

**TOWN OF TRAYTOWN
MINUTES
October 6, 2025**

In Attendance:

Sarah Skinner Town Clerk Manager

Shannon Carter

Roy Higdon

Jason Patten

Michael Ralph

Jeff Patten

Gallery Wilfred Wyatt, Lorne Denty, Maxwell Harmon

Town Clerk Manager calls meeting to order at 7:00PM and dismisses all former councils.

First order of Business – Swearing in of new council – sign documents affirming council.

Elect Mayor – Jason moved to nominate Shannon as Mayor, seconded by Jeff - Shannon accepts, Floor open to other nominees, no other nominees, Mayor Shannon Carter.

Elect Deputy Mayor – Shannon nominates Roy as Deputy Mayor, seconded by Jeff - Roy accepts – Floor open to other nominees, no other nominees, Deputy Mayor Roy.

Councillors: Michael Ralph, Jason Patten, Jeff Patten.

Staff and Council would like to:

Thank Mr. Maxwell Harmon and Mr. Lorne Denty for their dedication and hard work to the last four years for Mr. Denty and Eight years for Mr. Harmon, they were indeed a great help to the community in moving forward with Water and Sewer as well as the wharf, parks, swimming hole improvements, rink repairs, as well as so much more. They will be missed for their work.

Meeting begins:

ACCEPT AGENDA: October 6, 2025 Moved by Deputy Mayor Higdon seconded by Councillor Jeff Patten all in favour, motion carried.

ACCEPT MINUTES: September 8, 2025

BUSINESS ARISING: September 8, 2025

Capital Works – Two applications have been submitted for approval one includes Juniper and Aspen and the other around to Main Street. Asphalt reseal has gone to tenders on Friday October 3, 2025 only 5 companies were contacted for a price. Cheque paid Cougar town’s 10% holdback in amount of \$29,727.50.

Financial Report — Clerk’s financial report: Amount is bank accounts as of today Scotiabank - \$60,262.76 MCW - \$1,462.81 Gas Tax - \$85,136.81 and regular account \$23,343.34 for a total of - \$170,205.72

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	\$ -	\$ -	\$429.20	\$460.60	\$492.00	\$1367.00	\$3,339.81	\$5,950.00	\$9,512.60	\$21,560.21

Road Contract – The start of year 2 of the 3-year road maintenance contract began in September.

Interview –Megan article has been finalized submitted for council’s approval and payment of \$400.

Emergency Plan – will start with new council members included

Clean up Week October 20 – 23, 2025

Permit – Approval in principle to build 32 feet by 28 feet house at 28 Balsam Lane. Bringing forward from text on October 1, 2025 Approved by Deputy Mayor Harmon seconded by Councillor Lorne Denty all in favour, motion carried. Septic design

Resolution 2025 - #4 Moved by Deputy Mayor Harmon Seconded by Councilor Lorne Denty

RE: Resolution to borrow from Venture Credit Union the amount of \$222,554.00

Resolution 2025 - #5 Moved by Deputy Mayor Harmon Seconded by Councilor Lorne Denty

RE: Resolution to borrow from Venture Credit Union the amount of \$247,738.00

NEW BUSINESS

Grants – Council should talk to Ms. Pamela Thornhill, Glovertown and ask that she keep you in touch with all the new Recreation grants coming out so Traytown can apply for them.

Well – Roy will talk to East-Glo about having a new well installed for the town hall.

Cameras – The clerk Manager will price cameras for certain areas of the town Canadian Tire has a few going at a good price that can be just what the town needs.

Locks – The clerk manager will contact Xylem and place the order for the lift station locks and the floats.

Test Wells – Councillor Jeff Patten will meet with Mr. Maxwell Harmon to learn the reading of the equipment for the test wells in Ploughed Ground Road.

Entrance/Exit – Traytown on TNP – The town should contact Parks Canada about the entrance to Traytown on the Traytown Access Road, the area is very dark and the break in the road paint does not coincide with the actual road, which can cause motorist unaware of the area to overshoot the road into the ditch. A good solution would be street lights in the area or some kind of reflectors to show the actual turn. The clerk manager will talk to Parks Canada personnel about this issue and make them aware of residents concerns.

Correspondence – Request for Support Arena – Wil discuss during budget meeting

Water Resources have notified Traytown Council of Siltation Concern – Wyatt's Brook – Beavers have erected a dam in the brook causing the water to rise in the ditches on Main Street as well as the Department of Highways have cleaned all the ditches, along with Mr. Gerald Gordon developing his land and horses in the area, the owners of the horses are storing the feces on site. The clerk will inform Water Resources of the activity in the area.

Wreath – poppies for Remembrance Day – The Mayor will contact the Legion in Eastport to order a wreath for the town for the next service.

Next regular meeting of council – November 3, 2025

Deputy Mayor Higdon moved to adjourn the meeting seconded by Councillor Jason Patten all in favour, motion carried.

Mayor

Town Clerk Manager