

A regular meeting of the Botwood Town Council was held on Wednesday, December 14, 2016 in the Council Chamber at 7:00 p.m.

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

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

MOTION - Moved by Councillor Edison, seconded by Councillor Byrne
16-127 that the 2017 Budget be added to the meeting agenda.
- Motion carried. Votes in favor - 7 Councillors.

MINUTES

MOTION - Moved by Councillor Roberts, seconded by Deputy Mayor
16-128 Woolridge that Council adopt the minutes of Regular Meeting
held November 9, 2016 as circulated.
- Motion carried. Votes in favor - 7 Councillors.

MOTION - Moved by Councillor Edison, seconded by Councillor Roberts
16-129 that Council adopt the minutes of Special Meeting held
November 9, 2016.
- Motion carried. Votes in favor - 7 Councillors.

MAYOR'S REPORT

Mayor Sceviour informed Council that Municipal Affairs will meet with the Town of Northern Arm and the Town of Botwood and make a video presentation regarding joint services and amalgamation. The Department will pick a date for the meeting.

JOINT SERVICES
&
AMALGAMATION

The Department of Municipal Affairs suggested the Town of Peterview be included with the presentation. Mayor Sceviour informed Mr. Ed Goodyear, Regional Manager that Peterview has been approached, however that Town has stated numerous times they are not interested.

RECREATION AND TOURISM COMMITTEE

Letter from Hospitality NL & LAB re nominations for Board of Directors.
– Information only.

HOSPITALITY
NL & LAB

Councillor Hancock noted to Council he has been at the stadium a number of times. There are no issues. The canteen is working out well. Condensation seems to be controlled with the new dehumidifer units purchased recently.

STADIUM

Councillor Roberts referred to an inquiry re Family Skating. The Town Manager will discuss with the stadium attendant.

COMMERCIAL AND INDUSTRIAL COMMITTEE

Councillor Edison read a letter addressed to Mr. Peter Steele from Minister S. Crocker, Dept of Fisheries, Forestry and Agrifoods. The letter was concerning the biofuel manufacturing and facility proposal.

BIOFUEL
PROPOSAL

He noted our MHA J. Dean is also keeping in contact with the Minister concerning this project.

Councillor Edison asked about property in Town that a party has shown interest for development. The Town Manager and the Deputy Mayor looked at Sites on Valley Road/Route 350 with the proposed developer.

TOWN PROPERTY
FOR
DEVELOPMENT

The Town Manager informed Council he has informally received notification that Crown Lands will approve the Town's request re Crown Land for development off Fernwood Drive. This information has been relayed to the Town's Engineers who will do a topo survey.

CROWN LAND
FOR
DEVELOPMENT

The Town Manager noted a response was received from the Department of Municipal Affairs concerning the RFP for the Town Hall/Fire Hall Project. The Department will have a final report next week for the Town to review and evaluate.

TOWN HALL/
FIRE HALL

Councillor Edison informed Council the Mural Arts Society is considering the old machine shop building for its next Mural Site. Agreed Council ask for this request in writing.

MURAL SITE

FESTIVAL AND SPECIAL EVENTS COMMITTEE

Christmas Tree Light-Up - December 8, 2016 - Good turn out of residents. SA Band played music . Foodland was very helpful for the event. Suggest next year new lights be purchased for the tree.

CHRISTMAS TREE
LIGHT-UP

Christmas Parade - Led by the Royal Canadian Legion. Also well attended.

CHRISTMAS
PARADE

Christmas Light-Up Campaign will be judged during December 15-27 as printed on the newsletter.

CHRISTMAS
LIGHT-UP

It was noted the Municipal Park has a sign erected stating PRIVATE PROPERTY. Some residents expressed concern over access to this facility for cross country skiing and walking. Councillor Edison will discuss this with Mr. T. Hemeon.

MUNICIPAL PARK
SIGN

Retirement Party for J. Boone - Gift purchased. RRSP invitation response is 68 people. Town will purchase food trays.

RETIREMENT
PARTY

Councillor Roberts noted planning for the 2017 Bayside Blizzard will be put in place.

BAYSIDE
BLIZZARD

FINANCE COMMITTEE

MOTION - Moved by Councillor Gill, seconded by Councillor Byrne that
16-130 Council approve the Accounts Payable Journal dated November
10, 2016 to December 12, 2016 in the amount of \$47,550.14.
- Motion carried. Votes in favor - 7 Councillors.
- See Attached List

A/P JOURNAL
EXPENDITURES

MOTION - Moved by Councillor Gill, seconded by Councillor Roberts that
16-131 Council approve the Accounts Payable Journal dated November
10, 2016 to December 7, 2016 in the amount of \$40,573.50.
- Motion carried. Votes in favor - 7 Councillors.
- See Attached List

MOTION - 16-132 Moved by Councillor Gill, seconded by Councillor Byrne that Council approve Salary increases for 2017 as follows:
Donna Woolridge \$1.65@hr - new hourly rate \$15.15 as per Council's adopted pay grid.
Lisa Baker \$3.95@hr - new hourly rate \$20.15 as per Council's adopted pay grid.
Carolyn Yates \$1.00@hr - new hourly rate \$24.25 as per Union negotiated increases.
Audrey Rowsell \$1.00@hr - new hourly rate \$30.96 as per Union negotiated increases.
Stephen Jerrett \$2.5% - new hourly rate \$47.87 as per Cost of living increase.
- Motion carried. Votes in favor - 7 Councillors.

SALARY
INCREASES FOR
2017

Request from Wade and April Lanning to purchase additional land adjacent to their property located at 6A Military Road. A copy of survey, showing the proposed land was attached.

W & A LANNING
re Property

MOTION - 16-133 Moved by Councillor Roberts, seconded by Councillor Edison that Council offer land to Wade and April Lanning for the cost of \$3000.00 plus legal fees and survey fees.
- Motion carried. Votes in favor - 7 Councillors.

MOTION - 16-134 Moved by Councillor Edison, seconded by Councillor Byrne that Council seek approval from the Department of Municipal Affairs to borrow the amount of \$34,464.00 from the Bank of Montreal with a repayment schedule of 4 years. This amount represents the Town's 20% share of Capital Works Project NO. 17-MCW-17-00010 Engineering Design Initiative - Town Hall/Fire Hall. Total project cost is \$190,000.00.
- Motion carried. Votes in favor - 7 Councillors.

CAPITAL WORKS
PROJECT
TOWN HALL/
FIRE HALL

Reference was made to the Town's Auditors recommendations included with his 2015 Financial Statement.

TOWN AUDITOR
2015 FINANCIAL
STATEMENT

1 - Fuel Disbursement at the Works Depot.

It was noted some improvements have been made during the past year. The Town Manager will look into the card method and bring a report back to Council.

2 - Overtime

MOTION - Moved by Councillor Gill, seconded by Councillor Hancock
16-135 that as per the Auditor's report, Council implement an overtime
policy which will be in accordance with the Labour Standard's
Act.
- Motion carried. Votes in favor - 7 Councillors.

MOTION - Moved by Councillor Gill, seconded by Deputy Mayor
16-136 Woolridge that Council purchase a Christmas greeting with the
Grand Falls Advertiser for the amount of \$204.00.
- Motion carried. Votes in favor - 7 Councillors.

CHRISTMAS
GREETING

MOTION - Moved by Councillor Gill, seconded by Deputy Mayor
16-137 Woolridge that Council advertise a new position of Recreation,
Tourism & Heritage Assistant for employment with the Town.
- Motion carried. Votes in favor - 7 Councillors.

NEW POSITION
RECREATION,
TOURISM &
HERITAGE

MOTION - Moved by Councillor Edison, seconded by Councillor Byrne
16-138 that Council adopt the 2017 Budget as presented with no
changes to the tax structure.
- Motion carried. Votes in favor - 7 Councillors.

2017 BUDGET

PUBLIC WORKS AND SPECIAL PROJECTS

Two areas of storm damage assessment was prepared by Progressive
Engineering & Consulting Inc.

STORM DAMAGE
ASSESSMENT

1 - Commonwealth Drive -

Construction & Engineering Cost - \$60,884.20.

2 - Valley Road -

Construction & Engineering Cost - \$17,426.44

This information has been submitted to the Department of Municipal Affairs
for consideration under the Disaster Financial Assistance Program.

Letter from Darryl & Carla Burry re water drainage around their property at
67A Commonwealth Drive. They are requesting Council consider fixing
drainage in this area. Agreed Council write Darryl & Carla Burry advising
they will have to correct the drainage problem as Council does not do work
on private properties.

D & C BURRY
re Drainage

Referral Letter from Department of Natural Resources re Quarry permit for Forestry and Agrifoods Agency off Route 350. The application is for Sand and Gravel for use on Cranberry Farms.

QUARRY PERMIT

Agreed Council write requesting more information.

Council discussed the following items regarding the CUPE Union employees:

CUPE UNION
EMPLOYEES

- Water Monitoring
- Overtime
- Banking Overtime
- Winter Hours

Council will give more consideration and discussion to the above items, with plans for policies to be put in place.

AN Antle Property re Pike's Road.

AN ANTLE
PROPERTY

The Town Manager noted AN Antle has paid \$1300.00 on taxes over past years for property which could not be developed. The assessed value on the Town's Assessment Roll is \$5,200.

MOTION - Moved by Councillor Roberts, seconded by Councillor Byrne 16-139 that Council offer \$2000. plus a 10 year tax rebate for ownership of the AN Antle property as listed on Pike's Road.
- Motion carried. Votes in favor - 7 Councillors.

Information was received from the Exploits Regional Water Supply Committee re Budget Costs for 2017.

EXPLOITS
REGIONAL
WATER SUPPLY

Deputy Mayor Woolridge, Councillor Gill and the Town Manager attended the official Water Turn On for the Town of Northern Arm's connection to the Exploits Regional Services Water Supply.

NORTHERN ARM
WATER TURN ON

The Town Manager informed Council the Leading Hand has been checking water pressure at a number of locations in Town. High water pressure is recorded at the PVR Chamber, Pumphouse Road and Water Street area, however there seems to be a problem in the Valley Road area. This matter will be investigated further in the new year.

WATER
PRESSURE

Deputy Mayor Woolridge attended the Botwood Lions Club Annual Anniversary Dinner. The Lions Club presented their fourth \$5000.00 donation towards Playground Equipment.

LIONS CLUB
DONATION

Deputy Mayor Woolridge also attended the Annual Firemen's Ball and the Salvation Army Christmas Function.

Agreed Council give notice of layoff to the four part-time workers this Friday, December 16, 2016. The two week period will end December 30, 2016.

LAYOFF NOTICE

PUBLIC PROTECTION COMMITTEE

Councillor Byrne informed Council of a problem with traffic on roads near the stadium. There will be new speed signs and no parking signs installed in this area.

ROAD SIGNS FOR
STADIUM AREA

ADMINISTRATION

Exploits Valley Port Corporation - re appointment of representatives. Mayor Sceviour informed Council how the Port Corporation reads regarding members.

EXPLOITS
VALLEY PORT
CORPORATION

Councillor Roberts asked for a copy of the Port Corporation Constitution to read. He was advised his request should be put in writing to the Port Corporation.

MOTION - Moved by Councillor Roberts , seconded by Councillor Byrne 16-140 that Council ratify permits issued to December 12, 2016.
- Motion carried. Votes in favor - 7 Councillors.
- See Attached List

RAFITY PERMITS

MOTION - Moved by Councillor Roberts, seconded by Councillor Hancock 16-141 that Council approve the application from NL Asphalt to build a Storage shed on their site, subject to approval from Government Services.
- Motion carried. Votes in favor - 7 Councillors.

NL ASPHALT
STORAGE SHED

CORRESPONDENCE

- Information Only

1. Canada 150 - re Community Leaders Network
2. RCMP Policing Report - November 2016

MOTION - Moved by Councillor Hancock, seconded by Councillor Byrne
16-142 the meeting adjourn at 11:00 p.m.
- Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY