

A regular meeting of the Botwood Town Council was held on Wednesday, May 12, 2021 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 attending: S. Jerrett, Town Manager  
A. Rowsell, Town Clerk  
C. Yates, Office Administrator

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CALL TO ORDER

PROCLAMATIONS/PRESENTATIONS/ACKNOWLEDGMENTS

1. Early Childhood Educators Week, May 30<sup>th</sup> to June 5<sup>th</sup>, 2021.
2. Municipal Awareness Day, May 17<sup>th</sup>, 2021.

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ADOPTION OF THE AGENDA

MOTION - Moved by Councillor Gill, seconded by Councillor White  
21-036 to adopt the agenda as presented.  
- Motion carried. Votes in favor - 7 Councillors.

ADOPT AGENDA

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MINUTES

MOTION - Moved by Councillor Roberts, seconded by Councillor Byrne  
21-037 that Council adopt the minutes of regular Council Meeting held  
April 13, 2021 as circulated.  
- Motion carried. Votes in favor - 7 Councillors.

ADOPT MINUTES

Agreed the Minutes of April 3, 2021 be posted on the Town's Web Page.

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COMMITTEE REPORTS

Mayor's Report

Mayor Sceviour related to Council the purpose of the Exploits Valley Joint Council Zoom Meeting with Mark Whiffen of CBDC. They are considering hiring an Economic Development Officer for communities in the area.

EXPLOITS  
VALLEY JOINT  
ZOOM MEETING

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Deputy Mayor Woolridge attended the Battle of the Atlantic Service on Sunday, May 2, 2021 on behalf to Council.

BATTLE OF THE  
ATLANTIC  
SERVICE

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Finance and Human Resources Committee

MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne  
21-038 that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$19,660.13 was paid for April 13-21, 2021.  
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE  
EXPENDITURES

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MOTION - Moved by Councillor Parsons, seconded by Councillor Roberts  
21-039 that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$14,989.86 was paid for April 13-29, 2021.  
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE  
EXPENDITURES

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MOTION - Moved by Councillor Parsons, seconded by Councillor White  
21-040 that Council approve the Accounts Payable Transaction Journal dated April 13-May 11, 2021 in the amount of \$57,576.21.  
- Motion carried. Votes in favor - 7 Councillors.

A/P  
TRANSACTION  
JOURNAL

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Councillor Parsons noted the Comparison of Receivables total to April 30, 2021 showed an increase over the previous year.

COMPARISON OF  
RECEIVABLES

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The Town Manager received cost estimates for placement of a sign for public viewing re Town Notices and/or events. Costs received were not feasible for Council to consider at this time.

SIGN FOR PUBLIC  
VIEWING

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Sale of old Town Hall. This matter is referred to the committee level to discuss decisions which need to be put in place prior to the building being sold.

SALE OF OLD  
TOWN HALL

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List of Town land for sale. The Town Manager is preparing this list.

LAND FOR SALE

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Municipal Works Committee

Required training for the Works Crew is ongoing. Some courses have been completed. Other courses will be scheduled for the appropriate employees.

TRAINING FOR  
WORKS CREW

Councillor Byrne left the meeting at 7:15 p.m. due to a possible conflict of interest.

The 2021 Paving Program was discussed.

2021 PAVING  
PROGRAM

MOTION - 21-041 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons that Council submit a Capital Investment Plan to the Department of Municipal Affairs for Gas Tax Funding in the amount of \$346,412.26 as per the lowest quotation for 9180m<sup>2</sup> (1250 tons) of pavement on various streets plus a 10% contingency allowance of \$34,641.00.  
- Motion carried. Votes in favor - 6 Councillors.

Councillor Byrne returned to the meeting at 7:28 p.m.

Spring Clean-up 2021 will take place May 18-21 and May 25-28. Agreed Council hire back the two remaining call in employees to begin work at that time.

SPRING CLEAN  
UP/CALL IN  
EMPLOYEES

MOTION - 21-042 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons that Council post bullet form information on the Town's web page.  
- Motion carried. Votes in favor - 7 Councillors.

BULLET FORM  
INFORMATION  
ON WEB PAGE

Email received from Department of Environment and Climate Change Water Resources Division re Working in & Within 15 metres of a water body.

WORKING  
WITHIN A WATER  
BODY

Deputy Mayor Woolridge provided a Work Order List for April 23-May 12 for Councillor information.

WORK ORDER  
LIST

It was agreed some type of barrier should be placed at the lower edge of the Works Depot parking site. With the recent leveling off on this property, the existing drainage ditch is not a visible for traffic.

BARRIER AT  
WORKS DEPOT

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The Capital Works Project for Waterline flushing has been delayed due to required material being unavailable from supplier at this time.

WATERLINE  
FLUSHING  
DELAYED

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Public Protection Committee

The committee met on May 7 to review the Town's Emergency Plan. The revised plan should be ready for presentation to Council at the next regular meeting. With Council's approval, the plan will be forwarded to the Department of Municipal Affairs for government approval.

EMERGENCY  
PLAN

The Town Manager noted that Botwood's Emergency Plan is used within the Province as an example for completing an Emergency Plan.

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Councillor Roberts noted that Council has received the \$500.00 Fire Smart Grant for 2021. A date in June has been set for a Fire Smart Day. A public Fire Smart Preparedness Day will be decided.

FIRE SMART

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The committee will meet to discuss alternate accommodations for the local RCMP Office.

RCMP OFFICE

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Council will check with NL Power concerning the Town's request for a street light to be installed on Pumhouse Road.

STREET LIGHT

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Special Events Committee

Councillor Byrne suggested Council consider having flower pots put on poles on Water Street in the business area. Agreed Council consider this project for Come Home Year 2022.

FLOWER POTS

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Volunteer of the Year. Two submissions were received.

VOLUNTEER OF  
THE YEAR

MOTION - 21-043 Moved by Councillor Byrne, seconded by Councillor Parsons that Council recognize both nominees - Everett Elliott and Lillian Langdon, as Volunteer of the Year.  
- Motion carried. Votes in favor - 7 Councillors.

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Heritage, Seniors and Community Services Committee

The Heritage Building now has new windows installed and some siding installed.

HERITAGE  
BUILDING

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The Boys and Girls Club is requesting Council have the speed bumps placed near the club as soon as possible.

SPEED BUMPS

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Councillor Gill noted there has been lots of complaints concerning dirt bikes and ATV's throughout the Town. Agreed Council contact the RCMP again concerning this problem.

DIRT BIKES AND  
ATV'S

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Recreation and Youth Committee

Splash Park - Location of this facility adjacent to the Boys and Girls Club is not an option. Placement of a Splash Pad would change the risk category the Club operates under.

SPLASH PAD

The Town Manager suggested the Airbase area as water and sewer is located there. This will be looked at with consideration given to the Heritage aspect planned for the Airbase.

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Dog Park - It was suggested the Town not designate a developed ball field as a Dog Park. Maybe look at property across from the ball fields. Agreed further planning is required and also fencing would be costly for this facility.

DOG PARK

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Walking Trail - To improve the area outside the ballfields for a walking trail would not be within the town's 2021 budget.

WALKING TRAIL

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Farmers Market Kiosk's at the Airbase Heritage Park - Work is ongoing for this project to move ahead through approved government funding

FARMERS  
MARKET KIOSK

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Planning and Economic Development Committee

24 hour emergency at the Dr. Hugh Twomey Health Centre - Council met with our MHA Pleaman Forsey on Monday, May 10<sup>th</sup>. He assured Council, following completion of the new wing at the Twomey Centre, which will be soon, he will pursue with government to have this service reinstated..

DHTHC 24 HOUR  
EMERGENCY

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ADMINISTRATIVE ISSUES

Department of Environment and Climate Change - re proposed undertaking for Vegetable and Forage production. Council has no objection to this operation.

VEGETABLE &  
FORAGE  
PRODUCTION

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PERMITS

MOTION - 21-044 Moved by Deputy Mayor Woolridge, seconded by Councillor Byrne that Council ratify permits issued to May 12, 2021.  
- Motion carried. Votes in favor - 7 Councillors.

RATIFY PERMITS

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CORRESPONDENCE

1. Statistics Canada/Government of Canada - re 2021 Census Resolution.
2. Municipal Assessment Agency - re update.
3. Kevin Langdon - re domestic Saw Mill. Agreed Council respond the Town's Municipal Plan and Development Regulations does not permit this type of operation in a residential zone.

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Other

Agreed purchase of another pick up truck for Public Works is not necessary at this time.

Agreed Council look at required work to have concrete pads in place for placement of the anchor in front of the new town hall.

CONCRETE PADS

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MOTION - 21-045 Moved by Deputy Mayor Woolridge, seconded by Councillor White the meeting adjourn at 8:35 p.m.  
- Motion carried. Votes in favor - 7 Councillors.

ADJOURNMENT

 MAYOR  SECRETARY