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

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

Regular Meeting with Council March 20, 2025

Members Present:	Mayor:	Mark Sheppard
	Deputy Mayor:	Lori Hiscock
	Councilors:	Zoe Doucet
		David Reid
		Gary Hiscock
		Stephen Thomas
Also Present:	Town Clerk/Manager:	Suzanne Coates

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

Adopt Minutes: **Motion #25-017** **L. Hiscock/G. Hiscock**

Resolved to adopt the minutes of the Regular Meeting held on February 13, 2025.

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

Motion Carried.

Agenda: **Motion #25-018** **Z. Doucet/L. Hiscock**

Resolved to adopt the agenda with the noted additions as presented.

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

Motion Carried.

BUSINESS ARISING:

Errors and Omissions: None noted

Business arising from minutes: Deputy Mayor Hiscock asked about the shack on the ballfield.

Motion #25-019 **L. Hiscock/ Z. Doucet**

Resolved to get three quotes for building a larger shack on the ballfield.

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

Motion Carried.

Deputy Mayor Hiscock inquired as to the status of the SCBAs for the Fire Dept. Clerk/Manager explained that they were supposed to be shipped at the beginning of March, Clerk/Manager followed up this week to get an ETA on the equipment. An update is expected tomorrow.

Mayor Sheppard asked about the generator. Clerk/Manager explained that the generator is in place just waiting on the electrician to hook it up.

Action Report: Approved as presented.

Clerk/Manger asked if council would like to hold the bulk garbage/metal collection the same as they did last year. Council agreed to proceed the same as last year.

Clerk/Manager explained that we need to purchase another storage rack for our files. Council agreed that the Clerk/Manager would check with Canoe procurement for a storage rack.
Maintenance Man Report: Clerk/Manager went over Time sheets (Council asked that they be photo copied and placed in packages for the next meeting).

Clerk/Manager is to see Kevin about how much culvert is required to rectify the flooding issue coming down Hiscock's Lane.

NEW BUSINESS:

Tourism Opportunities Session Update- Councilor Z. Doucet gave an update on the tourism session held in Whiteway on February 25th. Heart's Content is hoping to be fully a UNESCO Site by the year 2028. Ways to promote our town is to add more pictures of the things that our town offers to our website/social media. Clerk/Manger will contact other towns to see what brochures they have promoting their town and the things offered.

2023 Audited Financial Statements-

Motion #25-020 **G. Hiscock/Z. Doucet**

Resolved to approve the 2023 Audited Financial Statements as presented.

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

Motion Carried.

MNL Regional Meeting- The regional meeting will be held in Carbonear from June 6-7, 2025. Councilors will let Clerk/Manager know if they wish to attend.

Municipal Assessment Agency Contract-

Motion #25-021 L. Hiscock/G. Hiscock

Resolved to sign the Municipal Assessment Agency Contractual Agreement.

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

Motion Carried.

MNL Symposium- MNL Symposium will be held in Gander from May 1-3, 2025. Councilors will let Clerk/Manager know if they wish to attend.

Records and Retention Policy-

Motion #25-022 L. Hiscock/S. Thomas

Resolved to sign the reviewed policy as presented.

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

Motion Carried.

Wooden Boat Museum Visitors Guide-

Motion #25-023 L. Hiscock/G. Hiscock

Resolved to advertise in the visitors guide the same as in previous years.

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

Motion Carried.

CORRESPONDENCE:

Letter from Department of Municipal & Provincial Affairs- For councils' information only.

Email from Resident- Clerk/Manager will contact the resident with the information required.

Email from Joel Hynes- An email was received inquiring about getting water and sewer services to his property. Clerk/Manager will contact him and set up a meeting with Kevin and the Roads and Lights committee to discuss possible options. Clerk/Manager will suggest that he contact a contractor to get an idea on the cost associated with installing the services.

BILLS: **Motion #25-024** **L. Hiscock/G. Hiscock**

Resolved to pay the bills as presented.

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

Motion Carried.

OTHER BUSINESS:

Deputy Mayor L. Hiscock-Stated that she would be interested in setting up a committee to plan a Winterton Day or Weekend. She would like to have a notice created looking for volunteers to sit on the committee. Deputy Mayor L. Hiscock offered to Chair the committee. Lori will speak with Lorraine to discuss what worked and didn't work last time.

Councilor D. Reid-Inquired into a resident's property. The said resident has contacted the office and has been provided with all the information that we have on file. There is no other action required from the town.

Councilor S. Thomas-Asked about the status on the Municipal Capital Works Funding for the Water & Sewer Project. To date there is no new information, Clerk/Manager will follow-up.

ADJOURNMENT:

Motion #25-025 G. Hiscock/L. Hiscock

Resolved to adjourn at 9:53 pm.

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

Motion Carried.

Meeting adjourned at 9:53 pm.

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Mark Sheppard, Mayor

_____

Suzanne Coates, Town Clerk/Manager

Town of Winterton			
Vendor Aged Summary As at 03/18/2025			
Account #	**Name**		**Current**
Approved Vendor	NL Power	Street Lighting ($1,931.93), Chlorine House ($211.28), Town Hall ($2550.08), Ambulance Living Quarters ($702.40), War Memorial ($42.64), Rec. Centre ($24.28) & Rec. Centre Furnace ($22.52)	$ 5,485.13
Approved Vendor	Bell Aliant	Telephone	$ 511.27
Approved Vendor	NL Association of Fire Services	2025 Annual Membership Fee	$ 402.50
Approved Vendor	Receiver General For Canada	Radio Authorization Renewal	$ 662.73
Approved Vendor	Carbonear Home Hardware	Supplies	$ 174.00
Approved Vendor	Dicks & Company Basics	Office Supplies	$ 40.24
Approved Vendor	Hindy's General Store	Fuel for Town	$ 1,131.01
Approved Vendor	Workplace NL	Payroll Assessment Fees	$ 3,218.11
Approved Vendor	Toromont Cat	Tie Rod assemby	$ 1,225.44
Approved Vendor	Mike's Auto Repair	Inspection on Fire Trucks and Supplies	$ 1,348.56
Approved Vendor	Orkin	Pest Control	$ 154.92
Approved Vendor	Modern Business	Copier Fees	$ 238.66
Approved Vendor	Hickman Motors Ltd	Battery for Generator	$ 74.75
Approved Vendor	Hickman Motors Ltd	Service on Truck	$ 432.86
Approved Vendor	Avalon Industrial & Marine	Maintenance Supplies	$ 297.28
Approved Vendor	Telmatick	Message System Fees	$ 74.75
Approved Vendor	Harris & Associates	Engineering Service MCW 2025 Estimates	$ 1,897.50
Approved Vendor	Premium Waste	Garbage Collection February	$ 6,968.43
Approved Vendor	Premium Waste	Recycling Collection	$ 678.50
Approved Vendor	Penney's Courier	Courier Charges	$ 55.90
Approved Vendor	Mark Sheppard	1st Quarter Remuneration	$ 250.00
Approved Vendor	Lori Hiscock	1st Quarter Remuneration	$ 250.00
Approved Vendor	Zoe Doucet	1st Quarter Remuneration	$ 250.00
Approved Vendor	David Reid	1st Quarter Remuneration	$ 250.00
Approved Vendor	Steven Thomas	1st Quarter Remuneration	$ 250.00
Approved Vendor	Gary Hiscock	1st Quarter Remuneration	$ 250.00
Approved Vendor	K & D Pratt	Water and Sewer Supplies	$ 111.75
Approved Vendor	Crane Supply	Storm Pipe	$ 1,697.40
Approved Vendor	Joint Mayors Association	2025 Annual Membership Fee	$ 350.00
Total Outstanding			**$ 28,731.69**
Paid Invoices Not Tabled at Council Meeting			
Account #			**Amount**
	Name		
Approved Vendor	Boom IT	New Office Computer system	$ 2,205.07
Approved Vendor	Boom IT	Monitor	$ 183.13
Approved Vendor	Joint Firefighters Association	2024-2025 Membership Fees	$ 300.00
Approved Vendor	Alice Cumby	Retirement Gift	$ 100.00
Total			**$ 2,788.20**

Outside Pond Park			
Vendor Aged Summary As at 03/18/2025			
Code	**Name**		**Current**
Approved Vendor	Bell Aliant	Telephone & Internet	$ 132.48
Approved Vendor	NL Power	Heat and Light	$ 283.64
Total Outstanding			**$ 416.12**
Paid Invoices Not Tabled at Council Meeting			
Account #	Name		Amount
Approved Vendor			
Approved Vendor			
Approved Vendor			
Approved Vendor			$ -
Total			**$ -**