



TOWN OF STEADY BROOK
PUBLIC MEETING
MARCH 5, 2020

ATTENDANCE:

Mayor Bill Dawson (via phone)
Deputy Mayor Derek Morrissey

Councillors:

C. Austin
C. Diamond
C. Kennedy
C. Rose

Renee Burden (Town Clerk)

ABSENT: C. Dyke

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

Agenda Item

1) Call Meeting to Order

Deputy Mayor Morrissey called the meeting to order at 7:00 p.m.

Deputy Mayor Morrissey welcomed the public and proceeded with the meeting. He asked if there were any additions or omissions to the March 5, 2020 Agenda.

There were no additions or omissions to the Agenda.

Deputy Mayor Morrissey asked for a motion to adopt the March 5, 2020 Agenda.

**RESOLUTION
2020/034**

KENNEDY/AUSTIN:

BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF MARCH 5, 2020.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

**1.1) Minutes of
Previous Meeting**

Deputy Mayor Morrissey then proceeded to the adoption of the February 6, 2020 Minutes. He asked if there were any errors/omissions to note.

There were no errors or omissions.

Deputy Mayor Morrissey asked for a motion to adopt the February 6, 2020 Minutes.

**RESOLUTION
2020/035**

DIAMOND/KENNEDY:

**BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE REGULAR PUBLIC COUNCIL
MEETING OF FEBRUARY 6, 2020.**

**IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond,
Kennedy, Rose**

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Morrissey 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 reported all Lift Stations are working properly and the Town's snowmobile was in for repairs but now is fully functional. Maintenance Operators are maintaining the roads well despite the accumulation of snow over the last few weeks. Roads have been widened for pedestrians and vehicles as safety of residents is a priority.

4.1.2 – 2008 GMC Truck Tender

Deputy Mayor Morrissey called for a motion.

**RESOLUTION
2020/036**

**KENNEDY/AUSTIN:
BE IT RESOLVED THE TOWN OF STEADY BROOK
ACCEPTED THE TENDER BID FOR THE 2008 GMC TRUCK
IN THE AMOUNT OF \$1050.00.**

**IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond,
Kennedy, Rose**

**OPPOSED: (0)
RESOLUTION CARRIED**

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

No one spoke to the motion.

4.1.3 – 1988 Chev Fire Truck

Deputy Mayor Morrissey called for a motion.

**RESOLUTION
2020/037**

**DIAMOND/KENNEDY:
BE IT RESOLVED THE TOWN OF STEADY BROOK
ACCEPTED THE TENDER BID FOR THE 1988 GMC FIRE
TRUCK IN THE AMOUNT OF \$2855.00**

**IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond,
Kennedy, Rose**

**OPPOSED: (0)
RESOLUTION CARRIED**

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

Deputy Mayor Morrissey explained the pieces of equipment are no longer functional. The Town issued a tender process to sell the equipment as each item sold was valued over \$500.00. The Town accepted the top bid for each vehicle.

4.1.4 – Musgrave Drive Resident Letter

Deputy Mayor Morrissey explained a letter was sent to the residents of Musgrave Drive regarding a proposal to change the direction of the one-way street. Snow-clearing in the area is challenging and Council is proposing changing the direction of traffic to help alleviate the issue. Currently, a meeting is scheduled on March 31, 2020 at 7:00pm with Musgrave Drive residents to discuss.

4.1.5 – Fibre Op

Councillor Kennedy explained Council is in discussions to potentially install Fibre Op in Steady Brook. The Town has sent a letter to MP Gudie Hutchings requesting a meeting to discuss Fibre Op installation within the Town. She noted this is the first step in the process. Councillor Kennedy proceeded to read the letter to residents in the gallery.

Deputy Mayor Morrissey explained Corner Brook and Pasadena have Fibre Op available to residents. Council is reaching out to our MP to help understand the process required to install Fibre Op in the community.

4.2 EMERGENCY MEASURES:

4.2.1 – Back Up Generator

Deputy Mayor Morrissey explained the Town Clerk was speaking to Chris Power, Municipal Affairs Engineer. Chris Power recommended proceeding with a Capital Works Project instead of other sources of funding. It was also noted the Town should select a Consultant. Currently, the Town recognizes the need for auxiliary generators in the community notably for the Lift Stations, Town Office, Lagoon and Chlorine Building.

4.2.2 – Emergency Plan

Deputy Mayor Morrissey explained the review of the Emergency Plan is still ongoing and noted the Town Clerk has outlined a plan of action with the Department of Fire and Emergency Services. Training will be available, and the Town is currently in the process of determining dates.

4.2.3 – Fire Committee Update

Mayor Dawson confirmed a meeting was held on February 26, 2020. Currently, the committee is waiting on Little Rapids' AGM results to determine new committee members.

Council has approved and motioned the Fire Committee Budget; however, Little Rapids has not signed the Budget as of today's date.

Mayor Dawson explained the Committee is reviewing equipment. He noted there was discussion surrounding Little Rapids Fire Truck as it needs to be upgraded. Committee is reviewing how the upgrade is going to occur.

4.2.4 – Adopt-a-Fire Hydrant

Deputy Mayor Morrissey called for a motion.

**RESOLUTION
2020/038**

AUSTIN/DIAMOND

WHEREAS THE TOWN OF STEADY BROOK RECOGNIZES THE NEED TO KEEP FIRE HYDRANTS CLEAR OF SNOW DURING THE WINTER MONTHS; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE ADOPT A FIRE HYDRANT PROGRAM.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

Deputy Mayor Morrissey explained the Town is implementing this as a “pilot” program. The program will start March 9, 2020 until April 19, 2020 and includes a weekly draw for a \$25.00 gift certificate. At the end of the season, there will be a subsequent draw for a \$200.00 gift certificate. All adopted hydrants require a 3ft area to be cleared after each snowfall and residents are encouraged to adopt a fire hydrant in the vicinity of their residence. Residents interested in participating in the program must email the Town Office by Friday, March 6, 2020.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 – 35 Wilton Street – Public Notice of Motion

Deputy Mayor Morrissey called for a motion.

**RESOLUTION
2020/039**

KENNEDY/AUSTIN

WHEREAS THE TOWN OF STEADY BROOK IS PLANNING ON SELLING THE PROPERTY LOCATED ON 35 WILTON STREET; BE IT RESOLVED THE TOWN OF STEADY BROOK SERVE NOTICE OF ITS INTENT TO MOTION THE SALE OF THIS PROPERTY DURING THE APRIL 2, 2020 PUBLIC MEETING. ANY RESIDENT WITH CONCERNS REGARDING THE SALE OF THIS PROPERTY MUST MAKE THEIR CONCERNS KNOWN IN WRITING TO THE TOWN CLERK ON OR BEFORE MARCH 20, 2020.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

Councillor Austin explained the property is the location of an old heritage building. Council is in the process of deciding what to do with the building and land.

Deputy Mayor Morrissey noted the property is underutilized, and the land could be a source of revenue to the Town. Council is notifying the public to make any concerns known to the Town Office by March 20, 2020.

4.3.2 – Application for Air B & B

Deputy Mayor Morrissey called for a motion.

AUSTIN/DIAMOND:

**RESOLUTION
2020/040**

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE AIR B & B APPLICATION RECOMMENDED BY THE LANDS AND PLANNING COMMITTEE LOCATED AT 2 WILLOW AVENUE. APPROVAL IS CONTINGENT ON APPLICANTS ABIDING BY PARKING AND OTHER RESIDENTIAL RESTRICTIONS AS OUTLINED IN THE TOWN'S DEVELOPMENT REGULATIONS.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.3.3 – Land Use Planning – Municipal Training

Deputy Mayor Morrissey called for a motion.

AUSTIN/DIAMOND:

**RESOLUTION
2020/041**

BE IT RESOLVED THE TOWN OF STEADY BROOK SEND COUNCILLOR KENNEDY AND COUNCILLOR DIAMOND TO MUNICIPAL AFFAIRS TRAINING – LAND USE PLANNING ON MARCH 27, 2020.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

Councillor Diamond noted this training is offered at no cost to the Town and training of this nature is beneficial to the Town.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 –Community Events – Winterfest

Councillor Kennedy reminded everyone of an upcoming community event on March 8, 2020. Winterfest is scheduled to start at 2:00 pm and involves a snow sculpture contest, snowshoeing, bingo and community Boil up. Councillor Kennedy noted the Town is looking for volunteers to help with this event and all information was emailed to residents.

4.5 GREAT HUMBER JOINT COUNCIL:

4.5.1 – Nothing to report

4.6 FINANCE:

4.6.1 – Approval of Invoices - \$38,644.13

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

ROSE/KENNEDY:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$38,644.13

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.7 ADMINISTRATION:

4.7.1 – ATIPP Training

Deputy Mayor Morrissey called for a motion.

AUSTIN/DIAMOND

BE IT RESOLVED THE TOWN OF STEADY BROOK SEND RENEE BURDEN ON APRIL 21, 2020 AND TRACY CAINES ON MAY 5, 2020 TO ATIPP TRAINING.

IN FAVOUR: (6) Dawson, Morrissey, Austin, Diamond, Kennedy, Rose

OPPOSED: (0)

RESOLUTION CARRIED

**RESOLUTION
2020/042**

**RESOLUTION
2020/043**

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

Deputy Mayor Morrissey explained it is training for office staff regarding Access to Information. It is imperative for office staff to participate.

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 – Next Meeting – to be determined.

Councillor Rose reported there was no new information.

5. OTHER CORRESPONDENCE:

5.1.1 - Response Letter from Municipal Affairs

Town Clerk explained it is a response letter from Municipal Affairs regarding a letter sent from our lawyers regarding 4-10 Willow Avenue and is available to the public for viewing if requested.

6. OTHER BUSINESS:

NOTHING TO REPORT.

7. COUNCILOR'S / MAYOR FORUM:

Mayor Dawson – Nothing to Report.

Deputy Mayor Morrissey – Nothing to Report.

Councillor Austin – Nothing to Report.

Councillor Diamond – Nothing to Report.

Councillor Kennedy – Nothing to Report.

Councillor Rose – Nothing to Report.

Deputy Mayor Morrissey called for a motion to adjourn.

**RESOLUTION
2020/044**

**AUSTIN:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ADJOURN THE MEETING ON MARCH 5, 2020 AT 7:23 PM.**

MEETING WAS ADJOURNED AT 7:23 PM.

NEXT PUBLIC MEETING WILL BE APRIL 2, 2020.

Mayor Bill Dawson

Town Clerk