

A regular meeting of the Botwood Town Council was held on Thursday, January 19, 2023 at 7:00 p.m. in the Council Chamber.

Members present: Mayor J. Sceviour, presided
Deputy Mayor C. Ivany
Councillors: S. Sceviour
W. Broderick
M. Shainline
L. Burt
J. Mitchell

Also attending: S. Jerrett, Town Manager
A. Rowsell, Town Clerk
C. Yates, Office Administrator

CALL TO ORDER

PROCLAMATIONS/PRESENTATIONS/ACKNOWLEDGEMENTS

Congratulations to Team Canada on their World Junior Gold Medal Win in January 2023 and to Zachary Dean who played on the Canadian Team. Zachary is the grandson of Bob and Tina Dean. The tournament took place in Halifax, NS.

TEAM CANADA

Mayor Sceviour expressed condolences to the Edison family on the passing of Eric Edison. Eric was very active with community involvement.

EDISON FAMILY
CONDOLENCE

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Councillor 23-001 Broderick that Council approve the agenda as presented.
- Motion carried. Votes in favor - 7 Councillors.

APPROVAL OF
AGENDA

ADOPTION OF THE MINUTES

MOTION - Moved by Councillor Broderick, seconded by Councillor Burt 23-002 that Council adopt the minutes of regular meeting held December 7, 2022 as circulated.
- Motion carried. Votes in favor - 7 Councillors.

ADOPTION OF
MINUTES

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-003 Mitchell that Council adopt the minutes of special meeting held
December 19, 2022 as circulated.
- Motion carried. Votes in favor - 7 Councillors.

ADOPTION OF
MINUTES OF
SPECIAL
MEETING

COMMITTEE REPORTS

Mayor's Report

Mayor Sceviour and Councillor Mitchell attended the Senior Citizen Dinner
last night on behalf of Council.

SENIOR CITIZEN
DINNER

Parks, Recreation and Youth

Splash Pad. Council is considering The Lion's Playground on Park Plaza for
location of the Splash Pad.

SPLASH PAD

Seniors and Community Services

Senior's Tea. Councillor Mitchell informed Council a committee will be put
in place regarding a Senior's Program. An application was submitted to
government for funding towards the program.

SENIOR'S TEA

Community Garden - The committee is hoping to build a few new boxes for
2023. A call will be made for potential users. The base for the Sign will be
put in place this year.

COMMUNITY
GARDEN

Public Protection and Emergency Planning

Agreed Council put a notice on the website asking residents to call the Town
Office re street light outages.

STREET LIGHT
OUTAGES

A RCMP Traffic Update was received dated January 17, 2023. Mayor
Sceviour noted a meeting will be arranged with Hon. John Hogan, Minister -
Department of Justice and Public Safety.

RCMP TRAFFIC
UPDATE

Heritage, Tourism and Special Events

There will be a steering committee meeting on January 24 re the Demasduit Project. Correspondence has been forwarded to Irving Oil concerning their land located in the area.

DEMASDUIT
PROJECT

Councillor Shainline, Councillor Mitchell and L. Hemeon attended the Exploits Thriving Regions Partnership Process Session in Grand Falls-Windsor today. It was very informative with good conversation. There will be follow-up sessions.

EXPLOITS
THRIVING
REGIONS

Councillor Shainline noted he had submitted a year end report to the Mayor.

Finance and Human Resources

MOTION - 23-004 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable and Procedure. The amount of \$37,748.06 was paid for December 7 - 19, 2022.
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE
EXPENDITURES

MOTION - 23-005 Moved by Councillor Sceviour, seconded by Councillor Mitchell that Council approve the Accounts Payable Transaction Journal dated December 7 - 31, 2022 in the amount of \$65,451.57.
- Motion carried. Votes in favor - 7 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - 23-006 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council approve the Accounts Payable Transaction Journal dated January 1 - 18, 2023 in the amount of \$53,917.98.
- Motion carried. Votes in favor - 7 Councillors.

A/P
TRANSACTION
JOURNAL

Payroll Direct Deposit - The Town Clerk and the Town's Auditor are dealing with BMO and Procom to have the process completed.

DIRECT DEPOSIT

Mayor Sceviour left the meeting at 7:40 p.m. due to a possible conflict of interest. Deputy Mayor Ivany took the Chair.

A request was received from Exploits Rush Women's Broomball Team for sponsorship or donation towards their participation at the 2023 Broomball Nationals taking place in Montreal, Quebec in April.

2023 BROOMBALL
NATIONALS

Council agreed this request does not meet the guideline for approval as per the Town's adopted Donation Policy.

Mayor Sceviour returned to the meeting at 7:43 and resumed the Chair.

A request was received from Seaport Skaters Skating Club for a donation for their "Pot of Gold Week of Givaways" event. Council will give some Town of Botwood promotional items.

SEAPORT
SKATERS

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
23-007 Sceviour that the Town of Botwood accept the recommendation from Progressive Engineering & Consulting Inc. to award the tender for Project #17-MCW-20-00003 - Site Development for New Firehall Site to the lowest bidder Adams Construction (1975) Ltd. for the amount of \$298,829.80. Council agrees to fund the identified shortfall in the amount of \$39,141.46.
- Motion carried. Votes in favor - 7 Councillors.

NEW FIREHALL
SITE PROJECT

MOTION - Moved by Councillor Sceviour, seconded by Councillor Burt
23-008 that Council ratify payment of miscellaneous cheques issued in October, November and December 2022.
- Motion carried. Votes in favor - 7 Councillors.

RATIFY
PAYMENT OF
MISC CHEQUES

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-009 Broderick that Council set up an operating Line of Credit in the amount of \$250,000.00 with the Bank of Montreal for the year 2023.
- Motion carried. Votes in favor - 7 Councillors.

LINE OF CREDIT

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
23-010 Ivany that Council approve a salary increase of .50¢ per hour for
the Town Office Staff - D. Woolridge, L. Hemeon, L. Baker, C.
Yates and A. Rowsell in line with the amount increase for
CUPE Union Employees and 2.5% cost of living increase for S.
Jerrett as per contract agreement. Increase to be effective as of
January 1, 2023.
- Motion carried. Votes in favor - 7 Councillors.

SALARY
INCREASE

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-011 Broderick that in Accordance with Section 58 of the
Municipalities Act, Council approves a \$5,000.00 spending
limit without Council Authorization, for the Town Manager.
- Motion carried. Votes in favor - 7 Councillors.

MOTION - Moved by Councillor Sceviour, seconded by Councillor Burt
23-012 that Council approve vehicle allowance increases as per the
2023 budget amount, effective as of January 1, 2023.
- Motion carried. Votes in favor - 7 Councillors.

VEHICLE
ALLOWANCE
INCREASE

Councillor Sceviour left the meeting at 7:50 p.m. due to a possible conflict of
interest.

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
23-013 Broderick that the Town of Botwood take possession of the
following properties in lieu of all taxes owing:
79B Commonwealth Drive, 11 Confederation Place and
107 Water Street.
- Motion carried. Votes in favor - 6 Councillors

POSSESSION OF
PROPERTIES

Councillor Sceviour returned to the meeting at 7:55p.m.

Municipal Works Committee

Lawn Mower Tender - There were no submissions received.

LAWN MOWER
TENDER

Concerns are being raised re a blind intersection due to vehicles parked close
to the intersection. Agreed this matter be brought to the homeowner's
attention.

BLIND
INTERSECTION

ADMINISTRATIVE

Code of Conduct Councillors.
Code of Conduct Municipal Officials.
Council Orientation Training.

COUNCILLOR
TRAINING

C. Yates, Office Administrator will check files and confirm Council attendance status for the above sessions.

PERMITS/DEVELOPMENT APPLICATIONS

MOTION - Moved by Councillor Sceviour, seconded by Councillor 23-014 Broderick that Council ratify permit #23-001 issued January 3, 2023.

- Motion carried. Votes in favor - 7 Councillors.

Agreed a weekly meeting will be held to discuss Municipal Work and planning related to the Town's outside maintenance and development.

MAINTENANCE
AND
DEVELOPMENT

CORRESPONDENCE

1. Municipal Assessment Agency - January 9th update.
2. Epilepsy NL - proclamation for purple day March 26th. Proclaim at March Council meeting.

Items raised by Councillors -
Councillor Shainline. Bayside Blizzard. Subject to snow, a snow sculpture contest will go ahead.

BAYSIDE
BLIZZARD

Councillor Burt. A tour of the Water Treatment Plant is arranged for tomorrow afternoon. Councillor Burt also noted the Botwood Youth Activity Committee is now a registered group.

BOTWOOD
YOUTH ACTIVITY
COMMITTEE

MOTION - Moved by Deputy Mayor Ivany, Seconded by Councillor 23-015 Sceviour the meeting adjourn at 8:35 p.m.
- Motion carried. Votes in favor - 7 Councillors.

ADJOURNMENT

MAYOR



SECRETARY

