

**MINUTES  
TOWN OF TRAYTOWN  
APRIL 6, 2015**

**IN ATTENDANCE:**

Mayor	John Baird
Deputy Mayor	Shannon Carter
Councillors:	Colleen Denty
	Jason Patten
	Wilfred Janes
Town Clerk	Sarah Patten
Gallery	Michael Ralph, Jeff Patten, Melvin Arnold, Donald Osbourne

Mayor Baird called the meeting to order at 7:00 pm.

Deputy Mayor Carter moved to accept the agenda as presented with the following additions: Fabec announcement, Trac Consulting request, Traytown Recreation report, and OHS recommendations, seconded by Councillor Patten, all in favour, motion carried.

Councillor Denty moved to accept the Minutes of March 2, 2015 as presented, seconded by Councillor Janes, all in favour, motion carried.

**BUSINESS ARISING FROM MARCH 2, 2015**

FINANCE REPORT – The following taxes have been collected:

March – 2015 Property Tax \$7,317.86 Garbage Tax - \$1,056.00 Utility Tax - \$2,973.80 for a total of \$11,427.66. Tax arrears: Poll \$2,740.00 Business \$100.00 Residential Sewer \$400.00 for a total of \$3,240.00. The total paid out in invoices for March \$5,289.25 this includes Central Waste MNL – meetings Newfoundland Power, Dennis Ralph snow clearing - WHSCC – Salaries, and Canada Revenue. No extras were incurred and all invoices are reoccurring council business.

SEWER MAINTAINENCE – Councillor Patten has talked to Mr. Scott Murphy – NFLD Surveyors Ltd. And requested that he locate and document the sewer manholes that are not visible. Mr. Murphy has indicated that he will be able to get this done as soon as weather permits, due to his schedule being slow at this time. Councillor Patten has talked to Mr. David Hiscock, Station Road Contracting Ltd. about flushing the manholes as soon as weather permits. Mr. Hiscock will get back with a price in the near future.

ROAD MAINTAINENCE – Three of the five councillors are reviewing the three year road maintenance contract and have been reviewing changes that they may make. The requirement of road material both A & B have not been availed on in the past and should be removed. Compacting the roads after grading should be a requirement as well as ditching. The council will review for a final discussion next meeting before contract is tendered in June.

AMALGAMATION FEASIBILITY STUDY – A wish list has been formulated and sent to the Department of Municipal and Intergovernmental Affairs for assessment. The list:

**Joint Proposal to the Department of Municipal and Interprovincial Affairs  
by the Towns of Glovertown and Traytown on Recommended Amalgamation**

The Glovertown and Traytown Municipal Councils, by resolution of each Council, are jointly submitting this proposal to the Department of Municipal Affairs outlining our proposal for financial assistance related to the recommendation for amalgamation by Whey Consulting.

**A. Investment Priorities**

Priorities	Estimate	Total
<u>1. Relief of municipal debt</u>		
All debt for both Town's to be paid off by Government:		
Glovertown (debt as of January 31, 2015)	\$547,818	\$547,818
Traytown	0	0
Total debt	547,818	547,818
<u>2. Water and sewer capital development</u>		
New water flow meter at disinfection building (Exp, 2012)	30,000	
Water main pigging/swabbing (Exp, 2012)	300,000	
Water line leak detection and repair (Exp, 2012)	150,000	
Station Road storage tank plus water main twinning (Exp, 2012)	1,850,000	
Traytown water storage tank (Exp, 2012)	1,157,000	
Glovertown disinfection building upgrades (Exp, 2012)	100,000	
Traytown chlorine booster station (Exp, 2012)	374,000	
Northwest Pond intake upgrades (Exp, 2012)	239,000	
Traytown water & sewer distribution system (HMM, 2013)	<u>5,983,661</u>	
Total estimate	10,183,661	
Whey Consulting - revised estimate taking inflation into account	\$12,000,000	12,000,000
3. Purchase of snow clearing equipment	\$300,000	300,000
4. New fire hall (centrally located)	\$1,300,000	1,300,000
<b>Total costs</b>		<b>\$14,147,818</b>

It is proposed that the Province will contribute 100 percent toward the above capital projects, meaning the amalgamated Town will be not responsible for the normally required ten percent municipal share.

**B. Schedule**

- Relief of debt – at the time of amalgamation
- Purchase of snow clearing equipment – at the time of amalgamation
- Water and sewer program – completed within 3 years of amalgamation
  - Fire hall – completed within 5 years of amalgamation

**C. Existing Capital Works Priorities**

Yearly Capital Works funding, which each Town would normally receive, not to be affected when above funding/projects are approved.

**References**

Exp Services, *Glovertown / Traytown Shared Water Supply Study*, April, 2012

Hatch Mott MacDonald, *Pissamare Pond Water Supply – Concept Design Report*, January 2013 Whey Consulting, *Glovertown / Traytown Amalgamation Feasibility Study*, January 2015.

QUARRY – Two of the 2014 Quarry Business Tax are still outstanding and the 2015 Quarry Permits have been placed on hold until they are paid in full.

RECREATION COMMITTEE REPORT – The Recreation Committee has agreed to pay \$563.87 – one half of the price of the two electric ranges needed for the Traytown Hall kitchen. The committee would like to know if the council can provide heat (in the change room) of the new shed that they are planning on building from Gas Tax? The switch to control the heater could be placed in the shed storage area to control when it is used. The council sees no problem with the heater. The committee would like to allow community gardens in the old playground area site next to the hall, does the council have any problem with this issue. The council feels this would be a good idea as well, but a fence would be needed to keep animals out of the garden.

GAS TAX – The water testing funding has been approved for the town and Eric Watton, Department of Environment will be assisting with the procedure as soon as he is available. The funding for the Changing room – storage shed has been applied for in the amount of \$12,000.00.

CENTRAL NEWFOUNDLAND WASTE MANAGEMENT – A meeting to update people on the new aspects of the Central Newfoundland Waste Management regulation will take place on Tuesday April 14, 2015 @ 7:30pm. Two people from all the Terra Nova Regional are asked to attend this meeting. Mayor Baird and Councilor Janes will attend this meeting.

CAPITAL WORKS FUNDING 2015/16 – No word on the capital works for this year as of today's date.

OCCUPATIONAL HEALTH AND SAFETY PROGRAM – The Mayor and Deputy Mayor attended meetings provided by Municipalities Newfoundland and Labrador in March 2015, one of the meetings was to inform the towns of their obligation to make sure whoever is working for them is covered under the WHSCC (Workplace, Health & Safety Compensation Commission). The contractors have to provide the town with a certificate of good standing every 45 days to prove they are covered for any accidents that may occur to their staff. The town must also have a liability insurance or pay people under the town's salaries to provide each person with coverage under the WHSCC. The town cannot have volunteers doing work for the town without liability coverage. The council has looked into coverage for this and it will cost around \$1,200.00 to \$1,500.00 per year but all people volunteering must be listed with the insurance company and they must not be over 70 years old. The town can also get a lower WHSCC rate called PRIME if they have a Policy Manual and at least one person willing to be trained and enforce all procedures that the policy covers. The clerk will contact Gary Pardy, OHS Grand Falls and discuss the town's options with him. When the town needs work done they will either have to pay people with wages and pay the extra WHSCC or they will have to be a contractor covered by WHSCC.

WARMING CENTER – The donation of \$1,000.00 has not been given to the Alexander Bay Lion's Club for the warming center. Council will wait for them to ask for it before sending it to them.

DEBIT MACHINE – Fourteen people have requested the town get a debit machine since January. Some of these people had to make a trip to the bank in Glovertown to get money to pay for their taxes and feel that they should be able to pay for their taxes at the source like they do for groceries and other

shopping. The clerk has contacted the banking about direct payment at the bank and they informed her that the only town that is doing this is Centerville. Ms. Debbie Norris, Manager has telephoned and left a message for the clerk to telephone her to discuss this option, which will be done next week when the clerk is back to work. The clerk will also discuss email transfers with Ms. Norris.

#### **NEW BUSINESS**

**DISCOUNTS** - Deputy Mayor Carter moved to approve a 40% discount for a resident with income of \$18,971.35 in total, seconded by Councillor Denty , all in favour, motion carried. The original taxes were \$592.36 minus \$66.00 Garbage Tax = \$526.36 – 40% (\$210.54) = \$315.82 + \$66.00 = \$381.22 for 2015

**NEWFOUNDLAND POWER GRANTS** – The clerk will apply for one of the 5 - \$5,000.00 grants available from NP. The grant will be used to build a gazebo and picnic tables on Main Street on the water front near the apple trees.

**STUDENT LOAN** - The clerk will apply for a high school student for eight weeks to do the general up keep and cleaning of the area this summer.

**ROAD MAINTENANCE** – A question arose on the condition of Balsam Lane near Pauline Carters this issue has been placed in the Capital Works budget for upgrade along with the other roads. If the town is unsuccessful with the Capital Works this year the council will look at road conditions and decide on the work needed at a later date.

**FABECO** – The application has been approved for the salmon conservation for FABECO. Traytown has approved \$1,000.00 in a donation for this project, the committee will be in touch with the town when they are ready for the funds.

**TRAC CONSULTING** – Neil Dawe, President would like to design and landscape an area in Traytown through ACCOA which would not cost the town any money. This is not an urgent matter but Council can avail of these funds to improve water front etc.

**NEXT MEETING** – May 4, 2015 Monday 7:00pm

**MEETING ADJOURNED** – Deputy Mayor Carter moved to adjourn the meeting, seconded by Councillor Denty, all in favour, motion carried.

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Mayor

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Town Clerk