



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
February 11, 2021

**ATTENDANCE:**

Mayor Bill Dawson  
Deputy Mayor Derek Morrissey

**Councillors:**

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

Renee Burden (Town Clerk)

**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 February 11, 2021 Agenda.

There were no additions to the Agenda.

Mayor Dawson asked for a motion to adopt the February 11, 2021 Agenda.

**RESOLUTION  
# 2021/019**

**DYKE/KENNEDY:**

**BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF FEBRUARY 11, 2021.**

**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 January 21, 2021 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 January 21, 2021 Minutes.

**RESOLUTION  
# 2021/020**

**MORRISSEY/DIAMOND:**

**BE IT RESOLVED TO ADOPT THE MINUTES AS  
PRESENTED FOR THE REGULAR PUBLIC COUNCIL  
MEETING OF JANUARY 21, 2021.**

**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 Items**

NOTHING TO REPORT.

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

NOTHING TO REPORT.

**Delegations &  
Guests**

**(4) Committee  
Reports**

**4.1 OPERATIONS AND PUBLIC WORKS:**

4.1.1 – Maintenance Update

Councillor Diamond reported roads have been maintained well, however, due to the accumulation of snow in a short period of time, maintenance personnel reattached the wing to the Loader to help clear the roads more efficiently.

On February 10, 2021 repairs were completed to fix a waterline leak affecting Musgrave Drive/Dogwood Drive.

4.1.2 – Long Term Water Infrastructure Plan – currently in progress.

Councillor Diamond explained the Town has received a draft of the Long-Term Water Infrastructure Plan. This item is being deferred to the Public Works Committee for review.

#### 4.1.3 – CBCL – Regional Water Supply – Steady Brook Servicing Plan

Mayor Dawson called for a motion.

**RESOLUTION  
# 2021/021**

**MORRISSEY/DYKE:**

**WHEREAS THE TOWN OF STEADY BROOK IS EXPERIENCING CONSTANT WATER QUALITY ISSUES; BE IT RESOLVED THE TOWN OF STEADY BROOK SUBMIT A CAPITAL INVESTMENT PLAN TO THE DEPARTMENT OF ENVIRONMENT, CLIMATE CHANGE AND MUNICIPALITIES FOR GAS TAX FUNDING UNDER THE WATER/WASTEWATER INITIATIVE TO HAVE A REGIONAL WATER SUPPLY- STEADY BROOK SERVICING PLAN DONE BY CBCL ON A SHARED WATER SUPPLY SYSTEM WITH THE CITY OF CORNER BROOK.**

**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 connecting to Corner Brook's water source is one option available to address the Town's water issues. This option is currently being investigated as a viable option in the Long-Term Water Infrastructure Plan.

Corner Brook will be the proponent for this Capital Investment Plan and will be applying for funding on behalf of the Town of Steady Brook. The Town of Steady Brook has been dealing with ongoing water issues for many years. Water quality (levels of manganese), discoloration of water and boil water advisories have plagued the Town. This Capital Investment Plan allows Steady Brook and Corner Brook to investigate if Corner Brook has the water capacity to service Steady Brook like the water service Corner Brook provides to Mount Moriah and Massey Drive. The funding for this prospective project falls under a Regionalization Water/Wastewater Gas Tax Initiative with a 90/10 cost share. Deputy Mayor Morrissey assured residents of Council's commitment to resolve the water issues in Steady Brook and reiterated it is Council's intention to have a formulative plan to fix the water issues.

Councillor Dyke reiterated the importance of the project and expressed she was happy to report to residents Council's intention to fix the Town's water issues. She reassured residents fixing the water quality issue is the main focus of Council and thanked the Public Works Committee on the work done to date on this project.

Mayor Dawson reassured the public that Council is doing its due diligence and investigating viable options to fix the Town's water quality issues. He stressed it is important to address the issues with the water source and Council is exploring other alternate water source supply options. As mentioned earlier, one of these options is connecting to Corner Brook's water supply. Mayor Dawson indicated exploring these water source options are necessary and feels Council is on the right path to providing quality drinking water to residents.

4.1.4 – Capital Works Project – Musgrave Drive Lift Station – nothing to report.

Councillor Diamond explained this project is currently in progress and more information will be available soon.

4.1.5 – Selling of Heavy Equipment- Saltdogg Salter – Tender Bid Approval

Mayor Dawson called for a motion.

**RESOLUTION  
# 2021/022**

**DIAMOND/MORRISSEY:**

**WHEREAS THE TOWN OF STEADY BROOK RECEIVED 2 TENDER BIDS FOR A 2015 SALTDogg SALTER ON FEBRUARY 4, 2021; BE IT RESOLVED THE TOWN OF STEADY BROOK ACCEPT THE TENDER BID OF \$1800.00 INCLUDING 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 the Town recently purchased a new Salter as the old Salter did not adequately meet the needs to salt the Town's roads. The Tender for the old salter closed on February 4, 2021 and the Town received 2 bids. The highest bid was \$1800.00 (HST included), and Council decided this was a fair offer. The sale proceeds of the old salter will be directed towards the purchase price of the new salter.

#### 4.1.6 – Purchase of Lawn Mower

Mayor Dawson called for a motion.

**RESOLUTION  
# 2021/023**

**DIAMOND/ROSE:**

**WHEREAS THE TOWN OF STEADY BROOK RECOGNIZES THE NEED TO PURCHASE EQUIPMENT TO HELP MAINTAIN THE TOWN'S GREEN SPACE AND TRAIL INFRASTRUCTURE; BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE A HUSQVARNA MZ48 LAWN MOWER IN THE AMOUNT OF \$5680.00 PLUS HST FROM RIDEOUT TOOL AND MACHINE INC. FUNDS TO PURCHASE THIS ITEM WILL BE ALLOCATED FROM OTHER RESERVES AS INDICATED IN THE 2021 BUDGET.**

**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 lawn mower used by the Town is 16 years old and replacement parts for repairs are difficult to find. The Town requires an additional lawn mower to efficiently groom the Town's community green spaces.

#### **4.2 EMERGENCY MEASURES:**

##### 4.2.1 – Fire Department – Meeting January 27, 2021

Mayor Dawson stated the Regional Fire Board held a meeting on Wednesday, January 27, 2021 and discussed various items including review of the Memorandum of Understanding and the Level of Service Agreement.

Little Rapids is currently applying for funding to replace a Pumper Truck (identified as Pumper #2). It was also discussed the Fire Department requires a new truck for emergency services. The Regional Fire Committee decided to focus on securing funding for a new pumper truck for Little Rapids.

#### **4.3 PLANNING AND DEVELOPMENT:**

##### 4.3.1 – Building Permit Approvals

Mayor Dawson called for a motion.

**RESOLUTION  
# 2021/024**

**KENNEDY/AUSTIN:**

**WHEREAS THE TOWN MANAGER HAS APPROVED 1 BUILDING PERMIT BETWEEN JANUARY 20, 2021 TO FEBRUARY 9, 2021 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.

Councillor Kennedy explained these are permits approved by the Town Manager and reviewed by Council. All these permits abide by the Town's building regulations.

**4.3.2 – Phase 2 Trails – Request for Volunteers for a Lands and Planning Sub-Committee**

Councillor Kennedy explained Council is developing a sub-committee of the Lands and Planning Committee for the trail system. Information was sent on February 3, 2021 to residents via email requesting volunteers to sit on this committee. Councillor Kennedy encouraged residents to consider volunteering for this committee and to contact the Town Office if interested.

**4.3.3 – Crown Land Applications – Letter to the Minister**

Councillor Kennedy explained the Town is currently applying for 3 crown land grants within the Town boundaries. The next step in the process is to send a letter to the Minister for permission to obtain this land as set out in the *Municipalities Act, 1999* Section 201(2). These letters have been drafted and will be sent to the Minister after the Provincial Election on February 13, 2021.

**4.3.4 – COVID-19 Stimulus Program – Upgrades to Community Hall**

Councillor Kennedy stated the Town has been approved for the COVID-19 Stimulus Program Fund and has been awarded \$150,000 for upgrades to the Community Hall. This funding is 90/10 (must be an existing structure within the Community) and all work is required to be completed by the end of 2021. The Town is currently receiving quotes on the project and is projecting a start date on the interior renovations in the next couple of months.

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

4.4.1 – Community Rink

Councillor Kennedy explained the Town is currently looking for volunteers to help maintain the community ice rink. She indicated with the colder temperatures the weather is improving to build the rink and the Fire Dept. has volunteered to help out. Councillor Kennedy encouraged residents interested in volunteering to contact the Town Office.

**4.5 GREAT HUMBER JOINT COUNCIL:**

4.5.1 – Meeting cancelled due to COVID-19.

**4.6 FINANCE:**

4.6.1 – Approval of Invoices

Mayor Dawson asked for a motion to approve the invoices.

**RESOLUTION  
# 2021/025**

**ROSE/KENNEDY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$30,131.06.**

**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.

4.6.2 – Optional Payment Plan for Outstanding Taxes/Interest

Mayor Dawson called for a motion.

**RESOLUTION  
# 2021/026**

**MORRISSEY/ROSE:**

**WHEREAS THE TOWN OF STEADY BROOK HAS BEEN REQUESTED TO REVIEW THE 2020 TAX INVOICE FOR PAR ID #160-341; BE IT RESOLVED THE TOWN OF STEADY BROOK OFFER A PAYMENT PLAN FOR OUTSTANDING TAXES AND INTEREST CHARGES AS RECOMMENDED 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.

No one spoke to the motion.

**4.7 ADMINISTRATION:**

4.7.1 – Town Manager Job Description

Mayor Dawson called for a motion.

**DYKE/DIAMOND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK ADOPT THE AMENDED TOWN MANAGER JOB DESCRIPTION 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 a slight modification to the Town Manager's Job Description. She indicated it was a general amendment. Councillor Dyke noted the Administration Committee has been reviewing the Town's Policies and updating the Policy when required.

**4.8 WATERSHED AND ENVIRONMENT:**

4.8.1 – Nothing to report.

Councillor Rose reminded residents to snowmobile safely in and around the Watershed area and noted there is no cutting permitted in the Watershed area. He asked residents to continue to respect this area and help protect the Town's water supply.

**5. OTHER CORRESPONDENCE:**

NOTHING TO REPORT.

**6. OTHER BUSINESS:**

NOTHING TO REPORT.

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

Mayor Dawson – acknowledged the upcoming Provincial Election on February 13, 2021 and informed residents Steady Brook's polling station will be located at the Town Office in the multipurpose room. He assured residents COVID-19 Safety Measures are in place for residents to vote safely and strict social distancing measures and cleaning protocols have been implemented for the public's safety. The Town has also added extra cleaning measures to support resident's ability to vote. Information will be posted on the Town's Facebook page.

RESOLUTION  
# 2021/027



Deputy Mayor Morrissey – optimistic of finding an alternate source of water for Steady Brook and is excited to explore the option to connect with Corner Brook’s water source. He noted this option is in its preliminary exploratory stage (securing the required funding for the plan) and the issue of capacity regarding Corner Brook’s water supply to service Steady Brook needs to be determined prior to addressing if this option is a financially sound choice for the Town.

Councillor Austin – nothing to report.

Councillor Diamond – noted he was pleased the roads are being cleared efficiently especially with the accumulation of snow over the last week.

Councillor Dyke – nothing to report.

Councillor Kennedy – commented on the new COVID-19 cases being reported in the Province and reminded residents to continue to be vigilant and continue to follow COVID-19 Provincial Regulations.

Councillor Rose – nothing to report.

Mayor Dawson called for a motion to adjourn.

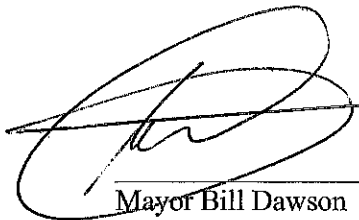
**RESOLUTION  
# 2021/028**

**KENNEDY:**


**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK  
ADJOURN THE MEETING ON FEBRUARY 11, 2021 AT 7:29  
PM.**

MEETING WAS ADJOURNED AT 7:29 PM.

NEXT PUBLIC MEETING WILL BE MARCH 25, 2021.



\_\_\_\_\_  
Mayor Bill Dawson



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Town Clerk