



TOWN OF STEADY BROOK
PUBLIC MEETING
June 16, 2022

ATTENDANCE:

Mayor Bill Dawson
Deputy Mayor Sarah Kennedy-Dyson

Tracy Caines (Town Manager)
Sherry Lee Hull (Administrative Assistant)

Councillors:

C. Morrissey (Telephone)
C. Diamond
C. Jenkins (Telephone)
C. Wight
C. Mackey

ABSENT:

The meeting was called to order at 7:01pm.

Agenda Item

1) Call Meeting to Order

Mayor Dawson called the meeting to order at 7:01 p.m. Mayor Dawson welcomed the public who were present. Mayor Dawson introduced Council and Staff.

Mayor Dawson asked if there were any additions or omissions to the June 16, 2022, Agenda. There were amendments to be made.

Mayor Dawson asked for Motion 4.3.3 to be stricken from the agenda at this time, its pre-mature at this time and need more time to discuss.

**RESOLUTION
#2022/051**

DIAMOND/KENNEDY-DYSON:
BE IT RESOLVED TO APPROVE THE AGENDA AS AMENDED FOR THE REGULAR PUBLIC COUNCIL MEETING.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

Mayor 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 May 19, 2022, 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 May 19, 2022, minutes.

**RESOLUTION
#2022/052**

WIGHT/KENNEDY-DYSON:

BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF May 19, 2022.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

The Mayor 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**

Nothing to Report.

**Delegations &
Guests**

No Guest

Mayor Dawson proceeded with the Committee Reports.

**(4) Committee
Reports**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 – Maintenance Update

The Chair of Public works reported that clean up week was successful.

4.1.2 – CBCL – Regional Water Supply

Under review

4.1.3 – Project # 17-GI-21-00103 – Musgrave Drive Lift Station Upgrade Starting July 11, 2022, to July 29, 2022.

4.1.4 – MCW- Green Infrastructure Project #17-GI-22-00080 – Lift Stations/Generators

DMG has provided the Town of Steady Brook with a Site Specific Plan. Dan Hynes with DMG will be providing the Town with an update.

4.1.5 – Capital Works Project – Lagoon/Compressor Pumps
Nothing new to report, ongoing.

4.2 EMERGENCY MEASURES:

4.2.1 – Fire Department – Meeting went ahead on May 25, 2022
Town of Steady Brook is looking into regionalizing with Pasadena. Regionalization would provide a better service to the residents.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 – Building Permit Approvals

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

Councillor Mackey Removed himself at 7:10 pm due to a conflict of interest.

**RESOLUTION
#2022/053**

WIGHT/KENNEDY-DYSON:

WHEREAS THE TOWN MANAGER HAS APPROVED 7 PERMITS BETWEEN MAY 16, 2022, TO JUNE 10, 2022, AND PRESENTED TO COUNCIL; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PERMITS PRESENTED SUBJECT TO FOLLOWING THE TOWN'S REGULATIONS AND COMPLIANCE WITH THE NATIONAL BUILDING CODE OF CANADA.

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

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

Councillor Mackey returned 7:11pm

4.3.2 Application to Sub-Divide – Par-Id 160-481

**RESOLUTION
#2022/054**

WIGHT/DIAMOND:

WHEREAS THE TOWN OF STEADY BROOK HAS REVIEWED APPLICATION # 2022-010 TO SUBDIVIDE PROPERTY; BE IT RESOLVED THE TOWN OF STEADY BROOK PERMIT PERMISSION TO SUBDIVIDE PROPERTY LOCATED AT PAR ID # 160-481. THE SUBDIVIDE OF PROPERTY DOES NOT CONSTITUTE PERMISSION TO BUILD ANY STRUCTURES ON SAID PROPERTY. ANY DEVELOPMENT OF SUBDIVIDE WOULD HAVE TO FALL UNDER THE TOWNS DEVELOPMENT REGULATIONS AND WRITTEN APPROVAL

GRANTED FROM THE TOWN OF STEADY BROOK PRIOR TO ANY DEVELOPMENT.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.3.3 – Commercial Development – Request Fee Proposal –
Deferred by all council.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Marble Mountain

Currently doing renovations on the deck and other areas of Marble Mountain.

4.4.2 - Come Home Year 2022

August 13th, 2022, the Town of Steady Brook is currently looking for volunteers to help out with organizing a successful Come Home Year.

4.4.3 – Come Home Year Community Cleanup Project

Going ahead June 18th, 2022. Organized by Rory O'Neil and staff.

4.4.4 – Come Home Year 2022 Cultural Funding

The completion date for the Come Home Cultural project is June 30th, 2022. The Town has requested an extension to August 1, 2022.

4.4.5 – Wellness Grant - Nothing to report.

4.4.6 – Community Hall – Deck

Mayor Dawson called for a Motion

**RESOLUTION
#2022/055**

KENNEDY-DYSON/MACKEY:

WHEREAS HOME SOLUTIONS HAD TO WITHDRAW FROM BUILDING THE DECK AT THE COMMUNITY CENTRE DUE TO LACK OF EMPLOYEES, AND WHERE AS THE TOWN OF STEADY BROOK HAD TO REQUEST MORE QUOTES TO CONSTRUCT THE DECK AT THE COMMUNITY CENTRE; BE IT RESOLVED THE TOWN OF STEADY BROOK AWARD THE CONTRACT TO PROCURVE AS PRESENTED IN THE AMOUNT OF \$14,400.00 PLUS HST FOR LABOUR ONLY AND AWARD THE CONTRACT TO TECHNO METAL POST TO SUPPLY AND INSTALL METAL POST AS PRESENTED IN THE AMOUNT OF \$12,600.00 PLUS HST.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

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

It was noted that the Town will be paying for the materials.

4.4.7 Jumbo Jumper

Mayor Dawson called for a Motion to approve the purchase of a Jumbo Jumper.

**RESOLUTION
#2022/056**

WIGHT/KENNEDY-DYSON:

BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE A JUMBO JUMPER FROM FARMTASTIC FUN AS PRESENTED IN THE AMOUNT OF \$16,350.00 (USD) PLUS ANY APPLICABLE CUSTOM FEES.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:

4.5.1 – Approval of Invoices

Mayor Dawson called for a motion to approve the invoices.

Councillor Diamond removed himself at 7:18pm due to conflict of interest.

**RESOLUTION
#2022/057**

WIGHT/KENNEDY-DYSON:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$69,412.80

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

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

Councillor Diamond returned at 7:19pm

4.5.2 Employment Policy Amendment

Mayor Dawson called for a motion to approve the amended Employment Policy

**RESOLUTION
#2022/058**

KENNEDY-DYSON/WIGHT:

WHEREAS COUNCIL OF THE WHOLE HAS REVIEWED THE EMPLOYMENT POLICY AND RECOMMENDED VARIOUS AMENDMENTS; BE IT RESOLVED THE TOWN OF STEADY BROOK

APPROVE THE AMENDED EMPLOYMENT POLICY AS PRESENTED. ANY AND ALL SUCH PREVIOUS EMPLOYMENT POLICIES ARE HERIN RESCINDED.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.5.3 – Remote Meeting Policy

Mayor Dawson called for a motion to approve the amended Remote Meeting Policy.

RESOLUTION
#2022/059

KENNEDY-DYSON/ DIAMOND:

WHEREAS COUNCIL OF THE WHOLE AS REVIEWED THE REMOTE MEETING POLICY AND RECOMMENDED VARIOUS AMENDMENTS TO THE POLICY; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE AMENDED REMOTE MEETING POLICY AS PRESENTED. ANY AND ALL SUCH PREVIOUS REMOTE MEETING POLICIES ARE HERIN RESCINDED.

IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins, Wight, Kennedy-Dyson, Mackey

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.5.4 – Summer Students

Mayor Dawson called for a motion to hire Summer Students

RESOLUTION
#2022/060

KENNEDY-DYSON/WIGHT:

WHEREAS THE TOWN OF STEADY BROOK RECEIVED APPROVAL TO HIRE 1 STUDENT FROM THE CANADA SUMMER JOBS PROGRAM AND WHEREAS THE TOWN OF STEADY BROOK HAS RECOGNIZED THE NEED TO HIRE MORE THAN 1 STUDENT THIS YEAR DUE TO IT BEING A COME HOME YEAR; BE IT RESOLVED THE TOWN OF STEADY BROOK HIRE A TOTAL OF 3 SUMMER STUDENTS.

IN FAVOUR: (7) Morrissey, Diamond, Mackey, Jenkins, Wight, Kennedy-Dyson, Dawson

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.6 WATERSHED AND ENVIRONMENT:

4.6.1 – Nothing New To Report

5. OTHER CORRESPONDENCE:

Nothing to Report.

6. OTHER BUSINESS:

Nothing to Report.

7. COUNCILOR'S / MAYOR FORUM:

Councilor Morrissey commented that he has been away for a while but is ready to get back to work.

Councilor Jenkins is looking forward to Clean Up on Saturday and the BBQ. Councilor Jenkins would like to thank Rory O'Neil for her help in organizing the event.

Councilor Wight – Nothing to Report

Councilor Kennedy-Dyson thanked the Town Manager for the idea of the Jumping Pillow and is so excited for the Town of Steady Brook to receive this new piece of playground equipment for the park.

Councilor Mackey asked when the students would be starting. Town Manager reported the start date is June 28th, 2022

Mayor Dawson thanked Rory O'Neil for all the great work she has put in with the Town.

**RESOLUTION
#2022/061**


MACKEY:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN THE MEETING ON JUNE 16, 2022, AT 7:27 PM.

MEETING WAS ADJOURNED AT 7:27 PM.

NEXT PUBLIC MEETING WILL BE ON July 21, 2022.


Mayor Dawson


Town Manager