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

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

Regular Meeting with Council August 26, 2021

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

Mayor M. Sheppard called the Meeting to order at 7:30 pm.

Adopt Minutes: **Motion #21 0106 – G. Hiscock/H. Green**
Resolved to adopt the minutes of the Regular Meeting held on August 5, 2021.

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

Opposed: 0
Abstained: 0
Motion Carried.

Adopt Agenda: **Motion #21 0107– H. Green/G. Hiscock**
Resolved to adopt the agenda with the noted additions.

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

Opposed: 0
Abstained: 0
Motion Carried.

Errors and Omissions: No errors or omissions.

BUSINESS ARISING

Old Road – Water Issue -Deputy Mayor Reid and the Maintenance Man looked at the issue on the Old Road. The maintenance man is going to use cold patch to make a well to try to alleviate the problem.

Development Application – Tucker's Lane, Phase 2

Motion #21 0108 –D. Reid/G. Hiscock
Resolved to approve the Development Application for 6 houses on Tucker's Lane.

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

Opposed: 0
Abstained: 0
Motion Carried.

Quotes for Snow Plows – Table to the next meeting.

Quotes for Back Rack and Light Bars for Truck – 3 quotes received. Turbo Tech Auto - $866.12 tax in, installed; Action Cap and Truck Accessories - $1301.47 tax in, installed; Western Hydraulic 2000 Ltd. – $1370.69 tax in, installed.

Motion #21 0109 –G. Hiscock/D. Reid

Resolved to approve the quote from Turbo Tech Auto in the amount of $866.12 tax in, installed, for back rack and lights for town truck.

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

Opposed: 0
Abstained: 0
Motion Carried.

Action Report – Tabled and Accepted.

Maintenance Report – Tabled and Accepted.

Recreation Centre Tender – No bids received. Reissue tender, close date 3 pm, September 16, 2021. Check with Department of Municipal Affairs to see if we can list with a Real Estate agent.

New Building Report

Electrical – Change order to original contract – Wiring changes including wiring for 3 new garage door openers including disconnect switches, install disconnect switches, wiring in fire hall, replace panel in electrical room and wiring for 3 extra mini splits in town hall.

Motion #21 0110 – H. Green/D. Reid

Resolved to approve the change order from P. Kelly Electrical Limited in the amount of $3,235.00 plus HST.

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

Opposed: 0
Abstained: 0
Motion Carried.

Eavestrough – 7 Contractors contacted. One quote received from ECB Enterprises in the amount of $2,400.00 plus HST.

Motion #21 0111 – H. Green/G. Hiscock
Resolved to approve quote for Eavestrough supplied by ECB Enterprises in the amount of $2,400.00 plus HST.

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

Opposed: 0
Abstained: 0
Motion Carried.

Exterior Painting – 4 Contractors contacted, 2 quotes received. One from NJ2S in the amount of $7000.25 plus HST and one from Borealis Consulting Inc. in the amount of $12,690 plus HST.

Motion #21 0112 – D. Reid/G. Hiscock
Resolved to put off the painting until a later date to see what funding we have remaining.

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

Opposed: 0
Abstained: 0
Motion Carried.

Garage Doors – Change Order to existing contract to upgrade Overhead doors, with remote systems, reversing sensors, replace frayed cables, damaged hinges and weatherstripping.

Motion #21 0113 –G. Hiscock/H. Green
Resolved to approve quote from Dun-Rite Door to upgrade existing garage doors in the amount of $2290.00 plus HST.

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

Opposed: 0
Abstained: 0
Motion Carried.

Parking Lot Painting – Three contractors contacted, one quote received from Baird's Asphalt in the amount of $700 plus HST.

Motion #21 0114 – D. Reid/G. Hiscock
Resolved to approve quote from Baird's Asphalt in the amount of $700 plus HST to paint 20 lines for 20 regular parking spots and 3 Accessible parking spots.

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

Opposed: 0
Abstained: 0
Motion Carried.

Interior Painting – no decision made as to whether to paint ourselves or hire contractors. Decision will be made after Gerry gets a quote for price per square foot.

Roof Repair – A contractor will be stopping by next week to suggest solutions.

Cabinets – Gerry to get prices to build and install.

Paving – Parking Lot/Asphalt Repair – Seven Contractors contacted. Three quotes received. One from Concord Paving in the amount of $20,500.00 plus HST, one from H & M Paving in the amount of $25,500 plus HST, and one from Bishops Paving in the amount of $25,524.00 plus HST.

Motion #21 0115 –G. Hiscock/H. Green
Resolved to approve quote from Concord Paving to pave and repair existing asphalt in the amount of $20,500.00 plus HST.

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

Opposed: 0
Abstained: 0
Motion Carried.

Concrete Sidewalk and Curb. – One quote received. Still waiting on incoming quotes.

Floor Cleaning – Four contractors contacted to clean existing vinyl tiles in Community Centre, Small meeting room and council chamber. Two quotes received. One from Kelly's Janitorial Services in the amount of $2400.00 plus HST and one from Ray Harris in the amount of $2,500.00 plus HST.

Motion #21 0116 –D. Reid/H. Green
Resolved to approve quote from Kelly's Janitorial Services in the amount of $2400.00 plus HST to clean vinyl tiles in the Community Centre, small meeting room and council chamber.

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

Opposed: 0
Abstained: 0
Motion Carried.

Interior Doors – Change Order – Price from Apex to supply two doors and hardware for offices. Existing doors do not meet accessibility requirements.

Motion #21 0117 – G. Hiscock/H. Green
Resolved to approve quote from Apex in the amount of $1090.00 plus HST to supply and install doors and hardware for offices.

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

Opposed: 0
Abstained: 0
Motion Carried.

Security System – Eight contractors contacted. Four bids received. One from Wilson's Security in the amount of $9392.75 plus HST, one from Hi-Tech in the amount of $10,114.58 plus HST, one from Fire Tech Systems in the amount of $10,279.00 plus HST and one from Alarm Power Inc. in the amount of $13,200.00 plus HST.

Motion #21 0118 – G. Hiscock/H. Green
Resolved to approve quote from Wilson's Security in the amount of $9,392.75 plus HST for Security System.

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

Opposed: 0
Abstained: 0
Motion Carried.

NEW BUSINESS

2009 Pickup

Motion #21 0119 – D. Reid/G. Hiscock
Resolved to sell by tender the 2009 Silverado Town pickup truck. Closing date for tender September 16, 2021 at 3 pm.

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

Opposed: 0
Abstained: 0
Motion Carried.

Rhino – Outside Pond Park – The Rhino in the park is being repaired, but is in need of replacement. Clerk to get quotes for a new Side by Side for the park, and bring back to Council.

Liquor Licence for Recreation Centre – In order for the Recreation Commission to sell spirits at the new building, they need to apply for a new licence. This has to be sanctioned by Council

Motion #21 0120– D. Reid/G. Hiscock
Resolved to give approval to the Winterton Recreation Commission to apply for a Liquor Establishment Licence for 92-94 Main Road, Winterton.

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

Opposed: 0
Abstained: 0
Motion Carried.

Sugarloaf Trail – There is work needing to be completed on the Sugarloaf Trail. Brush needs to be cut on the side of the road, as well as stone spread on the trail itself and the gazebo needs to be painted.

Motion #21 0121– H. Green/G. Hiscock
Resolved to have both the maintenance man and park employees do the necessary repairs to the trail and the gazebo.

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

Opposed: 0
Abstained: 0
Motion Carried.

CORRESPONDENCE

Letter from Bob and Ann Andrews regarding their property on 244 Main Road. This property was not registered as an AirB&B for 2020 and 2021, and they would like to have their taxes adjusted accordingly.

Motion #21 0122– H. Green/G. Hiscock
Resolved to adjust the Business Tax on 244 Main Road for the years 2020 and 2021,

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

Opposed: 0
Abstained: 0
Motion Carried.

Email from Lorne Hiscock – Mr. Hiscock was seeking a temporary water hookup for his RV on his property located at 5 Harnum's Hill. There is a policy in place regarding permanent connection of RV's to town water and sewer. Generally, the Town has not allowed RV's to be connected to the sewer system. With regard to temporary hook-ups the policy needs to be looked at. As there are only 4 councilors present, it was decided to put this on the agenda for the next meeting. Discussion followed and there is the possibility of other trailers in the Town being connected to the Sewer system. The maintenance man is to investigate and all RV owners that may be connected into the sewer system are to be notified of the policy in writing.

MNL – InfoNotes – For information purposes only.

Premier's Forum on Location Government – Nominations are being accepted. Deadline for nominations September 3, 2021.

Ultimate Recipient Gas Tax Amendment– There is an increase in the amount of funding for the Federal-Provincial Administrative Agreement on the Federal Gas Tax Fund for 2019-2024. The Top-up Allocation amount of $26,766.00 is included in the 2021-2022 Allocation and brings the total amount for 2019-2024 to $197,170.00,

Motion #21 0123– H. Green/G. Hiscock
Resolved to accept the Ultimate Recipient Gas Tax Amendment this brings the total to $197,170.00 for 2019-2024,

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

Opposed: 0
Abstained: 0
Motion Carried.

BILLS

Motion #21 0124– H. Green/G. Hiscock
Resolved to pay the bills as presented with the noted additions.

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

Opposed: 0
Abstained: 0
Motion Carried.

OTHER BUSINESS

There was no other business, except a reminder that Nomination Day for the 2021 Municipal Election will be held on August 31, 2021 from 8 am to 8 pm.

There being no further business, meeting adjourned at 9:48 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 08/24/2021			
Account #	**Name**		**Current**
Approved Vendor	NL Power	Street Lighting ($), Town Office ($141.04), Rec. Centre Furnace ($22.84), Rec. Centre ($31.11), Chlorine House ($118.46), War Memorial ($34.34), Fire Hall ($297.24), Maintenance Garage ($30.83) & New Building ($655.21)	$ 1,331.07
Approved Vendor	Marc M Bastarache, Emily G Beckett	Annual Website Hosting and Technical Support	$ 293.14
Approved Vendor	Irving Oil	Interest charge	$ 2.64
Approved Vendor	Penney's Courier	Courier charges	$ 165.60
Approved Vendor	Eastlnk	Internet 92-94 Main Road	$ 97.69
Approved Vendor	Coish's Trucking & Excavating Ltd.	Garbage to Dump	$ 431.25
Approved Vendor	Protek Industries Ltd.	Cold Patch	$ 879.75
Approved Vendor	Legges Garage and Autobody Shop Ltd.	Repairs to Rescue Van	$ 647.71
Total Outstanding			**$ 3,848.85**
Invoices for the New Building Project			
Account #	**Name**		**Amount**
Approved Vendor	Andrews Graphics and Signs	Gas Tax Signage	$ 207.00
Approved Vendor	Churchill's Home Hardware	Insulation for building	$ 1,813.34
Approved Vendor	Churchill's Home Hardware	Insulation for building	$ 459.95
Total Outstanding			**$ 2,480.29**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Hickman Motors Limited	Purchase of new truck	$ 47,776.75
Approved Vendor	Best Buy	Laptop and Accessories	$ 1,059.10
Approved Vendor	Visa	Purchase of Gift cards	$ 40.00
Total			**$ 48,875.85**

Outside Pond Park			
Vendor Aged Summary As at 08/26/2021			
Code	**Name**		**Current**
Approved Vendor	NL Power	Heat and Light	$ 4,053.41
Approved Vendor	Ice Block	Ice	$ 92.40
Approved Vendor	T2 Ventures	July Garbage Collection	$ 805.00
Total Outstanding			**$ 4,950.81**
Paid Invoices Not Tabled at Council Meeting			
Account #	Name		Amount
Approved Vendor	Best Buy	Laptop and Accessories	$1,059.10
Total			**$1,059.10**

Winterton Ambulance			
Vendor Aged Summary As at 08/24/2021			
Code	**Name**	**Description**	**Amount**
Approved Vendor	Jennifer Hiscock	Reimburse office supplies	$ 16.03
Approved Vendor	Bell Mobility	Network Access	$ 11.50
Approved Vendor	Carbonear Home Hardware	General Maintenance Supplies	$ 14.24
Approved Vendor	Eastern Medical Supplies	Medical Supplies	$ 155.25
Approved Vendor	Bell Mobility	Cell Phone	$ 64.11
	Total		**$ 261.13**

Paid Invoices Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Robert G Andrews	Heat & Light at Rental July 2021	$ 103.65
Approved Vendor	Best Buy	Laptop Computer, Software and Accessories	$ 1,059.10
Total			**$ 1,162.75**

Paid Invoices from Fundraising Account Not Tabled at Council Meeting			
Account #	**Name**		**Amount**
Approved Vendor	Chandler	Uniforms	$ 2,612.08
Total			**$ 2,612.08**