

A regular meeting of the Botwood Town Council was held on Wednesday, July 9, 2025 at 7:00 p.m. in the Council Chamber.

Members present: Mayor J. Sceviour, presided  
Deputy Mayor C. Ivany  
Councillors: S. Sceviour (by phone)  
W. Broderick  
M. Shainline  
J. Mitchell

Also attending: R. Dennison, CAO  
T. Best, Assistant CAO  
C. Yates, Office Administrator  
M. Tremblett, Guest

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CALL TO ORDER

Mayor Sceviour called the meeting to order.

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-094 Sceviour, Be it resolved as per Section 66 of the Town and  
Local Service District Act that the Town of Botwood, in the  
absence of the Town Clerk, appoint Carolyn Yates as Acting  
Town Clerk for the purpose of this Council meeting for July 9,  
2025.  
- Motion carried. Votes in favor - 6 Councillors

ACTING TOWN  
CLERK

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Mayor Sceviour asked Mr. Tremblett how long he expected this presentation to take. Mr. Tremblett responded 10-15 minutes. He started the presentation at 7:04 p.m.

M. TREMBLETT

Michael Tremblett's presentation to Council was to express his concern on a number of issues that he had previously addressed and that no reply has been received nor he did not like the way it was handled. He noted various sections of the Town and Local Service District Act in reference to the concerns.

He continued his presentation until 7:29 p.m. when the Mayor requested he stop as it was long enough and he could supply Council with the remainder of his presentation to read.

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APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Sceviour, seconded by Councillor  
25-095 Broderick that Council approve the agenda as presented.  
- Motion carried. Votes in favor - 6 Councillors.

APPROVAL OF  
AGENDA

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MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-096 Sceviour that the minutes of June 11, 2025 be adopted as  
presented.  
- Motion carried. Votes in favor - 6 Councillors.

ADOPTION OF  
MINUTES

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COMMITTEE REPORTS

Mayor's Report

Mayor reported he attended the following meetings:

June 18 - EVREC biweekly meeting

June 19 - CNWM meeting - They are hiring a Coordinator to educate  
people on recycling.

July 9 - Attended Mayors meeting with EVREC - Nothing new to report.

MEETINGS  
ATTENDED

It was noted that the Lieut. Governor, Joan Marie Aylward will be in town  
Friday afternoon to visit the Demasduit site. Her staff is looking after any  
invitations and media request.

Mayor Sceviour thanked Tim and Lisa H. for the work they did to bring the  
EVREC website on Botwood in line with our town's website.

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Finance and Human Resources

MOTION - Moved by Councillor Sceviour, seconded by Councillor  
25-097 Broderick that Council ratify payment of routine expenditures in  
accordance with the Town's Accounts Payable Policy and  
Procedure. The amount of \$26,542.35 was paid for June 11-25,  
2025.  
- Motion carried. Votes in favor - 6 Councillors.

BILLS FOR  
PAYMENT

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MOTION - Moved by Councillor Sceviour, seconded by Deputy Mayor  
25-098 Ivany that Council approve the Bills for Payment dated June 11  
- July 4, 2025 in the amount of \$51,669.93.  
- Motion carried. Votes in favor - 6 Councillors

BILLS FOR  
PAYMENT

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MOTION - Moved by Councillor Sceviour, seconded by Councillor  
25-099 Broderick that we ratify the miscellaneous cheques for the  
period of April - June, 2025.  
- Motion carried. Votes in favor - 6 Councillors

MISCELLANEOUS  
CHEQUES

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Municipal Works

Deputy Mayor Ivany updated Council on the capital works project. The  
Commonwealth Drive project has been awarded and waiting on the  
contractor. He will complete Church Road first before moving to the  
Commonwealth Drive portion of the project.

CAPITAL WORKS  
PROJECTS

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Water Issues - Public Works are doing additional flushing in some areas to  
try and solve some of the concerns.

WATER ISSUES

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Parks and Recreation

The new dugouts at the lower ball field are almost complete. They should be  
ready for the minor provincial tournament.

DUGOUTS

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Councillor Broderick inquired if the Town was going to have a BBQ at the  
arena like the Town had last year during the festival.

PUBLIC BBQ

It was questioned if we had received any nominations for Volunteer of the  
Year. Staff will check it out.

This has been referred to the Special Events Committee for consideration.

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SENIORS AND COMMUNITY SERVICE COMMITTEE

Dean's Greenhouse has not yet filled the flower box at the community  
garden. Councillor Mitchell will contact them.

COMMUNITY  
GARDEN

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PUBLIC PROTECTION COMMITTEE

Canada Day fireworks were well received. It was questioned if the Town can  
apply for government funding for next year. This is referred to the Special  
Events Committee.

CANADA DAY  
FIREWORKS

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The vandalism of the Pride crosswalk on Fernwood Drive was discussed. This has been reported to the RCMP and they have put out a social media post looking for information. The Deputy Mayor has also conducted interviews with various media outlets.

CROSSWALK  
VANDALISM

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Councillor Broderick advised that we are working towards the Town becoming ATV friendly. He has asked the CAO to draft a policy for Council's consideration.

ATV FRIENDLY  
COMMUNITY

MOTION - Moved by Councillor Broderick, seconded by Councillor 25-100 Mitchell that Council move to make the town to be an ATV friendly community.  
- Motion carried. Votes in favor - 6 Councillors

It was noted that some funding will be required in next year's budget for ATV signage.

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Heritage, Tourism and Special Events

Councillor Shainline advised the airplane repairs are being done by the town staff. He is hoping that the staff will have the painting done before the start of the Flying Boat Festival.

AIRPLANE  
REPAIRS

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The Lieut. Governor will be in Town Friday afternoon. The Town was advised that this is private affair and there will be no public engagement.

LIEUT.  
GOVERNOR VISIT

We will advise workers that no construction is to take place on the site Friday afternoon.

Mural Arts have been asked to resource the information signs for the site as the estimates have exceeded original amounts substantially.

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Councillor Shainline advised the planning for the Flying Boat Festival is going smoothly. They are lacking in committee members and are in need of Councillors support for various events.

FLYING BOAT  
FESTIVAL

Councillor Shainline spoke on the Tract Consulting proposal for signage. He had wished to have something in place by May but this has not happened to date. He asked if Council can get it done by next month, at least the Demasduit signs. He feels it is not something he wants to pass on to the next Council to complete.

SIGNAGE

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ADMINISTRATIVE

The upcoming municipal election is scheduled for October 2, 2025.

MOTION - 25-101 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that be it resolved that Thursday, September 4, 2025 from 8:00 a.m. - 8:00 p.m. will be Nomination Day for the October 2, 2025 Municipal Election in the Town of Botwood.  
- Motion carried. Votes in favor - 6 Councillors.

NOMINATION  
DAY

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MOTION - 25-102 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that be it resolved that Tuesday, September 23, 2025 from 8:00 a.m. - 8:00 p.m. an Advance Poll will be held for the October 2, 2025 Municipal Election in the Town of Botwood.  
- Motion carried. Votes in favor - 6 Councillors.

ADVANCE POLL

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MOTION - 25-103 Moved by Councillor Sceviour, seconded by Councillor Broderick that be it resolved that election officials for the 2025 Municipal Election will be paid in accordance with rates set for the provincial election.  
- Motion carried. Votes in favor - 6 Councillors.

ELECTION PAY  
RATES

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The Municipal Plan and Development Regulations Amendment No. 3 for 37-39 Water Street is now ready to proceed to the public hearing step.

MOTION - 25-104 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that be it resolved, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Botwood adopts the Amendment No. 3, 2025 to the Town of Botwood Municipal Plan.  
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 25-105 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that be it resolved, under the authority of Section 16 of the Urban and Rural Planning Act, 2000, the Town Council of Botwood adopts the Amendment No. 3, 2025 to the Town of Botwood Development Regulations.  
- Motion carried. Votes in favor - 6 Councillors.

TOWN PLAN  
AMENDMENTS  
NO. 3, 2025

MOTION - 25-106 Moved by Councillor Sceviour, seconded by Deputy Mayor Ivany that be it resolved that the Town of Botwood appoint Dan Noseworthy as Commissioner for the Public Hearing requirements as per Section 19 of the Urban and Rural Planning Act, 2000 for submissions regarding the adopted Municipal Plan and Development Regulations.  
- Motion carried. Votes in favor - 6 Councillors.

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The CAO advised that there is a need to make some changes to the Town's Municipal Plan and Development Regulations to correct errors. Council was given the proposed Amendment No. 2 and Amendment No. 4 of the Municipal Plan and/or Development Regulations for consideration.

TOWN PLAN  
AMENDMENTS  
NO. 2 AND NO. 4

MOTION - 25-107 Moved by Deputy Mayor Ivany, seconded by Councillor Sceviour that we accept the request for changes from EVREC for Amendment No. 2 to the Town's Municipal Plan and Amendment No. 2 to the Town's Development Regulations along with Amendment No. 4 to the Town's Development Regulations provided all cost incurred are paid by the developer.  
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 25-108 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 Municipal Plan Amendment No. 2, 2025.  
- Motion carried. Votes in favor - 6 Councillors.

*Rescinded*

MOTION - 25-109 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. 2, 2025.  
- Motion carried. Votes in favor - 6 Councillors.

MOTION - 25-110 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.

*Rescinded*

*Posted on line*

JULY 9, 2025

PERMITS

MOTION - Moved by Councillor Broderick, seconded by Deputy Mayor  
25-111 Ivany that we ratify the permits # 25-028 to # 25-036 issued to  
July 8 2025.  
- Motion carried. Votes in favor - 6 Councillors.

RATIFY PERMITS

Councillor Mitchell left the meeting at 8:21 p.m.

The permit application for 20 Vinehams Lane to convert from a business to a  
residential dwelling was published for objections. No objections were  
received.

PERMIT -  
20 VINEHAMS  
LANE

MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-112 Broderick that we accept the changes to a residential property  
for 20 Vinehams Lane.  
- Motion carried. Votes in favor - 6 Councillors.

Councillor Mitchell returned at 8:23 p.m.

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OTHER BUSINESS

No other business was brought forward.

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MOTION - Moved by Deputy Mayor Ivany, seconded by Councillor  
25-113 Sceviour that the meeting adjourn at 8:25 p.m.  
- Motion carried. Votes in favor - 6 Councillors.

ADJOURNMENT

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MAYOR

*James F. Sceviour*

SECRETARY

*Ayates*