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

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

Regular Meeting with Council April 8, 2021

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

Mayor M. Sheppard called the Meeting to order at 7:33 pm

Adopt Minutes: **Motion #21 017-C. Reid/L. Hiscock**
Resolved to adopt the minutes of the Regular Meeting on March 11, 2021 and Special Meetings on March 25, 2021 and April 1, 2021 as presented.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Adopt Agenda: **Motion #21 018-L.Hiscock/G.Hiscock**

Resolved to adopt the agenda with the noted additions.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			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

Project 17-SCF-18-00052 has a Project Completion Due Date of September 13, 2021.

Motion #21 019-L.Hiscock/G.Hiscock

Resolved to request a 12 month extension deadline to Project 17-SCF-18-00052.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Action Report: Tabled and Approved. The Acting Clerk noted that the Ambulance Committee has asked that Council be made aware of the Maintenance's Man help over the winter. On several occasions, during inclement weather he arrived on site at the Ambulance Bay, to clear snow from the building and roadways, expediting the Ambulance's response time. For this they are extremely grateful.

Maintenance Man Report: Tabled and Approved.

Motion #21 020- G.Hiscock/L. Hiscock
Resolved to do the necessary repairs to the new maintenance garage.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Renovation Discussion on current Town Hall building – Council will meet with the Ambulance committee to discuss the renovations when we are nearer to vacating the building.

Ambulance AGM – Ambulance Committee wishes to postpone their AGM due to Covid-19 restrictions. Council agreed to allow them to postpone until further notice.

NEW BUSINESS

PMA Virtual Convention and AGM

Motion #21 021- L.Hiscock/Z. Doucet
Resolved to close the office on June 10 and June 11 to allow the Clerk and Special Projects Manager to attend the Conference

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Park Report – Councilor L. Hiscock gave an extensive Park Report, which was accepted by Council. The Park committee will further investigate the items discussed.

Motion #21 022-L.Hiscock/G.Hiscock
Resolved to buy a new laptop for use by the Park Manager.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	0		
Abstained:	0		
Motion Carried.			

Motion #21 023- G. Hiscock/C. Reid
Resolved to increase the wage for Janitorial/Caretaking position to Minimum wage and increase the Park Attendants and Park Manager wage by $0.50 per hour.

In favor:	5	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	1	Councilor	Z. Doucet
Abstained:	0		
Motion Carried.			

Committee Mandates – Add to next meeting Agenda.

MNL Symposium – Virtual Symposium May 6, 7, 2021 and virtual AGM, May 8, 2021. Clerk to register Councilor Doucet.

Community Garden- Councilor Doucet expressed her wishes to have the Community Garden up and running. Clerk to post on Facebook, to contact the Town Hall if anyone is interested in reviving the Community Garden.

Community Clean Up – Councilor Doucet wants to see the Community Clean up go ahead again this year, as early as possible. Clerk to post on Facebook that anyone interested in helping to organize or participate in the Community Clean up to contact Councilor Doucet or Councilor Lori Hiscock.

CORRESPONDENCE

Email from WBMNL – Information regarding recent AGM and a letter addressing the need for greater involvement by the membership.

Email from The Navigator regarding the 2021 Wooden Boat Museum Visitors Guide

Motion #21 024-L.Hiscock/Z. Doucet
Resolved to purchase a quarter page ad in the 2021 Wooden Boat Museum Visitors Guide at a cost of $390.00.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

Bell Mobility – Letter of Agreement for the Funding Arrangement between Bell Mobility Inc. and the Town of Winterton. Mayor to sign and return.

BILLS:

Motion #21 025-L.Hiscock/Z. Doucet
Resolved to pay the bills as presented.

In favor:	6	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	Z. Doucet
			G. Hiscock
			L. Hiscock
			C. Reid

Opposed: 0
Abstained: 0
Motion Carried.

OTHER BUSINESS

Mayor Sheppard informed Council that he received a resident complaint regarding water run-off in Tucker's Lane. Councilor Doucet suggested that we consider changing the Special Projects Manager's title to better reflect her job duties.
Councilor L. Hiscock inquired as to the status of a resident's request for information regarding the Wooden Boat Museum. Acting Clerk said the information was received today and the resident will be contacted tomorrow.
Councilor C. Reid commented on the recent resignation of our two park maintenance workers.
Councilor G. Hiscock asked whether or not we were approved for a new rescue van. The Acting Clerk said No we are not, but our application is being reviewed. Councilor G. Hiscock also asked why the Town Office Doors are locked during regular business hours. The Acting Clerk explained that due to the small reception room area, having the doors locked ensures adherence of Covid 19 protocols, including physical distancing and sanitation of surfaces between customers. He also enquired about the Emergency Measures Plan. He had a resident inquire as to whether or not they could review a copy of such plan. The Acting Clerk advised that the Plan sent in for review last summer, came back in December and had to be put into a different format for Fire and Emergency Services. This has been done and sent in for review. This is in progress but there are a couple of Memorandums of Understanding that need to be signed in order to be finalized.

Applications for Park Attendant's Positions - There were 3 applications received.

Motion #21 026-C. Reid/D. Reid
Resolved to hire Gilbert Chafe and Scott Spurrell as Park Attendants.

In favor:	5	Mayor:	M. Sheppard
		Deputy Mayor:	D. Reid
		Councilors:	G. Hiscock
			L. Hiscock
			C. Reid
Opposed:	1	Councilor:	Z. Doucet
Abstained:	0		

Motion Carried.

No further business, meeting adjourned at 10:11 pm.

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Mark Sheppard, Mayor

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Lorraine LaFitte, Acting Town Clerk

Town of Winterton			
Vendor Aged Summary As at 04/06/2021			
	Name		**Current**
Approved Vendor	Dicks & Company	Office Supplies	$ 104.56
Approved Vendor	Western Petroleum	Diesel	$ 717.53
Approved Vendor	Irving Energy	Furnace Oil	$ 566.41
Approved Vendor	APS	Chlorine Testing Supplies	$ 658.95
Approved Vendor	Newfoundland Exchequer	Snow and Ice Control Materials	$ 853.88
Approved Vendor	Brenda French	Reimburse Cleaning Supplies	$ 25.29
Approved Vendor	Newfoundland Power	Area Lighting	$ 2,018.55
Approved Vendor	NL Association of Fire Services	Membership Dues	$ 402.50
Approved Vendor	Bell Aliant	583-2010/0752/2099/2777/2001/2782 & Internet March	$ 534.84
Approved Vendor	Hindy's General Store	Fuel	$ 691.73
Approved Vendor	Orkin	Pest Control	$ 113.28
Approved Vendor	Avalon Industrial	Maintenance Supplies	$ 14.95
Approved Vendor	Mike's Auto Repair	Inspection on Rescue Van and Sander	$ 689.04
Approved Vendor	Carbonear Home Hardware	Maintenance Supplies & Supplies for Garage	$ 2,764.93
Total Outstanding			**$ 10,156.44**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Receiver General for Canada	Radio Authorization Renewal	$ 559.71
Approved Vendor	Penney's Courier	Courier charges	$ 48.99
Total			**$ 608.70**

Outside Pond Park			
Vendor Aged Summary As at 04/06/2021			
Code	**Name**		**Current**
Approved Vendor	WasteCorp	Repair & Maintenance Parts for the Honey Wagon	$ 466.57
Total Outstanding			**$ 466.57**

Winterton Ambulance			
Vendor Aged Summary As at 04/06/2021			
Code	**Name**	**Description**	**Amount**
Approved Vendor	Bell Mobility	Cell Phone	$ 64.11
Approved Vendor	NLCAOA	Membership Fees	$ 900.00
Approved Vendor	Robert G. Andrews	Heat and Light 244 Main Road	$ 297.89
Approved Vendor	Bell Aliant	Telephone	$ 190.55
Approved Vendor	Home Hardware Building Centre Carbonear	Supplies	$ 79.90
Approved Vendor	Mike's Auto Repair	Ambulance Inspection	$ 365.75
Approved Vendor	Debbie Coates	Medical	$ 45.00
Approved Vendor	Hindy's General Store	Gas	$ 559.49
	Total		**$ 2,502.69**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Visa	Meals -Ambulance Maintenance Trip	$ 23.63
Approved Vendor	RBC	Cheque Printing Fee	$ 298.76
Total			**$ 322.39**

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