



TOWN OF STEADY BROOK
PUBLIC MEETING
July 20, 2023

ATTENDANCE:

Mayor Bill Dawson

Sherry Lee Hull (Acting Town Clerk)

Councillors:

C. Diamond

C. Jenkins

C. Douglas

C. Morrissey

C. Wight

ABSENT:

Deputy Mayor Sarah Kennedy-Dyson

Town Manager – Tracy Caines

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 Deputy Mayor Sarah Kennedy-Dyson is out of town.

(1.1) Adoption of the Agenda

Mayor Dawson asked if there were any additions or omissions to the July 20, 2023, Agenda. Councillor Morrissey asked to re-arrange the motions under Planning and Development. Request to move 4.3.2 to 4.3.4 due to Mayor Dawson being in a conflict of interest in all 3 motions.

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

**RESOLUTION
#2023/064**

MORRISSEY/JENKINS:

BE IT RESOLVED TO APPROVE THE AGENDA AS AMENDED FOR THE REGULAR PUBLIC COUNCIL MEETING OF JULY 20, 2023.

IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

RESOLUTION CARRIED

(1.2) Adoption of Meeting Minutes

Mayor Dawson proceeded to the adoption of the June 15, 2023, minutes. The Mayor asked if there were any errors/omissions to note.

Mayor Dawson, hearing none, called for a motion to adopt the June 15, 2023, minutes.

**RESOLUTION
#2023/065**

MORRISSEY/WIGHT:
BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF JUNE 15, 2023.
IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight
OPPOSED: (0)
RESOLUTION CARRIED

(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

- Hydrant flushing has been completed.
- Speed Bumps have been installed on Wilton/Forest Drive, please drive with caution.
- Regular Maintenance was completed on the Lagoon.

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

- The Council requested staff to follow up regarding the letter that was sent out to the City of Corner Brook on July 18, 2022, regarding a definite answer on whether they are able to supply the town with water.

4.1.3 – Water Filtration/ Artesian Wells

- Councillor Morrissey would like to apologize to the residents regarding the discoloration of the water and any issues this may cause.

- The maintenance on the Artesian Wells has been completed and the council is waiting for the report back from the consultant firm.
- Once the report is back the town will focus on the best solution to move forward with the water supply in the town.
- Mayor Dawson would like to thank Councillor Morrissey and Councillor Diamond for staying on top of this and to remind the residents that this isn't an easy fix, and it will take time to have it fixed.

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

- Nothing new to report.

4.1.5 – Capital Works Application – Project #17-GI-23-00067 – Lagoon/Compressor Pumps

- Nothing new to report.

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

- Nothing new to report.

4.1.7 – Ice Control Materials/Salt 2023-2024

DIAMOND/JENKINS:

WHEREAS THE TOWN OF STEADY BROOK HAS RECEIVED THREE QUOTES PERTAINING TO ICE CONTROL MATERIALS THAT HAS BEEN PRESENTED TO COUNCIL; BE IT RESOLVED THE TOWN OF STEADY BROOK PURCHASE SALT & SAND FROM THE LOWEST QUOTE PROVIDED FROM Q.N.H. EXCAVATING & LANDSCAPING LTD FOR YEAR 2023-2024. THE COST OF ICE CONTROL MATERIALS PER TONNE DELIVERED IS \$70.13 PER TONNE WITH A MIXTURE OF (75% SAND/25% SALT).

IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

RESOLUTION CARRIED

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

Councillor Diamond stated that this was the lowest quote for the Ice Control Materials. Councillor Morrissey stated that Q.N.H. Excavating has been the towns supplier for the last couple years. The Town requested three quotes and went with the lowest quote provided.

4.2 EMERGENCY MEASURES:

4.2.1 – Fire Department

- A new operations budget is being proposed by the Fire Chief.

**RESOLUTION
#2023/066**

4.2.2 – Municipal Enforcement Regulations

- All regulations have been forwarded to the King's Printer with the Newfoundland and Labrador Gazette to be completed.

4.3 PLANNING AND DEVELOPMENT:

Mayor Dawson removed himself from the room at 7:18pm due to a conflict of interest. The conflict of interest pertains to a previous application that was motioned (2023/061) which needs to be rescinded. The conflict also pertains to a new motion that needs to be made regarding application 2023-016. The reason for the conflict is Mayor Dawson and his wife are considering purchasing the Par ID attached to the application.

Councillor Jenkins took over the chair to proceed with the next motion.

4.3.1 – Building Permit Approvals

Councillor Jenkins called for a motion to approve the Building Permits.

WIGHT/MORRISSEY:

WHEREAS THE TOWN MANAGER HAS APPROVED 4 PERMITS BETWEEN JUNE 19, 2023, TO JULY 12, 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: (5) Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

ABSTAINED: (1) Dawson

RESOLUTION CARRIED

Councillor Jenkins asked if anyone would like to speak to the motion.

Councillor Jenkins, hearing none, called for a motion to approve the building applications.

4.3.2 – Application #2023-005 PAR-ID #160-390 (Rescind Motion)

WIGHT/DOUGLAS:

BE IT RESOLVED THE TOWN OF STEADY BROOK RESCIND MOTION #2023-061 AS THE APPLICANT HAS REQUESTED TO SUBMIT A NEW APPLICATION TO SUB-DIVIDE PROPERTY AS PRESENTED TO THE COUNCIL.

IN FAVOUR: (5) Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

ABSTAINED: (1) Dawson

RESOLUTION CARRIED

Councillor Jenkins asked if anyone would like to speak to the motion.

Councillor Jenkins, hearing none, called for a motion to approve the building application.

**RESOLUTION
#2023/067**

**RESOLUTION
#2023/068**

4.3.3 – Application #2023-016 PAR-ID #160-390

**RESOLUTION
#2023/069**

WIGHT/DIAMOND:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE APPLICATION #2023-016 TO SUB-DIVIDE PROPERTY INTO 2 PARCELS OF LAND AS PRESENTED TO COUNCIL.

IN FAVOUR: (5) Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

ABSTAINED: (1) Dawson

RESOLUTION CARRIED

Councillor Jenkins asked if anyone would like to speak to the motion.

Councillor Jenkins, hearing none, called for a motion to approve application #2023-016.

Mayor Dawson returned to the meeting at 7:21 pm and took over the chair from Councillor Jenkins.

4.3.4 – Application #2023-014 PAR-ID #160-441

**RESOLUTION
#2023/070**

WIGHT/JENKINS:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE SHORT-TERM AIR B&B PERMIT APPLICATION FROM PAR ID # 160441.

THE FOLLOWING PERMIT APPLICATION IS SUBJECT TO FOLLOWING THE TOWNS REGULATIONS REGARDING PARKING WHEREAS A MINIMUM OF (1) ONE PARKING SPACE PER ROOM, IN ADDITION TO THOSE REQUIRED FOR THE RESIDENTIAL USE, BE PROVIDED ON THE LOT.

IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

RESOLUTION CARRIED

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

No one spoke to the motion.

4.3.5 – Application #2023-015 PAR-ID #160-314

**RESOLUTION
#2023/071**

WIGHT/DIAMOND:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE APPLICATION FROM PAR ID #160-314 TO CONSTRUCT A FENCE WITH VARIANCE AS PRESENTED TO COUNCIL.

IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

RESOLUTION CARRIED

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

Mayor Dawson requested to notify the property owners as well as advertise the variance for approval. Motion be subject to approval.

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Marble Mountain Development Corporation (MMDC)

- Mayor Dawson is reaching out to Minister Crocker to meet in regard to the Town of Steady Brook having a seat on the board.

4.4.2 – Request for Volunteers

- Councillor Douglas has received 5 residents that have put their name forward to volunteer. If there are any more residents who would love to volunteer and be part of the committee in the town, please contact her or the Town of Steady Brook.
- Mayor Dawson confirmed that the council will support the committee.

4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:

4.5.1 – Approval of Invoices (MOTION)

JENKINS/MORRISSEY:

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$71,422.80.

IN FAVOUR: (6) Dawson, Diamond, Jenkins, Morrissey, Douglas, Wight

OPPOSED: (0)

RESOLUTION CARRIED

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

Councillor Morrissey confirmed the bills had a couple large ones that needed to be paid for the Jumbo Pillow as well as the salt shed.

4.6 WATERSHED AND ENVIROMENT:

4.6.1 – Meeting August 9th, 2023

- No reply on the application submitted to install a culvert with water resources.
- A complaint was received regarding cutting in the watershed area, Councillor Morrissey and Councillor Diamond investigated the complaint and found no reason to proceed.
- Mayor Dawson confirmed that this town is the only town with an active watershed committee.

5. OTHER CORRESPONDENCE:

Nothing to Report

6. OTHER BUSINESS:

Nothing to Report.

RESOLUTION
#2023/072

7. COUNCILOR'S / MAYOR FORUM:

Councillor Jenkins – Great idea to open the town community hall this week as a cooling station. Mayor Dawson confirmed the town will continue to do so when needed.

Councillor Douglas – Anyone looking to join the volunteer committee, the town is still open for more residents to volunteer.

Councillor Diamond – Chlorine smell is high due to the rain the town is experiencing, the maintenance department must keep the residuals high to prevent the town from a boil order.

Councillor Wight – Thank you to all the councilors and community for all your help with the Canada Day Celebrations. Great time and great turn out.

Councillor Morrissey – Nice to see residents coming forward to volunteer on the recreation committee. Councillor Douglas is our newest Councilor and is an extremely busy mom if you want to see any pickleball court or extra additions to the town give her a hand in making all this happen and put your name forward. Contact the town or any personnel on council if you want to add your name to the committee.

The town's jumbo pillow is a great addition to our town and great to see the people that are using it.

Mayor Dawson mentioned we have a great town and stepping forward with support would make it even greater. Great job on the Canada Day events and having support would make all events more successful.

Councillor Wight congratulated the new business in town, Piker's, it's a great place to go out and enjoy a meal and show your support to the business.

Mayor Dawson asked for a motion to adjourn the meeting.


MORRISSEY:

**RESOLUTION
#2023/073**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN
THE MEETING ON JULY 20, 2023, AT 7:39 PM.**

MEETING WAS ADJOURNED AT 7:39 PM.

THE NEXT PUBLIC MEETING WILL BE AUGUST 17, 2023.


Mayor Dawson for


Town Manager