

A regular meeting of the Botwood Town Council was held on Wednesday, August 14, 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
R. Byrne
Absent: Councillor: T. White

Also present: A. Rowsell, Town Clerk
C. Yates, Secretary
Robert Payne, Resident
K. Bryan - RCMP Staff Sergeant
Pleaman Forsey - MHA - Exploits
District

Robert Payne made a presentation to Council concerning a sewer blockage in the main line which services the area. Mr. Payne requests Council install a clean out in the main line.

R. PAYNE
re: Sewer Blockage

This matter will be brought to the Municipal Works Committee.

RCMP Staff Sergeant Bryan noted some changes re administration procedures in his district. He also noted there is a staff shortage at present. Mayor Sceviour noted the Town's concerns re quads on the streets and lack of RCMP presence.

RCMP
STAFF SERGEANT
KELLY BRYAN
re: Town's Concerns

Staff Sergeant Bryan informed Council there will be some action in the near future regarding these concerns. He also noted the Botwood Office will be used more in the coming months. He assured Council communication will continue with the Town.

Pleaman Forsey MHA for Exploits noted paving project already started on Route 350. There will also be brush cutting done on Route 350 and 360. Mayor Sceviour noted the Town's Capital Works Projects which have been approved for 2019. He also mentioned the Town is looking at a Multi Year Capital Works Application for the Sacrey's Road/Commonwealth Drive Water and Sewer Services. A main waterline replacement is required from the old pumphouse to the new water tower. Reference was also made to the Waste Water Management which is still not settled with the Federal Government.

PLEAMAN
FORSEY MHA
re: Town Projects

Mr. Forsey offered his assistance to Council at anytime, if required.

Mr. R. Payne, Staff Sergeant Bryan and MHA P. Forsey left the meeting at 7:45 p.m.

MINUTES

MOTION - Moved by Councillor Parsons, seconded by Deputy Mayor 19-104 Woolridge that Council adopt the Minutes of regular meeting held July 10, 2019 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

MAYOR'S REPORT

Mayor Sceviour noted that plans are proceeding for a CBC TV Still Standing Show featuring Botwood. Information regarding the event will be announced when provided.

TV SHOW STILL
STANDING

HERITAGE, SENIORS, AND COMMUNITY SERVICES COMMITTEE

Councillor Gill reported the visitation numbers are up at the Heritage Center for this year.

HERITAGE
CENTER

Councillor Gill attended the closing ceremony and banquet for the 2019 Summer Sports Program held in Bishop's Falls last evening. Botwood received the trophy for most points received.

SUMMER SPORTS
PROGRAM

The Botwood Library is presently having a concern with vehicles parking at the rear of the building and leaving garbage in the area.

BOTWOOD
LIBRARY

RECREATION AND YOUTH COMMITTEE

The Ross Paul Softball Tournament will take place this coming weekend. Agreed to check with town staff regarding field maintenance.

ROSS PAUL
TOURNAMENT

FINANCE AND HUMAN RESOURCES COMMITTEE

MOTION - Moved by Councillor Parsons, seconded by Deputy Mayor
19-105 Woolridge that Council ratify payment of routine expenditures
in accordance with the Town's Accounts Payable Policy and
Procedure. The amount of \$10,872.68 was paid for July 11-23,
2019.
- Motion carried. Votes in favor - 6 Councillors.

A/P POLICY &
PROCEDURE

MOTION - Moved by Councillor Parsons, seconded by Councillor Roberts
19-106 that Council approve the Accounts Payable Transaction Journal
dated July 24 - August 13, 2019 in the amount of \$48,650.41.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne
19-107 that Council approve the Accounts Payable Transaction Journal
dated August 13-14, 2019 in the amount of \$39,273.62.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

Air B&B Tax Structure - this is being worked on by administration.

AIR B&B

2018 Audit Review - financial information has not been reviewed.

2018 AUDIT
REVIEW

MUNICIPAL WORKS COMMITTEE

Letter dated July 10, 2019 received from Margaret Hawkins re drainage water
on her property.

M. HAWKINS
re: Drainage

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor
19-108 Gill that Council write Ms. Hawkins informing her the Town
has completed the work outlined in Council's letter and google
property image dated March 27, 2019, which was forwarded to
her prior to commencement of the work. Council agrees the
work done as per the information dated March 27, 2019 will be
the Town's final response concerning the matter.
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 19-109 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons 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 \$11,960.00 for pavement of street adjacent to the Town Hall. This amount is per tender quote received from Baker's Paving.
- Motion carried. Votes in favor - 6 Councillors.

GAS TAX
CAPITAL
INVESTMENT
PLAN

MOTION - 19-110 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons that the Town's employee Rodney Seymore receive the operator's rate of pay anytime he remains at the Works Depot for equipment repairs and a junior employee is being paid operator rate for work at a job site.
- Motion carried. Votes in favor - 6 Councillors.

R. SEYMORE
re: Rate of Pay

Deputy Mayor Woolridge updated Council re the Fernwood Drive Sanitary Sewer Project. Work started on Monday of this week.

FERNWOOD DR.
SANITARY
SEWER PROJECT

The Confederation Place W/S & Rd Project should start soon.

Reference was made to areas in town where some brush cutting is needed. This will be discussed at a committee meeting.

BRUSH CUTTING

Request from Robert Gill to have his roadway back dragged by the Town's equipment due to washout from recent heavy rain. Agreed to complete a work order.

R. GILL
re: Roadway

Agreed to complete a work order for removal of sand on streets left near the curb after street sweeping.

SAND CLEAN UP

PUBLIC PROTECTION COMMITTEE

Councillor Roberts noted the Fire Smart Wildlife Community Preparedness Day next Saturday, August 24. He will be working with the Fire Chief for this event.

FIRE SMART

PUBLIC PROTECTION COMMITTEE CONTINUED

Councillor Roberts noted the following areas of concern re safety:
- Airbase Road needs better signage for the DO NOT ENTER area
- Street Light for Botwood Collegiate pedestrian crossing
- DO NOT ENTER area by David Parsons from Guide Road to Water Street
Agreed Council check these areas for safety improvement.

TOWN SAFETY
CONCERNS

Councillor Roberts noted Calcium needs to be put on the Town's gravel roads. Salt boats are scheduled and Lighthouse Road will be used by the salt trucks.

CALCIUM ON
ROADS

The Fire Chief and Deputy Fire Chief have expressed concern re residents of Botwood becoming a member on a neighbouring community Fire Department. They would like some clarification through guidelines, policy or code of ethics which would provide direction for this action.

FIRE DEPT
re: Resident a
Member in
Neighbouring
Community

Agreed the Fire Department should first discuss this matter with Fire and Emergency Service.

SPECIAL EVENTS COMMITTEE

Councillor Byrne presented a financial update of Revenue and Expenses for the 2019 Flying Boat Festival.

FINANCIAL
UPDATE ON FBF

ADMINISTRATION

MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne 19-111 that Council approve the Windows 10 Up-grade for the Town Office Computer System for the quoted price of approximately \$7000.00.
- Motion carried. Votes in favor - 6 Councillors.

WINDOWS 10 UP-
GRADE FOR
OFFICE

PERMITS

MOTION - Moved by Councillor Parsons, seconded by Deputy Mayor 19-112 Woolridge that Council ratify building permits issued to August 9, 2019.
- Motion carried. Votes in favor - 6 Councillors.

RATIFY BUILDING
PERMITS

Air B&B Applications - referred back to administration.

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor
19-113 Parsons that Council install a clean-out valve in the main sewer
line near properties located at 1, 1A, 1B & 3 Marine Drive.
- Motion carried. Votes in favor 6 Councillors.

CLEAN-OUT
VALVE ON
MARINE DRIVE

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor
19-114 Byrne the meeting adjourn at 9:00 p.m.
- Motion carried. Votes in favor - 6 Councillors.

 MAYOR  SECRETARY