

A regular meeting of the Botwood Town Council was held on Wednesday, November 9, 2016 in the Council Chamber at 7:45 p.m.

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

Absent Councillor: R. Hancock

Also present: S. Jerrett, Town Manager  
A. Rowsell, Town Clerk  
C. Yates, Secretary  
  
B. Jewer, CPA, CA - Town Auditor

Blair Jewer, CPA, CA, presented the Town's 2015 Financial Statement.

B. JEWER  
AUDITOR

Points noted by our Auditor:

- 2015 was a positive year for the Town.
- Council may have to consider the Poll Tax in relation to issues regarding set up and collection of this tax.
- Council should implement more control over fuel supply at the depot to protect the Town and employees.
- Council should implement a policy for banking overtime hours by employees.

Blair Jewer left the meeting at 8:20 p.m.

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#### MINUTES

MOTION - Moved by Councillor Roberts, seconded by Councillor Byrne  
16-111 that Council adopt the minutes of October 12, 2016 as  
circulated.  
- Motion carried. Votes in favor - 6 Councillors.

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#### MAYOR'S REPORT

Mayor Sceviour noted a good meeting was held with the Town of Northern Arm Council last night. Council will move forward regarding joint services and possible amalgamation when a response is received from Northern Arm Council.

TOWN OF  
NORTHERN ARM

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COMMERCIAL AND INDUSTRIAL DEVELOPMENT COMMITTEE

Letter from Steven Brent and Cody Taylor re development of a Personal Care Home on lots #3 & 4 Sacrey's Road, Botwood. This development will fit the Town's zoning however government will not permit new sewer outflow in the bay.

S. BRENT &  
C. TAYLOR  
re Personal Care  
Home

Councillor Roberts noted there was an exhibitor at the MNL Convention Trade Show re septic treatment system for multiple houses or a building with multiple units.

SEPTIC  
TREATMENT  
SYSTEM

Agreed Council table this development request and refer it to Public Works Committee.

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Letter from Department of Environment and Climate Change regarding the use of treated soil to rehabilitate the former Botwood landfill site. This has been an ongoing process operated by Universal Environmental Services Inc. in this area.

TREATED SOIL

The Town Manager will continue to negotiate with Universal Environmental Services and bring a report back to Council.

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Mayor Sceviour informed Council the Exploits Valley Port Corp. has had the exterior work completed at the old Federal Wharf Facility. Interior work will be done later.

OLD FEDERAL  
WHARF

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FESTIVAL AND SPECIAL EVENTS COMMITTEE

Councillor Roberts reported the Bonfire event was well attended. A thank you to the Firemen and the Boys & Girls Club. Fireworks were good.

BONFIRE EVENT

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Retirement Party on December 22, 2016 for J. Boone to be held at the Legion.

J. BOONE  
re Retirement Party

MOTION - Moved by Councillor Gill, seconded by Councillor Edison that  
16-112 Council purchase one Mural Arts Veteran print as a retirement  
gift for Janis Boone.  
- Motion carried. Votes in favor - 6 Councillors

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Suggested the Finance Committee look into a retirement policy for the Town.

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Councillor Roberts briefed Council on plans for the Light-up for Christmas Contest, Santa Claus Parade and Tree Lighting Event.

CHRISTMAS  
LIGHT-UP

- Light-up Contest to be same time period as 2015 and prizes the same as 2015.
- Santa Claus Parade - date determined by the Legion.
- Tree Lighting - looking at a weeknight rather than a Sunday.

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FINANCE COMMITTEE

MOTION - Moved by Councillor Gill, seconded by Deputy Mayor  
16-113 Woolridge that Council approve the Accounts Payable Journal  
dated October 13, 2016 to November 7, 2016 in the amount of  
\$137,805.37.

A/P JOURNAL  
EXPENDITURES

- Motion carried. Votes in Favor - 6 Councillors.

- See Attached Listing

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MOTION - Moved by Councillor Gill, seconded by Councillor Edison that  
16-114 Council ratify payment of miscellaneous cheques issued July,  
August and September, 2016.

RATIFY  
PAYMENT

- Motion carried. Votes in favor - 6 Councillors.

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MOTION - Moved by Councillor Gill, seconded by Councillor Byrne that  
16-115 Council approve payment of the Botwood Mural Arts Society  
Invoice for New York trip in the amount of \$2,134.05.

BMAS TRIP TO  
NEW YORK

- Motion carried. Votes in favor - 6 Councillors.

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MOTION - Moved by Councillor Edison, seconded by Councillor Byrne  
16-116 that Council approve VOXM Christmas Greetings in the amount  
of \$310.00 plus tax for 10-30 second slots.

VOXM  
CHRISTMAS  
GREETINGS

- Motion carried. Votes in favor - 6 Councillors.

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MOTION - Moved by Councillor Gill, seconded by Councillor Edison that  
16-117 Council approve a \$50.00 donation for the 2016 VOXM Cares  
Happy Tree.

VOXM CARES  
HAPPY TREE

- Motion carried. Votes in favor - 6 Councillors.

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Council received the Central Regional Service Board's Budget and Tipping Fee schedule for 2017. Agreed Council write Central Regional Service Board expressing disapproval with the increased tipping fee for 2017.

TIPPING FEE  
INCREASE

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The 2016 Budget Expense totals are on par for the 9 month period of January - October.

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MOTION - Moved by Councillor Gill, seconded by Councillor Roberts that 16-118 Council adopt the 2015 Audited Financial Statement as presented by our Auditor Blair Jewer, CPA, CA.  
- Motion carried. Votes in favor - 6 Councillors.

2015 AUDITED  
FINANCIAL  
STATEMENT

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Mayor Sceviour vacated the Chair at 9:30 p.m. due to a possible conflict of interest. Deputy Mayor Woolridge assumed the Chair.

A request was received from the Botwood Heritage Society for Council to pay the \$1200.00 cost of the dinner given during the official opening of the Falkenberg family and the Thomas family museum exhibits.

BOTWOOD  
HERITAGE  
SOCIETY COST OF  
DINNER

Agreed Council table this request and refer to the Finance Committee for review.

Mayor Sceviour returned to the meeting at 9:35 p.m. and resumed the Chair.

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Councillor Byrne left the meeting at 9:35 p.m. due to a possible conflict of interest.

MOTION - Moved by Councillor Gill, seconded by Councillor Edison that 16-119 Council approve a \$200.00 gratuity per Firemen and \$2000.00 towards their 2016 Annual Ball.  
- Motion carried. Votes in favor - 5 Councillors.

FIREMEN  
GRATUITY &  
ANNUAL BALL

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MOTION - Moved by Councillor Edison, seconded by Deputy Mayor 16-120 Woolridge that Council approve the Quarry Application for D. Byrne & Sons Ltd. as per the Department of Natural Resources referral letter dated October 11, 2016, Permit #134870.  
- Motion carried. Votes in favor - 5 Councillors.

QUARRY  
APPLICATION

Councillor Byrne returned to the meeting at 9:40 p.m.

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MOTION - Moved by Councillor Edison, seconded by Councillor Byrne  
16-121 that Council approve a \$25.00 increase per person to the 2015  
amounts for the Staff 2016 Christmas Gratuities.  
- Motion carried. Votes in favor - 6 Councillors.

STAFF  
CHRISTMAS  
GRATUITY

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PUBLIC/CAPITAL WORKS AND SPECIAL PROJECTS COMMITTEE  
Deputy Mayor Woolridge reported on the Dominic Building demolition.  
Total cost for removal was approximately \$41,000.00.

DOMINIC  
BUILDING

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MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor  
16-122 Gill that Council adopt the Culvert Replacement Policy and  
Driveway Access for Property Development on Existing Streets  
Recommendation as presented by the Town Manager.  
- Motion carried. Votes in favor - 6 Councillors.

CULVERT  
REPLACEMENT  
POLICY

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Clean up order sent to Curtis Gibson, October 19, 2016 was returned.  
Agreed this order be sent to Curtis Gibson for the second time.

C. GIBSON  
re Clean-Up

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Letter from Everett Andrews concerning damages to his driveway at property  
located at 185 Commonwealth Drive.

E. ANDREWS  
re Driveway

For Safety reasons, it was agreed Council do temporary repairs to Mr. Everett  
Andrews driveway. The problem will be corrected next year when culverts in  
this area are replaced in accordance with development.

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PUBLIC PROTECTION COMMITTEE  
Councillor Byrne reported the work regarding the door and insulation at the  
Fire Hall has not been done. Work may start next week.

FIRE HALL

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RCMP Report for September - October 2016 was received.

RCMP REPORT

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Several meetings have been held re action plans in accordance with the Town's Emergency Plan.

EMERGENCY  
PLAN

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RECREATION AND TOURISM COMMITTEE

Barry and Germaine Nichol have taken over the Arena Canteen. Contract is finalized but not signed.

B. & G. NICHOL  
re Arena Canteen

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Recreation Newfoundland & Labrador will be hosting a Central Regional Seminar on Saturday, November 19, 2016 at Grand Falls-Windsor.

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The Town Manager informed Council of an issue at the arena with a 14 year old boy regarding Family Skating. Policy Signs re Family Skating have been posted at the arena.

ISSUE AT ARENA

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ADMINISTRATION

MOTION - Moved by Councillor Edison, seconded by Councillor Byrne 16-123 that Council apply for crown land for the following locations.  
1. Water transmission line  
2. Water tank site  
3. Waste transfer station site.  
- Motion carried. Votes in favor - 6 Councillors.

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The Town Christmas Social will be held December 5 at the Fire Hall.

The Annual Firemen's Ball will be held November 26.

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PERMITS

MOTION - Moved by Councillor Edison, seconded by Deputy Mayor 16-124 Woolridge that Council ratify permits issued to November 7, 2016.  
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMITS

- See Attached List

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MOTION - Moved by Councillor Edison, seconded by Councillor Roberts  
16-125 that Council approve a permit for Sobey's/Foodland to upgrade  
their Botwood Foodland store interior to accommodate their  
retail liquor outlet, subject to approval from Government  
Services.  
- Motion carried. Votes in favor - 6 Councillors

SOBEY'S/  
FOODLAND  
PERMIT

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Mayor Sceviour informed Council that Troy Humber donated 1600 sq ft of  
sods to the Heritage Society and D. Byrne & Sons donated topsoil. Sods will  
be laid tomorrow.

DONATION OF  
SODS & TOPSOIL

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CORRESPONDENCE

Letter from Central Nfld Antique Auto Club requesting dates of August  
11-13, 2017 to host their Annual Car Show at the Harry Ivany Arena.

ANTIQUE AUTO  
CAR SHOW

Council will respond and confirm dates.

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Copy of a letter to Central Regional Service Board from Canadian Federation  
of Independent Business concerning the increased tipping fees for 2017.

TIPPING FEE  
LETTER

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OTHER BUSINESS

Reference was made to wood being stored on Town property adjacent to  
property formally owned by Dick Clarke. - Needs to be removed.

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Reference to burnt car on flats. - Can Council clean-up.

It was also noted the property owned by Tony Cole has old appliances  
disposed of on the site. The Town cannot clean up private property.

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MOTION - Moved by Councillor Roberts, seconded by Councillor Edison  
16-126 the meeting adjourn at 10:20 p.m.  
- Motion carried. Votes in favor - 6 Councillors.

 MAYOR  SECRETARY