



## TOWN OF STEADY BROOK

### PUBLIC MEETING

January 19, 2023

#### ATTENDANCE:

Mayor Bill Dawson  
Deputy Mayor Sarah Kennedy-Dyson

Tracy Caines (Town Manager)

#### Councillors:

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

#### ABSENT:

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

#### Agenda Item

##### 1) Call Meeting to Order

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

Mayor Dawson welcomed everyone to the meeting. Welcomed newest Councillor Diana Douglas to the meeting. Mayor Dawson thanked Todd Grant for putting his name forward, greatly appreciated.

Mayor Dawson acknowledged that Councillor Jenkins has called in via telephone.

Mayor Dawson asked if there were any additions or omissions to the January 19, 2023, Agenda.

Town Manager requested to add 4.1.8 under Operations and Public Works – Flow Meter for Sewer Lagoon.

Mayor Dawson called for a motion to approve the amended agenda.

**RESOLUTION  
#2023/001**

#### KENNEDY/WIGHT:

**BE IT RESOLVED TO APPROVE THE AMENDED AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**(1.1) Minutes of  
Previous Meeting**

Mayor Dawson then proceeded to the adoption of the December 15, 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 December 15, 2022, minutes.

**RESOLUTION  
#2023/002**

**MORRISSEY/WIGHT:**  
**BE IT RESOLVED TO ADOPT THE MINUTES AS  
PRESENTED FOR THE REGULAR PUBLIC COUNCIL  
MEETING OF DECEMBER 15, 2022.**  
**IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins,  
Kennedy-Dyson, Wight, Douglas**  
**OPPOSED: (0)**  
**RESOLUTION CARRIED**

**(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 –

- Rink has been assembled for residents. The Town will require volunteers to take care of the rink. Sub-committee recommended, notice to go out to residents when the rink has been flooded.
- Fire Hydrants being looked after, reminder of the Adopt -A-Hydrant Program – More volunteers are welcome, residents can register at the Town office.

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

- Nothing new to report.

4.1.3 – Water Filtration/ Artesian Wells

- Town is looking into drilling an exploratory artesian well in 2023.

4.1.4 – MCW-Green Infrastructure Project # 17-GI-21-00103 -Musgrave Drive Lift Station

- Project has been completed, waiting on holdback for final billing.

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

- Project is in progress, hope to start construction for the upcoming summer.
- All lift stations will then be upgraded.

4.1.6 – Capital Works Project – Lagoon/Compressor Pumps Application

- Project has been approved, hopeful that work will commence in 2023-2024.

4.1.7 – MCW Marble Drive Paving Upgrades – Application Submitted – 2023-2024

- Mayor spoke to MHA; MHA is aware of the project.

4.1.8 - Flow Meter – Lagoon – Area Velocity Sensor (AVS) needs replacement.

Mayor Dawson called for a motion to approve the purchase of the AVS

**RESOLUTION  
#2023/003**

**DIAMOND/KENNEDY-DYSON**

**WHEREAS THE AREA-VELOCITY SENSOR FOR THE FLOW METER WHICH IS INSTALLED INSIDE THE MANHOLE ISN'T WORKING AND THE SENSOR CONNECTION HAS CORRODED, A NEW AREA-VELOCITY SENSOR WILL BE REQUIRED FOR THE OUTFALL MONITORING OF THE LAGOON.**

**WHEREAS THE SENSOR IS ONLY SUPPLIED BY HACH AND THE ONLY DISTRIBUTOR FOR IT IS THROUGH BIOMAXX THE AREA-VELOCITY SENSOR WILL HAVE TO PURCHASED AS A SOLE SOURCE OPTION; BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PURCHASE A NEW AREA-VELOCITY SENSOR IN THE AMOUNT OF \$4529.00 (INCLUDES SHIPPING FEE BUT DOES NOT INCLUDE HST).**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**4.2 EMERGENCY MEASURES:**

4.2.1 – Town of Steady Brook is in discussion with the Town of Pasadena and Little Rapids regarding regionalizing fire services. The Town is waiting to hear back on those discussions.

**4.3 PLANNING AND DEVELOPMENT:**

4.3.1 – Building Permit Approvals

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

**RESOLUTION  
#2023/004**

**MORRISSEY/DIAMOND:**

**WHEREAS THE TOWN MANAGER HAS APPROVED 1 PERMIT BETWEEN DECEMBER 12, 2022, TO JANUARY 13, 2023, AND PRESENTED TO COUNCIL; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PERMIT PRESENTED SUBJECT TO FOLLOWING THE TOWN'S REGULATIONS AND COMPLIANCE WITH THE NATIONAL BUILDING CODE OF CANADA.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

No one spoke to the motion.

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

**4.4.1 – Marble Mountain**

- Councillor Mackey (previous Councillor) was a board rep on Marble Mountain Committee
- Councillor Jenkins name has been put forward, waiting to hear back from the Minister. Minister Crocker is off on leave, hopeful there will be a response soon.
- A conversation with the Board at Marble Mountain needs to take place and the Town be provided with an update.
- Soon as Council receives more information the residents will be notified.

Mayor Dawson took this time to request that the residents join up for the NEW VOYENT ALERT COMMUNICATION PROGRAM, you can receive messages by text, landline, email, etc. Encourage everyone to get involved and sign up!

**4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:**

**4.5.1 – Approval of Invoices**

Mayor Dawson called for a motion to approve the invoices.

**KENNEDY-DYSON/WIGHT:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$124,651.59**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

**RESOLUTION  
#2023/005**

Councillor Kennedy-Dyson commented that expenses are higher than normal due to a Capital Work Project being concluded.

Mayor Dawson stated Musgrave drive had 34-35,000.00 paid out.

Motion was carried.

#### 4.5.2 - GIC Transfer

Mayor Dawson called for a motion.

### RESOLUTION #2023/006

#### **WIGHT/DIAMOND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK TRANSFER GIC # 10339782792 IN THE AMOUNT OF \$100,000.00 INTO THE TOWN'S OPERATING BANK ACCOUNT.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Mayor Dawson stated this is normal operating procedures.

#### 4.5.3 Municipal Building Loan – Maturity Loan

### RESOLUTION #2023/007

#### **KENNEDY-DYSON/DIAMOND:**

**WHEREAS LOAN#1033-6996-760 HAS MATURED AS IT WAS IN A 5 YEAR TERM AND IS UP FOR RENEWAL; BE IT RESOLVED THE TOWN OF STEADY BROOK ENTER INTO A TWO-YEAR TERM AT AN INTEREST RATE OF 6.43% AS PRESENTED TO COUNCIL FROM BMO FINANCIAL INSTITUTION.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

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

Deputy Mayor acknowledged the Town is renewing a loan that matured and as required the Town has entered into a new term.

Mayor Dawson noted there is about a \$200.00 increase in the new loan. The interest rates are high, and this is the reason why it is only locked in for 2 years.

#### **4.6 WATERSHED AND ENVIRONMENT:**

4.6.1 – Schedule Meeting tentatively for February 15, 2023 @ 10:00am.

- Discussion regarding the Terms of Reference and how it needs to be amended. Have not heard back from the Minister regarding the Terms of Reference.

**5. OTHER CORRESPONDENCE:**

Nothing to Report

**6. OTHER BUSINESS:**

Nothing to Report.

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

Councillor Morrissey - Would like to reiterate Mayor Dawson and welcome Councillor Douglas to Council and would also like to thank Todd Grant for putting his name forward.

Councillor Wight – hopeful that Councillor Douglas will resume the position on the Recreation Committee that Councillor Mackey had sat on. Help with kick starting some future projects.

Deputy Mayor Kennedy-Dyson - Glad to have another female on board, even things out.

Councillor Diamond – Thanked Councillor Douglas for running and obtaining a seat with Council. C. Diamond mention GHJC looking for interest and looking to call a meeting.

Mayor Dawson noted that GHJC has not been functioning for quite some time.

Councillor Douglas – Thanked the residents for voting for her. Councillor Douglas noted that Todd Grant is well known and respected in Steady Brook, to be sitting in the seat is more than an honor. Glad to have a seat on the Recreation Committee.

Councillor Jenkins – Congratulated Councillor Douglas.

Mayor Dawson asked for a motion to adjourn the meeting.

**MORRISSEY:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN THE MEETING ON JANUARY 19, 2023, AT 7:25 PM.**

MEETING WAS ADJOURNED AT 7:25 PM.

NEXT PUBLIC MEETING WILL BE FEBRUARY 16, 2023

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

  
\_\_\_\_\_  
Town Manager

RESOLUTION  
#2023/008