

A regular meeting of the Botwood Town Council was held on Wednesday, December 13, 2023 at 6:30 p.m. in the Council Chamber.

Members present: Mayor J. Sceviour, presided
Deputy Mayor C. Ivany
Councillors: S. Sceviour
M. Shainline
G. Boone
J. Mitchell
Absent: W. Broderick

Also attending: A. Rowsell, Town Clerk
C. Yates, Office Administrator
B. Jewer, CPA - Town Auditor

B. Jewer presented the 2022 Financial Statement for the Town of Botwood and reviewed the information with Council. Blair left the meeting at 7:10 p.m.

B. JEWER, CPA
2022 FINANCIAL
STATEMENT
PRESENTATION

CALL TO ORDER

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
23-146 Ivany that Council approve the agenda as presented.
- Motion carried. Votes in favor - 6 Councillors.

APPROVAL OF
AGENDA

ADOPTION OF THE MINUTES

MOTION - Moved by Councillor Boone, seconded by Councillor Mitchell
23-147 that Council adopt the minutes of regular meeting held
November 15, 2023 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
MINUTES

COMMITTEE REPORTS

Mayor's Report

Mayor Sceviour noted at the recent committee meeting of the whole, Councillors were given an update on meetings held with EVREC.

EVREC

At the committee meeting Councillors were also given an update on a zoom meeting with Minister Hogan, re policing issues.

POLICING ISSUES

There will be a Family Medicine Interest Group Botwood Conference on January 13-14, 2024.

FAMILY
MEDICINE
INTEREST
BOTWOOD

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor 23-148 Ivany that Council host a supper meal for the Family Medicine Interest Group of 50 to 60 persons attending the Conference.
- Motion carried. Votes in favor - 6 Councillors.

Mayor and Council members attended a number of community events.

COMMUNITY
EVENTS

1. Anglican Arch Bishop visited Demasduit site and Mayor attended luncheon.
2. Mayor attended Lions Charter supper.
3. Councillors served breakfast at Memorial Academy.
4. Mayor attended, at the invite of the Prime Minister, welcoming of the President of the European Council and President of European Commission.
5. Councillor Sceviour attended Lionel Kelland Hospice official opening.
6. Mayor interviewed for Exploits Chamber of Commerce promotional video.
7. Mayor attended and brought greetings at the Kinsmen Senior's Supper.
8. Mayor attended CNWM Board of Directors meeting.
9. Deputy Mayor attended and brought greetings to DHTHC We Share the Care Tree.
10. Deputy Mayor attended and brought greetings to the 50+ Club Christmas supper.

Council members attended Christmas Parade and Tree Light-up. Mayor brought greeting at the tree light-up.

Public Protection and Emergency Planning

Firehall maintenance has been completed. The roof has been re-shingled and a heat pump system is installed.

FIREHALL
MAINTENANCE

Emergency Plan - Update required re contact names.

EMERGENCY
PLAN

Email from RCMP Staff Sergeant K. Bryan re a meeting with Council in the next few weeks.

RCMP MEETING

Fire Hydrants - Some fittings have been replaced.

FIRE HYDRANTS

Heritage, Tourism and Special Events

Welcome to Botwood Sign - Quote received from Stagg Signs to do a mock-up presentation. Agreed Council approach two other suppliers for additional quotes.

BOTWOOD SIGN

- - -

The Santa Christmas Parade went well. There is a safety issue re traffic control in the parking lot which needs to be addressed in 2024.

SANTA
CHRISTMAS
PARADE

- - -

The Light-Up for Christmas contest will go as scheduled.

LIGHT-UP FOR
CHRISTMAS

- - -

The steering committee meeting for the Demasduit Project will be held in January 2024.

DEMASDUIT
PROJECT

Finance and Human Resources

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-149 Mitchell that Council approved the Accounts Payable
Transaction Journal dated November 15 - December 11, 2023 in
the amount of \$70,101.01.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

- - -

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone
23-150 that Council approve the Accounts Payable Transaction Journal
dated December 13, 2023 in the amount of \$14,284.59.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

- - -

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
23-151 Ivany that Council call for a RFP for Town owned property at
103 and 111A Wireless Road, Botwood.
- Motion carried. Votes in favor - 6 Councillors.

RFP PROPERTIES
WIRELESS ROAD

- - -

MOTION - 23-152 Moved by Councillor Sceviour, seconded by Councillor Mitchell that Council call for a RFP for development of Commercial Property located adjacent to the New Firehall Site on Fernwood Drive, Botwood.
- Motion carried. Votes in favor - 6 Councillors.

RFP
DEVELOPMENT
OF COMMERCIAL
PROPERTY

- - -

MOTION - 23-153 Moved by Councillor Sceviour, seconded by Councillor Shainline that Council call for a RFP for a New Sub-division Development next to property located a 27 Twomey Drive, Botwood.
- Motion carried. Votes in favor - 6 Councillors.

RFP NEW SUB-
DIVISION

- - -

MOTION - 23-154 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that Council call for a RFP for the Old Town Hall Building located at 227 Water Street, Botwood.
- Motion carried. Votes in favor - 6 Councillors.

RFP FOR OLD
TOWN HALL
BUILDING

- - -

MOTION - 23-155 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that Motion #23-111, Motion #23-112, Motion #23-113 and Motion # 23-114 be rescinded.
- Motion carried. Votes in favor - 6 Councillors.

MOTIONS TO BE
RESCINDED

- - -

MOTION - 23-156 Moved by Councillor Sceviour, seconded by Councillor Mitchell that Council set up an operating Line of Credit in the amount of \$250,000.00 with the Bank of Montreal for the year 2024.
- Motion carried. Votes in favor - 6 Councillors.

LINE OF CREDIT

- - -

MOTION - 23-157 Moved by Councillor Sceviour, seconded by Councillor Boone that Council approve gratuities in the amount of \$175.00 for outside and inside staff.
- Motion carried.
- Votes in favor - 5 Councillors - Sceviour, Ivany, Sceviour, Shainline and Mitchell
- Votes against - 1 Councillor Boone.

GRATUITIES

- - -

Request from Royal Canadian Legion, Newfoundland & Labrador Command soliciting Council purchase an ad in their Veterans Service Recognition Book. Agreed not to support as Council fully supports the local Royal Canadian Legion Branch.

ROYAL
CANADIAN
LEGION

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
23-158 Ivany that Council approve the Municipal 2024 Tax Structure,
Rates and Due Dates which includes a decrease to the Property
Tax Mil Rate of .5 Mil. The 2024 Property Tax Mil Rate will
be 8.0 Mils.
- Motion carried. Votes in favor - 6 Councillors.

2024 TAX
STRUCTURE

MOTION - Moved by Councillor Sceviour, Seconded by Councillor Boone
23-159 that Council approve the 2024 Municipal Budget as presented in
the amount of \$3,644,222.00.
- Motion carried. Votes in favor - 6 Councillors.

2024 MUNICIPAL
BUDGET

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone
23-160 that Council accept the 2022 Financial Statement as presented
by the Town's Auditor, B. Jewer, CPA.
Motion carried. Votes in favor - 6 Councillors.

FINANCIAL
STATEMENT

Municipal Works

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
23-161 Sceviour that Council sign a Prime Consultant Agreement
(PCA) with Allnorth Consultants Limited for Project #17-G1-
24-00022 - Commonwealth Drive - Watermain Replacement in
the amount of \$99,930.78 HST included.
- Motion carried. Votes in favor - 6 Councillors.

ALLNORTH
CONSULTANTS
LIMITED

Mayor Sceviour left the meeting at 8:25 p.m. due to a possible conflict of
interest. Deputy Mayor Ivany took the Chair.

Letter from a resident concerning the Town's sewer line policy.

SEWER LINE

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-162 Mitchell the resident be advised that Council will abide by the
Town's Water Supply and/or Sewage Disposal Regulations. A
copy of the regulations to be included with the appropriate
Sections noted.
- Motion carried. Votes in favor - 6 Councillors.

SEWER LINE
REGULATIONS

Mayor Sceviour returned to the meeting at 8:30 p.m. and resumed the Chair.

- - -

Building Age Friendly Communities Grant received in 2023. There are funds
remaining. Agreed a work order be issued for work as per the original
parameters of the approved funds.

BUILDING AGE
FRIENDLY GRANT

- - -

Councillor Sceviour noted the garbage barrels are overflowing at the Canada
Post Site on Military Road and asked to have the Town Staff check this area
every morning.

GARBAGE

Parks, Recreation and Youth

Bookings at the stadium have increased.

STADIUM

- - -

To date there has not been a meeting with BGC Botwood.

Seniors and Community Services

The next Senior's Tea is scheduled for December 15. Councillor Mitchell
noted the Mayor, MP and MHA for the district have been invited.

SENIOR'S TEA

- - -

The committee is trying to arrange a walking program at the school. This
should start in the New Year on Thursday nights at a cost of \$1.00 per
person.

WALKING
PROGRAM

PERMIT/DEVELOPMENT APPLICATIONS

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
23-163 Sceviour that Council ratify permit #23-106 issued November
21, 2023.
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMIT

- - -

MOTION - 23-164 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that Council give approval in principal for development of a duplex at 24 Caledonia Road and two quadplex apartment units on Harbourview Road. Development must be within the Town of Botwood Development Regulations and Town Plan.
- Motion carried. Votes in favor - 6 Councillors.

DUPLEX AND
QUADPLEX UNITS

CORRESPONDENCE

1. Communities in Bloom - re participation - Information.
2. Dept. of Municipal Affairs letter to L. Burt re water - Information

ACTION ITEMS RAISED BY COUNCIL

Councillor Shainline asked for update re BMO closure. The Town Manager is working on other financial institutions as well as a follow-up process with BMO.

BMO CLOSURE

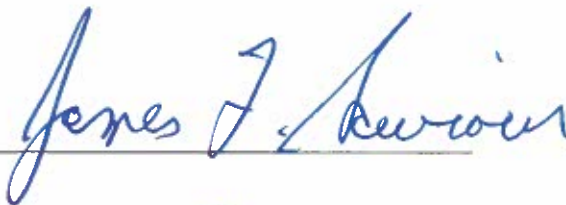
Councillor Shainline referred to the newly constructed Kiosk units located at the Heritage Park. These units will be rented in 2024.

KIOSK UNITS

MOTION - 23-165 Moved by Deputy Mayor Ivany, seconded by Councillor Shainline the meeting adjourn at 8:50 p.m.
- Motion carried. Votes in favor - 6 Councillors.

ADJOURNMENT

MAYOR



SECRETARY

