



TOWN OF STEADY BROOK
PUBLIC MEETING
May 21, 2026

ATTENDANCE:

Mayor Dawson
Deputy- Mayor Kennedy-Dyson

Councilors:

C. Douglas (By Phone)
C. Morrissey
C. Wheeler
C. Perry

Sherry Lee Hull – Town Clerk Manager

ABSENT:

C. Diamond

Agenda Item

**1) Call Meeting
to Order**

Mayor Dawson called the meeting to order at 7:05 p.m.

Mayor Dawson welcomed everyone to the meeting.

Mayor Dawson took a moment to acknowledge and recognize those who came before us and served on Council. He spoke about Trevor Bennett as an educated and caring individual who was always great to speak with and known for sharing many wonderful stories.

Mayor Dawson noted that Mr. Bennett served the Town very well and, on behalf of the Council of the Town of Steady Brook, would like to extend sincere condolences to his daughter, Candice, who also served on Council, as well as to the entire Bennett family.

Council then stood for a moment of silence to acknowledge and remember the man he was.

Mayor Dawson asked if there were any additions or omissions to the May 21, 2026, Agenda.

Town Clerk Manager added:

**(1.1) Adoption of
the Agenda**

Section 4.3.4 – Under Planning and Development – Applying for Climate Ready Application (MOTION)

**RESOLUTION
#2026/035**

MORRISSEY/WHEELER:
**BE IT RESOLVED TO APPROVE THE AMENDED
AGENDA AS PRESENTED FOR THE REGULAR PUBLIC
COUNCIL MEETING OF MAY 21, 2026.**
**IN FAVOUR: (5) Dawson, Kennedy-Dyson, Morrissey,
Perry, Wheeler**
OPPOSED: (0)
RESOLUTION CARRIED

**Councillor Douglas joined the meeting at 7:05 PM by
Phone.**

Mayor Dawson proceeded to the adoption of April 23, 2026,
minutes. Mayor asked if there were any errors/omissions to
note.

**(1.2) Adoption of
Meeting Minutes**

Mayor Dawson, hearing none, called for a motion to adopt
April 23, 2026, minutes.

**RESOLUTION
#2026/036**

PERRY/MORRISSEY:
**BE IT RESOLVED TO ADOPT THE MINUTES AS
PRESENTED FOR THE REGULAR PUBLIC COUNCIL
MEETING OF APRIL 23, 2026.**
**IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey,
Perry, Douglas, Wheeler**
OPPOSED: (0)
RESOLUTION CARRIED

**(2) Business
Arising
Action Items**

Nothing to Report.

**(3) Notices of
Resolutions**

**Delegations &
Guests**

Nothing to Report.

No Guest

**(4) Committee
Reports**

4.1 OPERATIONS AND PUBLIC WORKS:

4.1.1 Maintenance Update

- Everything is running smoothly, and the lagoon is operating well.

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

- The previous estimate came in well over budget, and we are currently reviewing options with a new engineer, whom we expect to hear from within the next few days. The Town will need to resubmit a scope change and complete the project within the current budget.

4.1.3 - Bailey Bridge (MOTION)

**RESOLUTION
#2026-037**

WHEELER/KENNEDY-DYSON:

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE THE PROPOSAL FROM ANDERSON ENGINEERING CONSULTANTS LTD. TO COMPLETE AN ASSESSMENT OF THE BAILEY BRIDGE, INCLUDING THE CONDITION OF THE EXISTING BRIDGE STRUCTURE AND THE LOAD CARRYING CAPACITY AS PRESENTED FOR THE TOTAL COST FOR THE ENGINEERING SERVICES \$13,300.00 PLUS HST.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

- The Bailey Bridge, located behind Tim Hortons, is critical infrastructure that serves both residents and the commercial area. The Town has been working for some time to coordinate a contractor and have the necessary work completed.

4.1.4 Community Yard Sale – May 23, 2026 – 8 AM to 2 PM

4.1.5 Spring Clean Up – May 25 & 26, 2026

- Everything must be out at the curb by Monday, May 25, 2026, at 7:30 AM.

4.1.6 Speed Bumps

- Speed bumps to be installed in the same areas as last year: Mountain Vale Park, Forest Drive, and Marble Drive.

4.2 REGIONAL SERVICES & EMERGENCY MEASURES

4.2.1. – Fire Department

- A meeting was held with the committee to review the draft MOU, and it is now ready to be presented to council.
- An emergency plan has been completed with all required content included. It will be reviewed by the committee before being presented to Emergency Services.
- We currently have 18 volunteers, which has been very successful following the advertisement of our recruitment poster.
- The Fire Chief attended our meeting and advised the committee on the equipment they are looking to purchase within the current budget.

4.3. PLANNING AND DEVELOPMENT:

4.3.1 – Permits to Approve (MOTION)

**RESOLUTION
#2026-038**

PERRY/WHEELER:

WHEREAS THE TOWN CLERK HAS APPROVED 2 PERMITS BETWEEN APRIL 24, 2026, TO MAY 19, 2026, 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: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

4.3.2 – Withdraw Business Permit (MOTION)

**RESOLUTION
#2026-039**

WHEELER/KENNEDY-DYSON:

WHEREAS THE TOWN OF STEADY BROOK RECEIVED A REQUEST TO WITHDRAW A BUSINESS PERMIT FOR PAR ID 160390 TO OPERATE AN AIR BNB AND WHEREAS THE PROPERTY OWNER WAS CHARGED A TAX OF \$11,691.20 FOR YEAR 2026; BE IT RESOLVED THE TOWN OF STEADY BROOK CREDIT PAR ID 160390 IN THE AMOUNT OF \$5198.05.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

Mayor Dawson left the table at 7:19 PM due to a conflict of interest related to the application being considered in the following motion. Deputy Mayor Kennedy-Dyson assumed the Chair for the next motion.

4.3.3 – Parcel ID 278766 – Approval to Develop (MOTION)

RESOLUTION
#2026/040

WHEELER/MORRISSEY:

WHEREAS THE TOWN OF STEADY BROOK HAS RECEIVED ALL APPROVALS FROM GOVERNMENT AGENCIES BESIDES THE SEPTIC PERMIT, WHICH WILL BE COMPLETED AND PROVIDED BEFORE AN OCCUPANCY PERMIT WILL BE ISSUED, IN REGARD TO THE APPROVAL IN PRINCIPLE MOTION #2024-054 FOR PAR-ID 278-766.

BE IT RESOLVED THAT THE TOWN OF STEADY BROOK APPROVE APPLICATION #2026-008 TO CONSTRUCT A NEW HOME BUILD, PROVIDING THE PROPOSED DEVELOPMENT IS COMPLETED IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA AND THE TOWN OF STEADY BROOK'S DEVELOPMENT REGULATIONS.

IN FAVOUR: (5) Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

ABSTAINED: (1) Dawson

RESOLUTION CARRIED

Mayor Dawson returned to the table at 7:21 PM.

4.3.4 – Applying for Climate Ready (MOTION)

RESOLUTION
#2026/041

PERRY/KENNEDY-DYSON:

WHEREAS THE TOWN OF STEADY BROOK HAS IDENTIFIED AN INTEREST IN BECOMING MORE CLIMATE READY AND INCREASING RESILIENCE AND LONG-TERM SUSTAINABILITY THROUGH CLIMATE ADAPTATION INITIATIVES AND CLIMATE RISK ASSESSMENTS;

BE IT RESOLVED THAT COUNCIL DIRECTS STAFF TO APPLY FOR FUNDING THROUGH THE FEDERATION OF CANADIAN MUNICIPALITIES' LOCAL LEADERSHIP FOR CLIMATE ADAPTATION – CLIMATE-READY PLANS AND PROCESSES PROGRAM FOR THE PROJECT TITLED "IMPLEMENTING A CLIMATE READINESS INITIATIVE" IN PARTNERSHIP WITH THE TOWN OF PORT BLANDFORD.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

4.4 RECREATION AND COMMUNITY INVOLVEMENT:

4.4.1 – Marble Mountain Development Corporation (MMDC)

- Response received that they will be in touch with us for further discussion.

4.5 FINANCE/ADMINISTRATION & COMMUNICATIONS:

4.5.1 – Approval of Invoices (MOTION)

KENNEDY-DYSON/PERRY:

RESOLUTION
#2026/042

BE IT RESOLVED THE TOWN OF STEADY BROOK APPROVE THE INVOICES AS PRESENTED IN THE AMOUNT OF \$32,095.28.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

4.5.2 – Employee’s Annual Performance Review (MOTION)

MORRISSEY/KENNEDY-DYSON:

RESOLUTION
#2026/043

WHEREAS THE TOWN OF STEADY BROOK HAS COMPLETED EMPLOYEE PERFORMANCE EVALUATIONS FOR ALL PERSONNEL FOR THE PERIOD OF JANUARY - DECEMBER 2025; BE IT RESOLVED THE TOWN OF STEADY BROOK INCREASE STAFF WAGES RETROACTIVE TO JANUARY 1, 2026, AS PRESENTED BY THE ADMINISTRATION COMMITTEE AND INCLUDED IN THE 2026 BUDGET.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

4.5.3 – Summer Students (MOTION)

KENNEDY-DYSON/PERRY:

RESOLUTION
#2026/044

WHEREAS THE TOWN OF STEADY BROOK RECEIVED APPROVAL TO HIRE 1 STUDENT FROM THE CANADA SUMMER JOBS PROGRAM AND WHEREAS THE TOWN OF STEADY BROOK HAS RECOGNIZED THE NEED TO HIRE MORE THEN 1 STUDENT; BE IT RESOLVED THE TOWN OF STEADY BROOK HIRE A TOTAL OF 2 SUMMER STUDENTS.

IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry, Douglas, Wheeler

OPPOSED: (0)

RESOLUTION CARRIED

4.6 WATERSHED AND ENVIRONMENT:

4.6.1 – Artesian Wells

- Fracflow has developed a program that would allow the Town to bring all water from the wells into the system. However, the project is very costly, and the Town would require financial assistance to move forward.
- The plan was submitted within the last week; however, council has not yet had the opportunity to review it.
- If the project meets the Town's criteria, an RFP will need to be issued so the Town is prepared when the Capital Works application intake opens in the fall.

4.6.2 – Watershed Meeting April 28, 2026, at 10 AM

5. OTHER CORRESPONDENCE:

Nothing to report.

6. OTHER BUSINESS:

Nothing to report.

7. COUNCILLOR'S/MAYOR FORUM:

Councillor Morrissey expressed condolences on the passing of the former Mayor, stating that when he thinks of Steady Brook, two people come to mind — Mr. Thistle and Mr. Bennett — for the significant role they played in building the town. He noted that it is very sad to see Mr. Bennett pass and extended his condolences to the family.

Councillor Perry discussed visiting homes during the flooding and questioned whether there is a right-of-way near the lift station that people are using for fishing, noting that no one had previously been aware of this access point. He also inquired about the response to the emergency response questionnaire and commented on the blue colour. The Town Clerk Manager confirmed that there has been a strong response due to the use of the blue colour. Residents interested in participating are encouraged to contact the Town Office. Councillor Perry also noted that he will not be present at the next meeting.

Councillor Wheeler – Nothing new to report.

Councillor Douglas – Out of town for a basketball tournament, sorry I could not attend in person.

Deputy Mayor Kennedy-Dyson – Looking forward to the Community yard sale this weekend! Be another successful year of the yard sale.

Mayor Dawson - There are a great deal of things happening in the Town, including water project and paving, with several areas throughout the community being identified as requiring significant repair. He encouraged residents to contact the Town Office if there are any additional concerns or issues that need to be addressed.

8.1 Adjournment:

**RESOLUTION
#2026/045**

MORRISSEY/KENNEDY-DYSON:

**BE IT RESOLVED THAT THE TOWN OF STEADY BROOK
ADJOURN THE PUBLIC MEETING ON MAY 21, 2026, AT 7:41
PM.**


**IN FAVOUR: (6) Dawson, Kennedy-Dyson, Morrissey, Perry,
Douglas, Wheeler**

OPPOSED: (0)

RESOLUTION CARRIED

MEETING WAS ADJOURNED AT 7:41 PM.

THE NEXT PUBLIC MEETING WILL BE JUNE 18, 2026



Mayor Dawson



Sherry Lee Hull