

A regular meeting of the Botwood Town Council was held on Tuesday, April 9, 2019 at 7:00 p.m. in the Council Chamber.

Members present: Mayor S. Sceviour, presided  
Deputy Mayor D. Woolridge  
Councillors: B. Parsons  
B. Gill  
M. Roberts  
T. White  
R. Byrne

Also present: S. Jerrett, Town Manager  
A. Rowsell, Town Clerk  
C. Yates, Secretary

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#### MINUTES

MOTION - 19-043 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons that Council adopt the minutes of regular meeting held March 13, 2019 as circulated.  
- Motion carried. Votes in favor - 7 Councillors.

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#### MAYOR'S REPORT

Mayor Sceviour made reference to the Municipal Capital Works Projects approved for Botwood.

1. Project #17-SCF-19-00089 - Fernwood Drive - Sanitary Sewer
2. Project #17-SCF-19-00087- Confederation Place - W/S & Road
3. Site Development for New town Hall/Fire Hall

MUNICIPAL  
CAPITAL WORKS  
PROJECTS

Mayor Sceviour referred to Council's decision - Motion #19-034 to purchase a wreath to be laid on the grave site of Cst. Hoey.

CST. HOEY  
WREATH

MOTION - 19-044 Moved by Deputy Mayor Woolridge, seconded by Councillor Byrne the Town purchase cut flowers, and a ribbon with appropriate wording for the wreath at a cost range of \$200 - \$350.  
- Motion carried. Votes in favor - 7 Councillors.

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FINANCE AND HUMAN RESOURCES COMMITTEE

MOTION - 19-045 Moved by Councillor Parsons, seconded by Councillor White that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure, the amount of \$31,969.98 was paid for March 13-28, 2019.  
- Motion carried. Votes in favor - 7 Councillors.

A/P POLICY &  
PROCEDURE

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MOTION - 19-046 Moved by Councillor Parsons, seconded by Councillor White that Council approve the Accounts Payable Transaction Journal dated March 29, 2019 to April 8, 2019 in the amount of \$67,365.74.  
- Motion carried. Votes in favor - 7 Councillors.

A/P  
TRANSACTION  
JOURNAL

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MOTION - 19-047 Moved by Councillor Parsons, seconded by Councillor Gill that Council approve an ad in the 2020 Downhome Explore Travel Guide.  
- Motion carried. Votes in favor - 7 Councillors.

DOWNHOME  
EXPLORE  
TRAVEL GUIDE

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MOTION - 19-048 Moved by Councillor Parsons, seconded by Councillor White that Council ratify payment of miscellaneous cheques issued October, November and December 2018.  
- Motion carried. Votes in favor - 7 Councillors.

RATIFY  
PAYMENT  
MISCELLANEOUS  
CHEQUES

MOTION - 19-049 Moved by Councillor Parsons, seconded by Councillor Roberts that Council ratify payment of miscellaneous cheques issued January, February and March. 2019.  
- Motion carried. Votes in favor - 7 Councillors.

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Sewer Outflow Monitoring.  
The Town Manager has located used Sewer Monitoring equipment which Council can purchase. This will allow the Town to monitor sewer outflow ourselves at a much lower cost than the present provider.

SEWER OUTFLOW  
MONITORING

Agreed the Town Manager get more information re purchase of the equipment and discuss with T. Sceviour re installation and operation.

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A first quarter expense budget update was given to Councillors for information. January 1<sup>st</sup> to March 31<sup>st</sup> shows a total of 27%.

BUDGET UPDATE

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Council will meet with CUPE representatives on May 22, 2019 for contract negotiation.

CUPE

MOTION - Moved by Councillor Parsons, seconded by Councillor White  
19-050 that Council give direction for the Town Manager to develop an  
EOI document for the Town's new sub-division development.  
- Motion carried. Votes in favor - 7 Councillors.

NEW SUB-  
DIVISION  
DEVELOPMENT

Additional Federal Gas Tax Funding in the amount of \$143,000.00 has been approved for 2019. The Town Manager recommends this funding be used for the Town's new sub-division development.

MOTION - Moved by Councillor Parsons, seconded by Councillor Roberts  
19-051 that the Town of Botwood submit its Capital Investment Plan to  
the Department of Municipal Affairs and Environment for Gas  
Tax Funding in the amount of \$21,482.81 for Municipal Plan  
and Regulations Update - Phase 1. Municipal Plan and  
Developments to be undertaken by Tract Consultants as per the  
following financials:

CAPITAL  
INVESTMENT  
PLAN - GAS TAX

Fee (Phase 1)	\$18,600.00
Plus Est Expenses	2,000.00
Plus HST	3,090.00
Less HST Rebate	<u>- 2,207.19</u>
CIP Funding	21,482.81

Motion carried. Votes in favor - 7 Councillors

MOTION - Moved by Councillor Parsons, seconded by Councillor Gill that  
19-052 Council reimburse the Flying Boat Festival Account the amount  
of \$535.00 paid to repair a cooler located in the arena.  
- Motion carried. Votes in favor - 7 Councillors.

REPAIR TO  
COOLER

Applications will be submitted for hiring of Summer Students for the 2019 Season.

It was noted Blair Newhook was interested in employment with the Town again this year, however funding cannot be arranged through any government department.

B. NEWHOOK  
re Employment

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MUNICIPAL WORKS COMMITTEE

Council approved a letter of response to Mr. and Mrs. Wayne Newhook concerning the Town's Snow Clearing Policy with one noted change of Public Works Committee to Council.

MR. & MRS  
NEWHOOK  
re Snow Clearing

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Speed Bumps - Council has received a number of requests from residents for speed bumps on various roads. Agreed speed bumps be placed on Military Road for safety of youth at the fields, arena and Boys and Girls Club.

SPEED BUMPS

Council gave approval for the Town Manager to order new speed bumps including hardware for installation.

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Spring Clean-Up is scheduled for May 13-24, 2019.

SPRING CLEAN-  
UP

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Agreed the Town's call in employees will return to work May 6<sup>th</sup> with the tentative lay-off date November 1.

TOWN CALL IN  
EMPLOYEES

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Agreed Council submit the Envirofest 2019 Proposal as prepared and presented by the Town Manager. Maximum grant for the event is \$6000.00.

ENVIROFEST

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Derek Sceviour contacted Deputy Mayor Woolridge concerning several Safety Seminars. The Town Manager will check with the Town's OH&S Committee regarding any Town employee who needs to be included in the sessions.

SAFETY  
SEMINARS

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Councillor Gill noted the inside gate at the waste disposal site was left open this past Saturday and persons were in this area. Agreed the Leading Hand be reminded to keep this gate closed.

WASTE DISPOSAL  
SITE

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PUBLIC PROTECTION COMMITTEE

Memo from Fire and Emergency Services re Training School in Clarendville, May 25 - May 31, 2019. The Fire Department has received a copy of the memo.

FIRE AND  
EMERGENCY  
SERVICES

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Councillor Roberts noted the Community Wildfire Hazard Assessment Report has been received. The Town can now apply for funding. August 24 has been selected for a public engagement day. A Seminar on the Community Wildfire Assessment will be set up for May or June.

COMMUNITY  
WILDFIRE  
HAZARD  
ASSESSMENT

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SPECIAL EVENTS COMMITTEE

Councillor Byrne briefed Council re progress of events planned for the 2019 Flying Boat Festival and the 2020 Come Home Year Celebration. He will provide a Calendar showing the CHY events at the next Council Meeting.

FLYING BOAT  
FESTIVAL AND  
2020 CHY  
CELEBRATION

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HERITAGE, SENIORS AND COMMUNITY SERVICES COMMITTEE

Councillor Gill noted the Senior Citizens Units have openings at Mugford and the Killick and are accepting application for occupancy.

SENIOR CITIZENS  
UNIT OPENINGS

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RECREATION AND YOUTH COMMITTEE

Councillor White noted the Town has received two government grants through the Community Healthy Living Fund for the amounts of \$10,000 and \$1500. These funds will be used for the purchase of Splash Pad Equipment.

COMMUNITY  
HEALTHY LIVING  
FUNDS

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Councillor White gave an update on the Curling Season. It was a great year, lots of interest with no issues. This Thursday will be the final night.

CURLING SEASON

It was suggested Council look for another set of Curling Stones which would make four lanes. Agreed to look for used stones. It was also agreed Council revisit the Town's cost subsidy for this event prior to the next season.

Mayor Sceviour noted there was a full team from Botwood in the Special Olympics Winter Games.

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Councillor White referred to an online survey on the Website re Recreational Boating. He asked Councillors and others to participate in the survey.

RECREATIONAL  
BOATING

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Councillor White again mentioned signage at the TCH new overpass at Bishop's Falls and the Robert Bond Bridge.

SIGNAGE AT  
OVERPASS &  
BRIDGE

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ADMINISTRATION

A draft letter of response to correspondence received from Lanes Retirement Home concerning Municipal taxes was prepared by the Town Manager and given to Council to review.

LANES  
RETIREMENT  
HOME

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ATIPP Request re civic holiday -

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-053 Roberts that Council declare the First Monday of August of each year as Botwood's Civic Holiday.  
- Motion carried. Votes in favor - 7 Councillors.

CIVIC HOLIDAY

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OH&S Inspection re stadium. Deficiencies are being worked on.

OH&S  
INSPECTION

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MAA- Collaborative Initiative Fund. The Town Manager has submitted a proposal for funding to improve emergency response times for fire and ambulance personnel with a project that will have street numbers installed on all properties in Botwood. It will be brought to the MAA Committee to see if it qualifies for funding.

MAA-  
COLLABORATIVE  
INITIATIVE FUND

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PERMITS

MOTION - Moved by Councillor Parsons, seconded by Councillor White 19-054 that Council ratify permits as follows.  
1. Royal Canadian Legion - Siding, eavestrough, & 1 window  
2. Cyril Curlew/Dana Budgell - Extension on porch  
- Motion carried. Votes in favor - 7 Councillors.

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CORRESPONDENCE

1. Traffic Advisory Group NL (Citizens) re NL Highways
2. NL Chapter of Canadian Transplant Association - re Organ donation
3. Royal Canadian Legion - re Battle of the Atlantic May 5, 2019

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OTHER

The Town Manager will contact Irving Oil concerning their old wharf/pier which has become a safety hazard for boaters.

IRVING OIL  
WHARF/PIER

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Councillor White said he has been contacted by Robert Gill, Dalley's Hill concerning trees in front of his property and old cars on a neighbours property.

R. GILL  
re Trees & Cars

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-055 Byrne the meeting adjourn at 8:15 p.m.  
Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY