



TOWN OF STEADY BROOK
PUBLIC MEETING
Oct 12, 2017

ATTENDANCE:

Mayor Donna Thistle
T. Caines, Town Clerk/Manager

Councillors:

C. Pike - Arrived 7:06
C. Sutherland - Arrived 7:06
C. Wells
C. Howlett
C. Austin

ABSENT: Jerry Dawe

DELEGATIONS/GUESTS:

The meeting was called to order at 7:01 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.

4.3.1 - Subdivision - Short Report by the Mayor

**RESOLUTION
2017/108**

HOWLETT/AUSTIN:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA AS AMENDED .
IN FAVOUR: (4) Thistle, Wells, Austin, Howlett
OPPOSED: (0)
RESOLUTION CARRIED

1.1) Minutes of Previous Meeting

Minutes of Sept 28, 2017 Privileged Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting. The Mayor also noted that the previous meeting was called a privileged meeting but there was nothing privileged at the meeting that could not be disclosed as it was the swearing in of the new council and approving invoices from the previous council.

**RESOLUTION
2017/109**

HOWLETT/AUSTIN:
BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE PRIVILEGED COUNCIL MEETING OF SEPT 28, 2017 AND TO RATIFY THE MOTIONS THAT WERE PRESENTED AT THAT MEETING.

IN FAVOUR: (4) Thistle, Wells, Austin, Howlett
OPPOSED: (0)
RESOLUTION CARRIED

(2)
Business arising
Action items

NOTHING TO REPORT

(3) Notices of
Resolutions
arising of minutes

(4) Committee
reports

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Municipal Building - Mayor Thistle stated she made a site visit to the trails located by the Municipal Building. The mayor spoke with the town's engineer and discussed the condition of the existing trail and inquired if this could be fixed up due to the construction site next to the trails that caused the damage of the trail. The town's engineer will check into this and he don't think that it would be much cost to the town if any to fix the damage.

Note: Councillor Pike and Sutherland arrived to the meeting at 7:06 pm.

- 4.1.2 Artesian Wells - The Town Clerk/Manager informed council the town will be switching over to the Artesian Wells (Primary Water Source) on October 16, 2017. The week of October 16, 2017 the town maintenance will monitor our usage and will report back to the town's engineer. The town's engineer advised it is essential residents conserve water as much as possible.

Note: Pittman's Enterprises were on site on October 9, 2017 done repairs while the town office was closed and while our engineer's office was closed, there was no one there to supervise the work that was done at that time no work was to happen from Pittman Enterprises unless all parties were there. Pittman Enterprises were notified that the office would be closed that day but came without town's permission.

- 4.1.3 Toyota Tundra Tender - The tender was opened at 2:00pm on October 12, 2017 present of the opening of the tender was Deputy Mayor Wells, Maintenance worker Alex Whitehorne and the Town Clerk/Manager Tracy Caines. There were 3 bids on the Toyota Tundra council accepted the highest offer. Town Clerk/Manager to contact the highest bidder.

**RESOLUTION
2017/110**

WELLS/HOWLETT:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ACCEPT THE TENDER OF THE TOYOTA TUNDRA IN THE
AMOUNT OF \$1878.00**

**IN FAVOUR: (6) Thistle Wells, Austin, Howlett, Pike,
Sutherland**

OPPOSED: (0)

RESOLUTION CARRIED

- 4.1.4 Fall Clean Up - October 30 - Nov 3, 2017

- 4.1.5 Stop Signs at 4 way stop - Mayor Thistle questioned why there were multiple stop signs on one post. Councillor Howlett stated they were put there to draw attention to speeders because they were going through the stop signs. Mayor Thistle asked was this useful by putting them up. Councillor Howlett stated they were not useful. Deputy Mayor Wells stated since the town has installed the radar speed sign it has made a significant difference on speeders. Councillor Sutherland suggested maybe we purchase a second one to put going further down Marble Drive coming west of Steady Brook. Mayor Thistle suggested they look into the cost of the radar speed sign. Another suggestion was to move the current speed sign in different locations. Council agreed the Town Clerk/Manager direct Maintenance to take down the extra stop signs that are not needed but to make sure the reflected ones remain.

4.2 EMERGENCY MEASURES:

- Councillor Howlett stated that herself and Councillor Austin updated the Emergency Preparedness Plan on August 15, 2017

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - Sub-Division in Town of Steady Brook - Mayor Thistle stated that Lands and Planning Committee had a meeting this afternoon and are looking at other ways to help the application that was presented to the town to go ahead with development. Mayor Thistle stated that it is still under review and it will be under review for an extended period of time.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 - Mayor Thistle commented on Community Involvement and suggested that they welcome committees to help outside of normal council business. Ex. committee to educate the residents on water conservation, community gardens, recreation, etc...

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - Next meeting is now scheduled for October 21, 2017 verses October 28, 2017 as originally planned, Town Council will be appointing Mayor Donna Thistle and Deputy Mayor Wells to be representatives for the Town of Steady Brook.

**RESOLUTION
2017/111**

WELLS/SUTHERLAND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPOINT MAYOR DONNA THISTLE AND DEPUTY MAYOR MATT WELLS AS REPRESENTATIVES OF THE GREAT HUMBER JOINT COUNCIL

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.6 FINANCE:

4.6.1 - Approval of Invoices \$20,951.86

**RESOLUTION
2017/112**

PIKE/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE INVOICES IN THE AMOUNT OF \$ 20,951.86

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

- 4.6.2 Tech Construction Claim # 5 for approval - \$314,382.60

**RESOLUTION
2017/113**

PIKE/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE PAID CLAIM # 5 INVOICE FROM TECH CONSTRUCTION IN THE TOTAL AMOUNT OF \$314,382.60 REGARDING THE MCW PROJECT 12055 MUNICIPAL BUILDING.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.7 ADMINISTRATION:

- 4.7.1 Steward Association - Oct 20-21, 2017

**RESOLUTION
2017/114**

AUSTIN/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND A COUNCILLOR TO THE STEWARD ASSOCIATION MEETING IN GRAND FALLS ON OCT 20 - 21, 2017

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

- 4.7.2 Councillor Orientation - All council and Town Clerk/Manager to attend. Dates are October 28, 2017 Deer Lake and October 30, 2017 Stephenville.

**RESOLUTION
2017/115**

AUSTIN/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND ALL COUNCIL AND TOWN CLERK/MANAGER TO THE COUNCILLOR ORIENTATION BEING PRESENTED IN DEER LAKE AND STEPHENVILLE. NOTE THAT SOME WILL BE ATTENDING IN DEER LAKE AND SOME WILL BE ATTENDING IN STEPHENVILLE.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

-4.7.3 MNL Registration - Send 5 Councilor's to attend the MNL in Corner Brook November 2-4 , 2017.

**RESOLUTION
2017/116**

AUSTIN/PIKE:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND 5 COUNCILLORS TO THE MNL ON NOV 2-4, 2017 AT A COST OF \$450.00 PER PERSON.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Western Regional Waste Management - Nomination Councillor Austin.

**RESOLUTION
2017/117**

WELLS/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK NOMINATE COUNCILLOR AUSTIN TO BE A NOMINEE FOR THE WRWM BOARD.

**IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike,
Sutherland**
OPPOSED: (0)
RESOLUTION CARRIED

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT

6. OTHER BUSINESS:

Circular on Regionalization - CONA - October 18, 2017 time
7:00 - 9:30 pm. Mayor Thistle and Deputy Mayor Wells will be
attending.

In- Camera Meeting after the Councillors Forum

7. COUNCILOR'S / MAYOR FORUM:

Mayor Thistle commented that she was approached by a resident
inquiring why the land behind MountainVale Park (old
transmission line) has not been developed. Department of
Transportation /Protected Road Zone probably would not approve
such development.

Deputy Mayor Wells commented that maybe before winter hits
that we should look into preparing a community garden for the
upcoming spring. (Raised Beds/Garden Boxes). Mayor Thistle
stated that this relates to 4.4.1 Community Involvement. Send
email out to residents to see if there is any interest in a
Community Garden.

Mayor Thistle asked anyone in the gallery if they had any
comments.

Resident Calvin Vincent questioned topic 4.3.1 Lands and
planning and the future development of a possible sub-division
going on Birch Place. Mayor Thistle stated that there is a lot more
investigative work to be done and that he would be informed if
there are to be any changes in the area. Mayor Thistle noted that
we do have Mr. Vincent's letter on file with his concerns.

Resident Leona Gillette stated that she will remain on the
WRWM board until December of this year.

Mayor Thistle kindly thanked everyone from coming and stated that council will now be entering a In-camera discussion and asked the general public if they could leave the meeting.

**RESOLUTION
2017/118**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ENTERED A IN-CAMERA MEETING AT 7:40 PM ON OCTOBER 12,2017.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2017/119**

WELLS/PIKE:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK RETURNED TO THE REGULAR PUBLIC MEETING AT 8:55 PM ON OCTOBER 12,2017.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2017/120**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE TO SEND A REGISTERED LETTER TO MMDC REGARDING SHARED COSTS OF SERVICE AGREEMENT.

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2017/12**

HOWLETT/AUSTIN:

BE IT RESOLVED TO ADJOURN THE MEETING AT 8:57PM

IN FAVOUR: (6) Thistle, Wells, Austin, Howlett, Pike, Sutherland

OPPOSED: (0)

RESOLUTION CARRIED

MEETING WAS ADJOURNED AT 8:57PM

NEXT PUBLIC MEETING WILL BE NOVEMBER 9, 2017

Mayor Donna Thistle

Town Clerk/Manager

