

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

Phone: (709) 583 2010

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Regular Meeting with Council September 13, 2017

Members Present: Mayor Mark Sheppard
Deputy Mayor: David Reid
Councilors: Zoe Doucet
Hilda Green
Charlie Reid

Also Present: Town Clerk: Suzanne Coates
Park Manager: Audrey Piercey
Special Projects Manager: Lorraine LaFitte

Mayor Sheppard called the meeting to order 7:30 pm.

Adopt Minutes:

Motion #17 145—C. Reid/H. Green

Resolved that the Minutes from Special Meeting and Regular Meeting August 17, 2017 be adopted.

In favor: 5 Mayor M. Sheppard
Deputy Mayor D. Reid
Councilors: Z. Doucet
H. Green
C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Adopt Agenda: Motion #17 146—H. Green/D.Reid

Resolved that the Agenda with the additions noted be adopted.

In favor: 5 Mayor M. Sheppard
 Deputy Mayor D. Reid
 Councilors: Z. Doucet
 H. Green
 C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Kevin Piercey, Maintenance Man, arrived at 7:33 pm.

Alvin Pitcher, Resident, arrived at 7:36 pm.

PARK REPORT

The Electrical Tenders for Outside Pond Park have been opened and the Tender Prices were as follows:

BCL Industrial Inc.	\$ 883,721.19
Black & McDonald Ltd.	\$1,089,050.00
P. Kelly Electrical Ltd.	\$ 500,825.00
Can-Am Platforms & Construction Ltd.	\$ 944,000.00
A&M Electrical Ltd.	\$ 760,437.50
RothLochston VEL Ltd.	\$ 968,743.68
Platinum Construction Co. Ltd.	\$1,288,008.53
Newfoundland HVAC Ltd.	\$ 773,789.00
Electra Contracting Inc.	\$1,000,000.00
Electra Contracting Inc. (Amendment)	\$ 810,354.00
(\$189,646 deducted from original bid)	
HJ Bartlett Electric Inc.	\$1,725,000.00
HJ Bartlett Electric Inc. (Amendment)	\$ 862,252.13
(\$862,747.87 deducted from original bid)	

Motion #17 147—Z.Doucet/C. Reid

Resolved to not accept any bids presented due to being over budget and to go back to our Electrical Engineers and ask for an explanation as to why the pricing was so high.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Discussion followed regarding how and what electrical will be done and the time frame involved, as well as what rate increases, if any will be implemented in the coming season and whether or not the park will close as scheduled or remain open until the end of the Thanksgiving weekend.

Motion #17 148—D.Reid/H. Green

Resolved to leave Park open until the end of Thanksgiving weekend.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

**Councilor C. Reid stepped out of meeting at 7:57 pm

We received two quotes to create 10 extra sites at Outside Pond Park. Council decided to defer the accepting of quotes until the next council meeting.

**Councilor C. Reid came back to the meeting at 8:00 pm

Park Manager noted that during the recent rainstorm, there was a lot of water build up in some sites. Council said it would add this to a Work Order for the Maintenance Man.

Park Manager extended an invitation to all Councillors to attend the annual Park Closing Meal at the Recreation Centre on Saturday, September 16, 2017 at 6pm. Councilors Hilda Green and Zoe Doucet, and Deputy Mayor David Reid indicated they would attend.

The issue of Seasonal Campers changing camp sites was discussed. Both Council and the Park Manager felt the current system was fair to everyone and should be left the same. The Park Manager would like to see the monthly holders given the preference of sites left. This will be left to her discretion.

*** The Park Manager left the meeting at 8:14pm.

MAINTENANCE MAN REPORT

There are water issues on Old Road. The pipe has been ordered and will be going across Mr. Ed Penney's driveway to create a catch basin.

Mr. Pitcher congratulated everyone on being acclaimed for a new term and thanked Deputy Mayor Reid and the Maintenance Man for dealing with the flooding. He feels that the new pipe being installed will alleviate the water issues within his and Mr. Penney's properties. He would like the Town to monitor the situation during the upcoming winter and suggested that if the Town is planning on upgrading the culverts on Old Road, that they should use a larger culvert than what is currently in place.

The Maintenance Man informed Council that there is a water leak going into the School which was discovered while repairing the leak to the Rec Centre. The pipe to repair the School leak has arrived and he is planning to do the repairs on Saturday, September 23, 2017 so as to not disrupt the school, as the water will have to be shut off from George Parrott's in to do the repairs.

The Mayor and Deputy Mayor spoke about the need for a new sander and asked the Maintenance Man to get quotes for the next meeting.

Councilor C. Reid noted the ditch is open above Old Road and needs to be filled in. The Maintenance Man will place pallets in the ditch to re-direct the water back to the culvert and would fill the ditch back in as directed.

Councilor C. Reid asked why the Rhino in the park was returned full of mud after being used at the Park Trail. The Maintenance Man offered the explanation that they were removing trail materials and some of the peat materials were dirty and muddy. The Maintenance Man noted that he needs a dump trailer to complete a lot of his duties. Council will consider this at Budget time.

*** Maintenance Man and Mr. Pitcher left the meeting at 8:37pm.

TOWN REPORT

Received a complaint from Linda Critch regarding the ditch needing to be cleared next to her property. Clerk will add to the Maintenance Man's Work Orders.

Nomination Date for Two New Councilors and Date for By-Election.

Motion #17 149—H. Green/C. Reid

Resolved to hold the Nominations on October 11, 2017 from 8am to 8pm with the By-Election to be held on Tuesday, November 7, 2017 if necessary.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Junior Miss Newfoundland and Labrador Pageant will be held September 24, 2017 at the Shelia Nageira Theatre in Carbonear. We have 5 contestants from Winterton entered in the pageant. Clerk to post Good Luck wishes on the Town Facebook page.

Lorraine inquired about taking a week's holidays. Council agreed to allow her to take holidays in October.

Judy Kelly is off for at least another 6 weeks, and we need someone to do the cleaning.

Motion #17 150—H. Green/D.Reid

Resolved to advertise to have the Cleaning Position advertised for 8 weeks.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Amendment to Water and Sewer Municipal Regulations regarding Culverts.

Motion #17 151—D.Reid/H. Green

Resolved to amend Water and Sewer Regulation 1.21 to read as follows: “The Town will not be responsible for maintaining or repairing culverts that cross Driveways on a resident’s private property.

In favor:	4	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	H. Green
			C. Reid

Opposed:	1	Councilor:	Z. Doucet
Abstained:	0		
Motion Carried.			

Clerk to write a letter to Ray Walker with a copy of the amended Regulation included.

Records and Retention Policy: Clerk presented a copy of the new Records and Retention Policy. Deferred to next meeting to allow time for Councilors to review.

Safety Training: Send the Maintenance Man for required Safety Training. Councilor C. Reid wants clarification from Workplace NL as to who is responsible if a situation occurs where the employee is not following OH&S rules.

Joint Mayors Meeting: Joint Mayors Meeting to be held at Winterton, on Wednesday, September 20, 2017 at 8pm.

NEW BUSINESS

Demolition Permit for 4 Brook Lane: Request received to demolish a residence on 4 Brook Lane.

Motion #17 152—H.Green/Z. Doucet

Resolved to grant permit to demolish residence at 4 Brook Lane.

In favor:	4	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green

Opposed:	1	Councilor:	C. Reid
Abstained:	0		
Motion Carried.			

Residential Construction Permit for 42 Western Point: An application was received for construction of a residence at 42 Western Point providing the applicants were successful in acquiring the land.

Motion #17 153—D.Reid/H. Green

Resolved to grant permit to construct a residence on 42 Western Point as per the application.

In favor:	4	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green

Opposed:	1	Councilor:	C. Reid
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Abstained: 0

Motion Carried.

PMA Fall Forum: The PMA Fall Forum will be held in Gander on October 4,5 and 6, 2017.

Motion #17 154—H. Green/C. Reid

Resolved to allow Clerk and Special Projects Manager attend the fall training.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

MNL: MNL convention will be held in Corner Brook from November 2-4, 2017. Deadline for registration is September 29, 2017. Councilors to let Clerk know if any of them are interested in attending.

Ambrose Harnum: Mr. Harnum spoke with Councilor C. Reid regarding water flowing from the brook back unto his land. Councilor Reid's understanding is that it is on private property. Mr. Harnum wants to have the brook dug out. Clerk to write letter advising that they cannot dig out the brook and there is nothing they can do with the water due to it being on private property.

CORRESPONDENCE

Bobby Pins: Letter inquiring whether or not other salons in town are being charged business tax. Clerk to write advising that all businesses that advertise are being invoiced.

TCP Health Foundation: Request for support at Annual Telethon on October 1, 2017. Table.

Town of Hearts Content: Letter from Town of Heart's Content thanking the Winterton Fire Department for their support and assistance during the recent fire in Heart's Content on August 1, 2017. Pass letter on to Fire Department.

Dept of MAE: Letter advising of approved funding for Recreation Centre upgrades. Wait until we receive details to make a decision to accept or reject. Clerk to request a meeting with Shatha Jawda Engineer III from the Eastern Regional Office to discuss options.

Eastern Regional Service Board: ERSB will call for Nominations in early October for its Board of Directors if any of our Councilors are interested in these positions.

BILLS:**Motion #17 155— D. Reid/H. Green**

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

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

ADJOURNMENT:

Motion #17 156—H. Green/D. Reid

Resolved that the meeting do now adjourn at 10:28 p.m. to meet again with a call from the chair.

In favor:	5	Mayor	M. Sheppard
		Deputy Mayor	D. Reid
		Councilors:	Z. Doucet
			H. Green
			C. Reid

Opposed: 0

Abstained: 0

Motion Carried.

Mayor **Mark Sheppard**

Town Clerk **Suzanne Coates**

Town of Winterton			
Vendor Aged Summary			
As at 11/09/2017			
Code	Name		Current
Needs Motion	Saltwire Network	Advertisement for Nomination day in the Compass	\$ 191.27
Needs Motion	Municipalities NL	Ballot Box & Screen for Election	\$ 24.00
Approved Vendor	EMCO	Serv Box Key Pent	\$ 45.94
Needs Motion	Kevin Piercey	1/2 Inch Drill Set	\$ 67.84
Approved Vendor	Orkin	Pest Control at the Rec. Centre	\$ 96.60
Approved Vendor	Western Petroleum	Fuel for Backhoe	\$ 10.66
Approved Vendor	Dicks & Company	Office Supplies	\$ 475.68
Approved Vendor	Avalon Industrial	Maintenance Supplies	\$ 629.56
Approved Vendor	Hindy's Home Hardware	General Maintenance Supplies (\$540.65), Gas for Fire Dept. (\$70) & Gas for Town's Truck (\$280)	\$ 890.65
Approved Vendor	NL Power	Fire Hall (\$313.00), War Memorial (\$115.92), Chlorine House (\$118.80), Recreation Centre (\$72.55), Town Office (\$124.98), Rec. Centre Furnace (\$35.68) & Street Lighting (\$1,928.61)	\$ 2,709.54
Total Outstanding			\$ 5,141.74

Paid Invoices Not Tabled at Council Meeting			
Account #	Name		Amount
Approved Vendor	Andrew E MacDonald	Town's portion of Insurance Premiums for the Fire Dept.	\$ 2,420.00
Total			\$ 2,420.00

Outside Pond Park			
Vendor Aged Summary			
As at 11/09/2017			
Code	Name		Current
Approved Monthly Vendor	NL Power	Heat & Light Bills	\$ 3,933.76
Approved Vendor	FJ Wadden	Garbage Bags	\$ 342.70
Approved Vendor	Hindy's Home Hardware	General Maintenance Supplies (\$182.11) & Gas (\$142.84)	\$ 324.95
Total Outstanding			\$ 4,601.41

Ambulance Outstanding Invoices September 13, 2017			
Code	Name	Description	Amount
Approved Vendor	Dicks & Company	Page protectors, shredder, stamp pad & binders	\$ 283.74
Approved Vendor	Debbie Coates	Travel claim to Hearts Content, Register Mail to PMO & Eastern Medical Supplies	\$ 48.49
Approved Vendor	Eastern Medical Supplies	Box nasal cannula & 4 boxes of gloves	\$ 115.00
	Total		\$ 447.23
Coffee House			
Approved Vendor	Debbie Coates	Cleaning supplies, food, beverages & door prizes	\$ 149.03
	Total		\$ 149.03