

**AQUAFORTE TOWN COUNCIL
PUBLIC MEETING
April 18th, 2023**

ATTENDEES: Mayor – Deborah Windsor-Hynes
Deputy Mayor – Jerome Croft
Councilor – Elizabeth Croft
Councilor – Earon Kavanagh
Town Clerk – Aaron Croft

1. CALL TO ORDER:

Mayor Windsor-Hynes called the meeting to order at 3:41pm.

2. ADOPTION OF AGENDA:

Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh to accept agenda as presented for April 18th, 2023. All in favor. Motion Carried.

Ref.#AC2023-27

3. ADOPTION OF MINUTES:

a. Public Meeting – March 21st, 2023

Motion by Councilor Liz Croft, 2nd by Councilor Earon Kavanagh to adopt the minutes of Public Meeting – March 21st, 2023. All in favor. Motion carried.

Ref.#AC2023-28

4. BUSINESS ARISING:

a. Pumphouse Repairs

Pumphouse Manager informed council that fault with thermostat is not an issue at this time, but will monitor. Pumphouse Manager will have electrician diagnose problems with exhaust fan motor. Repairs may be possible with little or no cost to council.

b. Donation Requests

Clerk informed council of last time donation was made to Janeway Foundation, Operation Smile, and Easter Seals was in April 2022. Council requested to reserve \$100 of donation budget for Baltimore School fall awards. Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Liz Croft to send \$50 donation to Janeway, Operation Smile, and Easter Seals. All in favor. Motion carried.

Ref.#AC2023-29

c. Fire Protection Agreement

Council discussed details of Fire Protection Agreement from the Town of Ferryland. Council still had questions pertaining to the Fire Protection Agreement and breakdown of Fire Department Budget. Clerk will send letter to the Town of Ferryland, requesting answers to Council's questions. Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh to defer signing Fire Protection Agreement until questions can be answered. All in favor. Motion carried.

Ref.#AC2023-30

d. Property Tax

Council was informed by Department of Municipal and Provincial Affairs that Poll Tax abolishment has not been legislated yet. Could be in new Municipalities Act coming in the fall. Any transition to property tax system will be in a phased-in approach. If Council would like more information engage with the Municipal Assessment Agency.

5. COMMITTEE REPORTS:

- a. **Our Lady of Fatima Park Committee** – \$4,590.96
- b. **Recyclables** - \$109.90

6. FINANCES: (Report to be given by Town Clerk)

Accounts Receivable:	\$ 4,500.11
Accounts Payable:	\$ 6,850.72
Bank Balance:	\$63,917.98

Motion by Councilor Liz Croft, 2nd by Councilor Earon Kavanagh to accept the Financial Report as presented. All in favor. Motion carried.

Ref.#AC2023-31

7. CORRESPONDENCE

a. Incoming

- No incoming correspondence.

b. Outgoing

- No outgoing correspondence.

8. NEW BUSINESS:

a. Tax Exemptions

Clerk informed Council of application submitted for tax exemption for 2023 taxes for "Resident A". Does not meet criteria. Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Liz Croft to reject application for exemption. All in favor. Motion carried

Ref.#AC2023-32

b. Riverhead Road – Culvert

On April 3rd, 2023 a resident called to report a culvert overflowing on Riverhead Road. Resident Nick Keough was available on short notice to remove debris blocking drainage and prevent any further damage.

c. Aqua Crab Producers

Council presented with Business Tax Payment Plan from Aqua Crab Producers. 6 equal payments beginning in May 2023. Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh to accept the Business Tax Payment Plan from Aqua Crab Producers contingent upon submitting post-dated cheques for payments. Clerk will send letter to notify.

Ref.#AC2023-33

d. Credit Recovery Limited

Documents prepared by Clerk to send arrears accounts to Credit Recovery Limited for collections. \$14,236.76 total arrears amount owing. \$11,864.20 in charges, \$2,372.56 in accrued interest charges. Motion by Councilor Liz Croft, 2nd by Deputy Mayor Jerome Croft to forward documents to Credit Recovery Limited for collections. All in favor. Motion carried.

Ref.#AC2023-34

e. Audit

Audit was completed on April 13th, 2023 by Beacon Accounting. Waiting for final report from the Auditor.

f. Federal Gas Tax

Council discussed possible uses for Federal Gas Tax funds that need to be used before 2024. Clerk to contact contractor for estimate on upgrades to the Don Graham Community Center.

g. Pumphouse Manager/Town Clerk Pay Increase

Council discussed pay rates for Pumphouse Manager and Town Clerk. Motion by Deputy Mayor Jerome Croft, 2nd by Councilor Liz Croft to increase rate of pay for Pumphouse Manager by \$1/hr. All in favor. Motion carried.

Ref.#AC2023-35

Deputy Mayor Jerome Croft and Councilor Liz Croft declared a conflict of interest and left the meeting to allow continued discussion of Town Clerk rate of pay. Mayor Deborah Hynes and Councilor Earon Kavanagh agreed the rate of pay for Town Clerk should be increased by the same amount.

h. MUN/MNL Environmental Engineering Project

Clerk attended information session on April 12th, 2023 presented by MUN & MNL and Southern Shore Joint Council. Engineering Students will be participating in a project to analyze and assess the needs and challenges of climate change on communities' roads and drainage systems. Students will produce a series of analytical reports and recommendations and will be presented to communities and Joint Council to utilize in future planning at no cost to the town.

i. Canadian Heritage Grant – Canada Day

Council was successful in obtaining a \$1,560.00 federal grant to celebrate Canada Day. Council to work with Aquaforte (OLF) Park Committee to organize event for July 1st, 2023.

9. NEXT MEETING: May 9th, 2023 at 3:30pm.

10. ADJOURNMENT:

Motion by Councilor Earon Kavanagh, 2nd by Councilor Liz Croft to adjourn the meeting at 5:01pm. All in favor. Motion carried.

Ref.#AC2023-36