



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
**October 15, 2020**

**ATTENDANCE:**

Mayor Bill Dawson  
Deputy Mayor Derek Morrissey

**Councillors:**

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

Renee Burden (Town Clerk)  
Tracy Caines (Town Manager)

**ABSENT:**

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

**Agenda Item**

**1) Call Meeting to Order**

Mayor Dawson called the meeting to order at 7:00 p.m. Mayor Dawson welcomed the public and introduced Council and staff and reminded the public of the current Covid-19 restrictions.

Mayor Dawson then proceeded with the meeting. He asked if there were any additions or omissions to the October 15, 2020 Agenda.

Mayor Dawson added the following items to the Agenda:

4.2.1 - Bus Shelter

4.4.2 - Amended ATV Regulations

4.6.4 – 4-10 Willow Avenue – Payment of Outstanding Loan

Mayor Dawson asked for a motion to adopt the amended October 15, 2020 Agenda.

**RESOLUTION  
# 2020/115**

**DYKE/DIAMOND:**

**BE IT RESOLVED TO APPROVE THE AMENDED AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF OCTOBER 15, 2020.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

**1.1) Minutes of  
Previous Meeting**

Mayor Dawson then proceeded to the adoption of the September 17, 2020 Minutes. He asked if there were any errors/omissions to note.

There were no errors or omissions.

Mayor Dawson asked for a motion to adopt the September 17, 2020 Minutes.

**RESOLUTION  
# 2020/116**

**KENNEDY/DYKE:**

**BE IT RESOLVED TO ADOPT THE MINUTES AS  
PRESENTED FOR THE REGULAR PUBLIC COUNCIL  
MEETING OF SEPTEMBER 17, 2020.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke,  
Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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**

**4.1 OPERATIONS AND PUBLIC WORKS:**

**4.1.0 – Maintenance Update**

**(4) Committee  
Reports**

Councillor Diamond explained the Town completed annual fire hydrant flushing on September 30, 2020. Maintenance Personnel completed the work in 2 ½ days and everything went smoothly.

Councillor Diamond informed residents Fall Clean-Up week is scheduled for November 9 – 13, 2020. Residents will receive an email from the Town Office outlining protocols for clean-up week.

#### 4.1.1 – Long Term Water Infrastructure Plan – Currently being developed by Consultant

Councillor Diamond explained the Town has hired a consultant to prepare a Long-Term Water Infrastructure Plan to help address the water quality issues and this project is ongoing.

#### 4.1.2 – Capital Works Project – Musgrave Drive Lift Station

Councillor Diamond explained the Town has accepted funding for a Capital Works Project to replace the Lift Station on Musgrave Drive. The Town has been approved for \$250,000 and the project is currently in the planning stages and the work is projected to start Spring 2021.

#### 4.1.3 – Capital Works Application – Lift Station/Generators – Application Extension November 13, 2020

Councillor Diamond stated the Town is currently preparing a Capital Works Project Application to replace the Town's Lift Stations and add Generators. This application is currently with the engineering consultants and deadline for submission has been extended to November 13, 2020.

#### 4.1.4 – Disposal of Unused Heavy Equipment – Re-Tender of 2 pieces of Equipment

Councillor Diamond stated the Town issued a Tender to sell unused heavy equipment. The Tender closed on Tuesday, September 15, 2020 at 2:00 pm however, bids received were much lower than the book value for the equipment. Council has since determined the bucket for the Loader will be useful therefore only 2 pieces of equipment will need to be sold.

Mayor Dawson added bids received for the equipment was well below fair market value and Council has decided to re-tender 2 pieces of equipment.

#### 4.1.5 – Ditching at Marble Drive – started October 6, 2020

Town Manager updated Council on the status of ditching started on Marble Drive. Currently, waiting for the excavator to come in and complete the work. This stage of the project should start October 19, 2020.

#### 4.1.6 – Meeting with Musgrave Drive Residents on September 22, 2020.

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/117**

**AUSTIN/KENNEDY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK CHANGE THE DIRECTION OF THE ONE-WAY STREET ON MUSGRAVE DRIVE TO HELP ALLEVIATE SNOWCLEARING ISSUES IN THE AREA DURING THE WINTER MONTHS.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

Mayor Dawson explained the Public Works Committee and staff met with residents of Musgrave Drive on Tuesday, September 22, 2020 at 7:00pm at the Community Hall to discuss Council's proposal to change the direction of the one-way street. Public Works Committee explained to the residents on Musgrave Drive the change in the one-way street direction will help alleviate some snow-clearing issues experienced in the area. Mayor Dawson noted most of the residents in the area were in favour of this change.

Mayor Dawson asked the Town Manager when this change is expected to take place? Town Manager informed him the Town is currently waiting on signage and once signage is ready, change of one-way street direction will be implemented.

**4.1.7 – Reduction of Residential Speed Limit**

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/118**

**DIAMOND/MORRISSEY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK REDUCE THE RESIDENTIAL SPEED TO 30KM WITHIN THE TOWN'S RESIDENTIAL ZONE BOUNDARIES.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Diamond explained the residential zone reduced to 30 km will start west bound before the bridge (after Musgrave Drive) until 101 Marble Drive (just before the s-turn) and will also include all central residential streets.

Mayor Dawson elaborated the area is just before the speed bumps. Residential speed is reduced to 30 km including all side streets. The speed limit returns to 50 km once outside the residential zone (particular sections on Marble Drive).

Councillor Dyke asked about signage around Town and if the Town required any approvals to change the speed limit? Town Manager indicated signage is ready to be installed and the Town requires no further approvals to change the residential speed to 30 km.

Mayor Dawson added the Town checked with the Department of Transportation regarding this issue. Department of Transportation notified the Town it does have the authority to change speed limits on municipal roads.

#### 4.1.8 – Purchase of Chlorine Auto Flusher

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/119**

**DIAMOND/ROSE:**  
**WHEREAS THE TOWN OF STEADY BROOK RECOGNIZES THE NECESSITY OF A PROACTIVE APPROACH TO PROTECTING THE ENVIRONMENT; BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE A CHLORINE AUTO FLUSHER IN THE AMOUNT OF \$5205.58 PLUS HST.**  
**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

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

Councillor Diamond explained this piece of equipment is installed at the end of the Town's waterline and prevents chlorine from running into the Humber River. The equipment also helps keep chlorine residuals up at the end of the line as this is where chlorine levels are historically lower than in other parts of the Town's waterline.

Mayor Dawson further explained the Chlorine Flusher prevents chlorine from going into waterways. The Town is being environmentally proactive purchasing this piece of equipment. Councillor Diamond also noted this equipment will also save the Town money on chlorine.

#### 4.1.9 – Purchase of Salter

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/120**

**DIAMOND/KENNEDY:**  
**BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE A SALTER FROM WESTERN HYDRAULICS IN THE AMOUNT OF \$8595.00 PLUS TAX.**  
**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

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

Councillor Diamond explained the current piece of equipment used for spreading salt/sand is not working properly and poses continual problems for Maintenance Personnel. This new Salter has a mechanism to move the salt/sand on it own (chain driven). He noted the current Salter can be put on Tender.

Mayor Dawson added this new piece of equipment is a better unit which distributes the salt/sand effectively. Essentially, this equipment is the right piece of equipment for the Town's needs during the winter months.

#### 4.2.0 – Paving on Mountainvale Park – Contract Award

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/121**

**AUSTIN/DIAMOND:**

**WHEREAS THE TOWN OF STEADY BROOK RECEIVED 3 QUOTES REGARDING PAVING ON MOUNTAINVALE PARK; BE IT RESOLVED THE TOWN OF STEADY BROOK AWARD THE PAVING CONTRACT TO MARINE CONTRACTORS INC. IN THE AMOUNT OF \$2574.00 PLUS HST.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Dyke clarified the area being paved is the the cul de sac portion of Mountainvale Park. Mayor Dawson added maintenance work was recently completed at the end of the cul de sac and it needs to be paved before the start of Winter.

#### 4.2.1 – Bus Shelter

Councillor Diamond explained the bus shelter (near the 4 way stop) was removed in the Spring because it was dilapidated and a safety issue. Plans are currently underway to build a new bus shelter, so the Town is looking for volunteers to help build it in the next couple of weeks. The Town will be sending out an email looking for volunteers to help with this project.

Mayor Dawson added the bus shelter structure will be similar to the Gazebo currently being built on Steady Brook Trail System. The Town is looking for volunteers with construction experience to help build this structure and COVID-19 measures will be practiced.

**4.2 EMERGENCY MEASURES:**

4.2.1 – Fire Department

Mayor Dawson stated the Regional Fire Committee meetings are now scheduled on a regular basis with the next meeting scheduled for October 28, 2020.

4.2.2 – Humber River Flood Risk Mapping – nothing to report

Deputy Mayor Morrissey explained there is no further updates regarding the Flood Risk Mapping. Wood PLC has received feedback from Council and various residents outlining concerns with the draft Flood Risk Map. However, the Town has not received any other correspondence regarding this issue at this point in time.

4.2.3 – Regional Fire Board

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/122**

**DYKE/MORRISSEY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPOINT AUTUMN GALE AS A STEADY BROOK REPRESENTATIVE FOR THE STEADY BROOK/LITTLE RAPIDS REGIONAL FIRE COMMITTEE.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Deputy Mayor Morrissey explained the Town needed a volunteer to sit on the Regional Fire Committee as a representative of Steady Brook. Currently, Steady Brook has 2 representatives but requires 3 representatives to sit on the Committee as the number of volunteer positions alternate every 2 years with Little Rapids. The Town Office received interest from a couple of volunteers for the position and one was selected.

**4.3 PLANNING AND DEVELOPMENT:**

4.3.1 – Building Permit Approvals

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/123**

**AUSTIN/KENNEDY:**

**WHEREAS THE TOWN MANAGER HAS APPROVED 6 BUILDING PERMITS BETWEEN SEPTEMBER 15, 2020 AND OCTOBER 13, 2020 AND PRESENTED TO COUNCIL; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE ALL PERMITS PRESENTED SUBJECT TO FOLLOWING THE TOWN'S REGULATIONS AND COMPLIANCE WITH THE NATIONAL BUILDING CODE OF CANADA.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

4.3.2 – Approval in Principle – 8 Forest Drive

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/124**

**AUSTIN/DYKE:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE IN PRINCIPLE THE BUILDING APPLICATION FOR 8 FOREST DRIVE SUBJECT TO ANY AND ALL APPROVALS FROM OTHER REGULATING GOVERNMENT AGENCIES ARE OBTAINED AND SUBMITTED TO THE TOWN OF STEADY BROOK. DUE TO THE LOCATION OF THIS PROPERTY THE FOLLOWING CONDITIONS MUST BE MET TO OBTAIN A PERMIT:**

- 1. ALL DEVELOPMENT MUST BE DONE IN ACCORDANCE WITH THE TOWN OF STEADY BROOK'S MUNICIPAL PLAN NOTABLY SECTION 3.4 AND 4.5.**
- 2. APPROVAL OF THE MINISTER OF ENVIRONMENT AND CONSERVATION.**
- 3. CONDITIONS SET OUT IN SECTION 48 OF THE *WATER RESOURCES ACT*.**
- 4. ANY OTHER APPROVALS IDENTIFIED BY OTHER GOVERNMENT AGENCIES THROUGHOUT THE COURSE OF CONSTRUCTION.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion. Mayor Dawson noted this was an approval in principal.



4.3.3 – Approval in Principle – 1 Keough's Lane

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/125**

**KENNEDY/AUSTIN:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE IN PRINCIPLE THE BUILDING APPLICATION AS SUBMITTED FOR 1 KEOUGH'S LANE SUBJECT TO ANY AND ALL APPROVALS FROM OTHER REGULATING GOVERNMENT AGENCIES ARE OBTAINED AND SUBMITTED TO THE TOWN OF STEADY BROOK. DUE TO THE LOCATION OF THIS PROPERTY THE FOLLOWING CONDITIONS MUST BE MET TO OBTAIN A PERMIT:**

- 1. ALL DEVELOPMENT MUST BE DONE IN ACCORDANCE WITH THE TOWN OF STEADY BROOK'S MUNICIPAL PLAN NOTABLY SECTION 3.4 AND 4.5.**
- 2. GEOTECHNICAL STUDY RECOMMENDED PRIOR TO CONSTRUCTION.**
- 3. REDIRECT POWERLINES IF REQUIRED AND THE RESPONSIBILITY OF THE DEVELOPER.**
- 4. HEDGES TO BE TRIMMED FOR SIGHT LINES AND ROAD SAFETY.**
- 5. ANY OTHER APPROVALS IDENTIFIED BY OTHER GOVERNMENT AGENCIES THROUGHOUT THE COURSE OF CONSTRUCTION.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion. Mayor Dawson noted this piece of property is a small piece of property and it was grandfathered in as a building lot within our current Building Regulations. This is an approval in principle and the developer must abide by the current Building Regulations.

4.3.4 - 35 Wilton Street

Mayor Dawson called for a motion.

**AUSTIN/MORRISSEY:**

**WHEREAS ON AUGUST 18, 2020, THE TOWN OF STEADY BROOK RECEIVED A TENDER BID OFFER FOR 35 WILTON STREET AT LESS THAN THE APPRAISAL VALUE. AS SUCH, THE TOWN OF STEADY BROOK REQUESTED APPROVAL FROM THE MINISTER TO ACCEPT THE TENDER BID 35 WILTON STREET AS SET OUT IN SECTION 201.3 (1) OF THE MUNICIPALITIES ACT, 1999. ON OCTOBER 1, 2020, THE TOWN RECEIVED A LETTER FROM THE MINISTER GRANTING APPROVAL TO SELL 35 WILTON STREET;**  
**MOTION: BE IT RESOLVED THE TOWN OF STEADY BROOK ACCEPT THE TENDER OFFER OF 35 WILTON STREET AS PER MINISTERIAL APPROVAL.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

**4.3.5 – 4-10 Willow Avenue – closing date October 15, 2020**

Councillor Austin explained the property closed on October 15, 2020 and the sale proceeds are in the process of being transferred to the Town's operating account.

**4.3.6 – Phase 2 Trails - Gazebo**

Councillor Kennedy explained Council is completing Phase 2 of the Steady Brook Trail System which includes gazebo (located on Musgrave Drive area of trail system). The gazebo will include a coal BBQ and picnic tables.

Council is excited for this new addition and is asking residents to submit name suggestions for the community gazebo. Town Office will be sending out an email to residents requesting name suggestions and the deadline to submit suggestions is October 23, 2020.

Mayor Dawson further explained the funding for the gazebo is coming from ACOA and TCII secured by a previous Council. The proponent for Phase 1 of the trails was Corner Brook Stream Trail and Phase 2 the Town of Steady Brook is the proponent. Phase 2 of this project has taken longer than anticipated and currently the Town must spend an estimate of \$73,000 to complete this phase of the trails in which ACOA/TCII will reimburse an estimated amount of \$40,000. Trail funds for Phase 2 are cost shared at 90/10 with ACOA/TCII and also includes community contributions from individual donors.

Mayor Dawson noted the Town is appreciative of these contributions and the trails are a valued piece of infrastructure within the community. He further explained like any other piece of

infrastructure, it requires maintenance and trail maintenance is a costly endeavor. The Town's trail system needs to be maintained professionally and not by students as it is an important asset to the community and requires skilled labour. The Town has asked Corner Brook Stream Trail Development to provide an estimate for annual maintenance of the trail.

#### **4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

##### 4.4.1 – Marble Mountain Development Corporation – Steady Brook Representative

Councillor Kennedy explained the Town has been approached by TCII to identify potential candidates to sit on the reconvened Marble Mountain Development Corporation Board. She noted Council has submitted names of various potential candidates to sit on this particular Board.

##### 4.4.2 – Amendment – ATV Regulations

Mayor Dawson called for a motion.

#### **KENNEDY/ROSE:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK ADOPT THE AMENDED ATV POLICY AS PRESENTED BY THE RECREATION COMMITTEE.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Kennedy explained ATV Regulations needed some minor revisions after review by the lawyer.

Deputy Mayor Morrissey asked if the ATV Regulations have been sent to the Gazette? Town Manager explained the amended ATV Regulations will be reviewed by a lawyer again and then the amended regulations will be published in the Gazette.

Mayor Dawson clarified that once this ATV regulation is in effect, no ATV's will be permitted on the Town's walking trails. ATVs will be permitted to have accessibility to use the Town's roads. He noted Council will also be looking at Snowmobile Regulations in the near future.

#### **4.5 GREAT HUMBER JOINT COUNCIL:**

##### 4.5.1 – Meeting cancelled due to COVID-19

Mayor Dawson explained there was a meeting recently scheduled however, the meeting did not go ahead due to not having a quorum.

**RESOLUTION  
# 2020/127**

**4.6 FINANCE:**

4.6.1 – Approval of Invoices - \$51,055.93 and \$252.98

Mayor Dawson asked for a motion to approve the invoices.

**RESOLUTION  
# 2020/128**

**ROSE/MORRISSEY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK  
APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT  
OF \$51,055.93.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke,  
Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Rose noted the Town's expenses are being carefully monitored. He explained some of the expenses this month include expenses associated with the completion of Phase 2 of the trail system. With regards to the trail's expenses, a portion of these expenses will be reimbursed by ACOA and TCII.

Mayor Dawson called for an additional motion. Councillor Diamond declared a conflict of interest and left the meeting at 7.34pm.

Mayor Dawson confirmed Councillor Diamond was absent and called for a motion.

**RESOLUTION  
# 2020/129**

**ROSE/KENNEDY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK  
APPROVE THE INVOICE AS PRESENTED IN THE AMOUNT  
OF \$252.98.**

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

**OPPOSED: (0)**

**ABSTAINED:(1) Diamond**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

Councillor Diamond returned to the meeting at 7:35pm.

4.6.2 – Transfer of GIC

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/130**

**MORRISSEY/ROSE:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK TRANSFER \$100,000 GIC INTO THE TOWN'S OPERATING BANK ACCOUNT.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

4.6.3 – Councillor Remuneration Policy Update

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/131**

**ROSE/MORRISSEY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK ADOPT THE UPDATED COUNCILLOR RENUMERATION POLICY AS PRESENTED BY THE FINANCE COMMITTEE.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Rose explained the Town's Policies have not been updated for some time and this Policy needed to reflect current Councillor remuneration.

Mayor Dawson explained the updated Policy is simply a housekeeping issue and noted Councillors Remuneration is not being increased.

4.6.4 – Payment of 4-10 Willow Avenue Loan

Mayor Dawson called for a motion.

**RESOLUTION  
# 2020/132**

**MORRISSEY/ROSE:**

**WHEREAS THE TOWN OF STEADY BROOK HAS CLOSED THE SALE OF 4-10 WILLOW AVENUE ON OCTOBER 15, 2020; BE IT RESOLVED THE TOWN OF STEADY BROOK PAY THE OUTSTANDING BALANCE ON THE BANK OF MONTREAL LOAN #1033-6995-135.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

Mayor Dawson noted the Finance Committee is currently preparing for the 2021 Budget. Deputy Mayor Morrissey stated Councillor Rose, Town Manager and himself recently attended budget training in Deer Lake on October 13, 2020 to help prepare for the upcoming budget.

#### **4.7 ADMINISTRATION:**

##### **4.7.1 – Employment Policy Update**

Mayor Dawson called for a motion.

#### **DYKE/KENNEDY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK ADOPT THE EMPLOYMENT POLICY UPDATE AS PRESENTED BY THE ADMINISTRATION COMMITTEE.**

**IN FAVOUR: (7) Dawson, Morrissey, Austin, Diamond, Dyke, Kennedy, Rose**

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Councillor Dyke explained there was an additional section added to the Employment Policy called "Emergency Call In". The Employment Policy needed to reflect the new changes.

Mayor Dawson added Council decided to have employees on call to ensure residents are able to contact the Town in the event of an emergency (i.e. Infrastructure issues).

#### **4.8 WATERSHED AND ENVIRONMENT:**

##### **4.8.1 – Next Meeting – All meetings postponed due to COVID-19.**

Councillor Rose stated the Watershed Committee is currently in the process of scheduling a meeting at the end of the month. He noted it has been difficult to schedule a meeting during the last few months due to the Provincial Restrictions regarding COVID-19.

#### **5. OTHER CORRESPONDENCE:**

NOTHING TO REPORT.

#### **6. OTHER BUSINESS:**

NOTHING TO REPORT.

**RESOLUTION  
# 2020/133**

**7. COUNCILOR'S / MAYOR FORUM:**

Mayor Dawson – Addressed the public and stated hopefully soon there will be a resolution to the COVID-19 situation to allow Council and residents to attend monthly Public Meetings in person.

Deputy Mayor Morrissey – Nothing to Report.

Councillor Austin – Nothing to Report.

Councillor Diamond – Nothing to Report.

Councillor Dyke – Nothing to Report.

Councillor Kennedy – Nothing to Report.

Councillor Rose – Nothing to Report.

Mayor Dawson called for a motion to adjourn.

**RESOLUTION  
# 2020/134**

**MORRISSEY:**

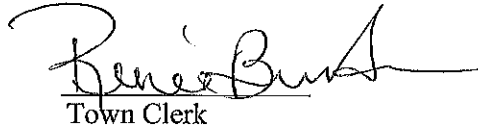
**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK  
ADJOURN THE MEETING ON OCTOBER 15, 2020 AT 7:41  
PM.**

MEETING WAS ADJOURNED AT 7:41 PM.

NEXT PUBLIC MEETING WILL BE NOVEMBER 19, 2020.



Mayor Bill Dawson



Town Clerk