



TOWN OF STEADY BROOK
PUBLIC MEETING
July 17th, 2025

ATTENDANCE:

Deputy-Mayor Kennedy-Dyson

Councillors:

C. Jenkins
C. Douglas
C. Morrissey (By Phone)
C. Wight (By Phone)

Sherry Lee Hull – Town Clerk Manager

ABSENT:

Mayor Dawson
C. Diamond

Agenda Item

1) Call Meeting to Order

Deputy-Mayor Kennedy-Dyson called the meeting to order at 7:03 p.m.

Deputy-Mayor Kennedy-Dyson welcomed everyone to the meeting. And confirmed that Mayor Dawson and Councillor Diamond were absent, out of town.

(1.1) Adoption of the Agenda

Deputy-Mayor Kennedy-Dyson asked if there were any additions or omissions to the July 17th, 2025, Agenda.

**RESOLUTION
#2025/052**

JENKINS/DOUGLAS:

BE IT RESOLVED TO APPROVE THE AGENDA AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF JULY 17TH, 2025.

IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

Deputy-Mayor Kennedy-Dyson proceeded to the adoption of June 19th, 2025, minutes. Deputy-Mayor Kennedy-Dyson asked if there were any errors/omissions to note.

(1.2) Adoption of Meeting Minutes

Deputy-Mayor Kennedy-Dyson, hearing none, called for a motion to adopt the June 19th, 2025, minutes.

**RESOLUTION
#2025/053**

DOUGLAS/JENKINS:

BE IT RESOLVED TO ADOPT THE MINUTES AS PRESENTED FOR THE REGULAR PUBLIC COUNCIL MEETING OF JUNE 19TH, 2025.

**IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight,
Morrissey
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

- The town looks vibrant and well-maintained. Council noted the excellent work being done by the summer students and expressed appreciation for their contributions. The floating wharf has also been successfully installed, adding to the seasonal preparations. –

4.1.2 Water/Artesian Wells

- Council is currently advancing the second phase of the water infrastructure project. Efforts are underway to bring all town wells into full operation and integrate them into the main water supply system to enhance overall capacity and reliability.

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

- Still on going.

4.1.4 MCW #17-RNC-24-00010 – Marble Drive Paving Upgrades – Approval to Borrow (MOTION)

JENKINS/DOUGLAS:

BE IT RESOLVED THE TOWN OF STEADY BROOK BORROW FROM THE BANK OF MONTREAL, CORNER BROOK, \$131,178.23 FOR PROJECT #17-RNC-24-00010, UPGRADE AND PAVE MARBLE DRIVE, TERM/AMORTIZATION PERIOD OF 5 YEAR/10 YEAR, RATE WILL BE PRIME 4.99%. THE PURPOSE OF THIS LOAN IS TO UPGRADE AND PAVE MARBLE DRIVE.

**IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey
OPPOSED: (0)
RESOLUTION CARRIED**

**RESOLUTION
#2025/054**

4.1.4 – Approval to Borrow HST (MOTION)

**RESOLUTION
#2025/055**

JENKINS/DOUGLAS:

BE IT RESOLVED THE TOWN OF STEADY BROOK BORROW FROM THE BANK OF MONTREAL, CORNER BROOK, \$40,436.58 FOR THE HST PORTION OF PROJECT #17-RNC-24-00010, UPGRADE AND PAVE MARBLE DRIVE, FOR A TERM OF 1 YEAR, AMORTIZATION PERIOD OF 1 YEAR. RATE WILL BE PRIME 5.95 % PLUS 1.00%. THE PURPOSE OF THIS LOAN IS TO UPGRADE AND PAVE MARBLE DRIVE.

IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

4.1.5 – Crosswalk & Speed Bumps

- Council is pleased to announce that a new crosswalk has been completed on Marble Drive. Residents are kindly reminded to remain vigilant for children using the crossing, especially during peak hours. As of this fall, the location will also serve as a designated bus stop. Council welcomes any further suggestions to improve traffic safety and pedestrian accessibility in the area.

4.3.1 - Building Permit Approval (MOTION)

**RESOLUTION
#2025/056**

DOUGLAS/JENKINS:

WHEREAS THE TOWN CLERK HAS APPROVED 1 PERMIT BETWEEN JUNE 18, 2025, TO JULY 15, 2025, AND PRESENTED TO COUNCIL FOR REVIEW; 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: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

4.3.2 – Application #2025-015 (MOTION)

**RESOLUTION
#2025-057**

JENKINS/DOUGLAS:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE IN PRINCIPLE APPLICATION #2025-015 FOR PAR ID 160312 TO REPLACE THE RETAINING WALL. THE FOLLOWING APPLICATION IS SUBJECT TO THE FOLLOWING CONDITIONS:

- **OBTAIN AN APPROVAL FROM THE MINISTER OF ENVIRONMENT & CLIMATE CHANGE.**
- **DESIGN & CONSTRUCTION OF THE PROPOSED DEVELOPMENT IS DONE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA.**
- **ANY OTHER APPROVALS IDENTIFIED BY OTHER GOVERNMENT AGENCIES THROUGHOUT THE COURSE OF REPLACEMENT.**

- ALL INFORMATION SHALL BE RECEIVED NOT LATER THAN TWO YEARS FROM THE GRANT OF APPROVAL IN PRINCIPLE.

IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey
OPPOSED: (0)
RESOLUTION CARRIED

4.3.3 - Approval of Application #2025-009 (MOTION)

**RESOLUTION
 #2025-058**

JENKINS/DOUGLAS:
WHEREAS THE TOWN OF STEADY BROOK RECEIVED INFORMATION REGARDING THE VARIANCE REQUESTED AS PER APPLICATION #2025-009; BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVES THE APPLICATION FROM PAR ID #160444 TO CONSTRUCT A 6-FOOT FENCE WITH A 10% VARIANCE AS PRESENTED TO COUNCIL.
IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey
OPPOSED: (0)
RESOLUTION CARRIED

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Marble Mountain Development Corporation (MMDC)

- No update.

4.4.2 – Steady Brook Outdoor Pool Study – Municipal Approval (MOTION)

**RESOLUTION
 #2025-059**

DOUGLAS/JENKINS:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVES THE STUDY OF THE OUTDOOR POOL AND APPROVES THAT THE PROJECT ALIGNS WITH MUNICIPAL ZONING AS PRESENTED TO COUNCIL.
IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey
OPPOSED: (0)
RESOLUTION CARRIED

4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:

4.5.1 – Approval of Invoices (MOTION)

**RESOLUTION
 #2025-060**

JENKINS/DOUGLAS:
BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$60,091.83.
IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey
OPPOSED: (0)
RESOLUTION CARRIED

It was noted that Mayor Dawson was absent at the time of MOTION; however, one of the receipts submitted for Canada Day supplies listed him as the purchaser.

4.5.2 – Municipal Election Nominations Day (MOTION)

RESOLUTION
#2025-061

DOUGLAS/JENKINS:

BE IT RESOLVED THAT COUNCIL AGREES TO SET THE NOMINATION DAY FOR MUNICIPAL ELECTIONS AS SEPTEMBER 8TH, 2025.

IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

4.5.3 – Municipal Returning Officers (MOTION)

RESOLUTION
#2025-062

DOUGLAS/JENKINS:

WHEREAS THE TOWN OF STEADY BROOK WILL BE HOLDING A MUNICIPAL ELECTION ON OCTOBER 2, 2025; BE IT RESOLVED THE TOWN OF STEADY BROOK APPOINT SHERRY LEE HULL AS THE RETURNING OFFICER; APPOINT PATRICIA DWYER AS THE ALTERNATE RETURNING OFFICER AS PER SUBSECTION 13(2) OF THE ELECTIONS ACT.

IN FAVOUR: (5) Kennedy-Dyson, Jenkins, Douglas, Wight, Morrissey

OPPOSED: (0)

RESOLUTION CARRIED

4.6 WATERSHED AND ENVIRONMENT:

4.6.1 – Meeting August 12th, 2025

5. OTHER CORRESPONDENCE:

Nothing to report.

6. OTHER BUSINESS:

Nothing to report.

7. COUNCILLOR'S/MAYOR FORUM:

Councillor Morrissey – Nothing new to report.

Councillor Wight – Nothing new to report.

Councillor Jenkins -Nothing new to report.

Councillor Douglas – Council extends heartfelt thanks to all individuals and volunteers who contributed to the success of the Canada Day celebrations. It was a wonderful occasion enjoyed by many. Special recognition is given to Town Clerk Manager Sherry Lee Hull for her leadership and dedication in organizing the event.

Deputy-Mayor Kennedy-Dyson – Council extends its sincere thanks to all residents for their continued patience and cooperation with the water restrictions currently in place. These measures are essential to ensure that the town can meet demand and avoid further directives. Residents are also reminded that a province-wide fire ban remains in effect.

RESOLUTION
#2025-063

JENKINS:
BE IT RESOLVED THAT THE TOWN OF STEADY BROOK ADJOURN
THE MEETING ON JULY 18th, 2025, AT 7:22 PM.

MEETING WAS ADJOURNED AT 7:22 PM.

THE NEXT PUBLIC MEETING WILL BE AUGUST 21, 2025.


Deputy-Mayor Kennedy-Dyson


Sherry Lee Hull