

A regular meeting of the Botwood Town Council was held on Wednesday, April 12, 2017 at 7:00 p.m. in the Council Chamber.

Members present: Mayor S. Sceviour, presided
Deputy Mayor D. Woolridge
Councillors: R. Byrne
R. Hancock
M. Roberts
B. Gill
Member absent: H. Edison

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

MINUTES

MOTION - Moved by Councillor Hancock, seconded by Councillor Byrne 17-030 that Council adopt the minutes of Regular Meeting held March 8, 2017 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

MAYOR'S REPORT

Mayor Sceviour briefed Council on the review process of the Town's Current Regulations. The process will continue until all regulations have been reviewed. Council will approve the final changes and decisions at a regular meeting.

TOWN
REGULATIONS

Mayor Sceviour made reference to the letter received from Minister Eddie Joyce, Department of Municipal Affairs and Environment re Feasibility Report Grant of \$20,000.00 to explore the potential amalgamation of Botwood and Northern Arm.

LETTER FROM
MINISTER EDDIE
JOYCE
re Amalgamation

The Town Manager noted the RFP Document has been finalized and will be forwarded to consultants recommended by the Department of Municipal Affairs.

RFP DOCUMENT
FINALIZED

Mayor Sceviour noted the meeting held last Friday, April 7th with Progressive Engineering & Consulting Inc. and Fougere Menchenton Architecture Inc. regarding the Town Hall/Fire Hall Project.

TOWN HALL/
FIRE HALL
PROJECT

Mayor Sceviour informed Council the nominations for Volunteer of the Year were considered and a selection was made.

VOLUNTEER OF
THE YEAR

On April 6, 2017 Mayor Sceviour and Deputy Mayor Woolridge attended the Annual General Meeting of the Exploits Regional Chamber of Commerce.

FESTIVAL AND SPECIAL EVENTS COMMITTEE

Councillor Roberts briefed Council on the recent FBF meeting held April 5, 2017.

FBF MEETING

Some things already put in place for the event. The 2017 theme will be 100th Anniversary of Vimy Ridge. Scott Simms, MP advised a grant has been approved.

Next FBF Meeting will be April 27 at 1:30 p.m.

Preparations for the Volunteer Appreciation Dinner on April 25th have been put in place. The committee is changing the certificate format presentation to shorten the time.

VOLUNTEER
APPRECIATION
DINNER

Councillor Roberts informed Council the New Town Website is now ready. The Town still needs to provide information before final release.

NEW TOWN
WEBSITE

FINANCE COMMITTEE

MOTION - Moved by Councillor Gill, seconded by Councillor Roberts that 17-031 Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$9,921.53 was paid for March 9, 2017 to March 31, 2017.

RATIFY
PAYMENT OF
ROUTINE
EXPENDITURES

- Motion carried. Votes in favor - 6 Councillors.

- See Attached List

MOTION 17-032 Moved by Councillor Gill, seconded by Deputy Mayor Woolridge that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$140,387.74 was paid for March 9, 2017 to March 27, 2017.

- Motion carried. Votes in favor - 6 Councillors.

- See Attached List

MOTION 17-033 Moved by Councillor Gill, seconded by Councillor Byrne that Council approve the Accounts Payable Transaction Journal dated March 9, 2017 to April 11, 2017 in the amount of \$130,686.38.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

- See Attached List

Letter from Darren and Karen Jewer regarding taxes owed for property located at 22 Wireless Road.

D & K JEWER
re Property at
22 Wireless Road

Information received from the Jewer's state the house was torn down in October 2016. Mayor Sceviour will contact Darren Jewer concerning the Tax Exemption form required by Council in order to process an exemption. Once this form is filed, the appropriate exemption will be applied to the account. Council agrees that in accordance with the Town's exemption policy, the following credit can be applied to the Jewer's account: Water and Sewer Rates for November and December 2016 plus Water and Sewer Rates for 2017.

A notice of claim was received from Claimspro on behalf of Bell Canada for cost to repair its damaged FOSC closures and 900 pair cable. The notice claims the Town of Botwood is liable for damages which totalled a repair cost of \$10,892.64.

CLAIMSPRO COST
FOR DAMAGE

This claim will be turned over to the Town's Insurance Adjuster.

A letter was received from McInnes Cooper requesting compensation in the amount of \$983.42 for repairs due to water damage at property located at 1 Ivany's Lane.

MCINNES
COOPER
re Property at
1 Ivany's Lane

The Town Manager noted this amount is below the Town's deductible amount. Agreed the Town Manager negotiate for 50% reimbursement.

Request from Dennis Boone to purchase property located at 15,17 & 19 Sacey's Road.

D. BOONE
re Purchase of
Properties

Agreed Council must give consideration to the legislative amendment to the Municipalities Act regarding selling, leasing or depositing of Municipal property before making a decision regarding sale of properties.

Council will respond to Mr. Boone, informing him the request has been referred back to Council Committee for consideration

PUBLIC AND CAPITAL WORKS COMMITTEE

Letter from Sylvia Rice informing Council of damage done to her paved driveway during plowing snow on March 23, 2017.

S. RICE
re Damage of
Property

Agreed to inform Sylvia Rice Council will fix the damage in the spring.

Letter from Department of Municipal Affairs and Environment re Prime Consultant Agreement - Engineering Design Initiative - New Town Hall/Fire Hall.

FOUGERE
MENCHENTON
re New Town
Hall/Fire Hall

MOTION 17-034 Moved by Deputy Mayor Woolridge, seconded by Councillor Byrne that Council accept the bid of \$65,077.35 (HST inc.) as submitted by Fougere Menchenton Architecture Inc. and approved by the Department of Municipal Affairs and Environment for Signature.

- Motion carried. Votes in favor - 6 Councillors.

The Town Manager brought up for discussion 2017 applications for Municipal Capital Works Projects. Application deadline is next Friday, April 21, 2017. The Town's Consulting Engineers has been asked to prepare cost estimates for the following projects.

APPLICATIONS
FOR MUNICIPAL
CAPITAL WORKS
PROJECTS

- 1 - Town Hall/Fire Hall Project
- 2 - Connecting road from Twomey Drive to Fernwood Drive
- 3 - Sanitary Sewer Study
- 4 - Extension of Circular Road Sewer Line and Outfall.

Agreed Council apply for the four projects.

The Town Manager briefed Council on two proposals for 2017 Gas Tax Paving Application.

GAS TAX PAVING
APPLICATION

MOTION 17-035 Moved by Deputy Mayor Woolridge, seconded by Councillor Byrne 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 \$317,020.00 for 2017 Paving Plan.

- Motion carried. Votes in favor - 6 Councillors.

The Town Manager made reference to items of priority for Public Works in 2018.

PUBLIC WORKS
2018

- look for possible leak in main water line.
- work re road washout on Commonwealth Drive near Darrell Rice's property.

The Public Works Committee will discuss a priority list.

Spring Clean-Up. Dates need to be put in the Spring Newsletter. 2017 dates were May 15-26 however due to the late snowfall, this date may need to be changed as well as the length of time for the Clean-up period.

CLEAN-UP

Flushing the Town's Waterlines will be done in accordance with the Regional Services Board schedule. It was suggested this work be done in the night time as in 2015 and prior.

FLUSHING
WATERLINES

Deputy Mayor Woolridge informed Council that the Town's employee Robert Watkins has submitted a letter of retirement as of April 30, 2017.

R. WATKINS
re Retirement

Mayor Sceviour noted according to Statistics Canada, the Town's population has decreased to 2875. We should inform the Regional Services Board re decreased population.

POPULATION
DECREASE

Mayor Sceviour informed Council there is a company - Resolute, who is selling property located in Bishop's Falls which was included in the Abitibi properties sold to the Town of Botwood in 2011 under receivership of 4513541 Canada Inc.

RESOLUTE
SELLING ABITIBI
PROPERTY

PUBLIC PROTECTION COMMITTEE

Councillor Byrne noted the house fire Sunday, April 9th on Commonwealth Drive.

Memo re Fire and Emergency Services Training School in Clarendville May 27-June 2, 2017. This information will be passed to the Fire Department.

FES TRAINING
SCHOOL

RECREATION AND TOURISM COMMITTEE

Councillor Hancock congratulated the Seaport Skaters on their Annual Ice Show. There was an excellent turnout for the event.

ANNUAL ICE
SHOW

The Bantam Easter Tournament will take place at the arena next week.

EASTER
TOURNAMENT

The 12 yr and under female tournament held recently had good participation.

FEMALE
TOURNAMENT

COMMERCIAL AND INDUSTRIAL DEVELOPMENT COMMITTEE

Mayor Sceviour informed Council there has been some inquiries re business development in the Town.

BUSINESS
DEVELOPMENT

ADMINISTRATION

Email from Mark Whiffen CBDC advising of a Business Coffee Break to be held April 27 at 9:30 a.m. to 11:00 a.m. at the Island Breeze Restaurant.

CBDC BUSINESS
COFFEE BREAK

MOTION 17-036 Moved by Councillor Hancock, seconded by Councillor Byrne that signing officers for the Flying Boat Festival Bank Account will be the Town Clerk and one of the Mayor or Deputy Mayor.
- Motion carried. Votes in favor - 6 Councillors.

SIGNING
OFFICERS FOR
FBF

MOTION 17-037 Moved by Councillor Roberts, seconded by Deputy Mayor Woolridge that the Town of Botwood will issue Donation Receipts for Income Tax Purposes for the following donations made directly to the Heritage Society in 2016.
1 - Heritage Receipt #0014 - Amount of \$600.00 form Dagmar Falkenburg.
2 - Heritage Receipt #0015 - Amount of \$5000.00 from Andres Falkenberg.
3 - Heritage Receipt #0016 - Amount of \$500.00 from Eric Falkenberg-Poetz.
- Motion carried. Votes in favor - 6 Councillors.

DONATION
RECEIPTS FOR
FALKENBURGS

MOTION - Moved by Councillor Gill, seconded by Deputy Mayor
17-038 Woolridge that Council approve a two month leave of absence
from April 12 to June 16, 2017 for Councillor Harold Edison.
- Motion carried. Votes in favor - 6 Councillors.

LEAVE OF
ABSENCE FOR
COUNCILLOR
EDISON

CORRESPONDENCE

- Information only
- 1 - Municipal Assessment Agency - re Clar Simmons Scholarship.
- 2 - FCM - re Legal Defense Fund.

Mayor/Deputy Mayor (copy)

- 1 - Hon. Andrew Parsons, Dept of Justice and Public Safety - growing crime problem.
- 2 - Hon. Al Hawkins, Dept of Transportation and Works - inequity in community snow clearing.
- 3 - Hon. Eddie Joyce, Dept of Municipal Affairs and Environment - re Deadline fo 2017-18 MCW application.
- 4 - Hon. Eddie Joyce, Dept of Municipal Affairs and Environment - re 2016 Population Estimate.

Agreed the May Council Meeting will be held May 17, 2017.

Councillor Roberts noted that some road signs are nailed to a streetlight pole. Suggested Council consider new street signs. The Town Manager advised when Council looked into new street signs a few years ago, the cost was approximately \$15,000.00

ROAD SIGNS

Council Roberts informed Council that 2017 will be the last year for the Bill Roberts Softball Tournament. The family expressed a thank you for naming a softball field in honor of Bill Roberts.

BILL ROBERTS
SOFTBALL
TOURNAMENT

Councillor Byrne informed Council that there will be something for recognition of the boats participating in the boat parade this year.

BOAT PARADE

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor
17-039 Byrne the meeting adjourn at 9:15 p.m.
- Motion carried. Votes in favor - 6 Councillors.

 Deputy Mayor  Secretary