

A regular meeting of the Botwood Town Council was held on Wednesday, December 11, 2024 at 7:00 p.m. in the Council Chamber.

Members present: Mayor J. Sceviour, presided
Deputy Mayor C. Ivany
Councillors: S. Sceviour
W. Broderick via telephone
M. Shainline
J. Mitchell
Absent: G. Boone
Also Attending: A. Rowsell, Town Clerk
C. Yates, Office Administrator

CALL TO ORDER

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-189 Shainline that Council approve the agenda as presented.
- Motion carried. Votes in favor - 6 Councillors.

APPROVAL OF
AGENDA

APPROVAL OF THE MINUTES

MOTION - Moved by Councillor Shainline, seconded by Deputy Mayor
24-190 Ivany that Council adopt the minutes of regular meeting held
November 13, 2024 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
MINUTES

MOTION - Moved by Councillor Broderick, seconded by Councillor
24-191 Sceviour that Council adopt the minutes of special meeting held
December 4, 2024 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
SPECIAL
MINUTES

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
24-192 Broderick that Council adopt the minutes of privileged meeting
held December 5, 2024 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
PRIVILEGED
MINUTES

MOTION - Moved by Councillor Sceviour, seconded by Councillor 24-193 Broderick that Council adopt the minutes of special meeting held December 5, 2024 as circulated.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
SPECIAL
MINUTES

COMMITTEE REPORTS

Mayor's Report

Mayor Sceviour noted meetings and events attended by the Mayor and Councillors.

- November 20th - EVREC bi-weekly call.
- November 20th - Meeting of the whole.
- November 26th - Virtual municipal workshop of privacy - Councillor and Staff.
- November 26th - EV Joint Council Grand Falls-Windsor Town Hall.
- November 30th - Botwood Firemen's Ball - Mayor and some Councillors.
- December 2nd - Jubilee Pentecostal/Prostate Awareness session - Mayor invited and attended.
- December 2nd - Meeting of the whole.
- December 3rd - Memorial Academy - Mural Completion - Mayor and Councillor Shainline attended.
- December 3rd - Lanes Retirement Christmas Tree Light-up - Mayor brought greetings.
- December 4th - Memorial Academy - School Breakfast Program - Mayor and Councillors served.
- December 4th - EVREC bi-weekly call.
- December 4th - Virtual meeting Mayor's town call.
- December 5th - Councillor Training Virtual Meeting on new Town's Act.
- December 5th - Dr. Hugh Twomey Health Care Centre, We Share the Care Tree - Mayor brought greetings and donation.
- December 6th - Kinsmen Senior Supper - Deputy Mayor Ivany and wife attended on behalf of Town.
- December 10th - Mayor and Town Manager attended virtual meeting with Carl Sheppard.
- December 10th - CNWM meeting - Mayor attended.
- December 10th - Finance Meeting.

EVENTS
ATTENDED BY
MAYOR AND
COUNCILLORS

Municipal Works

Property located at 26A Water Street has been cleaned up by the owner.

PROPERTY
CLEANED UP

Parks and Recreation

The Town will be getting a zamboni from the Town of Grand Falls-Windsor.
This machine will be used as a backup for our arena.

ZAMBONI

Seniors and Community Services

The walking program at Botwood Collegiate will start in January.

WALKING
PROGRAM

Public Transport for seniors will be looked at in the New Year.

PUBLIC
TRANSPORT

Gate access at the ballfield. Refer to committee for solution and cost.

BALLFIELD GATE

The Seniors Housing Committee will be having their Christmas Social on
January 17, 2025. Mayor Sceviour and guest are invited to the Social.

CHRISTMAS
SOCIAL

Heritage, Tourism and Special Events

Santa Parade and Tree Lighting - Saturday, December 14th. Speakers have
been purchased for the event.

SANTA PARADE &
TREE LIGHTING

Heritage - A work crew has painted the floor in the FB Museum.

FB MUSEUM

Directional Signs - Being worked on.

DIRECTIONAL
SIGNS

Highway Information Kiosk - The committee is looking at obtaining a grant
for this project.

HIGHWAY INFO
KIOSK

It was noted the Department of Transportation needs to be contacted for
directions and approval on Route 350.

Development and Economic Promotion

Two bi-weekly updates with EVREC - Nov. 20th & Dec. 4th.
Mayors virtual meeting Dec. 4th.

EVREC

Councillor Mitchell suggested Council as a whole meet with the Town Manager re his resignation as of January 3, 2025. Response was Councillors have already spoke to the Town Manager individually. A future meeting was not supported.

TOWN MANAGER
RESIGNATION

Finance and Human Resources

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
24-194 Ivany that Council ratify payment of routine expenditures in
accordance with the Town's Accounts Payable Policy and
Procedure. The amount of \$14,634.70 was paid for
November 13-15, 2024.
- Motion carried. Votes in favor - 6 Councillors.

A/P ROUTINE
EXPENDITURES

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-195 Shainline that Council approve the Accounts Payable
Transaction Journal dated November 13 to December 11, 2024
in the amount of \$63,395.74.
- Motion carried. Votes in favor - 6 Councillors.

A/P
TRANSACTION
JOURNAL

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
24-196 Ivany that Council accept the resignation from the present Town
Manager, Martin Pilar as submitted.
- Motion carried. Votes in favor - 6 Councillors.

ACCEPTANCE OF
TOWN MANAGER
RESIGNATION

HR Search - Nothing further to report at this time.

HR SEARCH

The Town Clerk, A. Rowsell and Office Administrator, C. Yates left the
meeting at 7:45 p.m. and returned at 7:50 p.m.

2024 CHRISTMAS
GRATUITIES

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-197 Broderick that Christmas Gratuities for 2024 be approved as the
2023 amounts.
- Motion carried. Votes in favor - 6 Councillors.

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-198 Shainline that 2025 salary increases for the office staff will be
\$1.00 per hour as approved for CUPE employees.
- Motion carried. Votes in favor - 5 Councillors.
Voted nay - Councillor Mitchell.

SALARY
INCREASE

Demasduit Project - Washroom Facility. Agreed Council obtain three quotes
for this work.

DEMASDUIT
PROJECT
WASHROOM
FACILITY

Demasduit Project - Invoice for \$11,500.00 for landscaping. Agreed to refer
payment of this invoice to the Demasduit Committee.

DEMASDUIT
PROJECT
LANDSCAPING

CBDC Central.

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
24-199 Ivany that Council approve the Town's 2024 contribution of
\$9100.00 for CBDC Central Regional Economic Development.
- Motion carried. Votes in favor - 6 Councillors.

CBDC CENTRAL
REGIONAL
ECONOMIC
DEVELOPMENT

Arena Attendant Job Posting - An ad has been posted for this position.
Agreed not to fill this position for the 2024-2025 Season.

ARENA JOB
POSTING

2025 Budget.

MOTION - Moved by Councillor Sceviour, seconded by Councillor
24-200 Mitchell that Council adopt the 2025 Budget as presented in the
amount of \$3,781,419.00.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
2025 BUDGET

2025 Tax Structure.

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
24-201 Ivany that Council adopt the 2025 Tax Structure, Rates and Due
Dates as presented.
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF
2025 TAX
STRUCTURE,
RATES & DUE
DATES

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor
24-202 Ivany that Council approve a \$125.00 sponsorship for the
Central Music Festival.
- Motion carried. Votes in favor - 6 Councillors.

CENTRAL MUSIC
FESTIVAL

ADMINISTRATIVE

Town of Botwood 2024 Christmas Information Newsletter.

CHRISTMAS
NEWSLETTER

PERMITS

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
24-203 Sceviour that Council approve permit #24-079.
- Motion carried. Votes in favor - 6 Councillors.

PERMITS

CORRESPONDENCE

Exploits Valley Community Coalition - re diaper challenge.
- Information only.

EVCC

OTHER BUSINESS

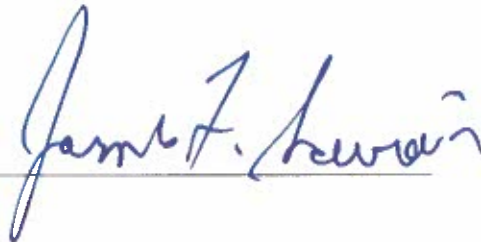
Shanawdithit Park - An appraisal has not been done on this property.

SHANAWDITHIT
PARK

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor
24-204 Sceviour the meeting adjourn at 8:35 p.m.
- Motion carried. Votes in favor - 6 Councillors.

ADJOURNMENT

MAYOR



SECRETARY

