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

Phone: (709) 583 2010 **Fax: (709) 583 2099**

Regular Meeting with Council March 11, 2021 held on Google Meets

Members Present:	Mayor:	Mark Sheppard
	Deputy Mayor:	David Reid
	Councilors:	Zoe Doucet
		Hilda Green
		Gary Hiscock
		Lori Hiscock
		Charlie Reid
Also Present:	Town Clerk	Suzanne Coates
	Special Projects Manager	Lorraine LaFitte

Mayor M. Sheppard called the Meeting to order at 7:09 pm

Adopt Minutes: **Motion #21 005-L. Hiscock/G. Hiscock**
Resolved to adopt the minutes of the Special Meeting on January 19, 2021 and Regular Meeting on January 27, 2021 as presented.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor:	David Reid
		Councilors:	Z. Doucet
			H. Green
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Adopt Agenda: **Motion #21 006-C Reid/H. Green**

Resolved to adopt the agenda with the noted additions.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor:	David Reid
		Councilors:	Z. Doucet
			H. Green
			G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	0		
Abstained:	0		

Motion Carried.

Errors and Omissions from the previous minutes: No Errors or Omissions.

BUSINESS ARISING

Councilor L. Hiscock asked if there was an update on the Tucker's Lane proposed Development.
Councilor Z. Doucet asked if there was any further information on the water break issue on Main Road.

Action Report: Tabled and Approved.

Maintenance Man Report: Tabled and Approved.

Asset Management Update: Report completed, final submission sent to FCM for grant funding. Our portion of the total cost was $5,000. Data base of all Town Assets completed. Lifespan and Replacement cost to be determined in order to budget for replacement cost. Proactive planning instead of Reactive response. Mayor Sheppard suggested forming a sub-committee to review plan and plan for future costs. Councilor Doucet agreed to sit with Mayor Sheppard on this committee. They are open to have another Councilor join them.

Renovation Discussion on current Town Hall building – defer to the next meeting.

New Building Update: Tender document is finalized and received. The original plan was for the Town to oversee the whole plan. The second option is to tender the whole project and have one contractor overseeing the entire project. The third option is to do in house management by hiring a construction site supervisor experienced in general contracting and construction to break the project down in phases and go out for quotes on the various aspects.

Motion #21 007-G. Hiscock/C Reid
Resolved to advertise to hire a Construction Site Supervisor to oversee the renovations on the new Town Building.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor:	David Reid
		Councilors:	Z. Doucet
			H. Green
			G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	0		
Abstained:	0		

Motion Carried.

NEW BUSINESS

Overtime Report – Tabled and Approved.

MNL Symposium – Virtual Symposium May 6, 7, 2021 and virtual AGM, May 8, 2021. Any councilors wishing to attend will advise Clerk.

Surveys on Town Buildings – All surveys have been completed and received.

Appraisals on Town Buildings – Appraisals received from 2 separate realtors.

Permit – 15-19 Tucker's Lane

Motion #21 008-L. Hiscock/G. Hiscock
Resolved to approve the Development Permit for 15-19 Tucker's Lane

In favor:	7	Mayor:	M. Sheppard
Deputy Mayor:		David Reid	
Councilors:		Z. Doucet	
		H. Green	
		G. Hiscock	
		L. Hiscock	
		C. Reid	
Opposed:	0		
Abstained:	0		

Motion Carried.

CORRESPONDENCE

Email from Winterton Recreation Commission – Asking Council to approve delay of Annual General Meeting due to Covid 19 restrictions. Council approved.

Email from Joint Mayors Association – Meeting scheduled for February 17, 2021 was postponed and will be rescheduled.
Cell Coverage – Update – Project should be completed by spring 2022.

BILLS: **Motion #21-009 – Z. Doucet/L. Hiscock**
Resolved to approve the bills as presented.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor:	David Reid
		Councilors:	Z. Doucet
			H. Green
			G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	0		
Abstained:	0		

Motion Carried.

OTHER BUSINESS

Councilor G. Hiscock was speaking with Denise and Glen O'Neill and they were wondering when the heat pump will be installed. Councilor L. Hiscock suggested we should fill in the gaps with insulation in the meantime, to lessen the amount of heat escaping from the Pharmacy.

Motion #21-010 – Z. Doucet/L. Hiscock
Resolved have the Maintenance Man look at the Pharmacy and see what short terms measures can be taken to address the problem.

In favor:	7	Mayor:	M. Sheppard
		Deputy Mayor:	David Reid
		Councilors:	Z. Doucet
			H. Green
			G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	0		
Abstained:	0		

Motion Carried.

Councilor C. Reid asked for clarification on the cost of the building project.
Councilor Z. Doucet thanked the Clerk for advertising Community Involvement in Outside Activities. The response has been good.

No further business, meeting adjourned at 8:42 pm.

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Mark Sheppard, Mayor

_____

Suzanne Coates, Town Clerk

Town of Winterton			
Vendor Aged Summary As at 03/10/2021			
	Name		**Current**
Approved Vendor	Powers Brown Architecture	Architecture Fees	$ 17,146.51
Approved Vendor	K&D Pratt	Maintenance on Fire Dept. Equipment	$ 292.77
Approved Vendor	Orkin	Pest Control January & February	$ 226.56
Approved Vendor	Irving Energy	Furnace Oil January & February	$ 1,014.50
Approved Vendor	Mike's Auto Repair	Repairs to Rescue Van	$ 875.79
Approved Vendor	Hindy's General Store	Gas for Town	$ 1,280.71
Approved Vendor	Home Hardware Building Centre Carbonear	Supplies for New Building Garage	$ 4,186.23
Approved Vendor	Penney's Transport & Courier	Courier Charges	$ 50.51
Approved Vendor	Modern Business Equipment	Copier Fees	$ 198.03
Approved Vendor	Town of Hants Harbour	Electrical Services for Pager System Oct. 2019-Dec. 2020	$ 183.41
Approved Vendor	Dicks & Company	Office Supplies	$ 46.87
Approved Vendor	Hiscock's Sawmill	Supplies	$ 252.00
Approved Vendor	SJN Service	Repair and Maintenance on Existing Generator at the Home Hardware Building	$ 1,007.10
Approved Vendor	Ray Hindy Limited	NL Power Invoice for Dec. 11, 2020-Jan. 2, 2021	$ 1,284.14
Approved Vendor	Alphonsus St. George & Sons	Excavator Hire for Emergency Water Leak & 3 Loads of Salt & Sand Delivered	$ 3,105.00
Approved Vendor	Trinity Bay de Verde Fire Fighters Assoc	Anuual Fees 2019 and 2020	$ 300.00
Approved Vendor	Avalon Industrial	Supplies and Maintenance on Kubota	$ 1,059.84
Approved Vendor	Napa		$ 158.44
Approved Vendor	Western Petroleum	Diesel	$ 411.37
Approved Vendor	Western Hydaulic 2000 Ltd	Rocker Switch	$ 39.72
Approved Vendor	BMS Extinguishers Ltd	Fire Extinguisher Maintenance	$ 219.08
Approved Vendor	Aubrey K Burt Surveys Ltd	Surveys on Town Buildings	$ 6,210.00
Approved Vendor	Workplace NL	Annuall Payroll Assessment Fees	$ 3,503.49
Approved Vendor	Traction	Chains for Backhoe	$ 62.08
Approved Vendor	Dept of Envirnoment, Climate Change and Muncipalites	Overpayment of CEEP	$ 2,687.09
Approved Vendor	Mark Sheppard	Councilor Remuneration	$ 250.00
Approved Vendor	David Reid	Councilor Remuneration	$ 250.00
Approved Vendor	Hilda Green	Councilor Remuneration	$ 250.00
Approved Vendor	Zoe Doucet	Councilor Remuneration	$ 250.00
Approved Vendor	Lori Hiscock	Councilor Remuneration	$ 250.00
Approved Vendor	Gary Hiscock	Councilor Remuneration	$ 250.00
Approved Vendor	Charlie Reid	Councilor Remuneration	$ 250.00
Approved Vendor	Brentagg	Chlorine	$ 1,482.99
Approved Vendor	Bell Aliant	583-2010/0752/2099/2777/2001/2782 & Internet January & February	$ 1,057.11
Approved Vendor	NL Power	Rec. Centre Furnace ($158.72), Maintenance Garage ($145.77), Town Office ($823.32), Rec. Centre ($56.80), Chlorine House ($341.01), War Memorial ($121.29) & Fire Hall ($1381.81), New Building ($3711.40) & Area Lighting ($4039.38)	$ 10,779.50
Total Outstanding			**$ 60,870.84**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Canada Post	Stamps	$ 453.10
Approved Vendor	Visa	Maintenance supplies (Princess Auto) & Annual Fee	$ 92.27
Approved Vendor	Visa	Get Well Gift for Councilor C. Reid	$ 30.18
Approved Vendor	Brenda French	Janitorial Supplies	$ 60.92
Total			**$ 636.47**

Outside Pond Park			
Vendor Aged Summary As at03/10/2021			
Code	**Name**		**Current**
Approved Vendor	Newfoundland Power	Heat and Light January and February	$ 351.84
Total Outstanding			**$ 351.84**

Winterton Ambulance			
Vendor Aged Summary As at 03/10/2021			
Code	**Name**	**Description**	**Amount**
Approved Vendor	Bell Aliant	Telephone & Internet February & March	$ 506.60
Approved Vendor	Bell Mobility	Cell Phone February & March	$ 128.22
Approved Vendor	Bell Mobility	Network Access February & March	$ 23.00
Approved Vendor	Robert G. Andrews	Heat and Light 244 Main Road	$ 294.00
Approved Vendor	Eastern Medical Supplies	Supplies	$ 771.02
Approved Vendor	Home Hardware Building Centre Carbonear	Supplies	$ 147.04
Approved Vendor	Hindy's General Store	Gas January & February	$ 742.09
Approved Vendor	Dicks & Co	Office Supplies	$ 19.06
Approved Vendor	Workplace NL	Payroll Assessment Fees	$ 5,056.95
Approved Vendor	Eastern Ventures Inc	EMR course, First Aid and Supplies	$ 2,680.63
Approved Vendor	Hi Tech Communications	Dash Camera	$ 212.74
Approved Vendor	Andrews' Graphics & Signs	T-Shirts	$ 34.50
	Total		**$ 10,615.85**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Paul Coates	Travel & Meals for Covid Shot & Palliative Care Training	$ 186.70
Approved Vendor	Visa - Walmart	SD card for Dash Cam	$ 29.88
Approved Vendor	Visa - Grainger	Antiseptic Wipes	$ 84.33
Total			**$ 300.91**

Paid Invoices from Fundraising Account Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Total			**$ -**