



**TOWN OF STEADY BROOK**  
**PUBLIC MEETING**  
**October 26, 2023**

**ATTENDANCE:**

Deputy Mayor Sarah Kennedy-Dyson  
Mayor Dawson (Telephone)

Tracy Caines – Town Manager

**Councillors:**

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

**Agenda Item**

**1) Call Meeting to Order**

Deputy Mayor Kennedy-Dyson called the meeting to order at 7:00 p.m.

Deputy Mayor Kennedy-Dyson welcomed everyone to the meeting.

Deputy Mayor Kennedy-Dyson acknowledged that Mayor Dawson and Councillor Wight were via telephone.

**(1.1) Adoption of the Agenda**

Deputy Mayor Kennedy-Dyson asked if there were any additions or omissions to the October 26, 2023, Agenda.

Deputy Mayor Kennedy-Dyson, hearing none, called for a motion to approve the agenda as presented.

**RESOLUTION  
#2023/102**

**DIAMOND/JENKINS:**

**BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF OCTOBER 26, 2023.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**(1.2) Adoption of Meeting Minutes**

Deputy Mayor Kennedy-Dyson proceeded to the adoption of the September 21, 2023, minutes. The Deputy Mayor asked if there were any errors/omissions to note.

Deputy Mayor Kennedy-Dyson, hearing none, called for a motion to adopt the September 21, 2023, minutes.

**RESOLUTION  
#2023/103**

**MORRISSEY/JENKINS:**

**BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF SEPTEMBER 21, 2023.**

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

- Fall Clean-up will continue until October 29, 2023.
- Notice that Hydrant flushing will start in the next couple of weeks, a notice will go out to residents before flushing starts.

4.1.2 – Water Artesian Wells – (Motions)

**RESOLUTION #2023/104**

**MORRISSEY/DOUGLAS:**

**WHEREAS THE TOWNS 2023 BUDGET ALLOCATED INFRASTRUCE FUNDING FOR PROJECT # 17-GI-22-00080 THAT WILL NOT OCCUR THIS FISCAL YEAR; BE IT RESOLVED THAT \$34,623.53 OF THE BUDGETED FUNDS BE REDIRECTED TO A TOWN WATER IMPROVEMENT PROJECT.**

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

**OPPOSED:** (0)

**RESOLUTION CARRIED**

**RESOLUTION #2023/105**

**MORRISSEY/DIAMOND:**

**WHEREAS THE TOWN PERFORMED A RECENT MAINTENANCE REVIEW ON THE TOWNS DRINKING WATER - ARTESIAN WELLS SYSTEM, AND IT WAS DETERMINED THAT HYDROSTIMULATION MAY INCREASE THE CURRENT FLOW LEVELS TO THE SYSTEM. BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE PROFESSIONAL SERVICES AGREEMENT FROM FRACFLOW CONSULTANTS' INC AS PRESENTED TO COUNCIL IN THE AMOUNT OF \$65,749.06. THE TOWN WILL RECEIVE A TAX REBATE OF \$6125.35 FOR A TOTAL PROJECT COST OF \$59,623.53.**

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

**OPPOSED:** (0)

**RESOLUTION CARRIED**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.



Councillor Morrissey explained the town have looked at a few alternatives for the Towns water Supply.

- City of Corner brook- Can't supply the Town.
- Filtration System -Not completely off the table.
- Have elected to go with Artesian Wells – It would be the cleanest and most cost effective for the Town.
- Some money was put aside for the water project.
- The goal is to retrieve more water out of the existing wells.
- Consultants believe this can be obtained.
- Artesian Wells is cleaner water and would have lower THM's.
- Maintenance of the wells will hopefully give us more volume for the town.
- The project that the town is repurposing the funds from was for a lift station project that was to go ahead this year, but instead will go ahead next year. The lift station project will still be completed.

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

A. Scope Change (MOTION)

**DIAMOND/JENKINS:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE SCOPE CHANGE OF PROJECT #17-GI-22-00080 FOR UPGRADE TO 3 LIFT STATIONS. THE SCOPE CHANGE WILL ELIMINATE THE DOGWOOD DRIVE LIFT STATION, GENERATOR AND FENCING. THE SCOPE CHANGE HAS BEEN APPROVED BY THE DIVISION OF MUNICIPAL INFRASTRUCTURE ON FORM 5 AND FORM 5A AS PRESENTED TO THE COUNCIL.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.

- The lift station on Dogwood Drive will not be part of the project due to the tenders coming in over the approved funding.
- Any cost over the approved funding would be 100% on the town not 90/10.
- Projects are approved a year or two before it actually goes to tender, inflation is most likely contributing to the tenders coming in over budget.
- Dogwood Drive Lift Station is in better condition than Thistle and Forest Drive, therefore Dogwood Drive was eliminated.

B. Approval to Borrow (MOTION)

**MORRISSEY/DIAMOND:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK BORROW FROM THE BANK OF MONTREAL, CORNER BROOK, \$71,119.97 FOR PROJECT #17-GI-22-00080, LIFT STATION UPGRADES INCLUDING EMERGENCY GENERATORS, TERM / AMORTIZATION PERIOD OF 10**

**RESOLUTION  
#2023/106**

**RESOLUTION  
#2023/107**

YEARS. RATE WILL BE PRIME 7.20 % + 1%. THE PURPOSE OF THIS LOAN IS TO UPGRADE LIFT STATIONS ON THISTLE DRIVE AND FOREST DRIVE.

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

OPPOSED: (0)

**RESOLUTION CARRIED**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.

- Follow up to the earlier motion – borrowing money for the town's share.
- Precautionary borrow. If there is money left over, the town may not have to borrow.

C. Approval to Borrow GST Portion (MOTION)

DIAMOND/MORRISSEY:

**BE IT RESOLVED THE TOWN OF STEADY BROOK BORROW FROM THE BANK OF MONTREAL, CORNER BROOK, \$73,066.31 FOR THE GST REBATE PORTION OF PROJECT NUMBER 17-GI-22-00080, LIFT STATION UPGRADES INCLUDING EMERGENCY GENERATORS FOR A TERM OF 1 YEAR, AMORTIZATION PERIOD OF 1 YEAR. RATE WILL BE PRIME 7.20 % + 1%. THE PURPOSE OF THIS LOAN IS TO UPGRADE LIFT STATIONS ON THISTLE DRIVE AND FOREST DRIVE.**

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

OPPOSED: (0)

**RESOLUTION CARRIED**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.

- The town will receive this money back.

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

- Approved but still in process with Municipal and Provincial Affairs.

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

- Approved – Work should start in 2024.

**4.2 EMERGENCY MEASURES:**

4.2.1 – Fire Department – (MOTION)

DOUGLAS/JENKINS:

**BE IT RESOLVED TO AMEND THE MEMORANDUM OF AGREEMENT FOR THE REGIONALIZATION OF FIRE SERVICES TO INCLUDE THE FOLLOWING: MEETING QUORUM; TO BE 50% PLUS ONE OF THE TOTAL BOARD MEMBERS AND THAT BOARD MEMBERS MAY PARTICIPATE IN MEETINGS VIRTUALLY.**

**RESOLUTION  
#2023/108**

**RESOLUTION  
#2023/109**



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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.

- The current Memorandum does not allow virtual meetings.
- No definition of quorum.
- The Town is making this motion along with Little Rapids, the board will then update the agreement.

4.2.2 - Municipal Enforcement Regulations

- Nothing new to report.

**4.3 PLANNING AND DEVELOPMENT:**

4.3.1 – Building Permit Approvals

- No permits issued.

**4.4 RECREATION AND COMMUNITY INVOLVEMENT:**

4.4.1 – Marble Mountain Development Corporation (MMDC)

- Ski passes will be on sale soon.
- Corporate passes will also be available.

4.4.2 – Halloween Kids Party

- Sunday, October 29<sup>th</sup>, 2023, from 2-4pm.
- Treats, crafts, games, and music.
- Marble Mountain is also hosting activities on the same day; Council encouraged the residents to attend at the Community Hall.

4.4.3 – Bonfire night

- Sunday, November 5, 2023, at 7:00pm
- Community Hall playground.
- Marshmallows, wieners & hot chocolate provided.

**4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:**

4.5.1 – Approval of Invoices (Motion)

**JENKINS/DOUGLAS:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$59,698.49**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

**RESOLUTION  
#2023/110**

Deputy Mayor Kennedy-Dyson asked if anyone would like to speak to the motion.

Town Manager stated there was an invoice from Pennecon (who did maintenance on the water system) contributed to the invoices being a little bit higher.

#### 4.5.2 – GIC Transfer

**RESOLUTION  
#2023/111**

#### **JENKINS/MORRISSEY:**

**BE IT RESOLVED THE TOWN OF STEADY BROOK TRANSFERED GIC #10339782178 IN THE AMOUNT OF \$100,000.00 INTO THE TOWN'S OPERATING BANK ACCOUNT.**

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

**OPPOSED: (0)**

**RESOLUTION CARRIED**

#### **4.6 WATERSHED AND ENVIROMENT:**

##### 4.6.1 – Meeting October 26, 2023

- Quarterly meetings held in Council Chambers.
- Western Snowmobile Riders (WSR) at a previous meeting requested to move the current trail away from the watershed area. This would be in the best interest of the town's water supply to allow this to happen.
- WSR is trying to have a 4 season multi-use trail, that would include atv's, bikes, snowmobiles.
- May be money available from ACOA.
- Trails would need to be engineered properly to ensure they are sustainable, so they don't have any affect on the Town's water supply.
- Culvert has been installed.
- Bridges now have to be completely decked over so no pollutants can trickle into the brooks and streams.
- Next meeting January 23, 2023.

#### **5. OTHER CORRESPONDENCE:**

Nothing to Report

#### **6. OTHER BUSINESS:**

Nothing to Report.

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

Councillor Wight – Nothing to report – Councillor Wight had to leave the meeting. Time 7:32 pm

Councillor Diamond – Hope to see people engaged in the Halloween event and Bonfire night.

Councillor Jenkins – Looking forward to seeing the Trick or Treaters and their Halloween costumes.

Councillor Morrissey – Thanks to Councillor Douglas for organizing both events.

Mayor Dawson – Thanked Council and Staff for the effort on the water and the commitment to seeing this project move forward.

Deputy Mayor Kennedy Dyson – Have a fun and safe Halloween.

**RESOLUTION  
#2023/112**

**MORRISSEY:**

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN THE MEETING ON OCTOBER 26, 2023, AT 7:34 PM.**

MEETING WAS ADJOURNED AT 7:34 PM.

THE NEXT PUBLIC MEETING WILL BE NOVEMBER 16, 2023.

  
Deputy Mayor Kennedy-Dyson

  
Town Manager