

A regular meeting of the Botwood Town Council was held on Wednesday, August 13, 2025 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  
J. Mitchell

Also attending: R. Dennison, CAO  
T. Best, Assistant CAO  
A. Rowsell, Town Clerk  
C. Yates, Office Administrator  
B. Jewer, CPA - Town Auditor  
M. Tremblett, Guest

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CALL TO ORDER

M. Tremblett attended the meeting to speak to Council regarding his recent correspondence submitted to Council. Mayor Sceviour advised Mr. Tremblett that Council will be having a closed meeting to review his correspondence.

M. TREMBLETT  
re: Correspondence

MOTION - Moved by Councillor Broderick, seconded by Deputy Mayor 25-114 Ivany that Mr. Tremblett's correspondence to Council be deferred for review at a closed meeting to be held later.  
- Motion carried. Votes in favor - 6 Councillors.

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B. Jewer presented the 2024 Financial Statement to Council. B. Jewer left the meeting at 7:40 p.m.

B. JEWER  
FINANCIAL  
STATEMENT

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APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Broderick, seconded by Councillor 25-115 Sceviour that Council approve the agenda as presented.  
- Motion carried. Votes in favor - 6 Councillors

APPROVAL OF  
AGENDA

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ADOPTION OF THE MINUTES

MOTION - 25-116 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that Council adopt the minutes of regular meeting held July 9, 2025 as circulated.  
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF MINUTES

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MOTION - 25-117 Moved by Councillor Broderick, seconded by Councillor Sceviour that Council adopt the minutes of special meeting held August 6, 2025 as circulated.  
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF SPECIAL MEETING MINUTES

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COMMITTEE REPORTS

Mayor's Report

Events attended by Mayor Sceviour;

- August 4<sup>th</sup> - EVREC President, Dean Command visited with public at Flying Boat Festival.
- August 13<sup>th</sup> - Mayor attended EVREC biweekly Project Update.
- August 13<sup>th</sup> - Mayor attended EVREC Exploits Mayor's Update.

EVENTS ATTENDED BY MAYOR SCEVIOUR

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Mayor Sceviour noted during the FBF Events EVREC donated \$2000.00 to the Botwood Heritage Society.

EVREC DONATION

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Mayor Sceviour also noted during the FBF Events Mr. Derek Sceviour was presented with the Town's Volunteer of the Year Award.

VOLUNTEER OF THE YEAR

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Finance and Human Resources

MOTION - 25-118 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council ratify payment of routine expenditures in accordance with the Town's Accounts Payable Policy and Procedure. The amount of \$47,990.69 was paid for July 9-23, 2025.  
- Motion carried. Votes in favor - 6 Councillors.

A/P ROUTINE EXPENDITURES

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MOTION - 25-119 Moved by Councillor Sceviour, seconded by Councillor Mitchell that Council approve the Accounts Payable Transaction Journal dated July 9 to August 12, 2025 in the amount of \$51,885.24.  
- Motion carried. Votes in favor - 6 Councillors.

A/P  
TRANSACTION  
JOURNAL

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Kids Eat Smart Foundation Newfoundland and Labrador request for Support of their Kids Eat Smart Breakfast Club. This request is not in accordance with the Town's donation policy.

KIDS EAT SMART

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Lions Club International request a donation support towards their District Governor's Directory Lion Trevor Mills from the Botwood Lions Club will hold the position of District Governor 2025-2026.

LIONS CLUB

MOTION - 25-120 Moved by Councillor Sceviour, seconded by Councillor Broderick that Council place a full page ad - \$120.00 in the District Governor's Directory as recognition to Lion Trevor Mills.  
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 25-121 Moved by Councillor Sceviour, seconded by Councillor Shainline that Council accept the 2024 Financial Statement as presented by our auditor, Blair Jewer, CPA.  
- Motion carried. Votes in favor - 6 Councillors.

2024 FINANCIAL  
STATEMENT  
ACCEPTED

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Municipal Works

The Church Road Project is ongoing.

CHURCH ROAD  
PROJECT

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The Commonwealth Drive Project - Phase 1 has started. This work may go into October.

COMMONWEALTH  
DRIVE PROJECT

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MOTION - 25-122 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour, Be It Resolved that the Town of Botwood order 350 tonnes of winter road salt from the Department of Transportation and Works at a cost of \$165.00 per tonne plus HST.  
- Motion carried. Votes in favor - 6 Councillors.

WINTER ROAD  
SALT

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MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-123 Sceviour, Be It Resolved that the Winter Sand Tender be  
awarded to D. Byrne and Sons Ltd. in the amount of \$26,450.00  
HST included for 1,000 tonnes of sand, provided their sand  
sample passes government standards.  
- Motion carried. Votes in favor - 6 Councillors.

WINTER SAND

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Moved by Deputy Mayor Ivany, seconded by Councillor  
Sceviour that the Town of Botwood hold a separate election for  
the position of Mayor in the October 2, 2025 Municipal  
Election.  
- Motion defeated.

MUNICIPAL  
ELECTION

Votes in favor - Deputy Mayor Ivany  
Councillor Sceviour  
Mayor Sceviour  
Votes against - Councillor Broderick  
Councillor Shainline  
Councillor Mitchell

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Parks & Recreation

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-124 Sceviour that the arena will open the last week of September,  
for the 2025-2026 Season.  
- Motion carried. Votes in favor - 6 Councillors.

ARENA OPENING

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Seniors and Community Services

The Community Garden Boxes are all in use by residents.

COMMUNITY  
GARDEN

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The Lions Club, under the New Horizons Grant, took seniors on a bus road  
trip on August 2. The event was enjoyed by 51 seniors from the area.  
Council acknowledged the event was an enjoyable time for seniors, however  
Council felt the Lions Committee should have recognized the Botwood  
Flying Boat Festival was ongoing at this time and a different date should  
have been selected for the bus trip.  
Council agreed the Lions Executive be made aware of Council's concern re  
their decision.

LIONS CLUB -  
NEW HORIZONS  
GRANT

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Public Protection

The property on Highway 350 has now been cleaned up with the old tires removed.

TIRES CLEANED  
UP

Provincial Wildfires. The Botwood Fire Department has been requested for services.

PROVINCIAL  
WILDFIRES

Council has been posting notices on the website on smart choices re wildfire prevention.

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Heritage, Tourism and Special Events

Flying Boat festival. Everything concerning the event worked well, with the exception of no fireworks due to the Provincial Fire Ban.

FLYING BOAT  
FESTIVAL

Councillor Shainline noted the FBF Committee needs to consider wheelchair accessible picnic tables for the 2026 FBF events.

A meeting of the FBF Committee will provide a report at a later date.

Baetha Statue Directional Signs.

MOTION - Moved by Councillor Shainline, seconded by Councillor 25-125 Sceviour that Council proceed to purchase signs as per the quote received from B&B Sales.  
- Motion carried. Votes in favor - 6 Councillors.

DIRECTIONAL  
SIGNS

Councillor Shainline informed Council he is now a director on the Killick Marina Association. He noted the Committee has approached MUN engineering re plans for the Marina.

MARINA

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ADMINISTRATIVE

MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor 25-126 Ivany Be It Resolved that under the authority of Section 23 of the Urban and Rural Planning Act, 2000, the Town Council of Botwood approves Amendment No. 3, 2025 to the Town of Botwood Municipal Plan, as adopted.  
- Motion carried. Votes in favor - 6 Councillors.

BOTWOOD  
MUNICIPAL PLAN

- MOTION - 25-127 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany Be It Resolved that under the Authority of Section 23 of the Urban and Rural Planning Act, 2000, the Town Council of Botwood approves amendment No. 3, 2025 to the Town of Botwood Development Regulations, as adopted.  
- Motion carried. Votes in favor - 6 Councillors.
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- MOTION - 25-128 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that Council RESCIND Motion #25-108 as recorded in the July 9, 2025 Minutes and in relation to Town Plan Amendments.  
- Motion carried. Votes in favor - 6 Councillors.
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- MOTION - 25-129 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that Council RESCIND Motion #25-109 as recorded in the July 9, 2025 Minutes and in relation to Town Plan Amendments.  
- Motion carried. Votes in favor - 6 Councillors.
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- MOTION - 25-130 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that Council RESCIND Motion #25-110 as recorded in the July 9, 2025 Minutes and in relation to Town Plan Amendments.  
- Motion carried. Votes in favor - 6 Councillors.
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- MOTION - 25-131 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of the Town of Botwood adopts the Town of Botwood Development Regulations Amendment No. 4, 2025.  
- Motion carried. Votes in favor - 6 Councillors.
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- MOTION - 25-132 Moved by Councillor Sceviour, seconded by Councillor Mitchell Be It Resolved that as required by Section 109 of the Access to Information of Privacy Act, the Town Council of the Town of Botwood appoints the CAO, Rob Dennison as the Head of the Public Body for purposes of the Act. Furthermore, as required by Section 110 of the Act, Council appoints Tim Best, Assistant CAO as the Town's ATIPP Coordinator, replacing Coordinator, Audrey Rowsell.  
- Motion carried. Votes in favor - 6 Councillors

PERMITS

MOTION - Moved by Councillor Sceviour, seconded by Councillor  
25-133 Broderick that Council ratify permits #25-037 to #25-057 issued  
to August 11, 2025.  
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMITS

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CORRESPONDENCE

Canadian Postmasters and Assistants Association - re support.

CANADIAN  
POSTMASTERS

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OTHER BUSINESS

Councillor Broderick brought forward the Fire Chief's request re an alternate  
exit for the Twomey Centre in case of emergency.  
The CAO, R. Dennison noted that Council is looking at Potential  
Development in this area which will provide an exit. At the present time the  
Fire Chief and the Leading Hand are looking at a temporary emergency exit.

TWOMEY  
CENTRE EXIT

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Councillor Shainline inquired re public works and road maintenance. He was  
advised the Public Works Department is proceeding with road maintenance.

ROAD  
MAINTENANCE

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MOTION - Moved by Councillor Broderick, seconded by Councillor  
25-134 Mitchell the meeting adjourn at 8:30 p.m..  
- Motion carried. Votes in favor - 6 Councillors.

ADJOURNMENT

MAYOR

James F. Sceviour

SECRETARY

A. Howse