

A regular meeting of the Botwood Town Council was held on Wednesday, March 14, 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  
Guest - Dana and Chris Feener  
Observer - Michael Killeen

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Dana and Chris Feener attended the meeting to discuss an increase in their 2018 tax bill. They have been charged a double water and sewer rate as well as a double waste disposal fee. She was advised by the Town Office their property has been assessed by the Municipal Assessment Agency as having an attached apartment.

D. & C. FEENER  
re Tax Bill

Mayor Sceviour briefed the assessment process. They were advised an appeal can be made to the Municipal Assessment Agency every year when the annual assessment notice is received. The Feeners were informed if any changes are made to the property it would be re-assessed.

Mayor Sceviour advised the assessment information on the Town file will be reviewed and they will be informed.

Dana and Chris Feener left the meeting at 7:25 p.m.

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#### MINUTES

MOTION - Moved by Councillor Roberts, seconded by Deputy Mayor 18-033 Woolridge that Council adopt the minutes of February 12, 2018 as circulated.  
- Motion carried. Votes in favor - 7 Councillors

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#### MAYOR'S REPORT

February 7 - Mayor Sceviour and Deputy Mayor Woolridge attended the Exploits Regional Services Board Meeting. A copy of the committee's minutes for February 7, 2018 and September 7, 2017 were given to Council.

EXPLOITS  
REGIONAL  
SERVICES BOARD

A copy of the 2018 proposed budget was also included. It was noted the biggest budget change is an increase in cost of chemicals.

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March 8 - Mayor Sceviour and Deputy Mayor Woolridge attended the Exploits Valley Joint Council Meeting. All towns expressed concern with the cost of Waste Management. Joint Council is planning a meeting with Minister Joyce and MHA's Dean and Hawkins to discuss Waste Management. Federal Waste Water Regulations was also a topic of discussion.

EXPLOITS  
VALLEY JOINT  
COUNCIL  
MEETING

The Town of Bishop's Falls is requesting a letter of support re changes to the Recreational Salmon Fishing.

RECREATIONAL  
SALMON FISHING

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PUBLIC PROTECTION COMMITTEE

Schedule for the Fire and Emergency Services Training School to be held in Grand Falls-Windsor, May 26 - June 1, 2018. Persons attending will be determined.

FIRE AND  
EMERGENCY  
SERVICES  
TRAINING

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Information received on Wildfire Community Preparedness Day, 2018. Groups can apply to win \$500.00 to help community work.

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The New Bus Shelter has been constructed and being painted today. It will be placed for use in the Spring.

NEW BUS  
SHELTER

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Councillor Roberts referred to road Safety regarding lines. He will discuss this with the Public Works department and report back to Council.

ROAD SAFETY

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Street light outages have been reported and corrected.

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There was a reference to Grand Falls-Windsor Municipal Policing in Bishop's Falls. Councillor Roberts said he would check this as well as employment of Commissioners.

MUNICIPAL  
POLICING

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The property at 211 Water Street was mentioned. This building has become a safety issue. Notice for demolition of the building have been issued to the owner. Agreed this matter be brought to the next committee meeting for discussion re further action by Council.

211 WATER ST.  
SAFETY ISSUE

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SPECIAL EVENTS COMMITTEE

Volunteer Dinner April 17, 2018 - Everything is on schedule. There will be a meeting next week with the other Towns and Central Health.  
The deadline date for Volunteer of the Year nomination is March 28<sup>th</sup>.

VOLUNTEER  
DINNER

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Come Home Year 2020 - A meeting will be held the 2<sup>nd</sup> week in April with Council for selection of a committee.

COME HOME  
YEAR MEETING

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A Seaport Festival Meeting will be held next Wednesday at 2:00 p.m.

SEAPORT  
FESTIVAL  
MEETING

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RECREATION AND YOUTH COMMITTEE

Parts for stadium repairs to the hot water system were installed.

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Councillor White met with Minor Hockey Executive concerning revitalization of stadium usage. Some good ideas were brought forward such as bringing back recreational curling.

REVITALIZATION  
OF STADIUM  
USAGE

Agreed Council include a notice in the Spring News letter re community interest in curling.

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The Recreation NL & LAB-AGM & Conference will be held May 10-12, 2018 in Gander. Attendance will be determined.

RECREATION NL  
& LAB AGM

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Request from Botwood Area Minor Hockey Association to have two signs placed in the stadium. Council agreed to give approval for placement of the signs.

BAMHA  
PLACEMENT OF  
TWO SIGNS

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The Town Manager informed Council of a telephone call re the TV Show - Still Standing. There will be more information coming regarding Botwood and Area being a possible location for the show.

TV SHOW - STILL  
STANDING

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Mayor Sceviour informed Council the Heritage Society is contemplating installing 2 Highway signs in the Spring as well as directional signs.

HERITAGE  
SOCIETY SIGNS

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PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE

Mayor Sceviour noted there has been no further development regarding Bulk Logistics, however the Sawmill proposal is still a go.

BULK LOGISTICS

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Department of Transportation and Works - Correspondence re the provincial building located at 245 Water Street, Botwood. Agreed Council defer a decision on acquisition of this property.

245 WATER  
STREET  
PROVINCIAL  
BUILDING

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Mayor Sceviour noted there had been a meeting with a developer who visited the Machine Shop, Papershed and the Federal Shed. A response will be made to Council if they have any wish to pursue future interest.

MEETING WITH A  
DEVELOPER

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FINANCE AND HUMAN RESOURCES COMMITTEE

MOTION - Moved by Councillor Parsons, seconded by Councillor Roberts 18-034 that Council ratify payment of routine expenditure in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$147,482.88 was paid for February 12-27, 2018.  
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE  
EXPENDITURE

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MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne 18-035 that Council approve the Accounts Payable Transaction Journal dated February 28 to March 12, 2018 in the amount of \$54,520.90.  
- Motion carried. Votes in favor - 7 Councillors.

A/P  
TRANSACTION  
JOURNAL

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Terra Nova Resources - re lease payment. Payment should start in March - Council will follow-up in two weeks.

TERRA NOVA  
RESOURCES

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The Accounts Receivable Clerk noted some Business operations in town which should possibly be considered for payment of Business Tax. Agreed Council review and consider for the 2019 budget.

BUSINESS TAX

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MOTION - 18-036 Moved by Councillor Parsons, seconded by Councillor White that Council approve ½ page ad in the 2018 explore downhome guide for the amount of \$1250.00. This amount will take advantage of a full page downhome special for this year.  
- Motion carried. Votes in favor - 7 Councillors

EXPLORE  
DOWNHOME  
GUIDE

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A response was received from Ms. Arlene Sachs accepting Council's offer dated February 13, 2018 regarding her land tender for 5 Staff Road, Botwood.

A. SACHS  
re Land

MOTION - 18-037 Moved by Councillor Parsons, seconded by Councillor Roberts that Council accept Ms. Arlene Sachs offer to purchase land at 5 Staff Road, Botwood and proceed with this sale of land.  
- Motion carried. Votes in favor - 7 Councillors.

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A quote was received from Tract Consulting Inc. for consideration to undertake a Community Brand for the Town of Botwood.

TRACT  
CONSULTING INC.  
Re Community  
Brand

MOTION - 18-038 Moved by Deputy Mayor Woolridge, seconded by Councillor Parsons that Council proceed with Tract Consulting Inc. to undertake a Community Brand for the Town of Botwood.  
- Motion carried. Votes in favor - 7 Councillors.

Agreed Council will submit an application to government for funding to continue with development of a Tourism Product Development Strategy for Botwood as per the quote of \$18,500. (including expenses) plus HST received from Tract Consulting Inc.

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MOTION - 18-039 Moved by Councillor Parsons, seconded by Councillor Byrne that the Town of Botwood apply to the Gas Tax Secretarial to utilize up to \$220,000.00 (net of HST refund) of the Town's available gas tax funding to cover one-half of the Municipal share for MCW Project #18229 - Road Paving.  
- Motion carried. Votes in favor - 7 Councillors.

GAS TAX  
SECRETARIAL

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MUNICIPAL WORKS COMMITTEE

Deputy Mayor Woolridge reported on overtime to date re Public Works. The committee met with CUPE regarding shared overtime. Overtime will be reviewed again in May.

PUBLIC WORKS  
OVERTIME

Public Works Supervisor - Council will give consideration to this employment in April/May. The Town Manager noted the Towns of Springdale and Bishop's Falls hired a Works Supervisor last year. He has received a copy of the job description.

PUBLIC WORKS  
SUPERVISOR

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A letter was received from the Town of Peterview and the Town of Northern Arm in response to Council's letter of January 4, 2018 concerning shared water system costs. Northern Arm requested a detailed breakdown of costs to which the Town Manager responded in a letter dated March 6, 2018.

SHARED WATER  
SYSTEM COSTS

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Deputy Mayor Woolridge noted that power needs to be installed to the Town's Water Tank in order to make improvements to the operation. A cost quote will be obtained for consideration.

POWER TO  
TOWN'S WATER  
TANK

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Letter from Jody Burry re damages to his property at 14 Vineham's Lane during snow clearing. Referred to Municipal Works Committee to be looked at in the Spring.

J. BURRY  
re Damage to Land

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The Town Manager checked with Horwoods re Sewer outfall clean out. Cost will be \$225.00 per hour. This matter will be taken care of.

SEWER OUTFALL  
CLEAN OUT

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A letter was received from Ross Hemeon concerning sewer repairs and cost to property at 7 Lighthouse Road, Botwood. Referred back to Municipal Works Committee for investigation and more information.

R. HEMEON  
re Sewer Repairs

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Request from Tony Hemeon for permission to salvage the railway tracks and ties located on the old railway bed from the paper shed running towards the post office.

T. HEMEON  
re Railway Tracks  
and Ties

MOTION - 18-040 Moved by Deputy Mayor Woolridge, seconded by Councillor Roberts that Council write Mr. Tony Hemeon giving him approval to salvage the railway tracks and ties subject to the following conditions:

- Mr. Hemeon is responsible for cost.
  - All railway ties must be removed and any disposal will be his responsibility.
  - Property must be restored to its original condition.
  - Motion carried. Votes in favor - 7 Councillors
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Vehicle parked on King's Ridge Road. The registered letter sent to the owner has been picked up. Agreed to contact the RCMP to inquire if the owner can be given a ticket.

VEHICLE ON  
KINGS RIDGE  
ROAD

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ADMINISTRATION

The Town Manager presented a proposed site and floor plan for a new Town Hall/Fire Hall.

NEW TOWN  
HALL/FIRE HALL

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Application referral from the Department of Natural Resources re a quarry permit for Troy Humber, Sunshine Investments Inc. in Northern Arm Brook Road.

T. HUMBER  
re Quarry Permit

MOTION - Moved by Councillor Roberts, seconded by Deputy Mayor 18-041 Woolridge that Council approve a quarry permit for Troy Humber, Sunshine Investments Inc. subject to Mr. Humber filing the required Town's development application and the \$500.00 permit fee.  
- Motion carried. Votes in favor - 7 Councillors.

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Reference was made to the pit formerly owned by the Town and is now under a permit to Unique Construction. The Town Manager will inquire if the Town can regain ownership of this pit.

UNIQUE  
CONSTRUCTION  
PIT

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MOTION - Moved by Councillor Roberts, seconded by Councillor Byrne 18-042 that Council designate the Town Manager Stephen Jerrett as Head of the Public Body for purposes of ATIPPA.  
- Motion carried. Votes in Favor - 7 Councillors.

TOWN MANAGER  
HEAD OF PUBLIC  
BODY OF ATIPPA

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A new 5 year lease has been signed with the RCMP for Office Space. The Town Manager noted that space has been allotted for the RCMP in the new Town Hall.

RCMP OFFICE  
SPACE

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PERMITS

MOTION - Moved by Councillor Parsons, seconded by Councillor Byrne 18-043 that Council ratify permits issued to March 13, 2018.  
- Motion carried. Votes in favor - 7 Councillors

RATIFY PERMITS

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CORRESPONDENCE

- 1 - Town of Point Leamington - Councillor Orientation Training Session.  
April 4, 2018.
- 2 - Doug Arthur - re land sale.  
- referred back to Finance Committee.
- 3 - NL & LAB Women's Institute - re rental/storage of room in basement of  
Town Hall. Council agreed there will be no charge for 2018. Also they  
can store some items until needed.
- 4 - Department of Municipal Affairs and Environment - re notification to  
award Consulting Services for 2017 Sanitary Sewer Outfall Project #17-  
SCF-18-00038.
- 5 - Department of Municipal Affairs and Environment - re Circular on  
Cannabis Retail Outlets.
- 6 - Municipalities NL and LAB - re Central Regional Meeting March 23-24,  
2018, Grand Falls-Windsor.  
- Mayor Sceviour will attend.

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MOTION - Moved by Councillor White, seconded by Councillor Byrne  
18-044 the meeting adjourn at 9:00 p.m.  
- Motion carried. Votes in favor - 7 Councillors.

 MAYOR  SECRETARY