

TOWN OF TRAYTOWN
AGENDA
February 1, 2021

IN ATTENDANCE:

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

ACCEPT AGENDA: February 1, 2021 with the addition of Parks Canada and Traytown Recreation
Moved by Councillor Harmon, seconded by Councillor Janes all in favour, motion carried.

ACCEPT MINUTES OF January 4, 2021/ January 12, 2021 and January 18, 2021 [attached] moved
by Deputy Mayor Baird, seconded by Councillor Janes all in favour, motion carried.

BUSINESS ARISING FROM JANUARY 4, 2021

Capital Works – DMG has informed council that they would have something ready for council to go through formal approval by February 8, 2021 Council may have to call a meeting with them before the next regular meeting. The surveyor, Scott Murphy has been hired to survey the areas needed for the easements, for the road to the tower as well as the right of way to bring the pipes from the back area to Pine Tree Road. Councillor Harmon will contact Mr. Murphy to get an update on the two pieces of land needed to install the water and sewer first phase. Mr. Murphy was contacting Newfoundland Power to ask if it was possible to follow the power line easement from the wells to the cemetery he has not informed council of the information at this time. The time line is crucial to the work to be carried out so council will have to make sure everything stays on schedule or close to it.

CBLC – has inform council that the hydraulic surveyors are going to check water heights from Pissamare Pond and surrounding area. The crown lands application is waiting for approval.

Financial Report — Town Clerk, Mayor and Deputy Mayor attended the bank and opened up new account and gave permission to have the other two accounts moved to Glovertown. Waiting on the auditor to arrive on Wednesday to set up the three accounts on the simply account system. The bank has offered a new system for the town to operate all three accounts by having a card for the accounts. The card will enable the Clerk Manager to manage the three accounts when necessary. The Gas Tax account will be used only to transfer the allotted amount that has been approved while the Municipal Capital Works account will be used to pay for all the Capital Works Projects that are approved. The Chequing account will now be used to deposit all funds so that they will be transferred to the proper accounts when necessary. The card will only be able to be accessed by the Clerk Manager and when she leaves the card must be destroyed and a new card given to the next person who takes on the position. **Councillor Harmon moved to apply for the**

card for the town, seconded by Councillor Janes, all in favour, motion carried. The clerk Manager and Mayor will attend the bank to set up the accounts.

Stimulus Funding – Report from Wharf Project: Resolution brought forward to use gas tax. Attached to minutes.

Budget – 2021 Budget Approval brought forward and waiting on Municipal Affairs approved by Deputy Mayor Baird seconded by Councillor Harmon all in favour, motion carried.

NEW BUSINESS:

Permits - Permit to operate a band saw and erect a structure at 11 Aspen Drive, **Councillor Harmon moved to approve the Application to Build for a bandsaw and structure at 11 Aspen Drive, seconded by Councillor Janes all in favour motion carried.**

Deductions: - Home Based Business request exception for 2020 did not operate due to Covid- 19 and will not operate until further notice. Total income from January to March \$7163.32, **Councillor Patten moved to exempt the Home Based Business for 2020 Seconded by Councillor Harmon all in favour, motion carried.**

Parks Canada – Mayor Carter met with other town officials and Parks Canada (virtually) to discuss concerns: The intersection from the TCH to the towns of Eastport, Traytown, etc. was discussed and there are some grave concerns with this intersection, there have been five Fire Rescue emergency calls for the Jaws of Life since the change has taken place. The road before the change allowed people to exit onto the highway going west to a merge, which now contains a stop sign and no merge, the speed limited in this area used to be sixty kilometers per hour and it is now eighty, there is no signage showing the traffic that the through lanes are for fast drivers and the slow lane is for slower traffic, at night and or when snow covered the driver can't see if they are parking on the turning lane or the passing lane due too dark or covered to see the arrows. The clerk Manager will write Parks Canada a letter requesting that this area of the TCH be changed to keep people safe.

Recreation: Councillor Harmon meet with Traytown Recreation on Sunday January 24, 2021 and a name for the other park was discussed. The name council had agreed on was Head and Nose Park a name that came from years ago when that area was called Head and Nose Point. The committee has been approved for \$500.00 from Recreation NL to install signage around town showing the names and areas around the town like Woodrock Park Pissamare Pond, etc. The group as approximately \$9,700.00 in their bank account and will be doing repairs to the rink as well as building a tool shed in their vegetable garden.

Wharf – Council will have to discuss the signage for the wharf as well as the slip way in the coming months to decide on the amounts that will be charge for using the facility as well as fee for docking the boats at the wharf.

Correspondence:

Next Meeting – March 1, 2021

Meeting adjourned: Councillor Harmon moved to adjourn the meeting second by Councillor Patten all in favour, motion carried.

Mayor

Town Clerk Manager

RESOLUTION

Town Wharf and Town Hall Repairs

Resolution #1- 2021

Pursuant to the powers vested in it under and by virtue of the Municipalities Act, Traytown Town Council at its regular meeting of 01 day of February 2021 A.D. hereby passes and enacts the following resolution relating to the Capital Investment Plan Application in the Town of Traytown.

RESOLUTION

February 1, 2021

WHEREAS

The Town of Traytown needs to carry out repairs to the town wharf and Town Hall, and

AND WHEREAS

The Town has received funding approval of \$114,610.50 for this project under the COVID-19 Stimulus Program.

BE IT RESOLVED

Deputy Mayor Baird moves to apply to the Gas Tax Authority to use \$12,734.50 of its Gas Tax allocation to finance the Town's share of the cost its town wharf and town hall repairs project. Seconded by Councillor Harmon, all in favour, motion carried.

Town Seal



Mayor

Town Clerk/Manager

**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 Patten

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