



TOWN OF STEADY BROOK
PUBLIC MEETING
December 20, 2021

ATTENDANCE:

Mayor Bill Dawson (via telephone conference)
Deputy Mayor Sarah Kennedy-Dyson

Councillors:

C. Diamond
C. Morrissey
C. Mackey
C. Jenkins (via telephone conference)

Tracy Caines (Town Manager)

ABSENT: C. Wight

The meeting was called to order at 5:00pm.

Agenda Item

1) Call Meeting to Order

Mayor Dawson called the meeting to order at 5:00 p.m. Mayor Dawson welcomed the public and introduced Council and staff. Mayor Dawson took a moment to apologize to the residents for the technical difficulties they had on December 16, 2021, with streaming Facebook Live for the meeting. He also apologized for the meeting having to be done earlier today than the time that was first announced, this was due to accommodating the Fire Department with their scheduled meeting.

Mayor Dawson stated Councillor Wight sends his regrets that he could not make the meeting this evening.

Mayor Dawson then proceeded with the meeting.

He asked if there were any additions or omissions to the December 20, 2021, Agenda. There were no additions to the agenda.

Mayor Dawson asked for a motion to adopt the December 20, 2021, Agenda.

RESOLUTION
2021/133

JENKINS/KENNEDY-DYSON:
BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF DECEMBER 20, 2021.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Diamond, Jenkins, Mackey, Morrissey

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 November 18, 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 November 18, 2021, minutes.

**RESOLUTION
2021/134**

KENNEDY-DYSON/MACKEY:

**BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE REGULAR PUBLIC COUNCIL
MEETING OF NOVEMBER 18, 2021.**

**IN FAVOUR: (6) Dawson, Kennedy-Dyson, Diamond,
Jenkins, Mackey, Morrissey**

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

Mayor Dawson took a moment and wished everyone a Merry Christmas as he forgot to do so at the beginning of the meeting.

Mayor Dawson than proceeded with the Committee Reports.

**(2) Business
Arising
Action Items**

NOTHING TO REPORT.

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

NOTHING TO REPORT.

**Delegations &
Guests**

No Guest

(4) Committee Reports

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 – Maintenance Update

Councillor Diamond reminded the residents that no vehicles are to be parked on the streets between 12:00 am to 10:00 am from November 1, 2021, to April 30, 2022.

4.1.2 – CBCL – Regional Water Supply between Corner Brook/Steady Brook Servicing Plan –

Councillor Diamond indicated the project is in progress. Council is currently reviewing the water study and more information will be available to the public at a later date.

4.1.3 – Capital Works Project – Musgrave Drive Lift Station –

Councillor Diamond reported the project is out for Tender and the project is scheduled to start in the Spring 2022.

4.1.4 – Capital Works Project – Lift Station/Generators

Councillor Diamond indicated this is a Capital Works Project.

Mayor Dawson stated there will be good news coming forth regarding the Lift Stations/Generators in the near future.

4.1.5 – Capital Works Project – Lagoon/Compressor Pumps

Councillor Diamond informed residents that a Capital Works project was submitted in November, 2021 for the Lagoon/Compressor Pumps.

Mayor Dawson reiterated what Councillor Diamond stated.

4.1.6 – Retainer Wall Analysis

Councillor Diamond stated the issue with the retainer wall is still in committee for discussion.

Mayor Dawson thanked Councillor Diamond for his Operations and Public Works report.

4.2 EMERGENCY MEASURES:

4.2.1 – Fire Department –

Mayor Dawson notified the Public that the Chair of Emergency Measures is now Councillor Jenkins.

Mayor Dawson commented on the meeting on behalf of Councillor Jenkins and informed the Public the meeting scheduled for November 24, 2021, went ahead as planned and another one is scheduled for the end of December.

4.2.2 – Municipal Enforcement Officer

Councillor Jenkins asked if someone could briefly speak on the MEO.

Deputy Mayor Kennedy-Dyson stated she saw him today doing his rounds around Town. They will be a great help with cars parked on the side of the road during the winter season.

Town Manager informed Council the MEO officer has been her several times and he checks in with her when he is in Town.

Mayor Dawson asked if he had any issues?

Town Manager informed there were a couple of incidents with dogs off leash. The MEO Officer gave them a friendly reminder that their animals need to be tethered at all times. No Major issues to report.

Deputy Mayor Kennedy Dyson is glad that he is talking to the residents first and talking about the regulations.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 – Building Permit Approvals

Mayor Dawson asked if Deputy Mayor Kennedy-Dyson could chair the Committee as Councillor Wight is not present to do so.

Deputy Mayor Kennedy-Dyson informed Council there is a motion regarding the building permits.

Mayor Dawson called for a Motion to approve the Building Permit.

MACKEY/KENNEDY-DYSON:

WHEREAS THE TOWN MANAGER HAS APPROVED 1 BUILDING PERMIT BETWEEN NOVEMBER 19, 2021 – DECEMBER 16, 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: (6) Dawson, Kennedy-Dyson, Jenkins, Mackey, Diamond, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

Deputy Mayor Kennedy-Dyson indicated this is an approval for all the building permits that fall under the Town's current building regulations.

**RESOLUTION
2021/135**

4.3.2 – COVID-19 Stimulus Program – Community Hall Renovations - update

Deputy Mayor Kennedy-Dyson stated the renovations for the Community Hall is on schedule.

Council did a tour of the centre, and everything looks fantastic. Council is hoping that the deck will be reinstated, and all the work upstairs will be completed by December 31, 2021.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

Councillor Mackey stated there are no motions for Recreation

4.4.1 – Marble Mountain – Letter

Councillor Mackey stated so far, they have not heard anything regarding a seat on the board with Marble Mountain.

4.4.2 – Rink

Councillor Mackey informed the residents the rink was started on December 18, 2021. Waiting for the water to set up and then they will start to do the layers of the ice as weather permits.

The Town will send out an announcement when the rink is ready to use.

4.4.3 - Christmas Events

- Santa Visit was a great success and well received
- Toy Drive/Food Bank – Received quite a few gifts and they were dropped off to the Salvation Army. Councillor Mackey thanked everyone for their donations.
- Christmas Light Contest – They will be doing the judging later this week to give everyone a chance to finish putting up their lights and prizes will be awarded just after Christmas.

4.4.4 - Come Home Year Applications

Councillor Mackey informed the Public there has been some grant applications submitted for a Come Home Year in 2022. There are small amounts of money available from Provincial Government. Councillor Mackey stated there are big things to come and the Committee will start planning after the Christmas Holidays.

Mayor Dawson stated that Recreation was not given the attention that it needed. It is great to see Councillor Mackey and Councillor Wight devote their time to the recreation as it was much needed.

4.5 FINANCE:

4.5.1 – Approval of Invoices

Mayor Dawson asked for a motion to approve the invoices.

RESOLUTION
2021/136

KENNEDY-DYSON/MORRISSEY:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED BY THE FINANCE COMMITTEE IN THE AMOUNT OF \$92,201.23.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Diamond, Jenkins, Mackey, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

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

Deputy Mayor Kennedy-Dyson explained the invoice amounts are mostly normal operational cost. Monthly cost is usually around 45 to 50 thousand, the reason it is higher is due to the renovations on the community centre. The Town did receive reimbursement from government pertaining to the community centre.

4.5.2 – Approval of Status Report # 1- Musgrave Drive Lift Station

RESOLUTION
2021/137

JENKINS/KENNEDY-DYSON:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES FOR STATUS REPORT # 1 MCW PROJECT # 17-GI-21-00103 MUSGRAVE DRIVE LIFT STATION AS PRESENTED BY THE FINANCE COMMITTEE IN THE AMOUNT OF \$17,202.85.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Diamond, Jenkins, Mackey, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Kennedy-Dyson explained this is an invoice regarding the Capital Works Project for Musgrave Drive Lift Station.

Mayor Dawson explained this invoice was made separately as it is over the Town Manager's spending limit.

4.5.3 – Approval of Toromont Cat Invoice

RESOLUTION
2021/138

KENNEDY-DYSON/DIAMOND:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICE FOR TOROMONT CAT FOR SERVICING THE 430 CAT BACKHOE AS PRESENTED BY THE FINANCE COMMITTEE IN THE AMOUNT OF \$3092.52.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Diamond, Jenkins, Mackey, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

Deputy Mayor Dyson explained that this invoice was made separately as it is over the Town Manager's spending limit.

4.5.4 Budget 2022

Deputy Mayor Kennedy-Dyson stated the Budget is in progress, it has been in committee and taken back to Council for review. Will bring a motion forward in January to approve by Council.

4.6 ADMINISTRATION:

4.6.1 – NOTHING TO REPORT

4.8 WATERSHED AND ENVIRONMENT:

4.8.1 – Watershed Update

Councillor Morrissey had discussion with Carla Hayes, Co-Chair of the Watershed Committee. Carla's professional background is an Environmental Scientist, and she works with Service NL. They discussed the Terms of Reference; Councillor Morrissey's personal opinion is the committee as it sits right now is unworkable. To change the Terms of reference is not straight forward as it would require Ministerial approval.

When the Minister gets back to the Committee regarding the Terms of Reference they will move forward with some changes to the Terms of Reference.

Councillor Morrissey noted the meetings are held quarterly. Meeting scheduled to be announced in the New Year.

5. OTHER CORRESPONDENCE:

NOTHING TO REPORT.

6. OTHER BUSINESS:

NOTHING TO REPORT.

7. COUNCILOR'S / MAYOR FORUM:

Councillor Morrissey – Wished everyone a Merry Christmas, welcomed the new Councillors, and thanked them for the work they have done with the rink. Informed the residents the Budget is looking good should be ready for approval in January.

Deputy Mayor Kennedy-Dyson – Happy holidays to everyone. Thanked the recreation committee for organizing the Santa visit. Great to see stuff being done in the community.

Councillor Diamond – Wished everyone a Safe and Happy Christmas.

Councillor Mackey – Merry Christmas to all.

Councillor Jenkins – Thanked Santa as he done a wonderful job. Merry Christmas and Happy Holidays to everyone.

Mayor Dawson – Wished everyone a very Merry Christmas and stated we have a good crew, and we have lots of work to do in the New Year.

Mayor Dawson is hopeful the Community Centre will be available to the Public soon to utilize.

Residents will be invited in to have a look at the Community Centre when it is completed and when COVID-19 regulations permit to do so.

Mayor Dawson would like to start holding the public meetings in the Community Centre and invite the public to attend such meetings.

Mayor Dawson called for a motion to adjourn the meeting.

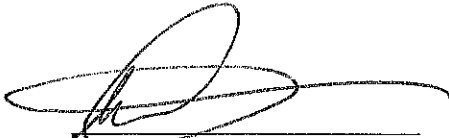
**RESOLUTION
2021/139**

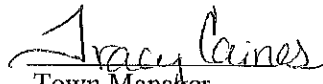
MORRISSEY:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN
THE MEETING ON DECEMBER 20, 2021, AT 5:17 PM.**

MEETING WAS ADJOURNED AT 5:17 PM.

NEXT PUBLIC MEETING WILL BE ON JANUARY 20, 2022.


Mayor Bill Dawson


Town Manager