

A regular meeting of the Botwood Town Council was held on Wednesday, August 16, 2023 at 7:00 p.m. in the Council Chamber.

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

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

Gary Boone was welcomed as a newly elected Councillor. The Town Clerk has received Councillor Boone's Oath of Office for his position on Council.

NEW
COUNCILLOR
GARY BOONE

PROCLAMATIONS/PRESENTATIONS/ACKNOWLEDGMENTS

Council expressed condolence on the passing of Barry Saunders. He was a member of the EVPC.

CONDOLENCES
B. SAUNDERS

August 7 - EVREC office opening in Botwood.
August 9 - Community Engagement, EVREC and Towns.

EVREC

Acknowledgment and thank you to the Flying Boat Festival Chair and Committee for their great job planning and organizing the event.

FBF

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Broderick, seconded by Councillor 23-091 Sceviour 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 Sceviour, seconded by Councillor
23-092 Broderick that Council adopt the minutes of regular meeting
held July 12, 2023 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
MINUTES

BUSINESS ARISING FROM THE MINUTES

Council needs to respond to _____ concerning his request for
relocation of a waterline on his property.

re: Waterline

COMMITTEE REPORTS

Mayor's Report

E-mail concerning MMSB Indiscriminate Dumping Program - Surveillance
Assistance Program. Council will seek funding for cameras under this
program.

MMSB DUMPING
PROGRAM

Finance and Human Resources

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-093 Mitchell that Council ratify payment of routine expenditures in
accordance with the Town's Accounts Payable Policy and
Procedure. The amount of \$11,826.40 was paid for July
12-21, 2023.
- Motion carried. Votes in favor - 6 Councillors.

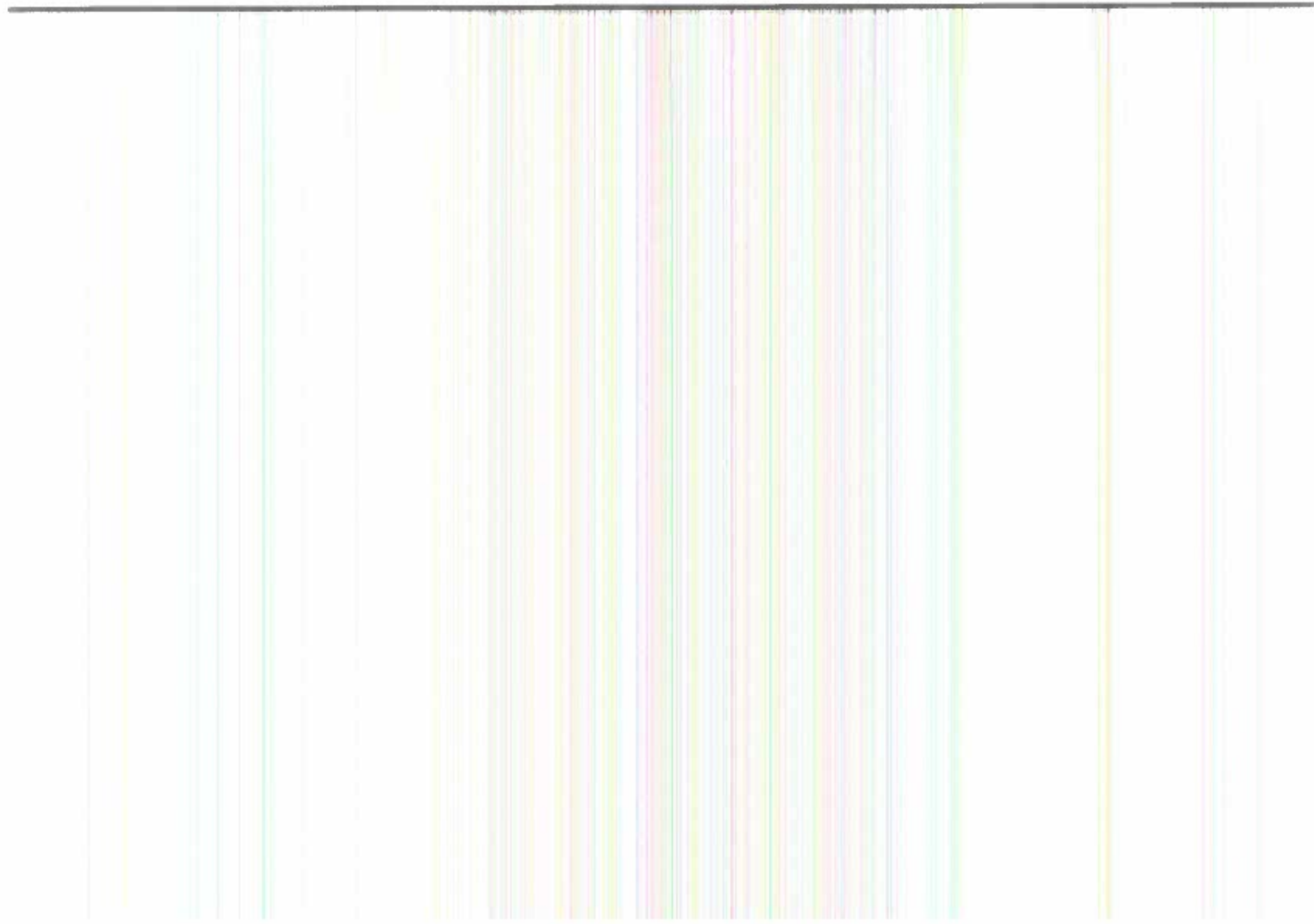
A/P ROUTINE
EXPENDITURES

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-094 Broderick that Council approve the Accounts Payable
Transaction Journal dated July 12 - August 11, 2023 in the
amount of \$56,525.57.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone
23-095 that Council approve the Accounts Payable Transaction Journal
dated August 16, 2023 in the amount of \$3841.22.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL



Council agrees a direction be given that the Office Assistant be the alternate person to administer the Town's Website and Facebook pages.

WEBSITE

Closing date for receipt of applications for the Town Manager position is August 21, 2023.

TOWN MANAGER
POSITION

MOTION - Moved by Councillor Sceviour, seconded by Councillor Boone 23-096 that Council request Brick and Tile Supplies to remove and replace the Town Office Heat Pump as per their quote of \$8038.50 HST included.
- Motion carried. Votes in favor - 6 Councillors.

HEAT PUMP

Councillor Sceviour reported the Expense Report to July 31, 2023 shows a total of 54% of the budgeted figures. The Receivable Comparison Report shows the totals are down from 2022.

EXPENSE REPORT

MOTION - Moved by Councillor Sceviour, seconded by Councillor Mitchell 23-097 that Council ratify approval of a three year Collective Agreement signed between the Town of Botwood and CUPE.
- Motion carried. Votes in favor - 6 Councillors.

CUPE

Municipal Works

Land Sales - A list of town land which can be available for sale with a fair market value will be presented to Council for approval.

LAND SALES

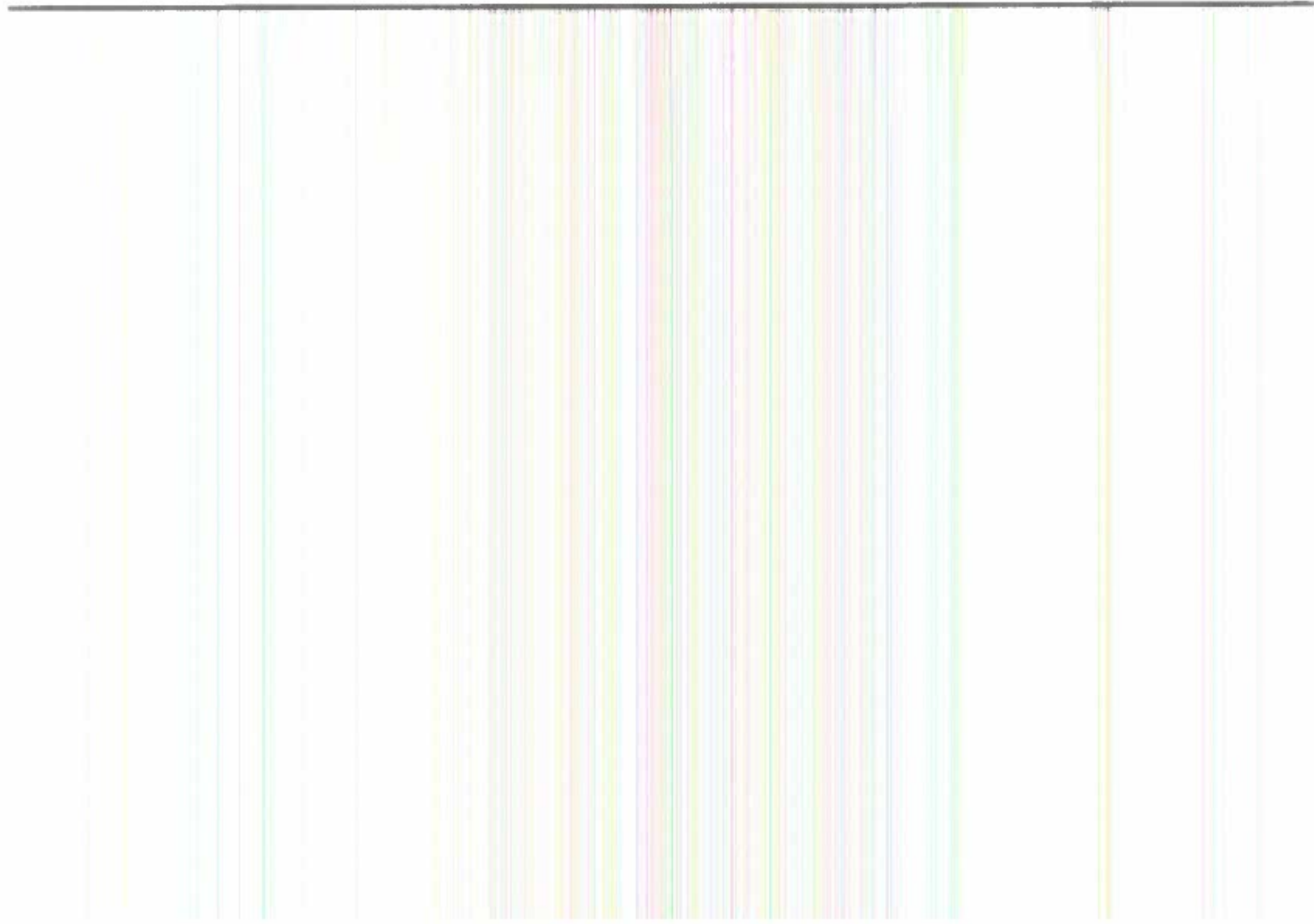
Paving Tender Results.

MOTION - Moved by Councillor Sceviour, seconded by Councillor 23-098 Broderick that Council accept the lowest bid received for the Town's Paving Tender in the amount of \$91,093.80 HST included from Penney Paving.

PAVING TENDER
RESULT

Disposal of Old Equipment/Vehicles. This process will be given consideration and presented to Council for approval.

DISPOSAL OF OLD
EQUIPMENT



Splash Pad. A tender call for this work is in process.

SPLASH PAD

Arena Rates. Council agreed the arena rates will remain the same for 2023. This matter will be discussed during 2024 Budget talks.

ARENA RATES

Arena Upgrades. Cimco will begin the overhaul process on Monday.

ARENA
UPGRADES

Senior's and Community Services

Councillor Mitchell informed Council the Senior's Tea event for August will be held at the Max Simms Camp.

SENIOR'S TEA

Public Protection and Emergency Planning

Councillor Broderick informed Council the committee met yesterday to review the Town's Emergency Plan.

TOWN'S
EMERGENCY
PLAN

MOTION - Moved by Councillor Broderick, seconded by Councillor 23-099 Sceviour that Council give approval in principal for the revised emergency plan. The plan will be forwarded to government for approval.
- Motion carried. Votes in favor - 6 Councillors.

Fire Hydrant Update. Councillor Broderick will discuss this matter again with the Fire Chief.

FIRE HYDRANTS

Firehall Roof.

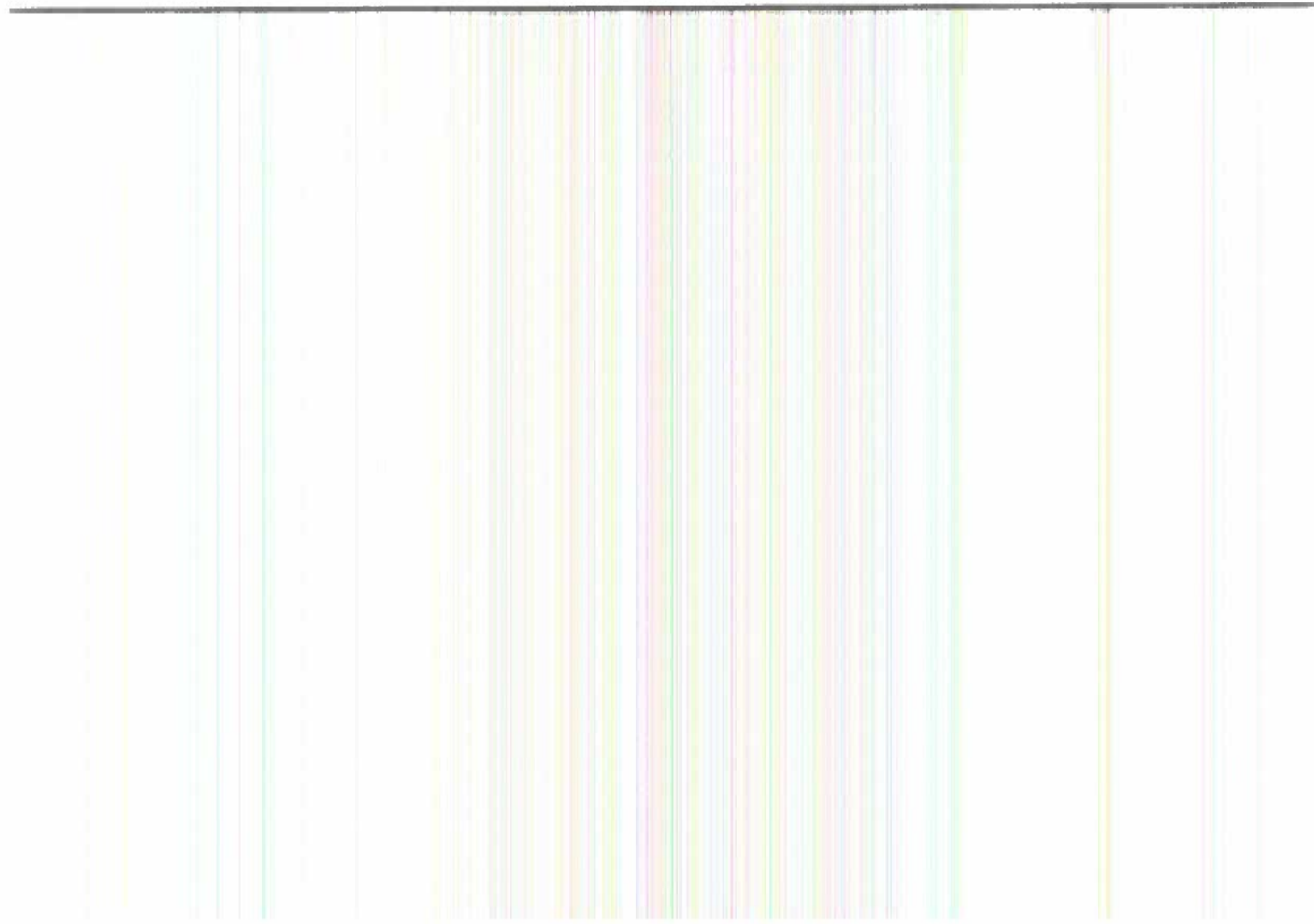
MOTION - Moved by Councillor Broderick, seconded by Councillor Boone 23-100 that Council repair, patch and reshingle the Firehall roof.
- Motion carried. Votes in favor - 6 Councillors.

RESHINGLE
FIREHALL ROOF

Heritage, Tourism and Special Events

The committee met last night. The Flying Boat Festival events went very well. The committee will be having their wrap up session on September 16.

FBF EVENTS



Aircraft Repair and Painting. The committee will continue to pursue having this work done.

AIRCRAFT
REPAIR AND
PAINTING

Demasduit Project. MUN Engineering Students were on the site. A follow-up virtual meeting was held. They are working on a plan for the site.

DEMASDUIT
PROJECT

Highway Information Board with access off Route 350. Council needs to approach the Minister, Department of Transportation concerning this potential development.

HIGHWAY
INFORMATION
BOARD

Explore Exploits Campaign. The Chamber of Commerce is working on a Website for Explore Exploits. Councillor Shainline has indicated a Tourist Information Location is being looked into for the Grand Falls-Windsor area.

EXPLORE
EXPLOITS
CAMPAIGN

The four kiosk stands are ready for rental. The Heritage Society will meet to decide use, dates and times.

KIOSK

Development and Economic Promotion

EVERC - Waiting until end of August for the Provincial Government approval for Phase 2 of the project development.

EVERC

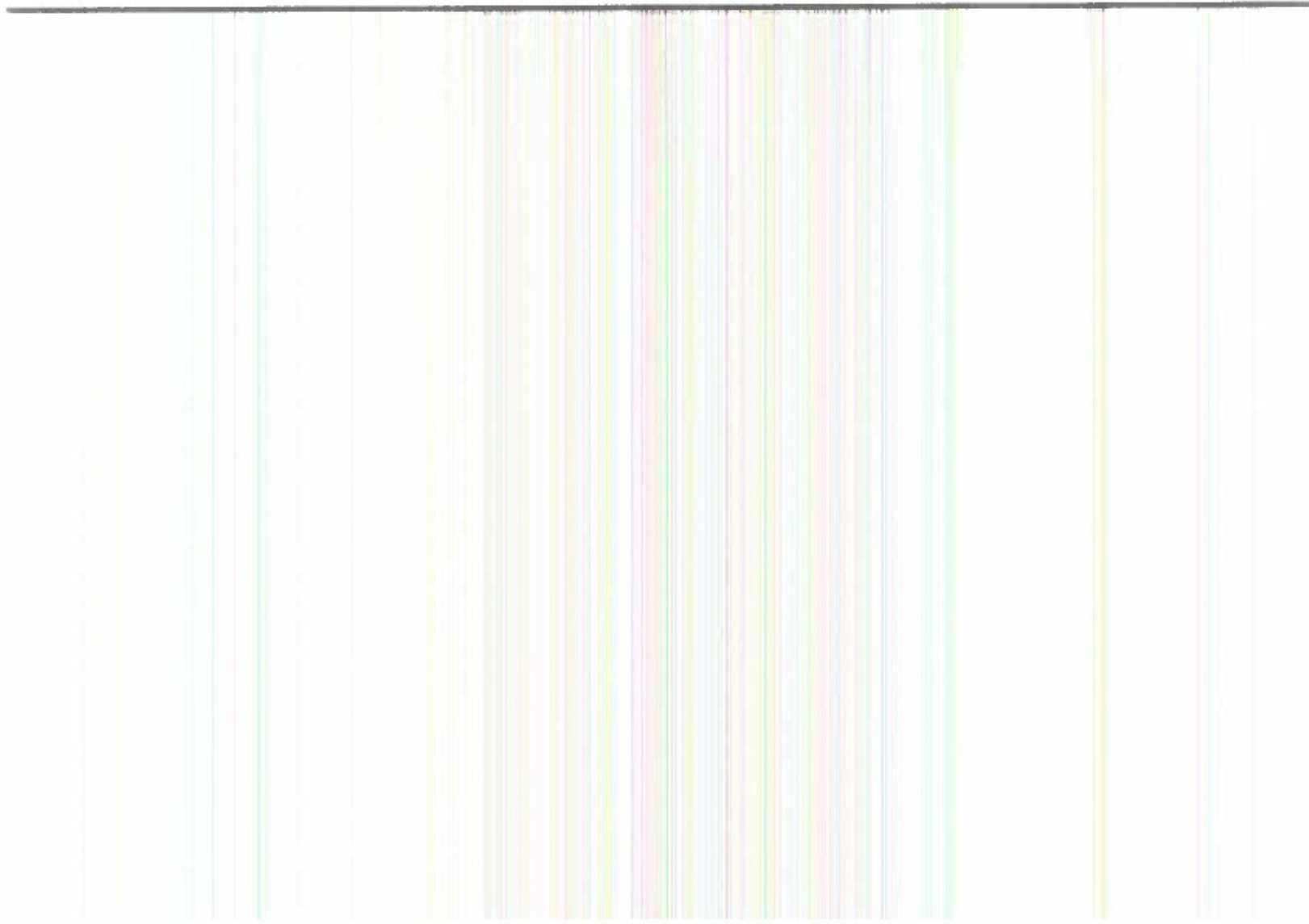
ADMINISTRATIVE

MOTION - Moved by Councillor Broderick, seconded by Councillor 23-101 Sceviour that Council approve and sign the Return to Work Policy as identified in WHSC Policy RE-18 and in accordance with Section 89 and 89.1 of the Workplace Health, Safety and Compensation Act.
- Motion carried. Votes in favor - 6 Councillors.

RETURN TO
WORK POLICY

MOTION - Moved by Councillor Broderick, seconded by Councillor 23-102 Mitchell that Council approve and sign the Occupational Health and Safety (OH&S) Policy in accordance with OH&S legislation.
- Motion carried. Votes in favor - 6 Councillors.

OCCUPATIONAL
HEALTH AND
SAFETY POLICY



PERMITS

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-103 Shainline that Council ratify permits issued to August 14, 2023.
Permit #'s 23-50 to 23-65.
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMITS

CORRESPONDENCE

1. D. Afrash - re Iranian Academics Society.
2. Municipal Assessment Agency - Nominee World Mayor - Tony Keats.

MOTION - Moved by Councillor Sceviour, seconded by Councillor
23-104 Broderick the meeting adjourn at 7:45 p.m.
- Motion carried. Votes in favor - 6 Councillors.

ADJOURNMENT

DEPUTY MAYOR

Chris Ivory

SECRETARY

Shawell