

**Town of Winterton  
P.O. Box 59  
Winterton, NL  
A0B 3M0**

**Phone: (709) 583 2010**

**Fax: (709) 583 2099**

**Meeting with Council May 26, 2016**

**Members Present:** Mayor: Mark Sheppard  
Deputy Mayor: David Reid  
Councilors: Roger Green  
Gary Hiscock  
Charlie Reid

**Also Present:** Town Clerk: Suzanne Coates

**Absent:** Councilors: Linda Cole  
Hilda Green

Mayor Sheppard called the meeting to order 7:05 pm

**Adopt Minutes:**

**Motion #16-073 R. Green/G. Hiscock**

Resolved that the minutes from Regular & Special Meetings April 28 & May 6, 2016 be adopted

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Adopt Agenda:**

**Motion #16-074 G. Hiscock/R. Green**

Resolved that the agenda with the additions noted be adopted.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**BUSINESS ARISING:**

**Fire Hall  
Building Upgrades:**

Councilor C. Reid stated that before any upgrades can be completed there would need to be specific drawings done by an engineer to include what each department would need to run their department efficiently, the building would need to be made accessible for wheel chairs as well.

Council decided that the clerk will contact two members from the Ambulance and the Fire Department along with the committee members from council to plan a meeting to discuss the upgrades.

**Dump Trailer  
for Maintenance:**

The clerk provided council with two quotes for a trailer. Council decided to defer the decision until the next council meeting.

**NEW BUSINESS:**

**Town Report:**

The clerk submitted a revised budget for council. Municipal Affairs asked that the town make a change to their budget.

**Motion #16-075 R. Green/C. Reid**

Resolved to adopt the revised budget for 2016.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

The clerk provided council with three quotes for new board room chairs as requested.

**Motion #16-076 C. Reid/ D. Reid**

Resolved to purchase ten chairs at \$265.99 each for the board room.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

The clerk provided council with a quote from Mike’s Auto Repair to get repairs done to the Town truck as was outlined in the inspection.

**Motion #16-077 R. Green/G. Hiscock**

Resolved to have the repairs completed on the Town’s truck as was outlined in the quote.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

The clerk informed council that in order to have adequate insurance coverage on the Town Hall building the insurance premium would have to be increased to \$312 annually. Council agreed to increase the insurance coverage.

Financial Reports for the Ambulance coffee house and the Recreation Centre was tabled and accepted.

**Park Report:**

The Park committee suggested that the park manager be given authority to purchase a small sound system for kids events and local entertainment.

**Motion #16-078 R. Green/C. Reid**

Resolved to purchase a sound system for Outside Pond Park with a budget of \$2,000.00 using the Outside Pond Park funding.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

The Park Manager is looking to purchase fire works for either Canada Day or Labour Day or both.

**Motion #16-079 R. Green/C. Reid**

Resolved to purchase fireworks for Labour Day for \$500.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

The clerk informed council that the Town has been approved for another Job Creation Program to do some more work on the walking trail around Outside Pond. Council decided that they would advertise for the positions and add the JCP project to the agenda for the next council meeting.

**Shed Extension**

**Motion #16-080 R. Green/D. Reid**

**Permit 339**

Resolved to approve the Shed Extension Permit for 339 Main Road.

**Main Rd.:**

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Residential**

**Motion #16-081 R. Green/G. Hiscock**

**Extension**

Resolved to approve the Residential Extension Permit for 28 Tucker's Lane.

**Permit for 28**

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

**Tucker's Lane:**

Opposed: 0

Abstained: 0

Motion Carried

**Garage Construction Permit for 2 Maple Place:** **Motion #16-082 G. Hiscock/R. Green**  
 Resolved to approve the Garage Construction Permit for 28 Maple Place.  
 In favor: 5 Mayor M. Sheppard  
 Deputy Mayor D. Reid  
 Councilors: R. Green  
 G. Hiscock  
 C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

**PMA Training in Corner Brook:** The Town Clerk informed council that there is training to be held in Corner Brook on June 16 & 17. Council decided to send the clerk and special project manager to the training in Corner Brook.

**Motion #16-083 G. Hiscock/C. Reid**  
 Resolved to send the clerk and special project manager to the two day training in Corner Brook.  
 In favor: 5 Mayor M. Sheppard  
 Deputy Mayor D. Reid  
 Councilors: R. Green  
 G. Hiscock  
 C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

Councilor C. Reid informed council that a resident would like to have their property repaired since there was a water leak fixed on their property. Council decided that the Town Clerk will add the work to the Maintenance Man's work order.

### **CORRESPONDENCE:**

**Letter from** Letter was received asking council to donate to their awards ceremony in June.

**Perlwin Elementary:** **Motion #16-084 C. Reid/G. Hiscock**  
 Resolved to donate \$100 to Perlwin Elementary for their awards ceremony.  
 In favor: 5 Mayor M. Sheppard  
 Deputy Mayor D. Reid  
 Councilors: R. Green  
 G. Hiscock  
 C. Reid

Opposed: 0  
 Abstained: 0  
 Motion Carried

**Letter from Stephanie Piercey:** A letter was received from Mrs. Piercey. Council decided that the clerk will write a letter thanking Mrs. Piercey for her dedication to Outside Pond Park and the Town wishes her all the best in the future.

Council decided that before any overtime is paid out or approved the employee has to have permission from the Mayor, Deputy Mayor or Councilor.

**Motion #16-085 G. Hiscock/R. Green**

Resolved to change the employee policy to state that before any overtime is paid out or approved there has to be prior approval given from the Mayor, Deputy Mayor or a Councilor.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**BILLS:**

**Motion #16-086 C. Reid/R. Green**

Resolved to approve the bills for the ambulance, park & town.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**OTHER BUSINESS:**

\*\*Councilor G. Hiscock asked if there has been any update on the Downey's Bank area. The clerk explained that she has been speaking with the family and they are going to pick out a bench to place there. Council decided to have some stone and fill placed around the area.

\*\*Councilor G. Hiscock stated that there needs to be a proposal written for the electrical upgrades at Outside Pond Park.

\*\*Councilor R. Green thanked the Town Clerk and the Special Project Manager for taking on all of the extra work.

\*\*Councilor C. Reid asked that the clerk check into Chase Paymentech charging the Town for using credit cards as a method of payment.

\*\*Councilor C. Reid informed council that the pot holes on Reid's Road need to be filled in. Clerk is to add this to Kevin's work order.

\*\*Mayor M. Sheppard informed council that a resident came to him and asked if it was okay to stain one of the Town’s picnic tables. Council decided to send the resident a thank you card for doing this.

\*\*Mayor M. Sheppard explained to council that Kevin has been using is personal tools for maintenance with the Town. Council decided that Kevin is to purchase a set of tools for the Town.

**Motion #16-087 G. Hiscock/D. Reid**

Resolved to purchase a set of power tools for the Maintenance Department with the Town.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
Abstained: 0  
Motion Carried

**ADJOURNMENT: Motion #16-088 G. Hiscock/C. Reid**

Resolved that the meeting do now adjourn at 9:35 pm to meet again with a call from the chair.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	R. Green
			G. Hiscock
			C. Reid

Opposed: 0  
Abstained: 0  
Motion Carried

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**Mayor Mark Sheppard**

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**Town Clerk Suzanne Coates**

<b>Town of Winterton</b>		
<b>Vendor Aged Summary As at 05/24/2016</b>		
<b>Name</b>		<b>Current</b>
North Atlantic	Furnace Oil	\$ 181.57
Bill Piercey	Cleaning Services	\$ 220.00
Western Petroleum	Backhoe Fuel	\$ 11.38
Mike's Auto Repair	Repairs to truck, Backhoe & Rescue Van	\$ 1,736.45
Kevin Piercey	Meals for Leak Detection Training in St. John's	\$ 35.50
Dick's & Company Ltd.	Office Supplies	\$ 187.78
Hiscock's Variety	Cleaning Supplies & Council Meeting Supplies	\$ 397.75
Ed Layman (JEM Signs)	12 Signs	\$ 880.00
Harvey & Company Ltd.	Pin-Flexi	\$ 16.00
Orkin Canada	Pest Control at the Rec. Centre	\$ 80.80
Avalon Industrial	Soap Stone Holder, Soap Stone & Tiger Torch	\$ 201.51
Hindy's Home Hardware	Maintenance Supplies, Pot Hole Patch, Gas for Town (\$533.08) & Gas for Fire Department (\$354.11)	\$ 1,979.63
Penney's Transport & Courier	Courier Costs	\$ 70.51
Municipalities Newfoundland & Labrador	Registration Fees for Emergency Preparedness Training. (Martin Hindy & Paul Coates)	\$ 400.00
Joint Mayors Association	Association Fees	\$ 200.00
Newfoundland Power	Fire Hall (\$549.72), War Memorial (\$29.69), Chlorine House (\$144.35), Rec. Centre (\$66.39), Town Office (\$381.56), Rec. Center Furnace (\$632.52) & Street Lighting (\$1,869.10)	\$ 3,673.33
<b>Total Outstanding</b>		<b>\$ 10,272.21</b>

<b>Paid Invoices Not Tabled at Council Meeting</b>		
<b>Name</b>		<b>Amount</b>
Martin Hindy	Meals & Hotel Accommodations for the Emergency Training in Gander	\$ 365.67
Bill Piercey	Cleaning Services	\$ 220.00
<b>Total</b>		<b>\$ 585.67</b>



<b>Outside Pond Park</b>		
<b>Vendor Aged Summary As at 05/24/2016</b>		
<b>Name</b>		<b>Amount</b>
Newfoundland Power	Heat & Light Bills	\$ 76.98
FJ Wadden	Garbage Bags	\$ 350.30
Taylor's Marine	Oil, Oil Filter & Gear Oil	\$ 62.09
Kevin Piercey	Travel to Taylor's in Harbour Grace to pick up oil filter for side by side	\$ 36.45
Active Printing	Receipt Books	\$ 440.36
Dick's And Company Ltd.	Office Supplies	\$ 58.58
<b>Total</b>		<b>\$ 1,024.76</b>

<b>Paid Invoices Not Tabled at Council Meeting</b>		
<b>Name</b>		<b>Amount</b>
Receiver General Canada	GST/HST Remittance	\$ 12,194.61
D&S Vacuum Truck Services	Septic Tank Pump out	\$ 2,034.00
Lorraine LaFitte	Float for Park Cash	\$ 100.00
<b>Total</b>		<b>\$ 14,328.61</b>

<b>Ambulance Outstanding Invoices May 26-2016</b>		
	<b>Description</b>	<b>Amount</b>
Bell Mobility	Cell Phone	\$1.18
Debbie Coates	Travel Claim-To Legges Autotech with New Ambulance	\$9.90
Hindy's Home Hardware	Fuel , Duct,Alumium Flex, Dryer Sheets & Laundry Detergent	\$174.15
Bell Mobility	Monthly Network Access	\$11.30
Hiscocks Variety	Cards,Batteries,Windshield wash,Sunlight	\$33.54
Vital Aire	Oxygen	\$62.67
Dicks & Company	Digital Recorder	\$147.30
Cal Legrow Ins	Third Installment for Errors and Omissions Insurance	\$2,308.00
Tri Star Industries	Remainig owing on New Amb.	\$523.78
Rideout Tool & Machine Inc.	LED Road Flare Kit	\$216.00
	<b>Total</b>	<b>\$3,487.82</b>