



TOWN OF STEADY BROOK
Public Meeting
Sept 21, 2017

ATTENDANCE:

Mayor Peter Rowsell
T. Caines, Town Clerk/Manager

Councillors:

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

ABSENT:

DELEGATIONS/GUESTS: Paul Lomond

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.

4.8.1 Waste Management

**RESOLUTION
2017/104**

HOWLETTWILTON:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE AGENDA AS AMENDED .
IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett
OPPOSED: (0)
RESOLUTION CARRIED

1.1) Minutes of Previous Meeting

Minutes of Aug 17, 2017 Public Meeting were presented for review. The Mayor called for any errors or omissions to previous meeting.

**RESOLUTION
2017/092**

HOWLETT/DIAMOND:
BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR COUNCIL MEETING OF AUG 17, 2017.
IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett
OPPOSED: (0)
RESOLUTION CARRIED

(2)
Business arising
Action items

NOTHING TO REPORT

(3) Notices of
Resolutions
arising of minutes

Guest Speaker:
Paul Lomond

The Mayor welcomed Mr. Lomond to the meeting and wished to hear his concerns. Mr. Lomond stated that it has come to his attention that the town was considering selling a part of the right of way on Birch Place to a proposed developer. Mr. Lomond stated that he was against this proposal and don't agree with the town considering to sell it. Mr. Lomond stated that there are potential for 3 building blocks and the only way to access them building blocks would be from the towns right of way. Mr. Lomond said that he has a deed from previous owner Harry House stating that the right of way is to stay as is. Council would like Mr. Lomond to provide documentation of such information.

The Mayor asked Mr. Lomond where he heard that council was considering looking at selling the right of way as this was disclosed in a meeting that was not yet adopted and approved by council. Mr. Lomond stated he heard it from a public meeting and would not disclose who he heard it from. The Mayor stated that obviously someone on council breached information.

The Mayor stated that before council decided to do anything with the right of way on Birch Place that a letter would be going out to Mr. Lomond and any other residence that this would affect. The Mayor also stated that council has a protocol to follow under the Municipal Tender Act to sell, lease or dispose of Municipal Property.

Mr. Mayor thanked Mr. Lomond for coming and stated that this will be turned over to new council to make the right decisions on behalf of the town and the residence of Steady Brook.

TOWN CLERK'S REPORT:

Will be updated throughout the agenda.

(4) Committee reports

4.1 OPERATIONS AND PUBLIC WORKS:

- 4.1.1 Artesian Wells - Email from Anderson Engineering firm stating that Atlantic Water Experts Inc paid a site visit on September 12, 2017. They were hoping to be able to remove the pumps from the wells however the wells did not recover adequately enough to be able to be removed. Atlantic Water lead hand believes that long term pumping of the wells have effectively compromised each well aquifer some more than others. they were not able to get Well#1 to run, wells 2&3 may be okay but possibly at a slightly less capacity. Anderson Engineering main concern is well 1 which they are continuing to review the data in order to formulate a plan of action to determine the best steps to move forward.

Town Clerk/Manager suggested to Steve Osmond at Anderson Engineering if the town could possibly fill the wells with a water truck and then be able to pull the pumps at a more timely manner, Steve Osmond said that is a possibility. Councillor Wells was in favor of this idea and council suggested that we use this approach. Town Clerk/manager to notify Steve Osmond council's wishes.

- 4.1.2 Municipal Building - Email from Anderson Engineering regarding the floor plan change which is related to the town clerk's office moving into the new municipal building and council chambers in the multipurpose room. The cost of the change thus far is \$7515.55 plus hst please note that this is not including the price of flooring for the town clerk's office.

**RESOLUTION
2017/093**

DIAMOND/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE CHANGE ORDER #13 AND THE CHANGE ORDER FROM THE DESIGN TEAM FOR THE AMOUNT OF \$7515.55 PLUS HST REGARDING MCW PROJECT# 12055 MUNICIPAL BUILDING.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett

OPPOSED: (0)

RESOLUTION CARRIED

-4.1.3 Toyota Tundra - Tender Truck - After much money being spent on the Toyota for repairs the Town Council has decided to put the truck up for tenders.

**RESOLUTION
2017/094**

GILLETTE/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK TENDER THE TOYOTA PICK-UP, COUNCIL DOES NOT BIND ITSELF TO THE LOWEST BIDDER.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin,

Wilton, Howlett
OPPOSED: (0)
RESOLUTION CARRIED

4.2 EMERGENCY MEASURES:

- NOTHING TO REPORT

4.3 PLANNING AND DEVELOPMENT:

4.3.1 - 5 Birch Place - Deferred

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 - NOTHING TO REPORT

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 - Next meeting is scheduled for October 28, 2017

4.6 FINANCE:

4.6.1 - Approval of Invoices \$47,580.07

**RESOLUTION
2017/095**

DIAMOND/HOWLETT:
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE INVOICES IN THE AMOUNT OF \$ 47,580.07
IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin,
Wilton, Howlett
OPPOSED: (0)
RESOLUTION CARRIED**

- 4.6.2 Tech Construction Claim # 4 for approval - \$101,788.11

**RESOLUTION
2017/096**

DIAMOND/AUSTIN:
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
APPROVE THE PAID CLAIM INVOICE FROM TECH
CONSTRUCTION IN THE TOTAL AMOUNT OF \$107,788.11
REGARDING THE MCW PROJECT 12055 MUNICIPAL
BUILDING.
IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin,
Wilton, Howlett
OPPOSED: (0)
RESOLUTION CARRIED**

- 4.6.3 Bank Reconciliation - \$129,495.82

- 4.6.4 JCB Excavating - Credit 499.90 for business tax, the owner's business is set up in Pasadena therefore the town cannot charge a business tax.

**RESOLUTION
2017/097**

DIAMOND/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK CREDIT JCB EXCAVATING IN THE AMOUNT OF 499.90 AS BUSINESS IS IN OPERATION IN PASADENA NOT STEADY BROOK.

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

**OPPOSED: (1) Rowsell
RESOLUTION CARRIED**

4.7 ADMINISTRATION:

- 4.7.1 Lift Stations and Forcemains Course Nov 10, 2017. Corner Brook - Town Clerk/Manager and Maintenance to attend.

**RESOLUTION
2017/098**

WELLS/DIAMOND:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND THE TOWN CLERK MANAGER AND ALEX WHITEHORNE TO TRAINING ON NOV 10, 2017 FOR LIFT STATIONS AND FORCEMAINS COST OF \$299.00 PLUS HST PER PERSON.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett

**OPPOSED: (0)
RESOLUTION CARRIED**

- 4.7.2 Water Distribution Seminar - Nov 21-24, 2017 - Maintenance.

**RESOLUTION
2017/099**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND ALEX WHITEHORNE TO THE WATER DISTRIBUTION SEMINAR NOV 21-27, 2017 IN CORNER BROOK.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett

**OPPOSED: (0)
RESOLUTION CARRIED**

4.7.3 - Municipal Budget - Oct 11, 2017 - Town Clerk Manager and member of council to attend.

**RESOLUTION
2017/100**

WELLS/HOWLETT:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK SEND THE TOWN CLERK/MANAGER AND A MEMBER/S OF COUNCIL TO BUDGET TRAINING ON OCTOBER 11, 2017 IN

DEER LAKE.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett

OPPOSED: (0)

RESOLUTION CARRIED

4.7.4 - New Hire - Seasonal Full Time Snow-Plow Operator

**RESOLUTION
2017/101**

WELLS/AUSTIN:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK HIRE A FULL TIME SEASONAL OPERATOR FOR SNOW CLEARING AND ANY OTHER RELATED DUTIES REGARDING MAINTENANCE OF THE TOWN.

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

OPPOSED: (1) Rowsell

RESOLUTION CARRIED

4.7.5 - Town Clerk Evaluation - Based on the Town Clerks evaluation for the last year council decided to give the town clerk a increase in wage.

**RESOLUTION
2017/102**

AUSTIN/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK GIVE THE TOWN CLERK/MANAGER A INCREASE IN SALARY BASED ON HER LATEST EVALUATION ON SEPTEMBER 20,2017, THE INCREASE IN WAGES ARE RETRO TO JULY 7, 2017.

IN FAVOUR: (7) Gillette, Diamond, Rowsell, Wells, Austin, Wilton, Howlett

OPPOSED: (0)

RESOLUTION CARRIED

4.7.6 - Councillor Remuneration - Councillor remuneration is not to exceed \$20,000.00 based on the town's budget, this was an oversight by previous council who had made a motion to have remuneration at \$22,000.00 this goes against municipal regulations, and this council would like to place a motion to make it correct.

**RESOLUTION
2017/103**

AUSTIN/WELLS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK REMUNERATION FOR COUNCIL NOT TO EXCEED THE \$20,000.00 THRESHOLD AS THIS IS BASED ON THE TOTAL REMUNERATION UNDER THE NEWFOUNDLAND AND LABRADOR REGULATIONS PART 4 (B).

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

OPPOSED: (1) Wilton

RESOLUTION CARRIED

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 - Watershed meeting was cancelled due to lack of quorum.

Councillor Gillette spoke on waste management and stated that current tipping fees are \$59.00 per tonne which will be changing to \$75.00 per tonne and come end of next June will increase to \$164.00 per tonne. Waste will be shipped to Norris Arm in the near future.

Councillor Gillette stated that they will be having a information session and the town clerk and all council will be invited to attend.

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT

6. OTHER BUSINESS:

NOTHING TO REPORT

7. COUNCILOR'S / MAYOR FORUM:

Councillor Gillette stated that it was nice working with everyone and wished everyone good luck who was planning on running again in the new upcoming election.

Councillor Wilton stated that it was nice working with everyone but glad he is finished.

**RESOLUTION
2017/104**

HOWLETTDIAMOND:

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

OPPOSED: (0)

RESOLUTION CARRIED

MEETING WAS ADJOURNED AT 7:50 pm

NEXT PUBLIC MEETING WILL BE SEPTEMBER 28, 2017
SWEARING IN OF NEW COUNCIL

Mayor Peter Rowsell

Town Clerk/Manager

