

A regular meeting of the Botwood Town Council was held on Wednesday, December 7, 2022 at 6:30 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

Guest: B. Jewer, CPA - Town Auditor

Blair Jewer presented the 2021 Financial Statement for the Town of Botwood. He reviewed the information noting the required format for Municipal Compliance with legislation. Blair left the meeting at 7:25 p.m.

B. JEWER, CPA
FINANCIAL
STATEMENT

CALL TO ORDER

PROCLAMATIONS/PRESENTATIONS/ACKNOWLEDGEMENTS

Acknowledgement to Josh Slade - Fireman of the Year.

FIREMAN OF THE
YEAR

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Councillor
22-117 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 Sceviour, seconded by Deputy Mayor
22-118 Ivany that Council adopt the minutes of November 9, 2022 with
the following correction:
- pg. 4 - The 100th Anniversary of RCAF is April 1, 2024.
- Motion carried. Votes in favor - 7 Councillors

ADOPTION OF
THE MINUTES

COMMITTEE REPORTS

Mayor's Report

A meeting was held Monday with the Towns of Bishop's Falls, Grand Falls-Windsor, Botwood, Northern Arm and Peterview. It was an information session re Exploits Regional Services Board. Some Capital Work is required for maintenance of this facility. There is also a proposal for another employee at the site. This will increase all Town's financial support.

EXPLOITS
REGIONAL
SERVICES BOARD
FACILITY

- - - -

Agreed a time be arranged for Councillors to view this facility in the new year.

- - - -

Mayor Sceviour noted Minister Hogan, Department of Justice has increased police presence between now and Christmas.

POLICE
PRESENCE

- - - -

Mayor Sceviour, Deputy Mayor Ivany, Councillor Broderick and Councillor Mitchell attended the Firemen's Ball on November 26, 2022.

FIREMEN'S BALL

Municipal Works Committee

The Town is receiving numerous complaints concerning dirty water.

DIRTY WATER

- - - -

Heating System for the Works Depot.

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor Burt 22-119 that Council approve up to \$7000.00 for installation of a Heat Pump and electrical requirements at the Public Works Depot.
- Motion carried. Votes in favor - 7 Councillors.

HEATING SYSTEM
FOR DEPOT

- - - -

It was suggested that Council consider making application for a Federal Government Grant under the Green Building Program for heat supply at the Works Depot and the Fire Hall.

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Splash Pad - The Engineering estimated cost for the project is \$147,000.00. Agreed Council may have to consider a new location. This project will be discussed in the New Year.

SPLASH PAD

- - - -

Agreed tender call for supply of a new lawn mower be placed for delivery in June 2023.

LAWN MOWER

MOTION - 22-120 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that Council ratify the following Motion:
- that we the Ultimate Recipient, The Town of Botwood accept cost shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated October 21, 2022, Project #17-GI-23-00045 Watermain Replacement Water Street/Valley Road Intersection (2022) with a total project value of \$1,086,153.00. This Council agrees to provide the Ultimate Recipient share value of \$98,496.00 in funding for this project and authorizes the Mayor and the Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Botwood.
- Motion carried. Votes in favor - 7 Councillors.

WATERMAIN
REPLACEMENT
PROJECT

MOTION - 22-121 Moved by Councillor Sceviour, seconded by Councillor Burt that Council request approval from the Department of Municipal and Provincial Affairs to borrow the amount of \$98,496.00 from the Bank of Montreal with a repayment term of 8 years and an amortization period of 8 years. This amount represents the Municipal contribution for Project #17-GI-23-00045 Watermain Replacement Water Street/Valley Road Intersection.
- Motion carried. Votes in favor - 7 Councillors.

Parks, Recreation and Youth

Councillor Burt attended the VOCM Happy Tree and Kettle Kick Off on November 17th and presented the Town's donation towards the campaign.

VOCM HAPPY
TREE

Seniors and Community Services

Councillor Mitchell updated Council on the following:

- Painting of the Airplane
- Senior Citizen Committee
- Councillor Training through MNL

Public Protection and Emergency Planning

Policing Update received from Staff Sargent K. Bryan. Agreed Council with Staff Sargent in the new year.

POLICING
UPDATE

Heritage, Tourism and Special Events

MOTION - Moved by Councillor Shainline, seconded by Councillor 22-122 Mitchell that prizes for the 2022 Light-up for Christmas contest be increased as follows:
- 1st prize \$150.00, 2nd prize \$100.00, and 3rd prize \$75.00.
- Motion carried. Votes in favor - 7 Councillors.

LIGHT-UP PRIZES

Demasduit Project - the committee is presently in the process of determining available property in the location. Councillor Shainline noted a request has been made for an extension for completion of this project to 2024. The committee will also be looking for sponsorship for the project.

DEMASDUIT
PROJECT

Councillor Shainline informed Council the committee will be looking at tourism promotional events for 2023.

Finance and Human Resources

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor 22-123 Ivany that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$18,071.42 was paid for November 9-22, 2022.
- Motion carried. Votes in favor - 7 Councillors.

A/P ROUTINE
EXPENDITURES

MOTION - Moved by Councillor Sceviour, seconded by Councillor 22-124 Mitchell that Council approve the Accounts Payable Transaction Journal dated November 9 to December 7, 2022 in the amount of \$50,883.08.
- Motion carried. Votes in favor - 7 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - Moved by Councillor Sceviour, seconded by Councillor Burt 22-125 that Council approve a quarter page ad in the 2023 Kiwanis Music Festival Program for a cost of \$125.00.
- Motion carried. Votes in favor - 7 Councillors.

2023 KIWANIS
MUSIC FESTIVAL

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
22-126 Ivany that Council adopt the 2021 Financial Statements as
presented by the Town's Auditor, Blair Jewer, CPA.
- Motion carried. Votes in favor - 7 Councillors.

2021 FINANCIAL
STATEMENTS

Payroll Direct Deposit - This process will be put in place in the new year in
consultation with the Town's Auditor.

DIRECT DEPOSIT

PERMITS/DEVELOPMENT APPLICATIONS

Councillor Mitchell left the meeting at 8:30 p.m. due to a possible conflict of
interest.

MOTION - Moved by Councillor Sceviour, seconded by Councillor
22-127 Broderick that Council ratify permits issued to December 6,
2022.
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMITS

Councillor Mitchell returned to the meeting at 8:32 p.m.

CORRESPONDENCE

1. Municipal Assessment Agency - Update - November 21, 2022.
2. Professional Municipal Administrators (PMA) - Information for Mayors
& Councillors.
3. Lionel Kelland Hospice - Request for donation.

MOTION - Moved by Councillor Sceviour, seconded by Councillor Burt the
22-128 meeting adjourn at 8:35 p.m..
- Motion carried. Votes in favor - 7 Councillors.

ADJOURNMENT

MAYOR



SECRETARY

