

A regular meeting of the Botwood Town Council was held on Wednesday, September 14, 2016 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  
H. Edison

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

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MINUTES

MOTION - 16-093 Moved by Councillor Edison, seconded by Deputy Mayor Woolridge that Council adopt the minutes of August 10, 2016 as circulated.  
- Motion carried. Votes in favor - 7 Councillors.

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MAYOR'S REPORT

On September 10, Mayor Sceviour attended the Botwood Mural Arts Official display of their new mural which is located on the Hoyles Building on Water Street. A reception was held in the Lions Club building.

NEW MURAL  
ARTS DISPLAY

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FINANCE COMMITTEE

MOTION - 16-094 Moved by Councillor Gill, seconded by Councillor Byrne that Council approve the Accounts Payable Transaction Journal dated August 11, 2016 to September 12, 2016 in the amount of \$128,306.74.  
- Motion carried. Votes in favor - 7 Councillors.  
- See Attached List

A/P  
TRANSACTION  
JOURNAL

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A letter was received from the Department of Municipal Affairs, Gas Tax Secretarial advising funding allocation released as part of the Federal Gas Tax Program. Payment totaling \$241,332.01 will be forwarded to the Town.

FEDERAL GAS  
TAX PROGRAM

The Town Manager gave Council an update on the 2016 Gas Tax Paving Project re work completed to date.

Mayor Sceviour suggested someone should travel all Town roads throughout the year for a visual inspection.

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MOTION - Moved by Councillor Edison, seconded by Councillor Roberts 16-095 that Council place an ad on the Exploits Regional Chamber of Commerce place mat for distribution to all the Central area for a cost of \$150.00.  
- Motion carried. Votes in favor - 7 Councillors.

EXPLOITS  
REGIONAL  
CHAMBER OF  
COMMERCE  
PLACE MAT

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PUBLIC/CAPITAL WORKS AND SPECIAL PROJECTS COMMITTEE

Letter from Botwood Kinsmen Public Library expressing concern re discoloration and sediment in the water at the Library building.

WATER ISSUES  
AT LIBRARY

MOTION - Moved by Councillor Edison, seconded by Councillor Byrne 16-096 that Council connect the water line for the Botwood Kinsmen Public Library building into the new line recently installed to service the adjacent property.  
- Motion carried. Votes in favor - 7 Councillors.

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Letter from Robert Payne, 1B Marine Drive, Botwood expressing concern re his driveway entrance. He states the road has settled and the sidewalk is raised making it difficult for a vehicle to get in and out of his driveway.

R. PAYNE  
re sidewalk

Agreed Mr. Payne be advised Council will alleviate the problem for this year and the problem will be corrected when road upgrades are approved for this section of Marine Drive.

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Councillor Byrne left the meeting at 7:28 p.m. due to a possible conflict of interest.

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 16-097 Edison that Council award the Supply of Winter Sand to the lowest tender, Unique Construction for the amount of \$7,984 plus HST Subject to a Sample being provided and tested.  
- Motion carried. Votes in favor - 6 Councillors.

UNIQUE  
CONSTRUCTION  
WINTER SAND

Councillor Byrne returned to the meeting at 7:30 p.m.

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The Town Manager gave Council an update on the Town's Water System in relation to the Town of Northern Arm's water connection project.

TOWN'S WATER  
SYSTEM

Tomorrow the PRV Chamber will be relocated to the Town's old pump house facility. There will be a new water tank monitoring system which will be located across from the tank on Route 350.

There was discussion re chlorine levels, tank flow and dead end lines.

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Councillor Gill left the meeting at 7:43 p.m. due to a possible conflict of interest.

Flooding on property owned by Darryl & Carla Burry at 67A Commonwealth Drive. A complaint was received from the Burry's in 2015 re flooding of the property. Council made reference to water run off in this area for past years.

D&C BURRY  
re flooding

Agreed Council check correspondence of last year as this is not a town problem and should be corrected by the property owner.

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The Town Manager informed Council the Ford F-350 Chassis Cab XL truck has been ordered through Government Purchasing Agency - Standing Offer. A flatbed needs to be installed.

FORD F-350  
AND FLATBED

MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 16-098 Edison that Council order an eight foot flatbed with back from Action Truck Accessories for the cost of \$6,199.00 plus HST and includes installation.  
- Motion carried. Votes in favor - 7 Councillors.

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Re Dominic Building - Deputy Mayor Woolridge informed Council men have been trained for asbestos removal. Certificates of Training will be forwarded for the men.

DOMINIC  
BUILDING  
ASBESTOS  
REMOVAL

The Contractor must make application to be certified for asbestos removal.

The Town must make application to OHS to have the work done.

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Letter from Sandra Feener re access to her property at 5(b) Staff Road, Botwood in relation to possible sale of adjacent property.

S. FEENER  
re access to property

The Town Manager briefed Council on the property the Town is proposing to sell.

Agreed Council not make a decision regarding sale of land in this area until the Dominic Building is demolished.

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A complaint was received from Graham Hayter re water run off through his property at 34 Wireless Road. Mr. Hayter says this problem started when the Town removed part of the street curb across from his property.

G. HAYTER  
re water run off

Agreed Deputy Mayor Woolridge and Councillor Byrne look at the area tomorrow.

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The sidewalk in front of the Bank will be replaced with an extension of new sidewalk towards Lighthouse Road.

SIDEWALK IN  
FRONT OF BANK

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PUBLIC PROTECTION COMMITTEE

The newest Fire Truck has been returned with brakes fixed. The Town Manager informed Council the warranty has expired for the truck, however the matter has been forwarded to the Fire Commissioners Office for review.

NEW FIRE TRUCK

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Fire Hall - Windows and Doors not installed yet. Waiting for contractor.

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Reference to property at 8 Waterman's Lane owned by Derrick Rowsell and Rita Collins. There is an old basement on the property which can be accessed by individuals. Agreed Council write owner's of this property ordering the structure be secured.

D. ROWSELL &  
R. COLLINS  
re old basement

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Agreed Council write Mr. Ron Roberts ordering him to fill in the excavated area on his property at 81B Commonwealth Drive.

R. ROBERTS  
re property

Agreed Council write Mr. Paul Sheppard ordering him to fill in the excavated area on his property at 2A Sacrey's Road.

P. SHEPPARD  
re property

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Reference to brush cutting near softball field . Town will look at the area.

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RECREATION AND TOURISM COMMITTEE

The 2016 Regional Summer Games took place in August. Councillor Hancock noted there were crowds of people with participants, spectators and volunteers. Excellent comments were expressed re the Sports Complex facilities and the summer games event.

REGIONAL  
SUMMER GAMES

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The Town Manager informed Council that ACOA has approved the 2<sup>nd</sup> application submitted by the Town last spring for recreation improvements. Agreed Council consider this funding for fencing around the Skateboard/Basketball/Volleyball Complex.

RECREATION  
COMPLEX

It was suggested Council look into funding for a washroom facility near the recreation complex. The Town Manager will look into applying for ACOA funding next year for this purpose.

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There has been no response to Council's notice for expression of interest to run the canteen service at the arena. Agreed post this ad around town and in the canteen window.

CANTEEN  
SERVICE AT  
ARENA

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The arena ice plant will be turned on September 29 with the stadium opening on October 8.

STADIUM  
OPENING

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Deputy Mayor Woolridge commented on work needed to be done on the Memorial Ground Cenotaph and concrete steps. Agreed Council have Max Sheppard check the Memorial Grounds for a recommendation.

MEMORIAL  
GROUNDS

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Agreed Council have shutters replaced on the Airbase Multi Purpose Building as soon as possible.

MULTI PURPOSE  
BUILDING

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COMMERCIAL AND INDUSTRIAL DEVELOPMENT COMMITTEE

The Bio Fuel Project is moving through the government process. Peter Steele was in Town and did a walk about.

BIO FUEL  
PROJECT

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FESTIVAL AND SPECIAL EVENTS COMMITTEE

Councillor Roberts made reference to another group home being established on Coronation Street by a company known as Key Assets. There has been no concerns expressed by residents in this area, however the Town Manager will contact Key Assets re approval to operate a business in town.

KEY ASSETS  
GROUP HOME

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Councillor Roberts gave a financial update on the 2016 Flying Boat Festival Event. The committee will meet for a final wrap up.

FLYING BOAT  
FESTIVAL

Councillor Roberts noted staff must apply for funding for next year's festival.

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Town Website - The Domain is put in place. Some work has been done on draw downs. Some input information is needed. Staff will be involved.

TOWN WEBSITE

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ADMINISTRATION

Request from Paul Keough to purchase a parcel of land next to John Thompson at 27 Kings Ridge Road.

P. KEOUGH  
re purchase of  
property

Agreed not to sell this property as it is reserved for a future roadway.

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Letter from Marg Ryan, Cal LeGrow Insurance re liability coverage for ownership and operation of a Bounce House. The letter states the Town should request the Boys and Girls Club provide a Certificate of Liability Insurance.

INSURANCE ON  
BOUNCE HOUSE

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Red Indian Surveys have started work on a survey of the Sawdust Dump. There maybe 14-16 lots available. Agreed when survey is completed the Town will do a RFP.

SAWDUST DUMP

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The Town Manager presented a Request for Proposals (RFP) for Prime Consultant Services related to Municipal Building Infrastructure Projects in the Town of Botwood. This RFP is in accordance with the Department of Municipal Affairs requirements for the Town Hall/Fire Hall project funding. The document has been forwarded to Municipal Affairs for approval.

RFP FOR TOWN  
HALL/FIRE HALL

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The Town Manager informed Council Lisa Baker has agreed to train for the Accounts Receivable position.

L. BAKER  
re Accounts  
Receivable

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PERMITS

MOTION - Moved by Councillor Edison, seconded by Councillor Roberts 16-099 that Council ratify permits issued August 10, 2016 to September 13, 2016.  
- Motion carried. Votes in favor - 7 Councillors.

RATIFY PERMITS

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CORRESPONDENCE

- Information Only

1. Central Health - re Community Consultation Session in Northern Arm, September 21, 2016.
2. Dept. of Health and Community Services - re Dr. Hugh Twomey Health Care Centre Emergency Department.
3. Municipal Assessment Agency - re board meeting update.
4. Newfoundland and Labrador Asphalt - re odor created by their operations. They are working to improve the situation.
5. Municipalities NL - re Nominations for Board of Directors.
6. RCMP Policing Report for August 2016.

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MOTION - Moved by Deputy Mayor Woolridge, seconded by Councillor 16-100 Byrne, the meeting adjourn at 9:25 p.m.

 MAYOR  SECRETARY