

**TOWN OF TRAYTOWN
MINUTES
January 4, 2021**

IN ATTENDANCE:

Mayor:	Shannon Carter
Deputy Mayor:	John Baird
Councillors:	Maxwell Harmon
	Jason Patten
	David Janes
Town Clerk Manager	Sarah Skinner
Gallery	Jeff Patten

ACCEPT AGENDA: January 4, 2021 Moved by Councillor Harmon Seconded By Councillor Patten all in favour, motion carried

ACCEPT MINUTES OF December 7, 2020 Moved by Councillor Janes seconded by Deputy Mayor Baird all in favour, motion carried

BUSINESS ARISING FROM December 7, 2020

Capital Works – Update Deputy Mayor Baird has been in discussion with Angela Furey Municipal Affairs Analyst, Dept. of Environment, Climate Change and Municipalities, she has requested an amendment to the Resolution to borrow \$120,000.00 to the exact amount needed \$99,462.00. **Council Harmon moved to revise the resolution from \$120,000 to \$99,462 seconded by Councillor Patten all in favour, motion carried.** Ms. Furey would also like the last bank statement from the town's bank account showing the balance. The bank statement has been sent and the amended Resolution from tonight will be forwarded in the morning. Deputy Mayor Baird has spent many hours applying for the second phase of the water and sewer project and hopefully the application gets approved.

The update from DMG will be attached to the minutes to show the timeline of the Water and Sewer Project First Phase as it now stands. (appendix A)

The two easements needed for the land: The United Church has given their permission for council to place the road to the tower, the council will contact a lawyer this week to have the process done to have both easements put in place. Mayor Carter regrets to inform Council that the resident that agreed to the easement to have the water and sewer pipes on his land has now retracted the agreement. Council request that the Mayor go back to the land owner and ask what would change his mind to let the pipes go on his property. Council is willing to give the owner the value of the land if he is willing to sell it. If the owner declines the selling or an easement the council will have to go back to the engineers and request that the specs be made to use the Ploughed Ground Road for the pipes rather than overland which is the cheaper route. Mayor Carter will contact the individual in the morning and get back to council with the outcome.

Councillor Harmon – Report from CBCL the test wells for the Wellhead Protection Project are being put in place this week and Crown Lands are working on the final ownership papers for the town.

Financial Report – Taxes Owing: 2016 - \$964.70 - 3 people no change, 2017 - \$1,580.10 – 3 people, 2018 - \$2,958.20 – 10 People, 2019 - \$5,895.81 – 17 People and 2020 - \$15,151.75 - 31 people. Invoicing will take place this month with notifications of liens on their property being attached to the invoicing. All invoices owing by the town that were due were paid in full and the town had no outstanding accounts.

Stimulus Funding – Councillor Harmon and the town manager talked to Deann Spurrell, Manager of Gas Tax Administration Department of Environment, Climate Change and Municipalities about the Stimulus Project and she informed the town that the rules are not as strict as they are with Municipal Works, the project that the council has applied for is broken down in smaller projects all less than one hundred thousand dollars so bids aren't necessary it would be wise to get three prices for anything under that amount but it is not a given. This project is for the local area stimulus and prices should be in the area that the town supports. Two specials meetings were arranged and are attached to these minutes to be approved.

Budget – 2021 Budget Approval brought forward and waiting on Municipal Affairs to approval.

NEW BUSINESS:

Pumps up for tender – NL classifieds the town of Hants Harbour has 2 used and 1 new pump on bids if the council is interested in bidding for these pumps to replace the ones that the town has. Council will wait until they hear back from the engineers on how they are going to proceed with the sewer system.

Request from Scotia Bank – Deputy Mayor Baird moved to have the two banks accounts at the Gander Branch of Scotia Bank moved to the Glovertown branch and to open a new savings account to place the Gas Tax Account into. Seconded by Councillor Harmon, all in favour, motion carried. The existing chequing account will be used for the Capital Works account and the 10% of funding allowed to be used from the Gas Tax will be transferred over to the account when approved by council.

Permits -

Deductions: - none

Correspondence:

Next Meeting – February 1, 2020

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

Mayor

Town Clerk Manager

APPENDIX A

EMAIL FROM DOUG SHORT DMG JANUARY 4, 2021

Hi John;

The following should be a reasonable timeline with respect to moving the project forward.

1. Complete the Storage Tank Package – 2 weeks (January 18, 2021)
2. Go through formal Approvals Process with Council/DMA/Environment – 3 weeks (February 8, 2021)
3. Go through Tender Process – 3 weeks (March 1, 2021)
4. Review Tenders/Recommendation to Award – 1 week (March 8, 2021)
5. Award Project/Sign Documents – 2 weeks (March 22, 2021)
6. Mobilization of Contractor – 6-8 weeks Dependent upon Tank Fabrication – (May 22, 2021)

The underground including the Pumphouse and Chlorination System would be similar with a 4 week period for item 1) and a 3 week period for item 6). So with all budgets being good we can expect construction moving by the 3rd week of May on both packages.

Regards

Doug

From: John Baird <jdbaird@eastlink.ca>

Sent: January 4, 2021 1:57 PM

To: doug.short@dmg.nf.ca; 'Town of Traytown' <townoftraytown@EastLink.ca>

Cc: kirk.peddle@dmg.nf.ca; 'Reg ' <reg.hedges@dmg.nf.ca>

Subject: Re: DTI #17-RNC-20-00039 - Town of Traytown - New Water System and Sewer System Expansion - DMG #1272-20 - Project Status - January 4, 2020 - (1)

Thanks Doug

Timing is important. What's the normal timeline to go through the entire process to construction start-up?

By the way, the landowner has agreed to provide an easement near the cemetery.

John

**TOWN OF TRAYTOWN
MINUTES
Special Meeting, January 12, 2021**

IN ATTENDANCE:

Deputy Mayor: John Baird
Councillors: Max Harmon
David Janes

ABSENT:

Mayor Shannon Carter
Councillor Jason Patten
Town Clerk Manager Sarah Skinner

MOTION

ACCEPT AGENDA: January 12, 2021 moved by Councillor Janes, seconded by Councillor Harmon. All in favour, motion carried.

This special meeting was held on an urgency basis to review bids received for the supply of wharf timber for Traytown's proposed new wharf. The reason for the urgency was the current volatility of lumber prices which means suppliers can only provide very short time limits on quotes.

REVIEW OF BIDS

The following bids were received.

Traytown Wharf - Competitive Bids for PT Lumber				
Product	Pieces	Eastglo Castle Price/Piece Date - 01/08	Home Hardware Price/Piece Date - 01/08	TBL Specialties Price/Piece Date - 01/07
2x6 x 12	510	24.15	23.20	23.19
6x6 x 16	21	104.88	103.00	99.99
6x6 x 12	450	78.66	75.00	76.49
6x6 x 10	42	65.55	62.00	62.79
		Quote	Quote	Quote
2x6 x 12		12,316.50	11,832.00	11,826.90
6x6 x 16		2,202.48	2,163.00	2,099.79
6x6 x 12		35,397.00	33,750.00	34,420.50
6x6 x 10		<u>2,753.10</u>	<u>2,604.00</u>	<u>2,637.18</u>
Total		52,669.08	50,349.00	50,984.37

Glovertown Home Hardware quoted the lowest price - \$50,349 HST not included.

MOVED by Councillor Harmon, Seconded by Councillor Janes

To award the supply contract to Glovertown Home Hardware if it confirms its bid price of \$50,349 plus HST. If Home Hardware cannot confirm its price, the second lowest and then the third lowest bidder will each be asked to confirm their prices. If none of the original bids are confirmed, the call for bids will be issued again.

All in favour, motion carried.

MEETING ADJOURNED.

Mayor

Town Clerk Manager

**TOWN OF TRAYTOWN
MINUTES
Special Meeting, January 18, 2021**

IN ATTENDANCE:

Mayor Shannon Carter
Deputy Mayor John Baird

Councillor Max Harmon
Councillor David Janes

Town Clerk Sarah Skinner
Manager

ABSENT:

Councillor Jason Patten

MOTION

ACCEPT AGENDA: Moved by Councillor Harmon, seconded by Councillor Janes. All in favour, motion carried.

This special meeting was held to review bids received for the labour contract to construct Traytown's proposed new wharf.

REVIEW OF BIDS

The following bids were received.

Competitive Bids for Wharf Construction Labour Contract		
Ben Burry	Leon Saunders	Traytown Builders
\$35,000 plus HST	\$37,500 plus HST	\$47,840 plus HST

MOVED by Councillor Harmon, Seconded by Councillor Janes

To award the construction labor contract to Ben Burry subject to the following conditions:

- Confirmation of the bid price of \$35,000 plus HST
- Assurance that appropriate safety equipment will be kept on hand throughout the construction project at no additional cost to Council
- Proof of workers compensation coverage

All in favour, motion carried.

MEETING ADJOURNED.

Mayor

Town Clerk Manager