORT.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 NOTHING TO REPORT.

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - Mayor Thistle attended meeting with Guest Speaker Honorable Graham Letto, Minister of Municipal Affairs. Great Humber Joint Council made an application regarding a funding proposal for a test project proposing shared services between a group of communities. The Application got sent back to GHJC to get resubmitted under special needs. The Minister announced that the Provincial Government will fund the project 50/50.

4.6 FINANCE:

4.6.1 – Approval of Invoices - \$35,936.91.

**RESOLUTION
2019/038**

HOWLETT/AUSTIN:

BE IT RESOLVED TO APPROVE THE INVOICES PRESENTED TO COUNCIL IN THE AMOUNT OF \$35,936.91.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.6.2 Increase of Laborer hourly rate.

**RESOLUTION
2019/039**

HOWLETT/PIKE:

WHEREAS: IN RECOGNITION OF A TOWN EMPLOYEE’S VALUABLE CONTRIBUTION TO THE TOWN OF STEADY BROOK.

MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK GIVE THAT EMPLOYEE A RAISE BASED ON THE ADMINISTRATION COMMITTEE RECOMMENDATION.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.6.3 Fire Truck Loan Payment.

**RESOLUTION
2019/040**

HOWLETT/AUSTIN:

WHEREAS: THE TOWN OF STEADY BROOK RECEIVED \$24,643.88 FROM ACOA FUNDING AND \$28,156.92 FROM JAN-JUNE 2018 HST REBATE.

MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK PAID \$52,800.80 ON LOAN #6996-007 REGARDING THE 2019 FREIGHTLINER FIRE TRUCK.

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.6.4 – Par ID 160466 – credit

**RESOLUTION
2019/041**

Council will no longer be using Civic Addresses instead will be using Par ID # for identification purposes.

HOWLETT/AUSTIN:

WHEREAS THE TOWN OF STEADY BROOK RECEIVED A REQUEST FROM PAR ID #160466 FOR A PARTIAL CREDIT OF THE 2018 TAXES,

MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE A CREDIT IN THE AMOUNT OF \$4200.00

IN FAVOUR: (5) Thistle, Austin, Pike, Howlett, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.7 ADMINISTRATION:

4.7.1 NOTHING TO REPORT

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 – Next meeting March 19, 2019 at 7:00 pm.

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT.

6. OTHER BUSINESS:

NOTHING TO REPORT.

7. COUNCILOR'S / MAYOR FORUM:

Emergency Preparedness Training was discussed.

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

**HOWLETT:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ADJOURN THE MEETING ON MARCH 7, 2019.**

MEETING WAS ADJOURNED AT 7:30 PM.

NEXT PUBLIC MEETING WILL BE APRIL 4, 2019.

Mayor Donna Thistle

Town Clerk