

**MINUTES
TOWN OF TRAYTOWN
February 5, 2018**

1. **IN ATTENDANCE:** Mayor Shannon Carter, Deputy Mayor John Baird, Councillors: David Janes, Jason Patten, Town Clerk/Manager: Sarah Patten, Absent: Councillor Maxwell Harmon. Gallery: Donna Chaffey, Jeff Patten

Mayor Carter called the meeting to order at 7:00PM

2. **ACCEPT AGENDA:** Deputy Mayor Baird moved to accept agenda as presented, Seconded by Councillor Janes, all in favour, motion carried.
3. **ACCEPT MINUTES** Deputy Mayor Baird moved to accept minutes of January 8, 2017 as presented, seconded by Councillor Patten, all in favour, motion carried

4. **BUSINESS ARISING FROM January 8, 2017**

- a. **Finances –** The total amount of income for the month of January was \$60,517.37 the total amount spent was \$25,410.77 this includes three hundred stamps, donation of flowers, Engineering services from the previous year in the amount of \$11,072.48 as well as the first quarter municipal assessment fees and contract amounts and wages. A spreadsheet showing the town's Tax Recovery Progress has been sent to the council and will be updated and sent every month to show the progress of all payments of taxes for 2017 and earlier. The Tax Recovery Program for the town will include placing liens on any properties that are in arrears to the town more than two years. The clerk will contact the auditor and remind her that the 2016 GST refund has not arrived, the 2017 audit will take place on Tuesday February 27, 2018, the Mayor and Deputy Mayor would like to meet the auditor while she is in town.
- b. **Driveway on Balsam –** The council was presented with a quote for Class A materials to raise a driveway in the amount of \$345.00. This issue will be looked at this spring when the weather is suitable for road work. The council may require a release or discharge contingent on this being the last of this issue in the future. It will also be contingent on the fact that any and all outstanding invoices owing Council must be paid in full. This is for one load of class A material only no other work will be considered.
- c. **Culvert in driveway on Aspen –** A receipt has been given for the amount of held back the remainder of taxes owing to cover cost incurred for the culvert installation. He requested that council obtain the other amounts from his two neighbours and credit his account with council share of the cost of the culvert repairs. Council has written a letter to the resident informing them that council agreed to pay for ¼ of the cost of the culvert, as per their letter, the rest of the cost will be the resident's responsibility and that no remuneration will be forthcoming from council's share until all taxes are paid in full.

5. **BUDGET** – waiting on approval from Municipal Affairs. There was a change in the final amount of the budget due to a change in the Federal Gas Tax, the final budget numbers are \$200,468.54 for expenses and earnings for 2018.
6. **Capital Works Application** – No word at this time, Council will decide on going further depending on the report from the engineers and their findings on availability of water from the source. If it has a good outcome Council will have to lobby their MHA to get the funding needed to complete the work.
7. **Tax Recovery Program** – monthly reporting as per spread sheets without names
8. **Recreation Committee** – Grant - \$1000.00, Hockey game Feb 16, Breakfast March 17
Traytown Council will buy the food for the Recreation Breakfast. The Recreation Committee are in pursuit of several items that could become available for the town's park e.g.: fire pit, spot telescope, chairs, etc. They will inform council if any of these things become available. The Wood Rock Park garbage can has become a little bit of a problem, people are using the garbage bin but it does not get removed on collection day. The council will remove the garbage can and have a sign place requesting people take their garbage with them when they leave. If it becomes an issue the garbage can will be chained to the sign post for easier access for the contractor.
9. **Safe Grad Donation**- Deputy Mayor Baird moved to donate \$50.00 to the Safe Grad Committee, seconded by Councillor Patten, Mayor Carter in favour, Council Janes opposed the motion: he feels that the unsafe grad tear that the grads have the night after the Safe Grad left an unsightly mess in the Ploughed Ground Road last year that should be evidence enough they still party even with a safe grad.
10. **Newfoundland & Labrador Snowmobile Federation Terra Nova Trailriders request for donation**: Councillor Patten moved to donate \$100.00 to the Terra Nova Trail Riders annual Snowmobile Run, seconded by Deputy Mayor Baird, Mayor Carter in favour, Councillor Janes opposed the motion: he feels the old railway bed was bought and paid for by all the taxpayers of Newfoundland and it should not be controlled by an organization that prevents everyone from using the taxpayers property.
11. **Councillor Harmon – report from Municipal Affairs (as per email)** Councilor Harmon is away for a while but before he left he was in contact with Department of Municipal Affairs Regional Manager Mr. Edison Goodyear requesting information on the council's responsibilities and regulations.

12. **Recognise a volunteer for decades of work to the town:** It has come to the town's attention that a certain resident has given many over thirty years of service to the town without asking or expecting anything in return. Council would like to show their appreciation to this person by presenting them with a gift for all their work and dedication. If it can be achieved the council will present this gift at the Traytown Recreation Breakfast on March 17, 2018. The clerk will look into what the presentation should be and all the specifics of the gift.
13. **Correspondence – Appreciation card** from Janes family
14. **Lights for Rink** - The council will look into purchasing new lighting for the rink due to the light not be adequate enough for night time skating.
15. **Student Funding** –Due to the difficulties of having a full time student the council will look at hiring specific people for the jobs that need to be done. The two years the council hire two girls to do the work were perfect but only one student working does not seem to work as well.
16. **Insurance for volunteers:** The clerk will talk to Dawn Mesh and Suzanne Denty to request a list of names they would consider as volunteers for the town and recreation. The clerk will contact Johnson Insurance and ask if there is a limit on the number of people who can be covered under the volunteer insurance program.
17. **Invoice** – As per council's instructions to Station Road Contracting, the clerk will pay the invoice for snow removal from a drainage ditch based on a resident's concern that the snow might result in a black flow of water onto his property.
18. **Next Meeting: March 5, 2018**
19. **Meeting adjourned:** Councillor Patten moved to adjourn the meeting, seconded by Councillor Janes, all in favour, motion carried.

Mayor

Town Clerk/Manager