

A regular meeting of the Botwood Town Council was held on Wednesday, December 19, 2018 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 present: S. Jerrett, Town Manager  
A. Rowsell, Town Clerk  
C. Yates, Secretary

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#### MINUTES

MOTION- 18-150 Moved by Deputy Mayor Woolridge, seconded by Councillor Byrne that Council adopt the minutes of regular meeting held November 21, 2018 as circulated.  
- Motion carried. Votes in favor - 7 Councillors.

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#### MAYOR'S REPORT

Mayor Sceviour attended the Mural unveiling function held November 28<sup>th</sup>. This event was followed by a play presentation at Botwood Collegiate.

MURAL  
UNVEILING

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MOTION 1 18-151 Moved by Deputy Mayor Woolridge, seconded by Councillor Roberts that Council agrees, in consideration for the negotiated sum and acceptable tax agreement for the purpose of economic development, and as set out and in accordance with the agreed upon legal documentation to sell/lease the following properties to Harold Sheppard Limited -  
• (to sell) the former Abitibi-Bowater wharf and warehouse, including identified land, located at 216 Water Street Botwood;  
• (to sell) property located at 230-240 Route 350 Botwood; and  
• (to lease) property adjacent to 216 Water Street Botwood  
- Motion carried. Votes in favor - 7 Councillors.

HAROLD  
SHEPPARD LTD  
TRANSACTION

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MOTION 2 18-152 Moved by Councillor Gill, seconded by Councillor White that Council agrees to provide Harold Sheppard Limited a mortgage for the negotiated sum and specified terms (120 monthly payments, 10 year term, with a fixed interest rate of 9%), the properties at 216 Water Street and 230-240 Route 350 Botwood being held as collateral, with the first payment due January 2019 and the final payment required no later than December 2028.  
- Motion carried. Votes in favor - 7 Councillors.

HAROLD  
SHEPPARD LTD  
TRANSACTION  
CONTINUED

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MOTION 3 18-153 Moved by Councillor Roberts, seconded by Councillor Byrne that Council, at the request of Harold Sheppard Limited, grant the company a five month deferral on mortgage payments. The first monthly payment will be due June 2019 and the mortgage is to be paid in full, including interest, no later than December 2028. Further, this deferral does not apply to payments established under the associated Tax Agreement.  
- Motion carried. Votes in favor - 7 Councillors.

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MOTION 4 15-154 Moved by Councillor Parsons, seconded by Councillor Byrne that Council agrees to a Tax Agreement with Harold Sheppard Limited in lieu of property taxes and business taxes associated with properties at 216 Water Street and 230-240 Route 350 Botwood. This agreement shall be for a period of ten years (2019-2028) and requires Harold Sheppard Limited to pay the Town of Botwood \$150,000 annually in lieu of said taxes.  
- Motion carried. Votes in favor - 7 Councillors.

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Agreed Council write the Department of Municipal and Environmental Affairs to inform government of the Council's decision regarding sale of the property located at 216 Water Street and 230-240 Route 350 Botwood for economic development and in accordance with the Municipalities Act. Council will request Provincial Government support for this project.

INFORM  
GOVERNMENT  
re: Sale of Property

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Letter received from Federation of Canadian Municipalities confirming a grant in the amount of up to 50,000.00 has been approved on behalf of the Municipal Asset Management Program (MAMP).

MAMP GRANT

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PUBLIC PROTECTION COMMITTEE

Councillor Roberts gave an update re the Town's Fire Smart application process. Representatives were in Botwood and looked at mapping of the town. A formal assessment will be forwarded re the Town's Fire Smart Application.

FIRE SMART  
APPLICATION

Councillor Roberts informed Council that application can be submitted for Fire Smart Projects.

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A follow-up will be done concerning the Cross Walk light near Botwood Collegiate on Fernwood Drive. The light was fixed but has gone out again.

CROSS WALK  
LIGHT

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SPECIAL EVENTS COMMITTEE

Councillor Byrne advised a Come Home Year Committee meeting will be held early in the new year.

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Councillor Byrne asked Council to consider purchasing a new Blizzard Bear Suit. The existing suit is not comfortable to wear.

BLIZZARD BEAR  
SUIT

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HERITAGE, SENIORS AND COMMUNITY SERVICES COMMITTEE

The community indoor walking program will start January 7, 2019.

WALKING  
PROGRAM

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RECREATION AND YOUTH COMMITTEE

Councillor White referred to the meeting with Track Consultants re proposed Park and Splash Pad Concept. The Town Manager suggested Council prepare an application for submission when an ACOA program is announced.

PARK/SPLASH  
PAD CONCEPT

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Councillor White noted Minor Hockey registration has increased since start of the 2018-2019 season.

MINOR HOCKEY

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Curling League - It was suggested Council approach CBS concerning reusable curling circles from major curling events.

CURLING  
CIRCLES

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Rates for the arena 2019-2020 season will be considered at a later date

ARENA RATES

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Mayor Sceviour commented on the Town's Santa Claus Parade and Tree Lighting held on December 8<sup>th</sup>. It was a very successful and fantastic event with great support and participation from residents and businesses.

SANTA CLAUS  
PARADE AND  
TREE LIGHTING

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PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

Mayor Sceviour briefed Council re EVPC activity. Improvements are still being done to the building and wharf facility - i.e. new doors, wiring. In the EVPC meeting today, approval was given for Track Consulting Inc. to become engaged re a strategic plan for pursual of the Oil and Gas Industry as well as Marine Transport, Agriculture and Recreation. Track Consulting will have a report prepared by mid-April.

PORT  
CORPORATION

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FINANCE COMMITTEE

MOTION - 18-155 Moved by Councillor Parsons, seconded by Councillor Byrne that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$28,152.03 was paid for November 21 - December 5, 2018.  
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE  
EXPENDITURES

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MOTION - 18-156 Moved by Councillor Parsons, seconded by Deputy Mayor Woolridge that Council approve the Accounts Payable Transaction Journal dated December 5-18, 2018 in the amount of \$80,417.33.  
- Motion carried. Votes in favor - 7 Councillors.

A/P  
TRANSACTION  
JOURNAL

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MOTION - 18-157 Moved by Councillor Parsons, seconded by Councillor Roberts that Council adopt the 2019 Municipal Budget as presented for the Revenue and Expenditure amount of \$3,333,755.00.  
- Motion carried. Votes in favor - 7 Councillors.

2019 MUNICIPAL  
BUDGET

MOTION - 15-158 Moved by Councillor Parsons, seconded by Councillor Gill that Council adopt the 2019 Tax Structure Rates and Due Dates as presented with the following additions:  
C-Waste Management Fee \$600.00 - Annually for Commercial Garbage Collection Fee.  
K(3) Add - Cost of a Water Shut-Off - \$25.00  
- Motion carried. Votes in favor - 7 Councillors.

2019 TAX  
STRUCTURE  
RATES AND DUE  
DATES

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Councillors were given a copy of the Town of Botwood - 2019 Budget Press Release. Mayor Sceviour will address any questions with the news media. Agreed to post the Press Release on the Town's Website.

2019 BUDGET  
PRESS RELEASE

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MOTION - 18-159 Moved by Councillor Parsons, seconded by Councillor Byrne that Council approve the following salary increases effective January 1, 2019.  
Lisa Hemeon.....\$1.85 @ hr - new hourly rate \$18.00 as per Council's adopted pay grid.  
Donna Woolridge.\$1.85 @ hr - new hourly rate \$18.75 as per Council's adopted pay grid.  
Lisa Baker.....\$2.10 @ hr - new hourly rate \$24.25 as per Council's adopted pay grid.  
Carolyn Yates.....\$1.10 @ hr - new hourly rate \$26.45 as per Union negotiated increases.  
Audrey Rowsell.....\$1.10 @ hr - new hourly rate \$33.16 as per Union negotiated increases.  
Stephen Jerrett.....2.5% - new hourly rate \$50.30 - Cost of Living Increase.  
- Motion carried. Votes in favor - 7 Councillors.

SALARY  
INCREASES

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MOTION - 18-160 Moved by Councillor Parsons, seconded by Deputy Mayor Woolridge that Council set up an operating line of credit in the amount of \$250,000.00 with the Bank of Montreal for the Year 2019.  
- Motion carried. Votes in favor - 7 Councillors.

LINE OF CREDIT

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MOTION - 18-161 Moved by Councillor Parsons, seconded by Councillor Roberts that Council approve increasing the Town Manager's Christmas Gratuity to \$1000.00.  
- Motion carried. Votes in favor - 7 Councillors.

TOWN MANAGER  
CHRISTMAS  
GRATUITY

MOTION - 18-162 Moved by Councillor Parsons, seconded by Councillor Byrne that Council approve a Tax Write Off as presented and recommended by the Town's Tax Collector in consultation with the Town's Auditor amounts as follows:  
- Poll Tax - \$188,404.58  
- Business Tax - \$12,515.81  
- Motion carried. Votes in favor - 7 Councillors.

TAX WRITE OFF

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MUNICIPAL WORKS COMMITTEE

MOTION - 18-163 Moved by Deputy Mayor Woolridge, seconded by Councillor Gill that Council apply for 2019 Municipal Capital Works (MCW) funding to develop the site to construct a new Town Hall and Fire Hall. The funding request shall be based on the tabled cost estimates prepared by Fougere Menchenton Architecture, including HST and Consulting Fees.  
- Motion carried. Votes in favor - 7 Councillors.

2019 MUNICIPAL  
CAPITAL WORKS  
FUNDING

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MOTION - 18-164 Moved by Deputy Mayor Woolridge, seconded by Councillor White that Council write the Minister, Department of Municipal Affairs and Environment concerning Multi-Year Capital Works re Water and Sewer Projects for the following:  
- Church Road \$1,057,000.00  
- Commonwealth Drive Ph 1 \$1,019,000.00  
- Commonwealth Drive Ph 2 \$1,033,000.00  
- Commonwealth Drive Ph 3 \$1,029,000.00  
- Motion carried. Votes in favor - 7 Councillors.

WATER AND  
SEWER PROJECTS

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ADMINISTRATION

Mayor Sceviour asked Councillors to think about their priority items for submission at the next Council meeting in January, 2019.

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The Town Manager presented a draft letter written to Minister Steve Crocker, Department of Transportation and Works re acquisition of the former Provincial Building located at 245 Water Street, Botwood.

FORMER  
PROVINCIAL  
BUILDING

MOTION - 18-165 Moved by Councillor Parsons, seconded by Councillor Byrne that Council forward correspondence to Minister Steve Crocker, Department of Transportation and Works re acquisition of the former Provincial Building located at 245 Water Street, Botwood for Economic Development purposes.  
- Motion carried. Votes in favor - 7 Councillors.

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PERMITS

MOTION - Moved by Councillor Roberts, seconded by Deputy Mayor  
18-166 Woolridge that Council ratify permit issued to Geraldine  
Hoskins to replace two doors.  
- Motion carried. Votes in favor - 7 Councillors.

RATIFY PERMIT

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MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor  
18-167 Parsons that Council approve a permit for Derek Sceviour to  
operate a retail store in property located at 211 Water Street,  
Botwood, subject to approval from Government Services.  
- Motion carried. Votes in favor - 7 Councillors.

D. SCEVIOUR  
re Permit to Operate  
a Retail Store

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CORRESPONDENCE

1. Municipal Assessment Agency - re update.
2. Dept. Of Municipal Affairs and Environment - re Capital Works  
Application requirements.
3. Peggy Brace - re water break/damaged clothes.
4. Environment and Climate Change Canada - re Chlorinated Effluent  
Discharges from Treatment Facilities and the Fisheries Act.
5. Municipal Assessment Agency - re Bill 34.

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Agreed as of January, 2019, regular council meetings will revert back to the  
second Wednesday of each month. Committee of a whole meetings will be  
held the previous Thursday night.

REGULAR  
COUNCIL  
MEETINGS

January Committee of a whole will be included with the January 8<sup>th</sup>  
scheduled Finance Meeting.

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MOTION - Moved by Councillor Gill, seconded by Councillor Roberts  
18-168 the meeting adjourn at 8:20 p.m.  
- Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY