

A regular meeting of the Botwood Town Council was held on Wednesday, June 12, 2024 at 7:00 p.m. in the Council Chamber.

Members present: Mayor J. Sceviour, presided
Councillors: S. Sceviour
W. Broderick via telephone
M. Shainline
G. Boone
Members absent: Deputy Mayor C. Ivany
Councillor: J. Mitchell

Also attending: M. Pilar, Town Manager
A. Rowsell, Town Clerk
C. Yates, Office Administrator

CALL TO ORDER

PROCLAMATIONS/PRESENTATIONS/ACKNOWLEDGEMENTS

Proclamation - The Community of Botwood does hereby proclaim the month of June to be RECREATION MONTH.

RECREATION
MONTH

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone
24-075 that Council approve the agenda as presented.
- Motion carried. Votes in favor - 5 Councillors.

APPROVAL OF
AGENDA

ADOPTION OF THE MINUTES

MOTION - Moved by Councillor Boone, seconded by Councillor Shainline
24-076 that Council adopt the minutes of regular meeting held May 6,
2024 as circulated.
- Motion carried. Votes in favor - 5 Councillors.

ADOPTION OF
MINUTES

MOTION - Moved by Councillor Broderick, seconded by Councillor
24-077 Sceviour that Council adopt the minutes of special meeting held
May 13, 2024 as circulated.
- Motion carried. Votes in favor - 5 Councillors.

ADOPTION OF
SPECIAL
MEETING

MOTION - 24-078 Moved by Councillor Boone, seconded by Councillor Sceviour that Council adopt the minutes of special meeting held May 29, 2024 as circulated.
- Motion carried. Votes in favor - 5 Councillors.

ADOPTION OF
SPECIAL
MEETING

COMMITTEE REPORTS

Mayor's Report

Mayor Sceviour received a request for a Council Member to sit on a Newfoundland & Labrador Coalition of Youth Justice Committee. Councillor Boone agreed to be the liaison person for the Town.

NL COALITION OF
YOUTH JUSTICE
COMMITTEE

Events Attended by Council Members

May 8th & 22nd - EVREC Zoom Updates.
May 9th - Mayor Sceviour - CNWM Monthly meeting.
May 29th - Mayor's Zoom Meeting with EVREC.
May 30th - Town Manager, Councillors Shainline & Boone attended Exploits C of C function in GFW.
June 7th - Deputy Mayor Ivany brought greetings to Botwood Collegiate Grads.

VARIOUS EVENTS
ATTENDED BY
COUNCIL

Parks, Recreation and Youth Committee

Councillor Boone attended a Central Health Team Meeting on Monday, June 10th. Family Health Team Meetings will be set up when space is available.

CENTRAL
HEALTH TEAM
MEETING

Minor Softball Program - Council will look into cost to the Town for field maintenance involved for the program.

MINOR SOFTBALL
PROGRAM

Arena - Brine Pump Replacement - This equipment requires replacement. A cost quote was received from CIMCO, however the Town Manager will obtain more information regarding purchase and installation. Agreed a decision will be made to avoid a delay in the arena fall opening.

ARENA BRINE
PUMP
REPLACEMENT

Seniors and Community Service

Community Garden - Dean's Greenhouse will replant the sign box. There are 14 plots at the community garden with 8 being booked. Agreed to re advertise the available plots.

COMMUNITY
GARDEN

The Library Board asked that the Playground be prepared for their scheduled Teddy Bears Picnic on July 31st. It was noted this event is on the FBF schedule and the Public Works will be advised.

TEDDY BEAR
PICNIC

Councillor Mitchell attended the World Oceans Day at Memorial Academy on June 4th,

WORLD OCEANS
DAY

Councillor Shainline made reference to a Bus Tour which visited the Town today and was sponsored by the 50 plus Club.

BUS TOUR

Public Protection and Emergency Planning

Fire Hydrant Couplings - Half of this work has been completed. Fittings for the second half have arrived. The two hydrants with an issue may be fixed.

FIRE HYDRANT
COUPLINGS

RCMP Staff Sergeant Bryan advised the GFW detachment has been allocated two new RCMP Officers.

RCMP NEW
OFFICERS

Speed bumps have been put in place near the BGC area.

SPEED BUMPS

Line changing on Botwood Highway - Councillor Broderick has been informed changes will be made when the lines are repainted this year.

BOTWOOD
HIGHWAY LINE
CHANGING

Emergency Management Awareness Program - Funding has been received for the household kits which will be available for residents around the end of July.

EMERGENCY
MANAGEMENT
AWARENESS
PROGRAM

Arrangements are being made to have the old fire siren removed from the Green Depot building.

OLD FIRE SIREN

Heritage, Tourism and Special Events

Airplane repairs and painting - Weather has not been good to have this work done.

AIRPLANE
REPAIRS

Demasduit Project - Landscapers are preparing a final report. Power pole has been installed. The committee will meet June 24th with Community Groups.

DEMASDUIT
PROJECT

Flying Boat Festival - The committee met this week. Letters sent to retailers and businesses re an appreciation event.

FLYING BOAT
FESTIVAL

Kiosks - The committee feels this facility requires someone to manage use of the Kiosks.

KIOSKS

Mural Arts - Artists and Residents Project for 2025. Councillor Shainline outlined this proposal of an indoor Mural and an event with local participation.

MURAL ARTS

Sound System - Quotes have been received. Agreed the Town requires a sound system for special events held throughout the year. It was noted this can be purchased under the Demasduit Project.

SOUND SYSTEM

On May 30th Councillor Shainline and the Town Manager attended an Adventure Central Lunch & Learn presentation sponsored by the Exploits Chamber of Commerce. Councillor Shainline reiterated the importance of a Tourist Information Center in the Grand Falls-Windsor area.

ADVENTURE
CENTRAL
PRESENTATION

Councillor Shainline informed Council of a planned visit to Botwood by 5 motorcyclists from Quebec. They will be staying at the Exploits Inn. One of the five is the president of the Global Mural Association. Councillor Shainline feels this could be a news story for Botwood

VISIT FROM
MOTORCYCLISTS

Councillor Shainline also noted some recent visitors to Botwood Heritage Centre. A gentleman from Memorial University and two ladies for the UK. The visits resulted in very positive feedback regarding the heritage displays.

HERITAGE
CENTRE

Development and Economic Promotion

CBDC Economic Development Public Consultation. Representation will in Botwood June 25th, 6:00 p.m. at the Kin Center. CBDC will be forwarding marketing material to be posted on the Website.

CBDC ECONOMIC
DEVELOPMENT
PUBLIC
CONSULTATION

Finance and Human Resources

MOTION - 24-079 Moved by Councillor Sceviour, seconded by Councillor Boone that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$18,943.09 was paid for May 6-24, 2024.
- Motion carried. Votes in favor - 5 Councillors.

A/P ROUTINE
EXPENDITURES

MOTION - 24-080 Moved by Councillor Sceviour, seconded by Councillor Shainline that Council approve the Accounts Payable Transaction Journal dated May 6 - June 10, 2024 in the amount of \$104,199.56.
- Motion carried. Votes in favor - 5 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - 24-081 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council request approval from the Department of Municipal and Provincial Affairs to borrow the amount of \$137,889.00 from the Bank of Montreal with a repayment term of 10 years and an amortization period of 10 years. This amount represents the Municipal contribution for Project #17-GI-22-00014-Watermain Replacement and Associated Upgrades - Church Road.
- Motion carried. Votes in favor - 5 Councillors.

CHURCH ROAD
UPGRADES

MOTION - 24-082 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council request approval from the Department of Municipal and Provincial Affairs to borrow the amount of \$57,663.00 from the Bank of Montreal with a repayment term of 5 years and an amortization period of 5 years. This amount represents the Municipal contribution for Project #

WATER
STREET/VALLEY
RD WATERMAIN
REPLACEMENT

17-GI-23-00045- Watermain Replacement Water Street/Valley Road Intersection.
- Motion carried. Votes in favor - 5 Councillors.

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MOTION - 24-083 Moved by Councillor Sceviour, seconded by Councillor Broderick - Be it resolved that, we the Ultimate Recipient the Town of Botwood accept the cost shared funding as outlined in the Department of Transportation and Infrastructure Project approval letter dated May 29, 2024, Project number 17-MCW-25-00005 project name Commonwealth Drive - Phase 2 with a total project value of \$2,169,225.00. This Council agrees to provide the ultimate recipient share value of \$196,716.00 in funding for the project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Botwood.
- Motion carried. Votes in favor - 5 Councillors.

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COMMONWEALTH
DR PHASE 2
PROJECT

MOTION - 24-084 Moved by Councillor Sceviour, seconded by Councillor Broderick - Be it resolved that, we the Ultimate Recipient the Town of Botwood accept the cost shared funding as outlined in the Department of Transportation and Infrastructure Project approval letter dated May 29, 2024, Project number 17-MCW-25-00006 project name Valley Road Upgrades with a total project value of \$923,045.00. This Council agrees to provide the ultimate recipient share value of \$83,705.00 in funding for the project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Botwood.
- Motion carried. Votes in favor - 5 Councillors.

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VALLEY ROAD
UPGRADES

MOTION - 24-085 Moved by Councillor Sceviour, seconded by Councillor Broderick - Be it resolved that, we the Ultimate Recipient the Town of Botwood accept the cost shared funding as outlined in the Department of Transportation and Infrastructure Project approval letter dated May 29, 2024, Project number 17-MCW-25-00007 project name Upper Roof on the Exploits Regional Water Treatment Plant (ERWTP) with a total project value of \$360,837.00. This Council agrees to provide the ultimate recipient share value of \$98,166.00 in funding for the project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Botwood.
- Motion carried. Votes in favor - 5 Councillors.

EXPLOITS
REGIONAL
WATER
TREATMENT
PLANT UPPER
ROOF

MOTION - 24-086 Moved by Councillor Sceviour, seconded by Councillor Broderick that Motion #24-085 will have provisional approval subject to all Towns being in agreement with the increased per capita share due to the cost sharing ratio changed from 90-10 as applied for in the project application to 70-30 in the approval letter and document.
- Motion carried. Votes in favor - 5 Councillors.

COST SHARING
CHANGE

MOTION - 24-087 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council request approval from the Gas Tax Secretariat, Department of Municipal and Provincial Affairs for re-allocation of unspent Gas Tax Funding in the amount of \$85,539.28.
- Motion carried. Votes in favor - 5 Councillors.

GAS TAX
FUNDING

MOTION - 24-088 Moved by Councillor Sceviour, seconded by Councillor Broderick that the Town will submit a Capital Works Investment Plan application to the Gas Tax Secretariat, Department of Municipal and Provincial Affairs for funding in the amount of \$79,082.21 for Watermain Replacement and Upgrades - Church Road Part B.
- Motion carried. Votes in favor - 5 Councillors.

D. Byrne and Sons Ltd. request to rent space for salt and sand storage in the machine shop. Agreed to check with the Public Works Dept before making a decision to rent space.

D. BYRNE & SONS
re: Rental Space

In accordance with Motion 24-062 re Flag Pole, quotes were received. The Town Manager will check price quoted re details and order the flag poles for installation.

FLAG POLES

Municipal Works Committee
MCW Project Watermain Replacement. Water Street/Valley Road Intersection.

MCW PROJECT
WATERMAIN
REPLACEMENT
VALLEY ROAD

MOTION - 24-089 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council provide water and sewer service to two vacant residential sites north of property located at 8 Valley Road.
- Motion carried. Votes in favor - 5 Councillors.

MCW Project Watermain Replacement - Church Road.
A meeting with the engineers is scheduled for tomorrow morning to discuss matters relating to this project.

MCW PROJECT
WATERMAIN
REPLACEMENT
CHURCH ROAD
MEETING

Community Clean-up - Agreed to reschedule this event.

COMMUNITY
CLEAN-UP

Winter Sand.

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone
24-090 that Council accept the tender received from D. Byrne and Sons
to supply 800 tonnes of sand at a cost of \$18,750.00 plus HST.
- Motion carried. Votes in favor - 5 Councillors.

WINTER SAND

Property located at 42 Circular Road. This property is now in a burnt out condition. Agreed Council wait 30 days before pursuing removal of the structure.

BURNT OUT
PROPERTY

ADMINISTRATIVE

Student Hiring - Council has received funding to employ three students.

STUDENT HIRING

Public Works Hiring - Deadline for applicants is Friday, June 14th.

PUBLIC WORKS
HIRING

PERMITS/DEVELOPMENT APPLICATIONS

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-091 Broderick that Council ratify permit #'s 24-010 to 24-023 issued
to June 12, 2024.
- Motion carried. Votes in favor - 5 Councillors.

RATIFY PERMITS

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-092 Broderick that Council has no objections to Crown Land
approval for a septic line easement at 4 Sacrey's Road.
- Motion carried. Votes in favor - 5 Councillors.

SEPTIC LINE
EASEMENT

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-093 Broderick that Council approve a building permit for
construction of a residence at 159 Commonwealth Drive with
the condition the old house be removed within one year from the
permit date.
- Motion carried. Votes in favor - 5 Councillors.

BUILDING
PERMIT

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-094 Broderick that Council approve a permit for
, 3 Hancocks Lane to build a pavilion and 8ft
privacy fence as per the application.
- Motion carried. Votes in favor - 5 Councillors.

PAVILION AND
FENCE PERMIT

CORRESPONDENCE

2024 MNL Conference, Trade Show and AGM - Nov. 7-9, 2024
MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-095 Shainline that the Town's two voting delegates at the MNL
Conference will be Mayor Sceviour and Councillor Broderick.
- Motion carried. Votes in favor - 5 Councillors.

2024 MNL
CONFERENCE,
TRADE SHOW
AND AGM

Canadian Glove Museum - re partner on an exciting community giveaway.
Councillor Sceviour agreed to table this request at a Heritage Meeting.

CANADIAN
GLOVE MUSEUM

OTHER BUSINESS

Councillor Shainline brought forward a request from the FBF Committee for
Council to host a BBQ event at the Town Hall on Friday afternoon, August
2nd. This request will be considered.

BBQ EVENT

Councillor Shainline received an email notification of a meeting to be held on
June 24 by the NL Hospital Services Board in Botwood. Councillor
Shainline and the Town Manager will attend.

NL HOSPITAL
SERVICES BOARD

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-096 Broderick the meeting adjourn at 9:30 p.m.
- Motion carried. Votes in favor - 5 Councillors.

ADJOURNMENT

MAYOR James F. Sceviour

SECRETARY A Russell