

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

**Phone: (709) 583 2010**

**Fax: (709) 583 2099**

**Meeting with Council October 27, 2016**

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

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

Mayor Sheppard called the meeting to order 7:00 pm

**Adopt Minutes:**

**Motion #16-155 H. Green/G. Hiscock**

Resolved that the minutes from Regular & Special Meetings October 6, 2016 be adopted

In favor: 7 Mayor: M. Sheppard  
Deputy Mayor D. Reid  
Councilors: L. Cole  
H. Green  
R. Green  
G. Hiscock  
C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Adopt Agenda:****Motion #16-156 R. Green/H. Green**

Resolved that the agenda with the additions noted be adopted.

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Maintenance Man Report:**

The Maintenance Man provided council with a log of all work that has been completed in the last three weeks. Kevin informed council that in the Town's policies and regulations it states that shed & fence construction permits do not have to go to council for approval and can be approved with the Maintenance Man's approval.

Kevin, explained that the chains for the backhoe need to be replaced. Council agreed that Kevin is to order the new chains and keep the old ones as a backup.

**Motion #16-157 R. Green/G. Hiscock**

Resolved that there be a new policy written pertaining to buildings being constructed without the proper approval from council. Included in this new policy will be the issuing of stop work orders and permits that have been expired.

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

Kevin explained to council that for the budget meeting he would like for council to include a tool allowance.

Kevin informed council that he has engraved about 75% of the tools that the Town currently has. Kevin, will begin an inventory listing of all the supplies that the Town has (such as tools & plumbing supplies).

Councilor G. Hiscock asked if Kevin could have a look at the items that have been left by the beach for the bon fire night and see if he could move them away from the road.

Kevin left council meeting at 7:31 pm

**BUSINESS ARISING:**

**Site Specific Safety Plan:** This year before the town can receive its salt and sand for snow removal there has to be a site specific safety plan adopted by council.

**Motion #16-158 C. Reid/H. Green**

Resolved to approve the Site Specific Safety Plan.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	L. Cole
			H. Green
			R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Budget Document:** Mayor M. Sheppard asked that council take a look at the document and when we have our budget meeting come prepared to make suggestions. The budget meeting will be on Nov. 8<sup>th</sup> at 7 pm.

**Perlwin Assembly:** Perlwin Elementary has been offered to have a helicopter from Land Search & Rescue land on the ball field for their Remembrance Day assembly.

**Motion #16-159 L. Cole/C. Reid**

Resolved to approve the helicopter to land on Winterton's ballfield.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	L. Cole
			H. Green
			R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

Perlwin sent a thank you letter to the Town for helping out with the trail from the school down to the ballfield.

**NEW BUSINESS:****Town Report:**

The Rec. Centre has been booked for the Christmas dinner for December 3<sup>rd</sup>. We have been trying to get someone local to come in and play a few songs after the dinner. Council agreed to pay \$100 for music for the Christmas dinner.

**Motion #16-160 G. Hiscock/H. Green**

Resolved to pay \$100 towards the entertainment for the Christmas dinner.

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

The Town Clerk received an email from the insurance adjuster he has a couple questions before he could send approval.

**Motion #16-161 L. Cole/R. Green**

Resolved to purchase a new computer for the Town office for \$1,000-\$1,500.

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

Kevin has received two quotes for tires for the truck Mike’s Auto Repair \$1,218.77 & Hickman’s \$1,210.35.

**Motion #16-162 C. Reid/R. Green**

Resolved to purchase the tires from Mike’s Auto Repair for \$1,218.77.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	L. Cole
			H. Green
			R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

The Town Clerk informed council that no one has come forward to organize a Remembrance Day ceremony. Council decided that the Town Clerk will contact the legion to see if they are planning on holding a ceremony here as well as contact Mr. Ed Hiscock since he has organized the ceremony in the past.

The Town Clerk informed council that there has been payment arrangements made on the tax sale property.

**PMA Core**

The Town decided to send Lorraine to Core Module training.

**Module:**

**Motion #16-163 R. Green/L. Cole**

Resolved to send Lorraine to the Core Module training.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	L. Cole
			H. Green
			R. Green
			G. Hiscock
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**Shed Construction Permit for 44A Brinson's Hill:** **Motion #16-164 R. Green/L. Cole**  
 Resolved to approve the Shed Construction Permit for 44A Brinson's Hill  
 In favor: 7 Mayor: M. Sheppard  
 Deputy Mayor D. Reid  
 Councilors: L. Cole  
 H. Green  
 R. Green  
 G. Hiscock  
 C. Reid  
 Opposed: 0  
 Abstained: 0  
 Motion Carried

**Destination Development Opportunities Discussion:** **Motion #16-165 H. Green/R. Green**  
 Resolved to send Lorraine to the discussion seminar.  
 In favor: 7 Mayor: M. Sheppard  
 Deputy Mayor D. Reid  
 Councilors: L. Cole  
 H. Green  
 R. Green  
 G. Hiscock  
 C. Reid  
 Opposed: 0  
 Abstained: 0  
 Motion Carried

### **CORRESPONDENCE:**

**Letter from Katelyn Powers:** A letter was received inquiring as to the regulations for home based businesses. Council decided that the Town Clerk will write a letter to Ms. Powers explaining what council's policies are based on businesses in the town.

Council asked that the Town Clerk contact other municipalities to see what their policies are for home based businesses.

**Invitation from MRON:** An invitation was received from MRON for their appreciation night to be held on Nov. 24<sup>th</sup>. Council decided they would ask Audrey if she would like to attend.

**Lodge Heart's Content:** An invitation was received from the lodge in Heart's Content to attend their memorial service.

**Letter from Service NL:** There were two letters received from Service NL. No action was required. Letters were placed on file.

- Letter from Gas Tax:** A letter was received informing council that they were not successful in getting their Gas Tax funds for the paving project.
- Municipal Assessment Agency:** A letter was received informing council of their fees for the 2017 year.
- Royal Canadian Legion Carbonear:** A letter was received asking council for support for the legion's poppy campaign. Council agreed that they only donate to organizations that will benefit the children of the Town.

**BILLS:****Motion #16-166 C. Reid/H. Green**

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

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

**OTHER BUSINESS:**

\*\*Councilor C. Reid informed council of the Joint Mayors social being held in Winterton at the Rec. Centre on Nov. 25<sup>th</sup>. Councilors who would like to attend are to inform the Town Clerk.

\*\*\*Closed the regular meeting for HR at 9:12 pm.

\*\*\*Opened regular meeting at 9:16 pm

\*\*Councilor C. Reid would like to add the Fire Protection coverage to be discussed at the budget meeting.

\*\*Councilor C. Reid informed council that an important topic at the MNL convention was regionalization of municipalities. Councilor C. Reid asked that we contact the surrounding municipalities to set up a meeting and discuss.

**ADJOURNMENT: Motion #16-167 R. Green/L. Cole**

Resolved that the meeting do now adjourn at 9:27 pm to meet again with a call from the chair.

In favor: 7	Mayor:	M. Sheppard
	Deputy Mayor	D. Reid
	Councilors:	L. Cole
		H. Green
		R. Green
		G. Hiscock
		C. Reid

Opposed: 0

Abstained: 0

Motion Carried

---

**Mayor Mark Sheppard**

---

**Town Clerk Suzanne Coates**

<b>Town of Winterton</b>		
<b>Vendor Aged Summary As at 10/25/2016</b>		
<b>Name</b>		<b>Current</b>
Hiscock's Variety	Cleaning Supplies	\$ 209.80
Brenntag	Chlorine	\$ 3,211.63
North Atlantic	Furnace Oil	\$ 39.73
Newfoundland Power	Rec. Centre Furnace (\$173.97), Town Office (\$129.34), Rec. Centre (\$51.96), Chlorine House (\$122.37), War Memorial (\$24.16) & Fire Hall (\$305.41)	\$ 807.21
TRIO	Employee Benefits	\$ 692.29
<b>Total Outstanding</b>		<b>\$ 4,960.66</b>
<b>Paid Invoices Not Tabled at Council Meeting</b>		
<b>Name</b>		<b>Amount</b>
NL Exchequer	Water Certification Exam (Kevin)	\$ 86.25
<b>Total</b>		<b>\$ 86.25</b>
<b>Invoices to be Paid out of Downey's Bank Fund</b>		
<b>Name</b>		<b>Amount</b>
CPC Enterprises	2 Flower Planters & 2 Benches	\$ 720.00
Reg Powers	Materials & Labour for placing the chains around the benches	\$ 430.00
<b>Total</b>		<b>\$ 1,150.00</b>

<b>Outside Pond Park</b>		
<b>Vendor Aged Summary As at 10/25/2016</b>		
<b>Name</b>		<b>Amount</b>
Audrey Piercey	Supplies for Closing Meal	\$ 365.41
Newfoundland Power	Heat & Light	\$ 2,459.18
<b>Total</b>		<b>\$ 2,824.59</b>

<b>Paid Invoices Not Tabled at Council Meeting</b>		
<b>Name</b>		<b>Amount</b>
<b>Total</b>		<b>\$ -</b>

<b>Ambulance Outstanding Invoices October 27-2016</b>		
	<b>Description</b>	<b>Amount</b>
Suzanne Coates	CPR Books	\$ 264.38
A1 Glass	Windshield Repair	\$ 86.25
Bell Mobility	Monthly Network Access	\$ 11.50
Dicks & Company	Paper, Basis Notes, Envelope Sealer and Staples	\$ 449.17
Vital Aire	Oxygen	\$ 129.21
Bell Mobility	Cell Phone	\$ 41.28
	<b>Total</b>	<b>\$ 981.79</b>