

A regular meeting of the Botwood Town Council was held on Wednesday, June 12, 2019 at 7:30 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  
Member via teleconference call: T. White

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

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MINUTES

MOTION - Moved by Councillor Roberts, seconded by Councillor Parsons 19-071 that Council adopt the minutes of regular meeting held May 8, 2019 as circulated.  
- Motion carried. Votes in favor - 7 Councillors.

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MAYOR'S REPORT

June 12 - Attended Kindergarten Graduation - Kin Centre.  
June 4 - Attended Botwood Collegiate Cap & Gown Ceremony.

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HERITAGE, SENIORS AND COMMUNITY SERVICES COMMITTEE

Councillor Gill noted the Town has agreed to write a letter of support for the Grand Falls House Foundation Project.

GRAND FALLS  
HOUSE  
FOUNDATION  
PROJECT

Councillor Gill informed Council the Heritage Society and the Public Library Board will be hosting a Heritage Exploration Camp July 3-31 on Wednesdays for children aged 7-12 at the Flying Boat Museum.

HERITAGE  
EXPLORATION  
CAMP

Mayor Sceviour informed Council the latest Downhome Magazine has several articles on Botwood and recognized Botwood as one of the top 10 places in Newfoundland to visit this year.

DOWNHOME  
MAGAZINE

Agreed to have Heritage Brochures placed on Marine Atlantic Boats and Terminals.

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RECREATION AND YOUTH COMMITTEE

Councillor White reported on the Recreation NL AGM held in Grand Falls-Windsor in May. He noted the association is trying to revise the Regional Recreation co-ordinators and some towns are coming together to present a proposal for changes.

RECREATION NL  
AGM

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Councillor White is pursuing the purchase of used curling stones. To date he has not found any stones for sale. He is waiting for a response from Marystown and he will look into other possibilities.

CURLING STONES

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Councillor White reminded Council the final Breakfast Program for Memorial Academy is June 19<sup>th</sup>. A volunteer Coffee Break will be held June 20<sup>th</sup> at 10:00 a.m. at Memorial Academy - RSP by June 19<sup>th</sup>.

BREAKFAST  
PROGRAM &  
COFFEE BREAK

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Central Health will be hosting a community engagement session on June 19, 2019, 6:00 p.m. to 8:30 p.m. at the Kinsmen Club.

COMMUNITY  
ENGAGEMENT  
SESSION

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PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

Woodwards will be sending a boat for tie up at the Port Corporation Facility. Some maintenance work will be done to the boat at that time.

WOODWARDS  
BOAT REPAIRS

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Mayor Sceviour will be attending the Noia Conference Reception on Tuesday, June 18, 2019. He will also attend a session on oil and gas opportunities for Newfoundland. Representatives from other towns as well as the Exploits Regional Chamber of Commerce will be attending.

NOIA  
CONFERENCE  
RECEPTION

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FINANCE AND HUMAN RESOURCES COMMITTEE

MOTION - Moved by Councillor Parsons, seconded by Deputy Mayor 19-072 Woolridge that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$30,368.22 was paid for May 9-21, 2019.

A/P ROUTINE  
EXPENDITURES

- Motion carried. Votes in favor - 7 Councillors.

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MOTION - 19-073 Moved by Councillor Parsons, seconded by Councillor Byrne that Council approve the Accounts Payable Transaction Journal dated May 22 to June 11, 2019 in the amount of \$85,827.76.  
- Motion carried. Votes in favor - 7 Councillors.

A/P  
TRANSACTION  
JOURNAL

Summer Students - Council interviewed 30 students last Wednesday. Students were hired for the approved programs. There will be additional students hired when other funding programs are approved.

SUMMER  
STUDENTS

Asset Sale - 2 Bids were received.  
1. Asphalt Recycler - \$600.00 + HST  
2. V. Plow - \$150.00 + HST

ASSET SALE

Council agreed to accept the two bids as received.

The Town Manager left the meeting at 7:47 p.m. due to a possible conflict of interest.

A bid submission was received from the Town Manager after the deadline date of noon May 24, 2019. An offer in the amount of \$400.00 + HST was received for the 1972 Hose Layer Fire Truck.

1972 HOSE LAYER  
FIRE TRUCK

MOTION - 19-074 Moved by Councillor Parsons, seconded by Councillor Byrne that Council accept the bid received for the 1972 Hose Layer Fire Truck.  
- Motion carried. Votes in favor - 7 Councillors.

The Town Manager returned to the meeting at 7:50 p.m.

Deputy Mayor Woolridge left the meeting at 7:50 p.m. due to a possible conflict of interest.

The Municipal Works Committee recommends Council hire two seasonal call in labourers for a maximum eleven week employment starting June 17 - August 30, 2019.

SEASONAL  
LABOURERS

MOTION - 19-075 Moved by Councillor Parsons, seconded by Councillor Byrne that Council offer the seasonal call in labourer positions to Eugene Ryan and Blair Newhook.  
- Motion carried. Votes in favor - 6 Councillors

Deputy Mayor Woolridge returned to the meeting at 7:56 p.m.

The 2018 Audited Financial Statements have not been received. This information should be completed next week.

AUDITED  
FINANCIAL  
STATEMENT NOT  
RECEIVED

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MOTION - 19-076 Moved by Councillor Parsons, seconded by Councillor Roberts that Council request approval from the Department of Municipal Affairs to borrow the amount \$58,944.00 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 Small Communities Fund, Project No. 17-SCF-19-00087 Confederation Place - Water, Sewer and Road.  
- Motion carried. Votes in favor - 7 Councillors.

SMALL  
COMMUNITIES  
FUND  
CONFEDERATION  
PLACE

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MOTION - 19-077 Moved by Councillor Parsons, seconded by Deputy Mayor Woolridge that Council request approval from the Department of Municipal Affairs to borrow the amount of \$43,528.00 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 Small Communities Fund, Project No. 17-SCF-19-00089 - Fernwood Drive Sanitary Sewer.  
- Motion carried. Votes in favor - 7 Councillors.

SMALL  
COMMUNITIES  
FUND  
FERNWOOD  
DRIVE

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Central Newfoundland Antique Auto Club - Council agreed to provide a loot bag item and a plaque for the Mayor's presentation for their 2019 Annual Antique Car Show, August 9-11.

ANNUAL  
ANTIQUE CAR  
SHOW

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MUNICIPAL WORKS COMMITTEE

Letter from S. Feener, 5 Staff Rd. expressing concern over her W/S Services which cross over adjacent property on Coronation Street. This property has been sold for development.

S. FEENER  
re W/S Services

It was noted a developer is responsible to provide an easement for any services crossing a property. Council will inform the developer of this matter and requirements in accordance with the Town's Development Regulations.

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Central Newfoundland Waste Management - There was a concern raised by CNWM during the Town's recent Spring clean-up. The Town was advised the Point Leamington facility could not hold all the material and asked Botwood to direct the waste to the Norris Arm Regional Site.

CNWM  
TOWN'S CLEAN  
UP

Mayor Sceviour responded the CWM, noting where Botwood stands concerning use of CNW Management facilities and the service we are financially committed to. He also noted Council is willing to discuss the matter, moving forward.

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St. James' Anglican Church - re Water Street/Mill Road retaining wall. This wall was installed by the Department of Highways when Water Street was upgraded.

ST. JAMES'  
ANGLICAN  
CHURCH  
RETAINING WALL

Agreed Council will work with St. James' Anglican Church to help alleviate the concerns.

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Sewer Outflow Monitoring - A used test unit has been received and installed. Mr. T. Sceviour has assessed the equipment and found it to be working fine and sufficient to meet Council's requirement for waste water monitoring. T. Sceviour has prepared a sewer monitoring sampling estimate for Council information. He will monitor the equipment and train the town's employees re usage.

SEWER OUTFLOW  
MONITORING

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-078 Roberts that Council purchase the used waste water monitoring equipment as presented to Council.  
- Motion carried. Votes in favor - 7 Councillors.

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The Town Manager informed Council that T. Sceviour will be doing an analysis at the arena for possible cost savings.

ARENA ANALYSIS

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A public concern with respect to traffic using Hillview Road and Caledonia Road was received. Residents in the area would like to have speed bumps placed on the roads.

SPEED BUMPS

Council will review requests for speed bumps.

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Councillor Byrne left the meeting at 8:15 p.m. due to a possible conflict of interest.

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-079 Gill that the Town of Botwood submit its Capital Investment Plan to the Department of Municipal Affairs and Environment

GAS TAX  
FUNDING

MOTION - for Gas Tax Funding in the amount of \$43,722.66 for the  
19-079 replacement of 60m of 1200mm galvanized culvert at the  
cont. intersection of Valley Road and Water Street. Project Name -  
Culvert Replacement - Valley Road/Water Street Intersection.  
- Motion carried. Votes in favor - 6 Councillors.

Councillor Byrne returned to the meeting at 8:21 p.m.

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Councillor Roberts mentioned gravel located at the Multi Purpose Facility on  
the Airbase. This is material removed from Caledonia Road placed there to  
fill in some lower spots.

MULTI PURPOSE  
FACILITY

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Councillor Roberts also mentioned condition of the boat slipway after the  
winter season. Mayor Sceviour noted this is cleaned out every year with the  
Town's backhoe.

BOAT SLIPWAY

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Council requests clean-up orders be issued for property located at 24A  
Wireless Road and 9 Vineham's Lane.

CLEAN-UP  
ORDERS

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PUBLIC PROTECTION COMMITTEE

Fernwood Drive re Crosswalks. Councillor Roberts will get information to  
determine the most practical area for a crosswalk.

CROSSWALK

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Fire Smart -  
June 27 - Fire Smart Community Champion Seminar  
August 24 - Wildfire Awareness Day

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Council minutes will be put on Town Website following their adoption at a  
regular Council meeting.

COUNCIL  
MINUTES

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The Town Manager recommended a review of rules and procedures for  
Council.

RULES AND  
PROCEDURES

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SPECIAL EVENTS COMMITTEE

2020 Come Home Year Committee will hold its next meeting Monday, September 9, 2019.

COME HOME  
YEAR

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2019 Flying Boat Festival Committee will hold its next meeting Monday, June 24, 2019.

FLYING BOAT  
FESTIVAL

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Jubilee Pentecostal Temple will be holding Canada Day Celebrations on Monday, July 1<sup>st</sup> from 11:00 a.m. - 2:00 p.m. on their parking lot.

CANADA DAY

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The Royal Canadian Legion invites Council to participate in the Memorial Day Parade and Wreath laying ceremony on Monday, July 1<sup>st</sup>. A reception will be held at 12:00 noon at the Legion.

MEMORIAL DAY

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ADMINISTRATION

A discussion took place on B&B's as well as Air B&B's re taxation. The town manager noted this practice will be considered in the Town's new development plan.

B&B'S

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Notification was received from the Municipal Assessment Agency that funding up to \$3130.00 has been approved under the Collaborative Initiative fund. Council has agreed to use this funding for Street house numbers.

COLLABORATIVE  
INITIATIVE FUND

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Smoke Free Policy for Recreational Facilities and Events. Council will not implement a policy at this time.

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Sand tender for supply of 2020 Winter Sand needs to be done early. This will be discussed at the Municipal Works Committee meeting next week.

SAND TENDER

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Councillor Roberts asked Council to look at the condition of the #9 Storage Shed as it needs maintenance for safety reasons.

#9 STORAGE  
SHED

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PERMITS

MOTION - Moved by Councillor Roberts, seconded by Councillor Byrne  
19-080 that Council ratify permits issued to June 10, 2019.  
- Motion carried. Votes in favor - 7 Councillors.

RATIFY PERMITS

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CORRESPONDENCE

1. CNWM - re financial audit statement.
2. Heart and Stroke Foundation - re Mayor's March.
3. Municipal Assessment Agency - re Supplemental Notice Threshold.
4. Botwood Mural Arts Society - re Annual Flying Boat Festival Booth Murals.  
Council agreed to this Mural Project.

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MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor  
19-081 Byrne the meeting adjourn at 9:15 p.m.  
- Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY