

**TOWN OF TRAYTOWN  
MINUTES  
January 5, 2026**

**IN ATTENDANCE:**

**Mayor:** Shannon Carter  
**Deputy Mayor:** Roy Higdon  
**Councillors** Jason Patten  
 Jeffrey Patten  
 Michael Ralph  
**Town Clerk Manager** Sarah Skinner  
**Gallery** Maxwell Harmon

**ACCEPT AGENDA:** January 5, 2026 moved by Councillor Jason Patten, seconded by Deputy Mayor Higdon all in favour, motion carried.

**ACCEPT MINUTES:** December 1, 2025 moved by Deputy Mayor Higdon seconded by Councillor Ralph, all in favour, motion carried.

**BUSINESS ARISING:** December 1, 2025

**Capital Works** – Request meeting with MHA Lloyd Parrott, couldn't meet tonight due to weather try another time.

The two applications sent to Municipal Affairs, Ms. Michelle Kelly requested that the one on Main Street include the application for Juniper, Aspen, & Maple which would have to have the combined projects including the Financial Evaluation Which would have to change: The new budget would have to increase Property Tax to 5.9 Mil, and Minimum to \$375. Commercial to 3.7 Mil, and Minimum to \$350 and finally Vacant land to \$375. I informed Municipal Affairs that we have a meeting tonight and would discuss this further before I submitted it for final review. If council decides to go with this option the budget would have to have to be submitted with these numbers in them. **Councillor Jason Patten moved to increase budget to apply for both phases of water and sewer project as outlined by the Department of Municipal Affairs, Seconded by Deputy Mayor Higdon all in favour, motion carried.**

The clerk will ask Ms. Kelly if the HST return call be used for the loan amount the first year?

**Financial Report** — Clerk's financial report: Amount in bank accounts as of today Scotiabank - \$22,769.10 MCW - \$460.26 Gas Tax - \$85,340.83 and regular account \$10,491.52 for a total of - \$119,061.71. Felham's Construction paid \$85,001.10 Allnorth paid \$7,881.51 for a total of \$91,419.80 expense account \$28,338.45. Government owes town half MOG and one-half Provincial Gas Tax. Town's HST has been applied for and the amounts owing are: Jan - Jun \$3,592.31 (confirmation Number 129413) Jul - Dec \$24,361.95 (confirmation Number 379814) This doesn't go into the budget.

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
			\$429.20	\$460.60	\$492.00	\$1,209.00	\$3,106.81	\$5,950.00	\$9,067.	\$20,715.67

**Emergency Plan** – starting in February

**Permit** – 2 – approved septic systems for 105 and 105a Main Street arrived. Address should be 103.

**Correspondence** – Request for funding from Terra Nova Regional Good will.

**Donation to Salvation Army Foodbank and Terra Nova Regional Good will in the amount of \$500.00 each. Moved by Councillor Jeff Patten seconded by Deputy Mayor Higdon all in favour motion carried.**

**Grant** – must be finalized and sent back this month.

**Light Fixture** – Old fan is removed and new light fixture put in place price \$317. Paid

## **NEW BUSINESS**

**Quarries / Water Resources** – amendment to town plan advertising this week. Will place several places around town as well as on our web page and Facebook page.

**Budget** – Meeting to do budget. Do not forget the \$1,000 for the arena.

**Councillor's Issues** – cameras for the areas – need input from knowledgeable person, The clerk will contact Todd Winsor and request internet service at the pumphouse. Cameras will be purchased once the internet has been installed. The clerk will contact Todd Windsor, Xplornet about obtaining internet for the pumphouse.

2. Salt, Juniper Crescent residents have been complaining about the ruts caused by melting and freezing of the ice build up. The contractor has salt in his sand but the weather is causing havoc, the contractor has been over a few times trying to get the ruts removed but until the salt penetrates the ice there is little that can be done.

3. Battery backup for pumphouse, Deputy Mayor Higdon will talk to his electricians about their battery back up that they use to see if it can be purchased for the pumphouse.

4. The clerk will purchase a one-hundred-dollar gift card for Kyle as a thank you for all his time given to Traytown to fix the pumphouse problems. The gentleman answers his phone at all hours and talks our council through problems by phone that could cost the town a lot of money if we didn't have that resource.

5. Training – Modules 1-5 and Conflict of Interest? The clerk will ask Municipal Affairs what the new council needs as well as the old council members.

**Next Meeting February 2, 2026 moved to February 16, 2026 meeting with Minister Parrott at 7:30**

**Meeting adjourned Moved by Councillor Jeff Patten  
Seconded by Councillor Jason Patten all in favour motion carried.**

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Mayor

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Town Clerk Manager