



TOWN OF STEADY BROOK
PUBLIC MEETING
March 23rd, 2023

ATTENDANCE:

Mayor Bill Dawson
Deputy Mayor Sarah Kennedy-Dyson

Tracy Caines (Town Manager)

Councillors:

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

ABSENT:

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.

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

(1.1) Adoption of the Agenda

Mayor Dawson asked if there were any additions or omissions to the March 23, 2023, Agenda.

Mayor Dawson called for a motion to approve the agenda as presented.

**RESOLUTION
#2023/021**

DIAMOND/JENKINS:

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

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

OPPOSED: (0)

RESOLUTION CARRIED

(1.2) Adoption of Meeting Minutes

Mayor Dawson proceeded to the adoption of the February 16, 2023, minutes. The Mayor asked if there were any errors/omissions to note.

There were no errors or omissions.

Mayor Dawson asked for a motion to adopt the February 16, 2023, minutes.

**RESOLUTION
#2023/022**

MORRISSEY/KENNEDY-DYSON:
**BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE REGULAR PUBLIC COUNCIL
MEETING OF FEBRUARY 16, 2023.**
**IN FAVOUR: (7) Morrissey, Diamond, Dawson, Jenkins,
Kennedy-Dyson, Wight, Douglas**
OPPOSED: (0)
RESOLUTION CARRIED

The Mayor asked if there were any errors/omissions to note.

There were no errors or omissions.

**(2) Business
Arising
Action Items**

Nothing to Report.

**(3) Notices of
Resolutions**

Nothing to Report.

**Delegations &
Guests**

No Guest

**(4) Committee
Reports**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 – Maintenance Update

- Nothing new to report.

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

- The Town is looking for an ideal location to drill an artesian well. Correspondence has been sent to Scott Gale and Council plans to be in a position to drill a well in the spring.

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

Motion presented to release the 10% holdback.

**RESOLUTION
#2023/023**

DIAMOND/WIGHT:
**BE IT RESOLVED THE TOWN OF STEADY BROOK RELEASE THE
10% HOLDBACK TO KELCO CONSTRUCTION INC IN REGARD TO
THE MUSGRAVE DRIVE LIFTSTATION CAPITAL WORKS PROJECT
#17-GI-21-00103 FOR THE AMOUNT OF \$26,929.76 HST INCLUDED.**
**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.

Town Manager informed this is a holdback that is now able to be released as the work has been delivered.

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

- Nothing new to Report

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

- Nothing new to Report

4.1.8 – Area Velocity Sensor (Rescind Motion)

**RESOLUTION
#2023/024**

DIAMOND/JENKINS:

BE IT RESOLVED THE TOWN OF STEADY BROOK RESCIND MOTION # 2023/003 AS THE TOWN OF STEADY BROOK WILL BE RETURNING THE AREA VELOCITY SENSOR AND WILL BE PURCHASING A NEW FLOW METER.

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.

More parts were required for the flow meter besides the area velocity sensor therefore, it would be better to order a new flow meter.

4.1.9 – Flow Meter for Lagoon (Motion)

**RESOLUTION
#2023/025**

DIAMOND/KENNEDY-DYSON:

WHEREAS THE FLOW METER THAT MONITORS THE SEWER OUTFALL FOR THE LAGOON IS NOT WORKING PROPERLY, AND WHEREAS THE TOWN WAS PRESENTED WITH THREE QUOTES FOR A NEW FLOW METER, AND WHEREAS CHEMSCAN'S QUOTE CAME IN AS THE LOWEST QUOTE; BE IT RESOLVED THAT THE TOWN OF STEADY BROOK PURCHASE A NEW FLOW METER FROM CHEMSCAN IN THE AMOUNT OF \$6390.00 + AN ADDITIONAL \$1000.00 FOR SOFTWARE AND ACCESSORIES THAT WILL BE REQUIRED.

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.

Motion is self-explanatory.

4.2 EMERGENCY MEASURES:

4.2.1 – Fire Department

Meeting Wednesday, March 29, 2023, will report at next Public Meeting.

4.3 PLANNING AND DEVELOPMENT:

4.3.1 – Building Permit Approvals (Motion)

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

**RESOLUTION
#2023/026**

WIGHT/MORRISSEY:

WHEREAS THE TOWN MANAGER HAS APPROVED 2 PERMITS BETWEEN FEBRUARY 13, 2023, TO MARCH 21, 2023, 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: (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.

Town Manager reported that the permits are straight forward permits.

4.3.2 – Application #2022-041 – New Build -(Motion)

**RESOLUTION
#2023/027**

KENNEDY-DYSON/JENKINS:

WHEREAS THE TOWN OF STEADY BROOK HAS RECEIVED ALL APPROVALS FROM GOVERNMENT AGENCIES IN REGARD TO THE APPROVAL IN PRINCIPLE MOTION # 2022/113 FOR PAR-ID 160-400. BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE APPLICATION # 2022-041 TO CONSTRUCT A NEW HOME BUILD PROVIDING THE PROPOSED DEVELOPMENT IS DONE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA AND THE TOWN OF STEADY BROOK'S DEVELOPMENT REGULATIONS.

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.

All approvals from government agencies and environmental assessment were approved. Permit can be issued to construct a new dwelling.

4.3.3 – Application #2022-043 – Sub-divide property (Motion)

RESOLUTION
#2023/028

WIGHT/DIAMOND:

WHEREAS THE TOWN OF STEADY BROOK HAS REVIEWED APPLICATION # 2022-043 TO SUBDIVIDE PROPERTY, AND WHEREAS A VARIANCE WAS ADVERTISED WITH NO CONCERNS OR OBJECTIONS BEING BROUGHT FORWARD TO THE TOWN OF STEADY BROOK, AND WHEREAS THE TOWN OF STEADY BROOK HAS NO ISSUES WITH PROVIDING A 2 % VARIANCE AS REQUIRED FOR THE SUBDIVIDE TO BECOME LEGAL BUILDING LOTS UNDER THE TOWNS CURRENT DEVELOPMENT REGULATIONS.

BE IT RESOLVED THE TOWN OF STEADY BROOK GRANT PERMISSION TO SUBDIVIDE PROPERTY LOCATED AT PAR ID # 160-504. 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, Kennedy-Dyson, Wight, Douglas

OPPOSED: (0)

RESOLUTION CARRIED

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

Motion is self-explanatory.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Marble Mountain Development Corporation (MMDC)

- Town council is waiting to hear back from Minister Crocker in regard to Councillor Jenkins name being put forward by Mayor Dawson to have a seat on the board at Marble Mountain.

4.4.2 – Ski Club International Journalists Project (SCIJ)

- There was an international meeting of 95 participants from all over the world that stayed in Steady Brook. The event went off great, it was a great success. Great press results and will be great for promoting the region.
Thanks to Councillor Jenkins and the staff for putting in the work to make this happen.

4.4.3 – Community Garage Sale – May 13th, 2023

- The Town would like to have a community garage sale. Residents can set up tables in their driveways to sell their belongings. What don't sell can be kept out at the curb to be disposed of during the town's clean up week. More information to follow.

4.4.4 – Spring Clean Up – May 24 – 31, 2023

4.4.5 – Town Clean Up – June 10th, 2023

- Barbecue after the event
- Looking for volunteers
- More information to follow

4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:

4.5.1 – Approval of Invoices

Mayor Dawson called for a motion to approve the invoices.

JENKINS/KENNEDY-DYSON:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$89,161.53.

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.

Councillor Morrissey and Councillor Jenkins were in earlier today to review. Regular monthly invoices, plus the Mayor explained that the invoices are high due to legal issues that had to be taken to task.

4.5.2 – Town Clerk Position – Notice of Motion

MORRISSEY/JENKINS:

WHEREAS THE TOWN CLERK HAS BEEN ABSENT FROM WORK FOR AN EXTENDED PERIOD OF TIME AS A RESULT OF A DISPUTE WITH COUNCIL AND WITH EMPLOYEES WITH OF THE TOWN; AND WHEREAS THERE ARE DIFFERENCES BETWEEN THE TOWN CLERK AND EMPLOYEES OF THE TOWN WHICH MAY NOT BE RESOVABLE; AND WHEREAS THE RELATIONSHIP BETWEEN THE TOWN CLERK AND THE COUNCIL HAS BROKEN DOWN AND MAY NOT BE REPARABLE.

BE IT RESOLVED THAT THE TOWN CLERK BE FORMALLY DISMISSED ON A WITHOUT CAUSE BASIS AND BE IT RESOLVED THAT COUNCIL APPOINT OR EMPOWER A COMMITTEE TO ENGAGE IN DISCUSSION WITH THE TOWN CLERK AND/OR LAWFUL REPRESENTATIVE AS TO AN APPROPRIATE AMOUNT OF PAY IN LIEU OF NOTICE THAT SHE MAY BE ENTITLED TO.

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

OPPOSED: (0)

RESOLUTION CARRIED

The Mayor explained that the motion is self-explanatory and will not be discussed any further as it is a human resources issue.

**RESOLUTION
#2023/029**

**RESOLUTION
#2023/030**

4.6 WATERSHED AND ENVIRONMENT:

4.6.1 – Meeting May 10, 2023

- Nothing New to Report.

5. OTHER CORRESPONDENCE:

Nothing to Report

6. OTHER BUSINESS:

Nothing to Report.

7. COUNCILOR'S / MAYOR FORUM:

Councillor Morrissey – Great to see the new budget and what it has to offer.

Councillor Jenkins – Looking forward to seeing the coverage that will be done by the SCIJ, will bring direct energy and positivity to our hill and town.

Deputy Mayor Kennedy-Dyson – Great to see the outcome from the SCIJ.

Councillor Diamond – New provincial budget has been issued. Great to see they will be contributing more money to road repairs.

Councillor Wight – Hoping to have some recreation meetings starting soon.

Councillor Douglas – Looking forward to looking into the grant money that was issued to the Town and discussing with Councillor Wight where to use it.

Mayor Dawson – Everyone is doing a great job working together with the challenging issues we had to deal with, good job council.

Mayor Dawson asked for a motion to adjourn the meeting.

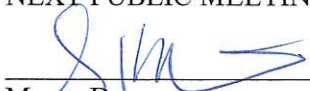
**RESOLUTION
#2023/031**

MORRISSEY:

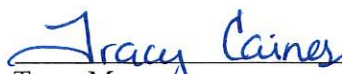
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN THE MEETING ON MARCH 23, 2023, AT 7:24 PM.

MEETING WAS ADJOURNED AT 7:24 PM.

NEXT PUBLIC MEETING WILL BE APRIL 27TH, 2023.



Mayor Dawson
for mayor Dawson



Town Manager