

**TOWN OF TRAYTOWN
MINUTES
November 3, 2025**

IN ATTENDANCE:

Mayor:	Shannon Carter
Deputy Mayor	Roy Higdon
Councillors	Jason Patten Jeff Patten Michael Ralph
Town Clerk Manager	Sarah Skinner
Gallery	Don Henke

ACCEPT AGENDA: November 3, 2025 Moved by Councillor Jason Patten Seconded by Deputy Mayor Higdon all in favour motion carried.

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

BUSINESS ARISING: October 6, 2025

Capital Works – Town clerk manager will request a meeting with MHA, Lloyd Parrott, to discuss two major issues for the town, 1. The second phase of the water and sewer project and 2. The quarries encroaching on the wellhead protection area of the town’s water supply.

Two applications have been sent to Municipal Affairs, the two were requested from MA the first includes Birch Lane and Main Street and the second includes Juniper Part of Aspen and Maple. MA has come back to the council with a request to do another application to the federal counterpart for funding but only for Juniper, Aspen, Maple, section that would give more residence access to the water. All applications have been sent.

Financial Report — Clerk’s financial report: Amount is bank accounts as of today Scotiabank - \$60,362.76 MCW - \$1,462.81 Gas Tax - \$85,205.50 and regular account \$15,539.89 for a total of - \$162,570.96. Request to take \$20,000 from Scotia to Venture. Gas Tax account should only have \$65,670.00, \$19,535.50 can be placed in regular account. The clerk will leave the Gas Tax account as is to allow for the interest that is being collected. Take \$40,000. From Scotia Bank to cover the regular account.

	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

Emergency Plan – Going to try starting this week

Well – Town hall water is back in the hall, not full force and not enough to rent the hall on a regular basis.

Permit – 1. Sea Con building for office – Councillor Jeff Patten to approve in principle for a sea container be established as an office to be sent to Service NL for final approval, seconded by Councillor Jason Patten all in favour, motion carried.

Firemen’s Ball Mayor Carter will attend the ball with a guest but will have Deputy Mayor Higdon present the cheque as well as say a thank you on behalf of the town. The town will purchase four tickets so all staff and council can attend the ball.

Correspondence – Request for Support for Glovertown Arena, this will be brought forward to budget meeting.

Grant –The grant that the former councillor Denty had applied for and purchased the equipment for the area must be finalized and sent back. The Pickle ball net and other games are now in the town’s shed for the winter but the invoices are available for the finalization.

Light Fixture – The old light/fan in the town office is causing trouble and needs to be changed, the clerk will contact Glenn Abbott and have him remove the old fan light and replace it with a modern light.

NEW BUSINESS

Quarries / Water Resources Mayor Carter, Councillor Jeff Patten and the clerk meet with Water Resources with the on-going issue of the quarry contractors getting too close to the town’s water supply. Ms. Leah Power and Ms. Angela Buchanan discussed the delay from Mines and Energy of the Wellhead Protection area needed around the town’s water source. The Mineral Zoning will have to be renegotiated with Mines and Energy in order to get this issue finalized. Water Resources would like Traytown Council to employ a consultant to negotiate the area around the wellhead protection as well as the red pine stands and the area where the water seems to be coming from. The clerk will contact Mr. John Baird and ask him to meet with council to discuss this issue and see what can be proposed. The council would also like Forestry to be notified of the Pine Tree Stand as it is their area of expertise.

Budget – Meeting to do budget before December 30, 2025

Cameras – the clerk will take a look in Gander at the prices of cameras for the pumphouse and the arena area. Something that can be monitored on phones or computer

Car Wreck – The car wreck that was placed out for garbage cannot be picked up by the town’s contractor, the town will have it pick up by Woodman’s Garage and charged to the people who put it out for clean up. The clerk will write a letter informing the resident of this issue before hiring Woodman’s.

Christmas Dinner - The clerk will get some menu items and prices for December 4, 2025 for 12 people caterers to be considered are Leighann Hounsell and Julia Hunt and Michelle Margaret Stroud.

Meeting adjourned – Moved by Councillor Ralph, Seconded by Councillor Jason Patten all in favour motion carried.

Next Meeting December 1, 2025

Mayor

Town Clerk Manager