Town of Winterton
P.O. Box 59
Winterton, NL
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Phone: (709) 583 2010 **Fax: (709) 583 2099**

Regular Meeting with Council April 29, 2021

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

Mayor M. Sheppard called the Meeting to order at 7:31 pm

Adopt Minutes: **Motion #21 0030-L. Hiscock/Z. Doucet**
Resolved to adopt the minutes of the Regular Meeting on April 8, 2021 and Emergency Meeting on April 15, 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 #21 031-Z. Doucet/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

Town Clean Up – Schedule Town Clean Up for May 15, 2021 to be advertised on Facebook.

Maintenance Man Report – Presented and approved. Councilor G. Hiscock noted that in future the plate tamper should be used when applying cold patch.

Action Report – Presented and approved. Update received from DFO regarding the land on Pinhorn's Beach.

Project Update – We will have another regular council meeting next Thursday at 7:30 pm. The majority of the bids will be received by then.
Electrical - There were three quotes received for Electrical. There were quotes requested from 9 suppliers. Paul Kelly Ltd. had the lowest quote.

Motion #21 032-Z. Doucet/G.Hiscock
Resolved to accept the quote from Paul Kelly Electrical Ltd. in the amount of $67,695.00 plus HST.

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.

Mechanical – There were Eight Contractors invited to quote. Four quotes were received. The lowest quote was from Mechano.

Motion #21 033- G.Hiscock/Z. Doucet
Resolved to accept the quote from Mechano in the amount of $89,120.00 plus HST.

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.

Security System – Gerry spoke to Wilson Security Systems regarding the current system in the building. They figured it would cost approximately $1,500 to reactivate the current system and have it up and running.

Motion #21 034- L.Hiscock/Z. Doucet
Resolved to spend up to a limit of $2,000 to upgrade the existing system.

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.

Maintenance Man Assistant – It was noted that the park seasonal employees received a wage increase this year but the Town Maintenance Man Assistant did not.

Motion #21 035-L.Hiscock/G.Hiscock
Resolved to increase the wage for the Town Maintenance Man Assistant to be the same as the Park Seasonal Maintenance employees.

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.

NEW BUSINESS

Child Abuse Prevention Month

Motion #21 036-L.Hiscock/G. Hiscock
Resolved to proclaim April as Child Abuse Prevention month.

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.

Municipal Election Official Training

Motion #21 037-L.Hiscock/D. Reid
Resolved to send election officials to the required training.

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.

Canada Student Jobs – We have received funding for 2 students for a total of 560 hours. Clerk will advertise these positions.

CORRESPONDENCE

Andrews Graphics and Signs – Received suggestions for design of town flag. Clerk will advertise inviting residents to submit their designs as well. Clerk will also send out to schools in the area. Clerk will check on price to have an actual flag completed.

Lights on War Memorial – Lights on War Memorial need to be replaced. Mayor M. Sheppard & Deputy Mayor D. Reid will check into this.

Email from Department of Tourism, Culture, Arts and Recreation – ParticpACTION will be hosting a webinar on Mary 6, 2021 regarding a Community Better Challenge.

Circulars from Department of Municipal and Provincial Affairs – Circulars regarding Mail in voting and separate election for Mayor. Council will decide at a later date whether to not to participate in mail in voting. There will be no separate election for Mayor.

Stats Canada – Email regarding Council's support of the 2021 Census.

Motion #21 038-L.Hiscock/Z. Doucet
Resolved to give full support of the 2021 Census and encourage all residents to participate.

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.

Email from Steve & Jackie Thomas- Request that Council remove the retaining wall and the culvert on their property. They are in the process of renovating their house and wish to build on a porch. Clerk to respond to the Thomas' that the retaining wall is on private property and the Council is unsure who owns the culvert. Nothing can be built over town infrastructure. Before any construction begins, a building application needs to be sent to Council for approval. Clerk will have the maintenance man check to see where the water lines are.

BILLS:

Motion #21 039-C. Reid/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

Councilor Doucet wanted to know who owns the bin next to Western Point. It does not belong to the Town. Kevin to check out to see who it belongs to.

Councilor L. Hiscock – Received a letter from the North's asking why the Park is closing early with no change in fees. Clerk explained that the reason for closing early is to keep the cost the same. There is extra cost associated with keeping the park open after Labour Day.

Councilor G. Hiscock – Suggested to give Kevin 10 days to remove his things from the garage to prepare for the sale of the buildings.

As soon as we get the information on the Maintenance Garage, we will the prepare the ad to sell the building. Clerk will check out the process.

No further business, meeting adjourned at 9:21 pm.

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Mark Sheppard, Mayor

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Suzanne Coates, Town Clerk

Town of Winterton			
Vendor Aged Summary As at 04/27/2021			
Account #	**Name**		**Current**
Approved Vendor	Professional Municipal Administrators	Convention & AGM Fees	$ 201.25
Approved Vendor	Protek Industries Ltd.	60 Bags of Cold Patch	$ 879.75
Approved Vendor	Eastern Regional Service Board	2nd Waste Collection Fees	$ 13,275.00
Approved Vendor	Modern Business Equipment Limited	Copier Fees	$ 130.74
Approved Vendor	Newfoundland Exchequer	Snow and Ice Control Materials	$ 3,415.50
Approved Vendor	Municipal Assessment Agency Inc.	2nd Quarter Fees	$ 3,133.00
Approved Vendor	Penney's Transport & Courier	Courier Fees	$ 167.67
Approved Vendor	Andrews' Graphics & Signs	Keep Back 15 Meters Sign	$ 23.00
Approved Vendor	Cosih's Trucking & Excavating Ltd.	Trailer Load of Garbage	$ 143.75
Approved Vendor	Nothern Investments Inc.	Maintenance on Pumhouse	$ 2,835.87
Approved Vendor	Municipalities NL	Registration Fees for Municipal Symposium & AGM-Councilor Z. Doucet	$ 250.00
Approved Vendor	EMCO	Water & Sewer Supplies	$ 1,526.19
Approved Vendor	Superior Propane	Tank Rental for Former Hindy's Building	$ 113.85
Approved Vendor	Andrew E. MacDonald Insurance Services	Policy Renewal for Fire Department	$ 2,516.00
Approved Vendor	Orkin	Pest Control	$ 86.25
Approved Vendor	Dicks & Company	Office Supplies	$ 251.75
Approved Vendor	Alphonsus St. George & Sons	Emergency Water Leak Expenses	$ 1,380.00
Approved Vendor	NL Power	Rec. Centre ($32.36), Maintenance Garage ($40.16), Town Office ($391.44), Chlorine House ($173.79), Fire Hall ($684.30), New Building ($1,561.18), War Memorial ($22.80) & Rec. Centre Furnace ($22.80)	$ 2,928.83
Total Outstanding			**$ 33,258.40**
Invoices for the New Building Project			
Account #	**Name**		**Amount**
Approved Vendor	Button's Marine Inc.	10 Bundles R12X15 Insulation	$ 563.50
Total Outstanding			**$ 563.50**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Walmart	Payment on Credit Card-Mini Fridge for New Building	$ 201.25
Total			**$ 201.25**

Outside Pond Park			
Vendor Aged Summary As at 04/27/2021			
Code	**Name**		**Current**
Approved Vendor	Dicks & Company	Office Supplies	$ 115.81
Approved Vendor	NL Power	Heat & Light	$ 205.20
Approved Vendor	WasteCorp	Repair & Maintenance Parts for the Honey Wagon-Revised Amount	$ 545.70
Total Outstanding			**$ 866.71**

Winterton Ambulance			
Vendor Aged Summary As at 04/27/2021			
Code	**Name**	**Description**	**Amount**
Approved Vendor	HiTech Communications	Repairs to Pager & Supplies for Pager System	$ 192.69
Approved Vendor	Cal LeGrow	Ambulance Errors & Omissions Renewal	$ 3,203.90
Approved Vendor	Robert G. Andrews	Heat and Light 244 Main Road	$ 315.97
Approved Vendor	Andrews' Graphics & Signs	Emergency 911 Sign for Garage Door	$ 103.50
Approved Vendor	Bell Mobility	Cell Phone	$ 64.11
Approved Vendor	Bell Mobility	Network Access Fee	$ 11.50
	Total		**$ 3,891.67**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Visa	Meals -Ambulance Maintenance Trip	$ 15.85
Total			**$ 15.85**

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