

A regular meeting of the Botwood Town Council was held on Wednesday, November 6, 2019 at 6:30 p.m. at the Flying Boat Museum.

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

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

MINUTES

MOTION - 19-136 Moved by Councillor Roberts, seconded by Councillor Byrne that Council adopt the minutes of regular meeting held October 16, 2019 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 19-137 Moved by Councillor Parsons, seconded by Councillor Byrne that Council adopt the minutes of Special Meeting held October 22, 2019 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

Mayor Sceviour made reference to the Fall Seminar - Introduction to Oil & Gas Potential held October 24, 2019. The Seminar received full registration for attendance. The event was very informative with good speakers and positive comments from participants.

INTRODUCTION
TO OIL & GAS
POTENTIAL
SEMINAR

A Seminar Survey results was included in Councillor packages for information.

Mayor Sceviour informed Council the Town now has re-acquired ownership of the Abitibi Paper Shed property.

ABITIBI PAPER
SHED

FINANCIAL AND HUMAN RESOURCES COMMITTEE

MOTION - 19-138 Moved by Councillor Parsons, seconded by Councillor Roberts that Council approve the Accounts Payable Transaction Journal dated October 16 - November 4, 2019 in the amount of \$62,632.13.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

The Town Manager advised Council do an Expression of Interest advertisement for three properties: the paper shed, machine shop and land on Fernwood Drive. This procedure would be in accordance with Sect. 201 of the Municipalities Act in relation to future development of the properties. Council agreed this process be implemented.

EXPRESSION OF
INTEREST FOR
THREE
PROPERTIES

MOTION - 19-139 Moved by Councillor Parsons, seconded by Councillor Gill that Council approve Christmas Gratuities for Town Staff to be as given in 2018 with addition of new employees.
- Motion carried. Votes in favor - 6 Councillors.

TOWN STAFF
GRATUITIES

In accordance with the Town's 2019 Annual Budget, the Firemen's gratuity will be \$275.00 for this year. This amount will be increased to \$300.00 in the 2020 Budget.

FIREMEN'S
GRATUITY

Town Entryway Sign. This will be discussed with Tract Consulting and cost will be included in the Town's 2020 Budget.

TOWN
ENTRYWAY SIGN

Agreed Council approve a \$100.00 donation for the VOCM Cares Happy Tree and a \$100.00 donation for the Dr. Hugh Twomey We Share the Care Tree.

DONATIONS

MOTION - 19-140 Moved by Councillor Parsons, seconded by Deputy Mayor Woolridge that Council request approval from the Department of Municipal Affairs and Environment to borrow the amount of \$79,802.00 from the Bank of Montreal with a repayment term of 60 months and an amortization period of 60 months. This amount represents the Municipal Contribution for Small Communities Fund Project No.17-SCF-18-00038 Sanitary Sewer Outfall Phase 1- Circular Road.
- Motion carried. Votes in favor - 6 Councillors.
This motion replaces Motion #18-023.

CIRCULAR ROAD
SANITARY
SEWER OUTFALL
PHASE 1 PROJECT

MOTION - 19-141 Moved by Councillor Parsons, seconded by Deputy Mayor Woolridge that Council request approval from the Department of Municipal Affairs and Environment to borrow the amount of \$43,528.00 from the Bank of Montreal with a repayment term of 60 months and an amortization period of 60 months. 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 - 6 Councillors.
This motion replaces Motion #19-077.

FERNWOOD
DRIVE SANITARY
SEWER PROJECT

The Town Manager informed Council there has been water shut-off notices given for tomorrow.

WATER SHUT-OFF
NOTICES

The Town Manager informed Council a taxation proposal was received today from Lane's Retirement Homes. A response will be made by the Town Manager for a tax agreement.

LANE'S
RETIREMENT
HOME

PBO approached Council re a proposed increase for haulage fees over the next three years. After discussion with the Town Manager, PBO has accepted an increase of \$180/\$200/\$220 for the next three years. Council approves the increased amounts.

PBO HAULAGE
FEES

Council members met with CUPE representatives today. Union negotiation will be discussed later.

CUPE UNION
NEGOTIATIONS

MUNICIPAL WORKS COMMITTEE

Council has submitted applications for 2020/2021 Municipal Capital Works funding. The Dept. of Municipal Affairs require some additional information to be submitted with the application.

MUNICIPAL
CAPITAL WORKS
FUNDING

The Central Newfoundland Waste Management Board forwarded their 2020 operational budget for Council's information.

CNWM
OPERATIONAL
2020 BUDGET

Twomey Drive - Brush cutting by the Senior's fence. A work order has been issued.

BRUSH CUTTING

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-142 Parsons that Council issue a lay-off notice for the two part-time employees effective November 29, 2019.
- Motion carried. Votes in favor - 6 Councillors.

LAY-OFF NOTICE
FOR PART-TIME
EMPLOYEES

Winston Gill - re shut off valve. Agreed Council determine where the shut off valve is located.

W. GILL
re Shut Off Valve

PUBLIC PROTECTION COMMITTEE

Fire Smart Mitigation Plan - Councillor Roberts informed Council an action plan will be put in place for this process. An application will be submitted for a Wildfire Preparedness Day in 2020.

FIRE SMART
MITIGATION
PLAN

Property located at 13 Frazer Road was mentioned re a safety concern. A letter was sent to owner last year and the response was it would be demolished.

DEMOLITION
ORDER FOR 13
FRAZER ROAD

MOTION - Moved by Councillor Roberts, seconded by Deputy Mayor 19-143 Woolridge that Council issue a demolition order for property located at 13 Frazer Road, Botwood.
- Motion carried. Votes in favor - 6 Councillors.

Councillor Roberts informed Council the Fire Dept will provide a cost estimate for hydrant hose thread identification. The Town Manager noted some fire hydrant identification was done by the Town Staff when winterizing the hydrants.

FIRE DEPT
re Hydrant Hose
Thread Identification

SPECIAL EVENTS COMMITTEE

Councillor Byrne said a large crowd attended the annual bonfire event. Everything went well, the fireworks were great.

BONFIRE

Tomorrow night there will be a meeting to discuss the 2019 Santa Clause Parade.

SANTA CLAUSE
PARADE

It was noted the parade cannot travel on Twomey Drive this year due to construction at the Twomey Centre.

The Town's Christmas Social will be held December 13, 2019 at the Fire Hall.

CHRISTMAS
SOCIAL

HERITAGE, SENIORS AND COMMUNITY SERVICES COMMITTEE

Councillor Gill commented on the excellent Heritage Presentation given by Mayor Sceviour at the Mural Arts Annual Banquet, Saturday, November 2.

HERITAGE
PRESENTATION

RECREATION AND YOUTH COMMITTEE

The Curling Organization has discontinued their Thursday night league time at the arena. Agreed the Town request their decision to cancel in writing.

CURLING
LEAGUE

ADMINISTRATION

The Town Manager brought Council up to date re the Town's revised Town Plan. Tract Consulting met with the Town Staff yesterday afternoon. Work is proceeding, new maps look good and changes will work for the Town.

REVISED TOWN
PLAN

TBS Consulting, T. Sceviour is doing some water testing. The waterline flushing is going well. The Town Manager informed Council a quote was received for cleaning the Town's waterline. This work will be considered for the 2020 Town Budget.

TBS CONSULTING
re Water Testing

The Town Manager informed Council there will be an Asset Management presentation tonight given by Tract Consulting Inc.

ASSENT
MANAGEMENT
PRESENTATION

PERMITS

Councillor Parsons left the meeting at 7:25 p.m. due to a possible conflict of interest.

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 19-144 Byrne that Council ratify permits issued to November 1, 2019.
- Motion carried, Votes in favor - 5 Councillors.

RATIFY PERMITS

Councillor Parsons returned to the meeting at 7:27 p.m.

MOTION - Moved by Councillor Byrne, seconded by Deputy Mayor
19-145 Woolridge the meeting adjourn at 7:27 p.m.
- Motion carried. Votes in favor - 6 Councillors.

 MAYOR  SECRETARY