



TOWN OF STEADY BROOK
PUBLIC MEETING
DECEMBER 5, 2019

ATTENDANCE:

Mayor Bill Dawson
Renee Burden (Town Clerk)
Josh Hayley (Maintenance Operator)

Councillors:

C. Austin
C. Diamond
C. Morrissey
C. Rose

ABSENT:

The meeting was called to order at 7:00 p.m.

Agenda Item

1) Call Meeting to Order

Deputy Mayor Dawson called the meeting to order at 7:00 p.m. and asked if there were any additions or omissions to the December 5, 2019 Agenda.

There were no additions or omissions to the Agenda.

Deputy Mayor Dawson asked for a motion to adopt the December 5, 2019 Agenda.

**RESOLUTION
2019/154**

DIAMOND/AUSTIN:

BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF DECEMBER 5, 2019.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

1.1) Minutes of Previous Meeting

Deputy Mayor Dawson then proceeded onto the adoption of the November 7, 2019 Minutes. He asked if there were any errors/omissions to note.

There were no errors or omissions.

Deputy Mayor Dawson asked for a motion to adopt the November 7, 2019 Minutes.

**RESOLUTION
2019/155**

**DIAMOND/AUSTIN:
BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE REGULAR PUBLIC COUNCIL
MEETING OF NOVEMBER 7, 2019.
IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin
OPPOSED: (0)
RESOLUTION CARRIED**

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

**(2) Business
Arising
Action Item**

NOTHING TO REPORT.

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

NOTHING TO REPORT.

**Delegations &
Guests**

NOTHING TO REPORT.

**(4) Committee
Report**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 – Maintenance Update

Councillor Diamond provided an update indicating the Town is prepared for the winter season. All equipment is in order and due to the change in weather conditions resulting in icy roads, the Town has changed the road mixture and added extra salt to help with these road conditions and prevent salter from clogging.

4.1.2 – Chlorine Leak

Chlorine Leak repaired and as a result chlorine reading residuals are normal.

4.1.3 – Capital Works Water Filtration Upgrade – Owner's Representative.

Councillor Diamond indicated the Town is considering an Owner's Representative with the newly awarded Water Filtration System Upgrade.

4.1.4 – Purchase/Lease Town Truck

Deputy Mayor Dawson called for a motion.

**RESOLUTION
2019/156**

DIAMOND/MORRISSEY:

WHEREAS THE TOWN OF STEADY BROOK'S TRUCK IS BECOMING UNRELIABLE, BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE OR LEASE A TRUCK SUBJECT TO MINISTER APPROVAL AS PER SECTION 94 OF THE *MUNICIPALITIES ACT*.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

Councillor Diamond indicated the Town collected prices from 4 dealerships regarding purchasing a new truck. The current 2008 GMC truck is currently becoming unreliable. Due to its age and the increasing costs the Town is spending to keep the truck operational, the truck needs to be replaced.

4.2 EMERGENCY MEASURES:

4.2.1 – Back Up Generators

**RESOLUTION
2019/157**

MORRISSEY/ROSE:

BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE A 2014 WAKER G25 GENERATOR FROM UNITED RENTALS IN THE AMOUNT OF \$12995.00 PLUS HST AND ENTER INTO A LEASE TO OWN AGREEMENT WITH MERIDIAN ONE CAP FOR THE PERIOD OF 24 MONTHS WITH MONTHLY PAYMENTS AT \$583.84 PLUS HST WITH 0%.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

Councillor Morrissey provided some background information concerning the purchase of the new generator. He indicated that during the September 25, 2019 power outage, the Town discovered the current generators were inadequate for power back up for the lift stations. It was determined in order to provide adequate services to the Town in the event of an emergency, an additional generator was needed. Councillor Morrissey further explained Council's intention is to purchase an additional generator in the Spring 2020. This will ensure the Town is prepared in the event of subsequent power outages or an emergency.

Deputy Mayor Dawson added the Town is planning to locate these generators adjacent to the lift stations.

4.2.2 – Appointment of Fire Chief

RESOLUTION
2019/158

MORRISSEY/AUSTIN:

BE IT RESOLVED THE TOWN OF STEADY BROOK ACCEPT THE APPOINTMENT OF SHAWN LEAMON, AS THE NEW FIRE CHIEF FOR STEADY BROOK/LITTLE RAPIDS REGIONAL FIRE DEPT.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

Deputy Mayor Dawson explained Jamie Robertson resigned as Fire Chief on November 18, 2019. Regional Fire Department held an election on December 2, 2019 and elected Shawn Leamon as new Fire Chief. Deputy Mayor Dawson indicated the new Fire Chief has extensive experience and held this position previously with Little Rapids.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 – Municipal Enforcement Officer

Councillor Morrissey explained Council has been discussing the possibility of a Municipal Enforcement Officer to help address the parking issues the Town has with the rafters during the summer months. Council's intention is to appoint a Municipal Enforcement Officer to help deal with these issues and help.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Community Events Committee – Kids Christmas Party

Councillor Rose provided an update regarding planning a community event for Christmas. He explained various volunteers from the community have expressed interest in helping with community events. Council continues to support these community events and is grateful for the residents in the community willing to coordinate/organize special community events.

Deputy Mayor Dawson added Council would like to see the Community Hall used for various community events. He reiterated volunteers from the community have come forward to help organize these events and Council would like to hear from the community regarding recreational needs, so the Town is able to support these endeavors.

4.4.2 – Star Report

Councillor Rose explained the Town of Steady Brook was well represented at this meeting in Corner Brook presenting the Star Report. Councillors Rose, Diamond and Morrissey were all in attendance. He explained the report focuses on tourism within the

Bay of Islands/Humber Valley and these surrounding communities working together to provide opportunities within the tourism sector.

Councillor Morrissey acknowledged the meeting was informative.

Deputy Mayor Dawson pointed out it essentially is a branding exercise for the region, and it is being led by the City of Corner Brook.

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 – Meeting – Saturday, November 30, 2019 @ 10:00AM in Deer Lake Town Hall (34 Reid's Lane).

4.5.2 – New Representative from Council

Councillor Austin explained no one from Steady Brook attended the last GHJC meeting and she is listed as an alternate.

Deputy Mayor Dawson stated due to the resignation of Mayor Wells on November 8, 2019, Council is required to appoint another representative from Steady Brook.

**RESOLUTION
2019/159**

DIAMOND/AUSTIN:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPOINT THE FOLLOWING MEMBERS AS THE TOWN'S REPRESENTATIVES FOR GREAT HUMBER JOINT COUNCIL:

**ACTING MAYOR BILL DAWSON
COUNCILLOR AUSTIN (ALTERNATE)
COUNCILLOR DIAMOND**

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

4.6 FINANCE:

4.6.1 – Approval of Invoices - \$19,616.94

Deputy Mayor Dawson asked for a motion to approve the invoices.

**RESOLUTION
2019/160**

ROSE/MORRISSEY:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$19,616.94.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

4.6.2 – 2020 Budget

Councillor Rose provided an update regarding preparation of the 2020 Budget. Currently, 90% of the Budget is completed.

Deputy Mayor Dawson added the Town is working with Municipal Affairs to clarify some information regarding 4-10 Willow Avenue. The Town received 2 letters from Municipal Affairs dated November 19, 2019 regarding this property and due to the nature of this information, Council needs a better understanding of the letter to finalize 2020 Budget.

4.7 ADMINISTRATION:

4.7.1 – Regional Meeting November 29, 2019

**RESOLUTION
2019/161**

AUSTIN/MORRISSEY:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE ATTENDANCE OF THE TOWN CLERK AND 2 COUNCILLORS AT THE PMA REGIONAL MEETING ON NOVEMBER 29, 2019.

**IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin
OPPOSED: (0)**

RESOLUTION CARRIED

Deputy Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

4.7.2 – Mayor/Deputy Mayor

Deputy Mayor Dawson asked for a motion regarding the selection of a new Mayor.

**RESOLUTION
2019/162**

DIAMOND/AUSTIN:

WHEREAS THE TOWN OF STEADY BROOK CURRENTLY HAS A VACANCY FOR THE POSITION OF MAYOR DUE TO THE FORMER MAYOR'S RESIGNATION ON NOVEMBER 8, 2019, MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK APPOINT BILL DAWSON AS MAYOR OF STEADY BROOK AS OUTLINED IN SECTION 19(1)(a) IN THE MUNICIPALITIES ACT.

**IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin
OPPOSED: (0)**

RESOLUTION CARRIED

Mayor Dawson asked if anyone would like to speak to the motion.

Deputy Mayor Dawson explained the Town of Steady Brook is without a Mayor due to the recent resignation submitted by Former Mayor Wells on November 8, 2019. As such, under the *Municipalities Act*, the Town has 3 options moving forward to decide the Mayor Position in this type of situation. The first option, Deputy Mayor could assume the position for the duration of Council's term. The second option is a By-Election for the Mayor seat and third option is Council could internally elect a Mayor. Council has discussed and have decided unanimously for the Deputy Mayor to assume the seat of Mayor.

Councillor Austin explained the process for appointing a Deputy Mayor. She stated nominations for Deputy Mayor must be made during the Public Meeting.

Town Clerk opened nominations for Deputy Mayor. Councillor Morrissey nominated Councillor Diamond as Deputy Mayor. Councillor Diamond declined the nomination.

Councillor Diamond nominated Councillor Morrissey as Deputy Mayor. Councillor Morrissey accepted the nomination. Councillor Morrissey noted Council first choice was Councillor Austin as she has experience in this leadership role.

There were no more nominations.

Town Clerk declared Councillor Morrissey new Deputy Mayor.

Mayor Dawson called for a motion.

**RESOLUTION
2019/162/ADD.**

**WHEREAS THE TOWN OF STEADY BROOK CURRENTLY HAS A VACANCY FOR THE POSITION OF DEPUTY MAYOR,
MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK APPOINT DEREK MORRISSEY AS DEPUTY MAYOR.
IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin
OPPOSED: (0)
RESOLUTION CARRIED**

4.7.3 – By-Election Dates

**RESOLUTION
2019/163**

**AUSTIN/DIAMOND:
WHEREAS THE TOWN OF STEADY BROOK HAS A VACANCY FOR THE POSITION OF 2 COUNCILLORS,
MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK HOLD A BY-ELECTION ON TUESDAY, JANUARY 28, 2020. NOMINATIONS WILL BE ACCEPTED AT THE TOWN OFFICE ON MONDAY, JANUARY 6, 2020 BETWEEN THE HOURS OF 8:00 AM AND 8:00 PM.
IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin
OPPOSED: (0)
RESOLUTION CARRIED**

Mayor Dawson asked if anyone would like to speak to the motion.

No one spoke to the motion.

4.7.4 – MA Letter – Lawyer

**RESOLUTION
2019/164**

DIAMOND/ROSE:

WHEREAS THE TOWN OF STEADY BROOK RECEIVED A LETTER FROM THE MINISTER OF MUNICIPAL AFFAIRS DATED NOVEMBER 19, 2019 REGARDING THE SECTION 4 INVESTIGATION INTO THE PURCHASE OF 4-10 WILLOW AVENUE; BE IT RESOLVED THE TOWN OF STEADY BROOK SEEK A LEGAL OPIONION ON THE MATTER.

IN FAVOUR: (5) Dawson, Diamond, Morrissey, Rose, Austin

OPPOSED: (0)

RESOLUTION CARRIED

Mayor Dawson asked if anyone would like to speak to the motion.

Mayor Dawson explained the Town received a letter from Municipal Affairs on November 19, 2019. Council reviewed the letter and it appears there is some discrepancy in the letter. Council decided it was necessary to obtain a legal opinion on the letter to ensure Municipal Affairs is providing us with a proper blueprint on how they want Council to proceed with the land at 4-10 Willow.

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 – Next Meeting – Friday, December 13, 2019

Councillor Rose explained there are currently two applications being reviewed by the committee. One involves updating of trails over a stream and the other is The Snowmobilers Association meet with the Watershed Committee and more information was requested. Mayor Dawson & Councillor Rose agreed pictures & more details are needed to make an informed decision.

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT.

6. OTHER BUSINESS:

NOTHING TO REPORT.

7. COUNCILOR'S / MAYOR FORUM:

Mayor Dawson – Thanked Jamie Robertson for his dedication during his time as Fire Chief. He acknowledged his commitment to the Fire Department and is confident Shawn Leamon will provide excellent leadership to the Fire Dept.

Councilor Rose – Nothing to Report.

Councilor Diamond – Nothing to Report.

Councilor Morrisey – Nothing to Report.

Councilor Austin – Nothing to Report.

Mayor Dawson called for a motion to adjourn.

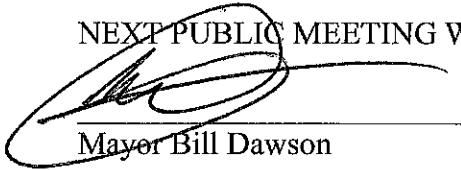
**RESOLUTION
2019/165**

AUSTIN:

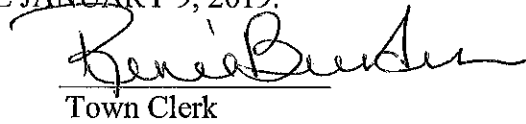
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ADJOURN THE MEETING ON DECEMBER 5, 2019 AT
7:31PM.**

MEETING WAS ADJOURNED AT 7:31 PM.

NEXT PUBLIC MEETING WILL BE JANUARY 9, 2019.



Mayor Bill Dawson



Town Clerk