

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

Phone: (709) 583 2010

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Regular Meeting with Council May 4, 2017

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

Also Present: Town Clerk: Suzanne Coates
Maintenance Man: Kevin Piercey
Park Manager: Audrey Piercey

Absent: Councilor Linda Cole

Mayor Sheppard called the meeting to order 7:43 pm.

Adopt Minutes: Motion #17 071—R. Green/H. Green

Resolved that the Minutes from Regular & Special Meeting April 13 & 17, 2017 be adopted.

In favor: 6 Mayor M. Sheppard
Deputy Mayor D. Reid
Councilors: H. Green
R. Green
G. Hiscock
C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Adopt Agenda:

Motion #17 072--H. Green/R. Green

Resolved that the Agenda with the additions noted be adopted.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Maintenance Man Report:

Kevin explained he has been cleaning up the road on Parrott’s Hill, ditching on Hiscock’s Lane & training has been completed for himself & the backup operator.

Councilor G. Hiscock stated that council may have to look into buying a dump trailer instead of renting one. Council asked that Kevin provide them with an estimate of how much it would cost to rent a trailer for a year versus buying one and to see if it would be cost effective to purchase one.

There are pot holes on Pinhorn’s Beach that need to be repaired.

Kevin & Councilor C. Reid will measure the distance for installing the water & sewer services to 130 Main Road next week.

Kevin would like for council to re-consider the changes to the Overtime policy and allow him to bank his overtime hours at time and half instead of straight time.

Kevin left the meeting at 8:01 pm.

Park Report:

It was suggested that the Town implement a monthly fee for campers who are currently booked for a number of weeks throughout the summer.

Motion #17 073--R. Green/C. Reid

Resolved to implement a monthly rate of \$500 for campers who are currently booking a number of weeks throughout the summer.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Audrey asked about the possibility of adding two tent sites by the pond area. Council gave approval to add two tent sites by the pond.

**Councilor R. Green left the council meeting at 8:33 pm

Closed Regular Meeting for a HR meeting at 8:33 pm

Opened Regular Meeting at 8:42 pm

Council R. Green returned to meeting at 8:42 pm

Motion #17 074—G. Hiscock/C. Reid

Resolved to increase all park employees' wages by \$1 per hour.

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

Opposed: 0

Abstained: 1 R. Green

Motion Carried.

Council discussed the decision of closing the park early for the electrical upgrades.

Motion #17 075—G. Hiscock/D. Reid

Resolved to extend the camping season for seasonal site holders for two additional weeks instead of closing September 4th the Park will close for Seasonal campers on September 18th.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Audrey inquired as to when the trail around the pond will be completed. Council informed Audrey that we are currently waiting on the approval from the Canada150 funding.

The sign at the beginning of the park is in deplorable condition. Audrey is to contact the family who placed the sign there and have the sign removed and returned back to them.

Audrey left the meeting at 8:51 pm.

BUSINESS ARISING:

**2016 Financial
Statements:**

Motion #17 076—R. Green/C. Reid

Resolved that once the Park is closed on recommendations from the Auditor the Town will combine the Park bank account with the Town's account.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Motion #17 077—R. Green/C. Reid

Resolved to accept the 2016 financial statements as presented from the Town's Auditor.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Motion #17 078—R. Green/C. Reid

Resolved to accept the 2016 Management Letter as presented by the Town's Auditor.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

**Ambulance
Incorporation:**

Motion #17 079—H. Green/G. Hiscock

Resolved to approve the Ambulance Incorporation documents with the modifications noted.

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

Opposed: 0

Abstained: 1

Motion Carried.

NEW BUSINESS:**Town Report:**

The Town Clerk inquired into the Special Project Manager's contract. Council decided that a letter be written to Lorraine extending her contract to the end of October 2017.

The Town Clerk left the meeting at 10:02 pm

The Town Clerk returned at 10:05 pm

Motion #17 080—R. Green/H. Green

Resolved to increase all Town employees' sick days to 8 days per year.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

The Town received one letter with respect to ordering supplies from one business in Town. Council decided to use the same figures as the park and purchase Town supplies in accordance with the policy already set forward.

Garage Construction Motion #17 081—H. Green/G. Hiscock

Permit for

Resolved to approve the permit for 146 Main Road.

146 Main Rd.:

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Residential

Motion #17 082—G. Hiscock/R. Green

Extension Permit

Resolved to approve the permit for 2 Maple Place.

For 2 Maple Place:

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

New Fire Truck: Councilor C. Reid informed council that the new fire truck was loaned out to the Town of Old Perlican while their fire truck was in the garage.

Motion #17 083—C. Reid/G. Hiscock

Resolved to not loan the fire truck or the firefighting equipment to any department outside of the Town of Winterton.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

CORRESPONDENCE:

Email from Canada Summer Jobs: The Town Clerk informed council that we have been approved for two students for the Town (1 Maintenance Assistant & 1 for Ambulance Support). We have also been approved for 1 student for the Park for Camp Counsellor.

Email from Jason Langdon: An email was received asking that council repair his fence that was damaged during snow clearing operations.

Motion #17 084—R. Green/G. Hiscock

Resolved to replace the damaged area of the fence and repaint the area.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Motion #17 085—G. Hiscock/D. Reid

Resolved that from this day forward any fences that are damaged and do not comply with the Town's fence regulations will be the responsibility of the property owner to have repaired.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

**Email from
Lori Sparkes:**

Council discussed her letter and all questions were already answered during the Park report.

**Letter from
Winterton
Enhancement
& Beautification
Inc.:**

A letter was received asking for Councils support for the committee to go ahead with their plans for the waterfront area & creating a community garden.

Motion #17 086—G. Hiscock/H. Green

Resolved to write a letter of Support for the committee to go ahead with their plans for the waterfront area & creating a community garden.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

**Email from
Heart & Stroke:**

No action required council decided to send the information on to the Ambulance committee

**Letter from
Rick Andrews:**

A letter was received informing council of the intentions to set up a cenotaph committee to oversee some much needed repairs to the war memorial. There was a list of repairs included that need to be done. Council decided that the Town Clerk is to write a letter to Mr. Andrews in support of establishing a cenotaph committee and explaining that the Town currently has a Special Project Manager on staff that will be able to assist in any funding proposals/applications that will be needed to acquire the correct funding for the War Memorial. Council would also like to meet with the new committee once it is set up.

**Letter from
Legion:**

A letter was received inviting a member from Council to attend their ceremony on May 7th in Bay Roberts. Councilor H. Green said she would attend if work commitments allow.

**Email from
Ambulance
Committee:**

An email was received explaining an opportunity for the Ambulance Service to implement a physical capability program for the Town of Winterton Ambulance service. The cost to implement this would be approximately \$2,875.00.

Motion #17 087—D. Reid/H. Green

Resolved to approve the request to implement a physical capability program

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

Opposed: 0

Abstained: 1 C. Reid

Motion Carried.

BILLS:**Motion #17 088—G. Hiscock/H. Green**

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

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

ADJOURNMENT:**Motion #17 089—G. Hiscock/D. Reid**

Resolved that the meeting do now adjourn at 10:53 p.m. to meet again with a call from the chair.

| | | | |
|-----------|---|--------------|-------------|
| In favor: | 6 | Mayor | M. Sheppard |
| | | Deputy Mayor | D. Reid |
| | | Councilors: | H. Green |
| | | | R. Green |
| | | | G. Hiscock |
| | | | C. Reid |

Opposed: 0

Abstained: 0

Motion Carried.

Mayor

Mark Sheppard

Town Clerk

Suzanne Coates

| Town of Winterton | | |
|---|--|---------------------|
| Vendor Aged Summary As at 02/05/2017 | | |
| Name | | Current |
| EMCO | Water & Sewer Supplies | \$ 1,445.32 |
| Harvey & Company Ltd. | Filter & Oil | \$ 57.90 |
| Alphonsus St. George | 1 Load of Salt & Sand Delivered & 2 Loads of stone Delivered | \$ 914.25 |
| Eastern Regional Service Board | 2nd Payment for Garbage Collection | \$ 12,465.00 |
| Stewart McKelvey | Preparation of Audit Letter | \$ 86.30 |
| Windco Enterprises Ltd. | Supplies for Flag Poles at War Memorial | \$ 182.27 |
| Kevin Piercey | Meals for Training on May 2, 2017 | \$ 40.77 |
| Lorraine LaFitte | Travel to Bay Roberts to Pick up the Plaques for the Town & Fire Dept. | \$ 45.90 |
| Dicks & Company | Office Supplies | \$ 196.00 |
| Orkin | Pest Control at the Rec. Centre | \$ 89.13 |
| Total Outstanding | | \$ 15,522.84 |

| Paid Invoices Not Tabled at Council Meeting | | |
|--|---|------------------|
| Name | | Amount |
| Hidden Treasures | Two plaques one for Concord & one for Augusta | \$ 109.23 |
| Total | | \$ 109.23 |

| Outside Pond Park | | |
|---|--------------------------|------------------|
| Vendor Aged Summary As at 02/05/2017 | | |
| Name | | Current |
| Dicks & Company | Office Supplies | \$ 61.55 |
| FJ Wadden | 15 Cases of Garbage Bags | \$ 514.05 |
| Total Outstanding | | \$ 575.60 |

| Ambulance Outstanding Invoices May 4-2017 | | |
|--|--------------------|------------------|
| | Description | Amount |
| Eastern Medical | Pulsoximeter | \$111.75 |
| | Total | \$ 111.75 |