

A regular meeting of the Botwood Town Council was held on Wednesday, December 10, 2025 at 7:00 p.m. in the Council Chamber.

Members present: Mayor M. Budgell, presided
Deputy Mayor J. Hancock
Councillors: W. Broderick
J. Jeans
H. Edison
M. Jacobs
E. Boone

Also attending: R. Dennison, CAO/Town Manager
T. Best, Assistant CAO
A. Rowsell, Town Clerk

Resident attending: E. Peddle

CALL TO ORDER

APPROVAL OF THE AGENDA

MOTION - Moved by Councillor Edison, seconded by Councillor Jeans
25-178 that Council approve the agenda as presented.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

APPROVAL OF
AGENDA

ADOPTION OF THE MINUTES

Councillor Broderick submitted a protest regarding Motion #25-171. He requests the motion be rescinded and the allegation against him be dismissed.

T. Best, Asst CAO left the meeting at 7:04 p.m.

MOTION - Moved by Councillor Edison, seconded by Councillor Jeans that
25-179 Council adopt the minutes of regular meeting held November
12, 2025 with Council decision to review Motion #25-171 in
accordance with the Municipal Code of Conduct Regulations.
- Motion carried.
Votes in favor - 6 Councillor (M. Budgell, J. Hancock, J. Jeans,
H. Edison, M. Jacobs and E. Boone. Abstained 1 Councillor
W. Broderick).

ADOPTION OF
MINUTES

T. Best, Asst CAO returned to the meeting at 7:15 p.m.

BUSINESS ARISING FROM THE MINUTES

Botwood Collegiate Grad Class Request.

MOTION - Moved by Councillor Jacobs, seconded by Deputy Mayor
25-180 Hancock this request be tabled for the next regular meeting
when more information is received from the Grad Committee
regarding hours needed.

2026 GRAD CLASS

- Motion carried.

Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

COMMITTEE REPORTS

Mayor's Report

Mayor attended MNL Conference in Corner Brook.

EVENTS

Mayor attended a number of Christmas Socials.

ATTENDED

Deputy Mayor attended tree lighting at the Dr. Hugh Twomey Health Centre.

Deputy Mayor attended the Firefighter's Ball.

Deputy Mayor attended the 50 Plus Club Christmas Event.

Development and Economic Promotion

Met with Mark Whiffin, Development Officer with CBDC. He brought
Council up to date on their future proposals for the Town re economic
development for the town. A presentation will be made for Councillors.

CBDC

Finance and Human Resources

MOTION - Moved by Councillor Jeans, seconded by Councillor Broderick
25-181 Be It Resolved that Council ratify payment of routine
expenditures in accordance with the Town's Accounts Payable
Policy and Procedure. The amount of \$38,593.53 was paid for
November 12-24, 2025.

A/P ROUTINE
EXPENDITURES

- Motion carried.

Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

MOTION - Moved by Councillor Jeans, seconded by Deputy Mayor
25-182 Hancock - Be It Resolved that Council approve the Accounts
Payable Transaction Journal dated November 12 - December 5,
2025 in the amount of \$120,876.20.

A/P
TRANSACTION
JOURNAL

- Motion carried.

Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

MOTION - 25-183 Moved by Councillor Jeans, seconded by Councillor Broderick
Be It Resolved that Council Set up an Operating Line of Credit
in the amount of \$350,000.00 with the Bank of Montreal for the
year 2026.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

LINE OF CREDIT

MOTION - 25-184 Moved by Councillor Jeans, seconded by Councillor Edison
Be It Resolved that in accordance with Section 63 of the Towns
and Local Services District Act, Council approve a \$5,000.00
spending limit without Council authorization for the CAO.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

CAO SPENDING
LIMIT

MOTION - 25-185 Moved by Councillor Jeans, seconded by Councillor Boone
Be It Resolved that Christmas Gratuities for 2025 be approved
as the 2024 amounts.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

CHRISTMAS
GRATUITIES

MOTION - 25-186 Moved by Councillor Jeans, seconded by Councillor Broderick
that salary increases for 2026 be tabled and considered with the
finance committee budget preparation.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

2026 SALARY
INCREASES

MOTION - 25-187 Moved by Councillor Jeans, seconded by Councillor Jacobs
that Council approve a donation of \$125.00 towards the Central
Music Festival.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock,
W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

CENTRAL MUSIC
FESTIVAL
DONATION

MOTION - 25-188 Moved by Councillor Jeans, seconded by Councillor Edison that the Town of Botwood accept Dave Butler’s offer to purchase the end of service life Chevrolet Pickup Truck, Unit #1 plate # GMM338 for \$100.00. It is to be sold As Is Where Is.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

SALE OF
CHEVROLET
PICKUP

MOTION - 25-189 Moved by Councillor Jeans, seconded by Councillor Broderick that the Town’s 2024 Audited Financial Statement be placed on the Town’s Website.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

2024 AUDITED
FINANCIAL
STATEMENT

MOTION - 25-190 Moved by Councillor Jeans, seconded by Councillor Edison that EVREC Invoice for funds owed to the Town be forwarded and funds collected before any further town expense is incurred.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

EVREC

Municipal Works

Items discussed by the committee
- New loader for the Works Department
- Old tank at the end of the Outdoor Complex

MUNICIPAL
WORKS

MOTION - 25-191 Moved by Councillor Edison, seconded by Councillor Boone that Council request a proposal from a company which has previously expressed interest in removal of the Tank near the Outdoor Complex and also request the proposal include removal of the #9 Storage Shed.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

REMOVAL OF
TANK AND #9
STORAGE SHED

MOTION - Moved by Councillor Edison, seconded by Councillor Broderick defeated that Council take away all rights of any employee to suspend or dismiss an employee without Council approval.
Votes for 3 Councillors (H. Edison, W. Broderick, J. Jeans)
Votes against 4 Councillors (M. Budgell, J. Hancock, M. Jacobs and E. Boone).

MOTION
DEFEATED

MOTION - Moved by Councillor Edison, seconded by Councillor Jeans that 25-192 Council build a new bus shelter to be placed on Commonwealth Drive.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

NEW BUS
SHELTER

Parks and Recreation

Deputy Mayor Hancock informed Council that two Active Living Grant applications were submitted.
- One grant has been received and completed - Outdoor Complex.
- Waiting for a response re the 2nd application - accessibility at the arena.

ACTIVE LIVING
GRANTS

It was noted the Fire Hall requires an accessibility ramp. This will be considered.

FIRE HALL RAMP

Code of Conduct Complaint - re Staff Member.
MOTION - Moved by Deputy Mayor Hancock, seconded by Councillor 25-193 Broderick that Council approve a forty (40) business day extension re A Code of Conduct complaint against a Staff Member.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

CODE OF
CONDUCT
COMPLAINT

Seniors and Community Service

Councillor Jacobs noted events attended;
- Two School Breakfast Programs.
- Senior Citizen Housing Committee Meeting.
- Lions Club Seniors Christmas Party.
- Tree Lighting at Lane's Retirement Home.
- Met with C. Janes, operation manager at Dr. Hugh Twomey Health Centre and discussed busing.

EVENTS
ATTENDED

MOTION - 25-194 Moved by Councillor Jacobs, seconded by Deputy Mayor Hancock, Be It Resolved the Town of Botwood place an order with the Multi-Materials Stewardship Board (MMSB) for forty (40) 37-Gallon Compost Tumbler Bins at a cost of \$1,200.00+ tax as per their 2026 Compost Bin Distribution Program.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

MMSB COMPOST
BINS

Public Protection and Community Service

MOTION - 25-195 Moved by Councillor Jeans, seconded by Councillor Broderick that Council start the process for transfer of land taken from Chad Horne during the 2020 development of Confederation Place. Purchase price is \$5,000.00 plus cost of survey and deed.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

TRANSFER OF
LAND ON
CONFEDERATION
PLACE

New Fire Truck - Specifications has been received. Councillor Broderick will discuss with Fire Chief.

NEW FIRE TRUCK

Community Advisory Committee at the Twomey Centre. They are looking for new members. The Committee is in the process of designing an information pamphlet regarding services provided.

COMMUNITY
ADVISORY
COMMITTEE

The Public Protection and Community Services Committee met. Some items brought forward was new fire truck, emergency plan, RCMP and Community Awareness.

PUBLIC
PROTECTION AND
COMMUNITY
SERVICE
COMMITTEE

Councillor Broderick noted there was a session on Wildfire Preparedness given at the recent MNL Convention.

WILDFIRE
PREPAREDNESS

Heritage, Tourism and Special Events

Some items brought forward at a meeting were:

- Leak in roof at Museum.
- Two more exhibits at the Flying Boat Museum.
- Healing Garden re QR Code.
- Proposal for Senior Interviews.
- Christmas events - Dec. 13.
- New Year plans for Bayside Blizzard.

ITEMS
REGARDING
HERITAGE,
TOURISM AND
SPECIAL EVENTS

ADMINISTRATIVE

Land use Enforcement By-Law - Waiting for approval from Municipal Affairs.

LAND USE

MOTION - 25-196 Moved by Deputy Mayor Hancock, seconded by Councillor Boone that Council approve the document submitted re Policy on Unreasonable, Vexatious or Frivolous Requests and Complaints as a Town of Botwood Policy.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

POLICY
SUBMITTED

MOTION - 25-197 Moved by Deputy Mayor Hancock, seconded by Councillor Edison that Council submit a ballot for Central Regional Director with the Municipal Assessment Agency in support for Denny Andrews from the Town of Point Leamington.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

CENTRAL
REGIONAL
DIRECTOR

MOTION - 25-198 Moved by Councillor Broderick, seconded by Councillor Jeans In Accordance with the Municipal Conduct Act, Section 4, Be It Resolved that Council accept the Councillor Disclosure Statements as filed at a closed meeting held November 12, 2025.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

COUNCILLOR
DISCLOSURE
STATEMENTS

MOTION - 25-199 Moved by Councillor Jeans, seconded by Councillor Jacobs that Council accept the 2026 Council Meeting Schedule as presented.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

2026 COUNCIL
MEETING
SCHEDULE

PERMITS/DEVELOPMENT APPLICATIONS

MOTION - 25-200 Moved by Councillor Broderick, seconded by Councillor Boone that the Town of Botwood create a NO PARKING zone along the east bound side of Guide Road (across from Trinity United Church). The No Parking zone will run from the corner of Guide Road and Church Road back 73 feet along the east bound side.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

NO PARKING
ZONE

MOTION - 25-201 Moved by Deputy Mayor Hancock, seconded by Councillor Jeans that Council ratify permits #'s 25-092 - 25-093 issued to December 4, 2025.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

RATIFY PERMITS

CORRESPONDENCE

1. Curtis Dawe Lawyers - Offering legal services - Information.
2. Central NL Waste Management - re voyent service - Information.

INFORMATION

OTHER BUSINESS

Councillor Jeans inquired re Council Members on the Exploits Regional Water Services Board. The CAO will check into this matter.

ERSB

MOTION - 25-202 Moved by Councillor Broderick, seconded by Councillor Edison that the Mayor write K. Spurrell, CAO of EVPC on behalf of the Town Council of Botwood that as of October 15, 2025 with the swearing in of the new Council there has been no representation of the Town of Botwood on the Exploits Valley Port Corporation.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

EXPLOITS
VALLEY PORT
CORPORATION

MOTION - 25-203 Moved by Councillor Jacobs, seconded by Councillor Boone the meeting adjourn at 9:05 p.m.
- Motion carried.
Votes in favor - 7 Councillors (M. Budgell, J. Hancock, W. Broderick, J. Jeans, H. Edison, M. Jacobs and E. Boone).

ADJOURNMENT

MAYOR



SECRETARY

