



TOWN OF STEADY BROOK
PUBLIC MEETING
Oct 11, 2018

ATTENDANCE:

Mayor Donna Thistle
T. Caines, Town Clerk

Councillors:

C. Pike
C. Wells
C. Austin
C. Sutherland

ABSENT:

C. Howlett

DELEGATIONS/GUESTS: Bill Dawson – Spoke regarding the purchase of 4-10 Willow Avenue. Mayor Donna Thistle responded accordingly to Mr. Dawson's concerns. Please see attachments.

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.

4.1.5 – ATV.
4.4.3 – Bonfire Night.

**RESOLUTION
2018/097**

AUSTIN/WELLS:
**BE IT RESOLVED THE TOWN OF STEADY BROOK
APPROVE THE AGENDA AS AMENDED FOR OCT 11, 2018.
IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED**

1.1) Minutes of Previous Meeting

Minutes of Sept 6, 2018 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2018/098**

AUSTIN/SUTHERLAND:
**BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE PUBLIC COUNCIL MEETING OF
SEPT 6, 2018.
IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED**

S (2)

**Business arising
Action items**

Condo owners on Dogwood Drive have been notified of Garbage Collection.

Notification was sent to residents regarding Bird Nesting Boxes.

Carla Hayes with Dept of Water Resources & Environment was notified of Resolution 2018/094 regarding application from NLSF pertaining to repairs at 45 Brook Bridge.

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

NOTHING TO REPORT

**(4) Committee
reports**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 Artesian Wells - The Precautionary Boil order has been lifted, however the town is operating on surface water.

Deputy Mayor Wells stated the Town is still having challenges with the Artesian Wells.

The Artesian Pumps were lowered in the wells and it seems we are currently getting less water now than what we were previously getting. Atlantic Water Experts came back to see if they did something wrong when lowering the pumps. They will be coming again to retrieve the pump in Well # 1.

Maintenance personnel will be corresponding with Pennecon to check on the electrical side of things to make sure everything is working properly.

Still trouble shooting.

4.1.2 Backhoe Service – The backhoe needs repairs to the Front End, quote from Toromont Cat came in at \$7017.24 plus HST.

**RESOLUTION
2018/099**

AUSTIN/SUTHERLAND:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE QUOTE FROM TOROMONT CAT TO DO FRONT END REPAIRS OF THE TOWN'S BACKHOE AT A COST OF \$7017.24 PLUS HST.

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

OPPOSED: (0)

RESOLUTION CARRIED

4.1.3 Tower Removal – 32 Wilton Street – quote of \$1,400.00 to remove tower from A&A Equipment.

**RESOLUTION
2018/100**

SUTHERLAND/WELLS:

BE IT RESOLVED THE TOWN OF STEADY BROOK WILL HIRE A&A EQUIPMENT TO REMOVE THE TOWER LOCATED AT 32 WILTON STREET IN THE AMOUNT OF \$1400.00 PLUS HST.

IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED

4.1.4 – BioMaxx – Motion for Option 2 to buy out the flow meter for \$6,365.00 plus Hst. The Town of Steady Brook will continue with BioMaxx to do the quarterly reports for website monitoring at \$835.00 per quarter.

Whereas the Town of Steady Brook has to monitor the outflow of wastewater at the Sewer Lagoon as per the Federal Government's Regulations the Town of Steady Brook will purchase the currently leased flow meter from BioMaxx.

**RESOLUTION
2018/101**

WELLS/AUSTIN:
BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE THE FLOW METER WHICH IS CURRENTLY LEASED FROM BIOMAXX IN THE AMOUNT OF \$6365.00 PLUS HST.
IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED

**RESOLUTION
2018/102**

WELLS/PIKE:
BE IT RESOLVED THE TOWN OF STEADY BROOK CONTINUE TO PAY FOR QUARTERLY MAINTENANCE, CLEANINGS AND WEBSITE MONITORING FEES AT A COST OF \$835.00 PER QUARTER WITH BIOMAXX. ALL PARTS ARE COVERED IN THIS AMOUNT EXCEPT SENSOR, ANTENNA, AV MODULE AND METER.
IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED

4.1.5 ATV – The Town of Steady Brook is responsible to maintain the Steady Brook Trails, in order to do this an ATV will be required. The ATV will also be used to bring chlorine to the chlorine building in the spring and fall of the year when it is not accessible by pickup truck. The Town received three quotes with Western Motor Sports with the best suitable quote at a price of 13,900.00 plus HST and extended warranty for 4 years in the amount of \$1,700.00.

**RESOLUTION
2018/103**

WELLS/PIKE:
BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE FROM WESTERN MOTOR SPORTS A 2017 ARTIC CAT 1000 XT IN THE AMOUNT OF \$13,900.00 PLUS HST, PLUS A 4 YEAR EXTENDED WARRANTY FOR \$1,700.00.
IN FAVOUR: (5) Thistle, Austin, Sutherland, Wells, Pike
OPPOSED: (0)
RESOLUTION CARRIED

4.2 EMERGENCY MEASURES:

4.2.1 NOTHING TO REPORT

4.3 PLANNING AND DEVELOPMENT:

4-10 Willow - Surveys are still with the Engineer. Email came from Brian Scott which will be referred to Lands and Planning Committee for further discussion.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Stewardship Association of Municipalities (SAM) - Councillor Austin reported to council her meeting in Labrador was great. Councillor Austin came back with an idea of having a floating boardwalk potentially in the wetlands area where the Lookout has been built. There are monies available from SAM for such projects.

4.4.2 – Bird Nesting Boxes – Councillor Austin reported on October 17, 2018 there will be a workshop of all ages to build bird nesting boxes for the wetland area at the Town's Community Centre. All are welcome to attend.

4.4.3 – Bonfire Night – Councillor Sutherland reported that Bonfire Night will be on November 5, 2018 behind the Community Centre. Hot chocolate, hotdogs and popcorn will be provided. All are welcome to attend.

4.5 GREAT HUMBER JOINT COUNCIL:

Great Humber Joint Council (GHJC) – Deputy Mayor stated the next meeting will be held in McIver's. There will be an election of Officer's, none of the existing members are planning to run again. 2 town reps should attend the meeting. Councillor Austin will be taking the place of Mayor Donna Thistle.

4.6 FINANCE:

4.6.1 – Approval of Invoices - \$162,340.02

**RESOLUTION
2018/104**

PIKE/AUSTIN:

**BE IT RESOLVED TO APPROVE THE INVOICES
PRESENTED TO COUNCIL IN THE AMOUNT OF \$162,340.02.**

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

OPPOSED: (0)

RESOLUTION CARRIED

4.6.3 – Transfer of \$100,000.00 GIC to Town of Steady Brook chequing account.

**RESOLUTION
2018/105**

PIKE/AUSTIN:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE A TRANSFER OF \$100,000.00 FROM GIC ACCOUNT TO THE TOWN OF STEADY BROOK'S CHEQUING ACCOUNT.
IN FAVOUR: (5) Thistle, Pike, Wells, Austin, Sutherland
OPPOSED: (0)
RESOLUTION CARRIED

4.7 ADMINISTRATION:

4.7.1 - Town Communication Policy – Motion

**RESOLUTION
2018/106**

SUTHERLAND/PIKE:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE TOWN'S COMMUNICATION POLICY AS PRESENTED TO TOWN COUNCIL.
IN FAVOUR: (5) Thistle, Pike, Wells Austin, Sutherland
OPPOSED: (0)
RESOLUTION CARRIED

4.7.2 – Public Procurement Act – Corner Brook October 17/18.
Mayor Thistle, Deputy Mayor Wells and Town Clerk Tracy Caines to attend.

**RESOLUTION
2018/107**

SUTHERLAND/WELLS:
BE IT RESOLVED THE TOWN OF STEADY BROOK SEND MAYOR THISTLE, DEPUTY MAYOR WELLS AND THE TOWN CLERK TO THE PUBLIC PROCUREMENT ACT IN CORNER BROOK ON OCTOBER 17, 2018.
IN FAVOUR: (5) Thistle, Pike, Wells Austin, Sutherland
OPPOSED: (0)
RESOLUTION CARRIED

4.7.3 – Budget Training – Stephenville, October 11, 2018, Part-time Town Clerk to attend.

**RESOLUTION
2018/108**

SUTHERLAND/AUSTIN:
BE IT RESOLVED THE TOWN OF STEADY BROOK SEND PART-TIME TOWN CLERK RENEE BURDEN TO BUDGET TRAINING IN STEPHENVILLE ON OCTOBER 11, 2018.
IN FAVOUR: (5) Thistle, Pike, Wells Austin, Sutherland
OPPOSED: (0)
RESOLUTION CARRIED

4.7.4 – Budget Training – Deer Lake, October 18, 2018.

**RESOLUTION
2018/109**

PIKE/AUSTIN:
BE IT RESOLVED THE TOWN OF STEADY BROOK SEND MAYOR THISTLE AND THE TOWN CLERK TO BUDGET TRAINING IN DEER LAKE OCTOBER 18, 2018.
IN FAVOUR: (5) Thistle, Pike, Wells Austin, Sutherland
OPPOSED: (0)
RESOLUTION CARRIED

4.7.5 - Premiers Forum – Ratify consensus of Council to nominate Mayor Thistle to represent the Western Region of NL.

**RESOLUTION
2018/110**

AUSTIN/WELLS:

BE IT RESOLVED THE TOWN OF STEADY BROOK RATIFY CONSENSUS OF COUNCIL'S DECISION ON SEPTEMBER 19, 2018 TO NOMINATE MAYOR DONNA THISTLE TO REPRESENT THE WESTERN REGION OF NL FOR THE 2018 PREMIER'S FORUM.

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

OPPOSED: (0)

RESOLUTION CARRIED

4.7.6 – Youth Representative – Deputy Mayor Wells would like for Town Council to reach out to the youth in Steady Brook under the age of 18 to come forward and sit on Council. The Youth Representative would have no vote; however, their voice would be heard. Town Clerk to send email to the residents of Steady Brook informing them the Town will be accepting names.

4.7.7 – Committee Structure – Mayor Donna Thistle announced that Councillor Gerry Dawe has resigned. There will be a committee structure change but won't happen until after the by-election.

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 – Next Watershed Meeting – October 30, 2018.

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT.

6. OTHER BUSINESS:

6.1.1 – By-Election

**RESOLUTION
2018/111**

AUSTIN/WELLS:

BE IT RESOLVED THE TOWN OF STEADY BROOK WILL BE HAVING A BY-ELECTION ON TUESDAY, NOVEMBER 20, 2018. NOMINATION'S WILL BE ACCEPTED AT THE TOWN OFFICE ON THURSDAY, OCTOBER 25, 2018 BETWEEN THE HOURS OF 8:00AM – 8:00 PM.

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

OPPOSED: (0)

RESOLUTION CARRIED

7. COUNCILOR'S / MAYOR FORUM:

Councillor Sutherland commented that Tract Consultant will be doing a concept design of the Playground by the Community Centre. Will be replacing old equipment with new and more beautification, as needed.

Councillor Wells asked the Mayor how was the MNL Conference in Gander. The Mayor Stated there was more group interaction than other sessions. There was sessions on the Procurement Act, Budgeting and Legislation. Mayor Thistle said it was very informative.

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

**RESOLUTION
2018/112**

**WELLS:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ADJOURN THE MEETING ON SEPT 06, 2018 WITH THE
NEXT PUBLIC MEETING DATED FOR OCTOBER 11, 2018.**

MEETING WAS ADJOURNED AT 7:40 PM.

NEXT PUBLIC MEETING WILL BE NOVEMBER 1, 2018.

Mayor Donna Thistle

Town Clerk