

A regular meeting of the Botwood Town Council was held by teleconference on Wednesday, June 10, 2020 at 7:00 p.m.

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

Also attending: S. Jerrett, Town Manager
A. Rowsell, Town Clerk
C. Yates, Office Administrator

MINUTES

MOTION - Moved by Councillor Gill, seconded by Deputy Mayor
20-054 Woolridge that Council adopt the minutes of regular meeting
held May 13, 2020 as circulated.
- Motion carried. Votes in favor - 7 Councillors.

FINANCE AND HUMAN RESOURCES COMMITTEE

MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne
20-055 that Council approve the Accounts Payable Transaction Journal
dated May 13 to June 5, 2020 in the amount of \$39,193.44.
- Motion carried. Votes in favor - 7 Councillors.

A/P
TRANSACTION
JOURNAL

CUPE Union Contract - Members have voted on New Contract. A written
contract will be prepared for Council to review.

NEW CUPE UNION
CONTRACT

May comparables for receivables is on par with other years.

2019 Audit Review - Deadline for Submission of the Financial Statement to
Municipal Affairs has been extended to September 30, 2020.

2019 AUDIT
REVIEW
EXTENDED

Summer Students - The Heritage Society has received approval for four students. The Town has applied for four students, but a response has not been received.

SUMMER
STUDENTS

New Gas Tax Policy. Due to COVID-19, the Federal Government announced that gas tax funds for the years 2020 and 2021 will be advanced this year.

NEW GAS TAX
POLICY

Explore Trade Guide 2020 Ad - Cost \$1250.00 plus tax. This cost is normally paid ½ each by the Town and the Heritage Society. The Heritage Society is not able to pay their portion because of lost revenue due to COVID- 19.
Agreed Council get more information regarding time line for the Ad and publishing of the Travel Guide booklet.

EXPLORE TRADE
GUIDE 2020 AD

Request received from Jan's Paralegal for exemption from business tax for March 15 to May 11, 2020 due to temporary shut down in accordance with government regulations re COVID-19.

JAN'S
PARALEGAL TAX
EXEMPTION

Council agreed not to make any exemptions at this time.

Town assessments for taxation year 2021. It was noted assessments are reduced which will decrease the towns tax receivables for 2021.

TOWN
ASSESSMENTS
REDUCED

MOTION - Moved by Councillor Parsons, seconded by Deputy Mayor 20-056 Woolridge that Council reimburse T. Vineham the amount of \$400.00 for work cleaning out the Town's drainage ditch which runs through Mr. Vineham's property.
- Motion carried. Votes in favor - 7 Councillors.

T. VINEHAM
re Reimbursement
for Drainage Ditch

MUNICIPAL WORKS COMMITTEE

The Town's Acting Works Superintendent will be overseeing the Public Works projects and maintenance work. A schedule of work will be compiled in advance for the upcoming week. Public Works Employees will be assigned to the applicable work sites.

PUBLIC WORKS
PROJECTS AND
MAINTENANCE

The Municipal Works Committee will meet next Wednesday at 2:00 p.m.

Councillor Byrne left the meeting at 7:28 p.m. due to a possible conflict of interest.

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 20-057 Parsons that Council give approval to award the Confederation Place Water, Sewer and Road Contract - Project #17-SCF-19-00087, to the lowest tender received from Adams Construction (1975) Ltd. as per the recommendation received from Progressive Engineering and Consulting Inc.
- Motion carried. Votes in favor - 6 Councillors.

CONFEDERATION
PLACE WATER,
SEWER AND
ROAD CONTRACT
PROJECT

Councillor Byrne returned to the meeting at 7:30 p.m.

PUBLIC PROTECTION COMMITTEE

Councillor Roberts noted the DO NOT ENTER Sign at the intersection of Water Street and Memorial Avenue cannot be seen through trees in the area. A work order will be issued to Public Works to correct the situation.

WATER STREET/
MEMORIAL AVE
INTERSECTION

A trailer has been located at the rear of the Wireless Road apartment building.

REMOVAL ORDER
FOR TRAILER

Agreed a removal order be issued to owner.

Reference to a speed bump placed on Wentzell's Road. This has been placed over a waterline hose which is temporarily supplying water to a resident.

SPEED BUMP ON
WENTZELL'S RD

#9 Shed siding repairs. This work will be discussed with the Acting Works Supt.

#9 SHED SIDING
REPAIR

Street Crosswalks - This work is scheduled for next week. School Zone signs will be installed before September.

STREET
CROSSWALKS

Mural Arts are requesting signs be installed around town for the Murals.
This work will be considered at a later date.

MURAL ARTS
SIGNS

SPECIAL EVENTS COMMITTEE

Councillor Byrne noted the committee has officially acknowledged that
Botwood Day 2020 has been cancelled.

BOTWOOD DAY
2020 CANCELLED

Councillor Byrne asked if Council could look at the ditch at the intersection
of Fernwood Drive and Hillview Road. There have been complaints re rats
and concerns that children are playing there.

CLEANING OUT
DITCH

Councillor Byrne asked if Council would consider putting the sand presently
located behind #9 shed in the area of the Abitibi Shed where brush has been
cut.

SAND WHERE
BRUSH WAS CUT

It was also agreed brush cutting continue around Town.

CONTINUE
BRUSH CUTTING

Work orders will be given to the Acting Works Supt.

Councillor Byrne also mentioned the old railway track up to Peter's Arm.
The track needs maintenance and dust control.

OLD RAILWAY
TRACK
MAINTENANCE

Agreed this matter will be discussed at a Municipal Works meeting.

It was also agreed Council meet with the RCMP again to discuss issues and
concerns.

RCMP
re Concerns

Agreed the Leading Hand, H. Baker may be included in the Municipal Works
Meeting - Discuss with the Acting Works Supt.

H. BAKER
re Municipal Works
Meeting

RECREATION AND YOUTH COMMITTEE

Councillor White noted under the COVID-19 restrictions - Level 3, the arena
and other fitness facilities remain closed. Playgrounds and Municipal Parks
also remain closed.

ARENA AND
FITNESS
FACILITIES
REMAIN CLOSED

Councillor White informed Council the biggest concern raised at the recent
ZOOM recreation meeting was sanitation of recreation facilities and
equipment when used..

Mayor Sceviour suggested the Boys and Girls Club look after the sports fields for any event under their guidance.

BOYS & GIRLS
CLUB LOOK
AFTER FIELDS
FOR THEIR
EVENTS

Council agreed as a Municipality it is not feasible to open fields and playgrounds as we cannot enforce regulations. Council will have signs made to be placed at facilities.

Mayor Sceviour will do a video re the Town's recreation facilities will remain closed.

VIDEO

New lights have been installed at the arena. Next week the canteen at the arena will be painted.

NEW LIGHTS AT
ARENA

ADMINISTRATION

Town Hall Update - One desk has been made for the Council Chamber. Flooring will be finished by the end of June. Presently looking into the telephone and internet service.

NEW TOWN HALL
UPDATE

Memo to All Outside Staff re Personal Protective Equipment (PPE).

MEMO re PPE

Memo to all Public Bodies re amendments to the Public Procurement Framework.

MEMO PUBLIC
PROCUREMENT
FRAMEWORK

Bell Mobility - re tower purchase

MOTION - Moved by Councillor Roberts, seconded by Councillor White 20-058 that Council resell property and tower to Bell Mobility Inc.
- Motion carried. Votes in favor - 7 Councillors.

BELL MOBILITY
re Tower Purchase

*Note - see motion 20-044 for details regarding sale.

PERMITS

Application from Max Budgell, 4 Cramms Rd, Botwood to operate a band saw on his property.

PERMIT FOR
BAND SAWS

Application form Jeffrey Elliott, 8 Kings Rd, Botwood to operate a band saw on his property.

Agreed Council respond the Town does not have authority under its development regulations to approve a permit for operation of a band saw within the Town.

Application from B&T Real Estate Inc. to build a 4 unit building at 85 Commonwealth Drive, Botwood.

B & T REAL
ESTATE

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 20-059 Parsons that Council approve a permit for B&T Real Estate Inc to build a 4 unit building at 85 Commonwealth Drive, Botwood, subject to the Towns Development Regulations and Subject to approval from Government Service NL
- Motion carried. Votes in favor - 7 Councillors.

CORRESPONDENCE

Letter from Wade & April Lanning requesting to purchase land located next to their property at 6A Military Road, Botwood.

W & A LANNING
re Land Purchase

Agreed this request be discussed at a Municipal Works Committee Meeting for consideration at the next regular meeting.

Correspondence from Society of Rural Physicians of Canada re Dr. Peter Barnes being a recipient of the Society of Rural Physicians of Canada's Rural Service Award. Council will acknowledge Dr. Barnes for his achievement.

DR. PETER
BARNES AWARD

Memo from the Municipal Assessment Agency Inc. re 2021 Annual Assessment.

MEMO 2021
ANNUAL
ASSESSMENT

Thank you card from the Bursey's for the fruit basket Council sent the family.

THANK YOU
CARD

Email from Dale Buckley re dirt bikes & quad noise on Wireless Road.

D. BUCKLEY
re Dirk Bikes

OTHER

Councillor Parsons asked re Nalcor's request for expression of interest re Boat tie-up. Botwood's facility cannot accommodate the boat.

NALCOR
re Boat tie up

Councillor White asked re Tract Consulting's proposal re Marina. ACOA has approved funding to do survey work. Mayor Sceviour noted the project is still waiting to move ahead.

TRACT
CONSULTING
re Marina

Deputy Mayor Woolridge - noted a number of work orders recently issued to the Works Dept.

WORK ORDERS

Councillor Byrne - Asked re two park benches to be placed in the Peter's Arm area.

PARK BENCHES

MOTION - Moved by Councillor Gill, seconded by Councillor Byrne the meeting adjourn at 9:30 p.m.
- Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY