

TOWN OF TRAYTOWN
Minutes
November 9, 2020

IN ATTENDANCE:

Mayor: Shannon Carter via phone conference
Deputy Mayor: John Baird
Councillors: David Janes
Max Harmon
Jason Patten
Town Clerk Manager Sarah Skinner
Consultants DMG: Kirk Peddle, Doug Short,

Capital Works – DMG update minutes of meeting attached to council minutes.

DMG left meeting at 8:50 PM

ACCEPT AGENDA: November 9, 2020 Moved by Councillor Patten seconded by Councillor Harmon all in favour, motion carried.

ACCEPT MINUTES OF October 5, 2020 Moved by Councillor Harmon seconded by Councillor Patten all in favour, motion carried.

BUSINESS ARISING FROM October 5, 2020

Bring forward: MOTION OF COUNCIL voted on at a special meeting October 28, 2020– Deputy Mayor Baird moved to approved the water and sewer project to include fire flows, seconded by Councillor Patten One in favour, Two opposed due concern the whole town would not be provided with water and sewer due to cost. Motion carried three to two in favour.

DISCUSSION: Council now has to apply for the second phase of the water and sewer project, due to location and land issues the First Phase of the project will not be able to service all of the residents in the with sewer. The second phase could service the remaining residents with sewer that were not connected to the sewer in the first phase and then run the pipes down Main Street to join the existing sewer system. One concern with going that way in the second Phase is that there won't be as many residents supplied with water and sewer. If the second phase goes all the way down Juniper and up through Main Street before going around Main more people will have the water and sewer in the second phase and the first phase the residents would have water with a few homes that still might have to use their private sewer systems for another while. It would attach more houses bring in more taxes for services rather than a few and have the bulk taken up in Phase Three. The engineers promised to look at the cost and try to get an estimate to the council ASAP if not the town could always apply for the second phase as it stands and ask government to change once it is approved. **RESOLUTION (copy attached) Councillor**

Harmon moved to borrow \$145,000 to cover the town's ten percent of the share of the cost, seconded by Councillor Patten, all in favour, motion carried.

IN OFFICE DISCUSSION ON OPPOSING VIEWS RECTIFIED

Financial Report — Clerk's financial report – Amounts left owing for each year. 2015 – Paid in Full, 2016 - \$1,067.35, 2017 - \$1,980.25, 2018 - \$3863.20 and 2019 - \$6,946.06. Total amounts income \$13,041.84 and Expenses \$15,797.39 for September 14 – Oct 5, 2020. This amount includes the annual insurance premium paid in full as well as all regular invoices from contractors presented to council with all amounts shown. Moved to accept. Approved.

WHARF – The wharf is not totally completed due to the inability to purchase the required materials needed to.

Balsam Lane – Talked to Mr. Hiscock this morning about ditching he will give Deputy Mayor Baird a call in the next couple of days, if Deputy Mayor Baird is not available Councillor Patten and/or Councillor Harmon will meet with Mr. Hiscock.

Budget – 2021 Budget form arrived arrange to meet to discuss after the regular meeting in December.

Clean up – Fall clean up October 19 – 24 completed total for October at Transfer site \$1,892.08. There was fifteen loads at \$75.00 per load for pick up.

NEW BUSINESS:

Permits: 1. Shed 12 x 12 shed at 255 Main Street (Deputy Mayor excuses himself) Councillor Janes moved to approve the application to build a 12 x 12 shed at 255 Main Street seconded by Councillor Harmon, two in favour one abstained, motion carried.

2. ECS Services 1 Main Street Light industry must be made public for the residence. Mixed development Discretionary use of council required. The Town Clerk Manager will send out notices giving ten days for any concerns residents may have. If there are no objections the permit will be approved at the next meeting of council.

Deductions: - none

Correspondence: 1. CNWM Central Regional Service Board Operational Budget

HIGHWAY EXIT TO TRAYTOWN/EASTPORT – Council would like the clerk manager to write a letter to Parks Canada requesting that the exit from the Trans-Canada Highway be looked at in great detail due to there have been five calls in the last two years due to accidents from the changes done to the intersection.

Next Meeting – December 6, 2020

Meeting adjourned Councillor Harmon moved to adjourn the meeting seconded by Councillor Janes all in favour, motion carried.

Mayor

Town Clerk Manager

RESOLUTION

Municipal Water and Sewer Infrastructure

Resolution #2- 2020

Pursuant to the powers vested in it under and by virtue of the Municipalities Act, the Traytown Town Council in a special session convened on 09 day of November 2020 A.D. hereby passes and enacts the following resolution relating to the Municipal Capital Works Application in the Town of Traytown.

RESOLUTION

November 9, 2020

WHEREAS

The Town of Traytown needs a municipal drinking water supply and sanitary sewer distribution system, and

AND WHEREAS

The Town has been approved for funding to develop the first phase of a water and sewer system.

BE IT RESOLVED

Councillor Harmon moves to apply to the Municipal Capital Works to receive funding in the amount of \$120,000 as part of the Town's share of the cost of Phase 2 of developing a municipal water and sewer system. Seconded by Councillor Patten, all in favour, motion carried.

Town Seal

Mayor

Town Clerk/Manager

PROJECT: Traytown – New Water System and Sewer System Expansion – Traytown Town Hall

CLIENT: Town of Traytown

PROJECT NO.: 1272-20

DATE: November 9, 2020 - 6:30 PM

ATTENDANCE: Ms. Sarah Skinner - Town Clerk/Town Manager

Ms. Shannon Carter – Mayor (Via Tele-Conference)

Mr. John Baird - Deputy Mayor

Mr. Jason Patten – Councilor

Mr. Max Harmon – Councilor

Mr. David Janes – Councilor

Mr. Kirk Peddle, P. Eng. – DMG Consulting Limited

Mr. Doug Short, Tech. – DMG Consulting Limited

Item No.	Item Description	Action
1.0	<u>Welcome and Introductions</u> No new participants involved in meeting.	Info
2.0	<u>Safety Moment:</u> K. Peddle noted that the winter season is nearly upon us and that all participants should ensure that their vehicles are properly maintained and ready for winter driving.	Info
3.0	<u>COVID – 19 Considerations</u> All parties shall maintain and follow the current directives and protocols as put forward by the Provincial Health Authorities to contain and hopefully eliminate the spread of the COVID-19 virus.	Info
4.0	<u>Review /Approve Minutes of October 5, 2020 Meeting</u> No parties had any comment or concern with the minutes from the previous meeting. Minutes adopted as written.	Info



MEETING MINUTES

5.0	<u>Engineering Progress Review</u>	
	<ul style="list-style-type: none"> Field Surveys – Tank Route <p>In order to optimize access road grade to Storage Tank location additional survey information will be collected this coming week. Confirmed by DMG that the preferred route is still through the United Church property off Juniper Crescent</p>	Info/DMG
	<ul style="list-style-type: none"> Field Surveys Pinetree Road Backlot Sewer Main <p>DMG advised that servicing of 4 lots on Pinetree North end would be difficult give the current grades. Houses would need residential pumps systems for sewer servicing. New route along back of lots to be surveyed with intention of servicing sewer from the back of the houses. Noted that these houses currently have their sewer outlets at the back.</p>	Info/DMG
	<ul style="list-style-type: none"> Design Progress <p>DMG advised that underground utilities are currently at 90 % design. Water Cad models are at 95%. Chlorination and pump building locations pre-selected. Tank size currently being confirmed and design build package being worked on.</p>	Info/DMG
	<p>Council questioned the inclusion of Well #2 pumping arrangement into the current design. Noted that it is not currently done but there could be an interconnection made between both wells with optimal location of pumphouse and chlorination systems.</p>	DMG
	<ul style="list-style-type: none"> Water Main Route to Community Overland vs Quarry Road <p>Council advised that the overland route is preferred to save money as it is shorter. Council will discuss obtaining an easement with the current owners of property to the south of the cemetery.</p> <ul style="list-style-type: none"> Sanitary Sewer Grade Pine Tree Road and Juniper <p>Grades are difficult to obtain for homes on Pine Tree Crescent and also around the Wyatt and Smith properties on Juniper Crescent. Alternative servicing options are being looked at to avoid the requirement for pumping. Easements required.</p>	Town Town



MEETING MINUTES

5.0	<ul style="list-style-type: none"> • Easements Required <p>Easements required for Overland Route for transmission main.</p> <p>Easement required for Sewer Main from Pinetree Road to Birch Lane</p> <p>Easement required for Route to Storage Tank as previously presented over United Church Property.</p> <p>Easement required for Phase II concepts for Backlot Lines at Pinetree Road and Off Main Street to Homes on Juniper Crescent near the Wyatt/Smith Properties as shown on the 2020 MCW application graphic.</p>	Info/Town
	<ul style="list-style-type: none"> • Fire Flows vs Domestic <p>Council confirms design to fire flow requirement. DMG reiterated that they would optimize design for fire flows to save money where possible.</p>	DMG
6.0	<p><u>Project Schedule</u></p> <p>Design is very close to original schedule. Will be updated next week and transmitted to council at that time.</p>	DMG
7.0	<p><u>MCW Applications</u></p> <p>Estimates presented by DMG for programs previously identified by Council. An overview of each estimate presented. General discussion. No changes required at this time.</p> <p>Video Inspection of Existing Sewer System and Pre-Design Report identified as items B) and C) in the MCW estimates to be considered under separate applications.</p>	Info/Town Info/Town
8.0	<p><u>Other Business</u></p> <p>No Other business.</p>	Info



MEETING MINUTES

9.0	Meeting adjourned at 8:00 PM	Info

Please contact the undersigned in writing should there be any errors and/or omissions contained in this report.

A handwritten signature in black ink, appearing to read "D. Short", is written over a horizontal line.

Douglas Short, Senior Technologist