



TOWN OF AQUAFORTE

MINUTES

PUBLIC MEETING

April 16th, 2024

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

ABSENT: Councilor – Elizabeth Croft

1. CALL TO ORDER:

Mayor Windsor-Hynes called the meeting to order at 3:34pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented with additions by Mayor Deborah Windsor-Hynes under New Business - Ad Hoc Committee, Cape Broyle Mayor – Beverly O'Brien, and Letter to Mayors by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-029

3. ADOPTION OF MINUTES:

a. Public Meeting – March 12th, 2024

Motion to adopt the minutes of Public Meeting – March 12th, 2024 by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-030

4. BUSINESS ARISING:

a. Artesian Well Project

Clerk informed Council of status of Artesian Well. Step Testing completed and all is ok. Flow Rate Testing will be completed in the coming days after which the pump system will be installed. Total cost of drilling artesian well \$38,883.19. Gas Tax and Special Assistance Grant funding total \$27,829.51 and GST/HST rebate is \$3,622.57. Total cost to Town is \$7,431.11.

b. Confederation 75 Grant

\$1,000.00 Grant approved on March 28th, 2024 to help with Confederation 75 celebrations. Funds can be used towards Canada Day celebrations provided there is a Canada-Newfoundland Confederation component. Funding decision on Celebrate Canada Day grant not received yet.

5. COMMITTEE REPORTS:

- a. Our Lady of Fatima Park Committee – \$12,572.40**
- b. Recyclables - \$105.95**

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

Accounts Receivable:	\$16,764.99
Accounts Payable:	\$24,672.38
Bank Balance:	\$76,519.62 + \$828.59 Gas Tax Acct.

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$24,672.38 by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-031

b. A.H Electrical

Motion to pay AH Electrical for work completed on March 27th, 2024 to allow for installation of artesian well pump system by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-032

7. CORRESPONDENCE

a. Incoming

- **Donation Request – Terry Fox Foundation**

Donation request received from the Terry Fox Foundation. Deputy Mayor Jerome Croft suggested to focus on donating to more local charities having a direct impact on our communities. Motion to defer donation request until later in the year by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-033

- **Donation Request – Operation Smile Canada**

Donation request received from the Operation Smile Canada. Deputy Mayor Jerome Croft suggested to focus on donating to more local charities having a direct impact on our communities. Motion to defer donation request until later in the year by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-034

- **Donation Request – Janeway Telethon**

Donation request received from Janeway Telethon. Motion to donate \$100.00 to Janeway Telethon taking place in June 2024 by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-035

- **Letter – ERSB – 2025 Waste Management Fees**

Reply Letter received from Eastern Regional Service Board regarding request to bill Aquaforte Residents directly for 2025 Waste Management Fees. Eastern Regional Service Board has no role to play in the collection of waste management fees in incorporated municipalities and will not be doing so in the future.

b. Outgoing

- **Letter – Minister of Health – Ambulance Services**

Clerk presented Council with draft letter to send to the Minister of Health and Community Services regarding ambulance services. Motion to send letter by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-036

8. NEW BUSINESS:

a. Council Remuneration

Council discussed setting the rate for Council Remuneration for 2024. Motion to set Council remuneration at 5% by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-037

b. ERSB Meets SSJC

Clerk informed Council of Eastern Regional Service Board meeting with Southern Shore Joint Council on Thursday May 23rd, 2024, 7:00pm at the Cape Broyle Community Center to discuss services provided, ways to improve services etc.

c. ESRB Garbage Box By-law

Eastern Regional Service Board has passed a by-law which will prohibit the collection of garbage from household appliances being used as garbage boxes. ERSB will begin tagging unapproved garbage boxes when waste is not collected. In addition, household appliances will be required to have doors and latches removed before being placed curbside for bulk waste pick up or being dropped at waste recovery facilities

d. Ad-Hoc Committee

Mayor Deborah Windsor-Hynes suggested forming an Ad-Hoc Committee to oversee work on the Our Lady of Fatima Park in the coming weeks. Contractor has offered to donate time and materials to start landscaping in the park. Mayor Deborah Windsor-Hynes suggested sending a letter to the former members of the Aquaforte (OLF) Park Committee and the Aquaforte Improvement Committee advising of new ad-hoc committee being established, inviting members to join and requesting any funds be turned over to Council to assist with expenses. Clerk will draft letters for Council's approval.

e. Cape Broyle Mayor

Mayor Deborah Windsor-Hynes suggested sending a sympathy card to the Mayor of Cape Broyle on the passing of their spouse. Clerk will send sympathy card.

f. Letter to Mayors

Mayor Deborah Windsor-Hynes presented Council with letter to the Mayors of Renews-Cappahayden, Fermeuse, Ferryland, Cape Broyle and Local Service District Chairs Mary Boland – Calvert, and Marie Hawkins – Brigus South as well as the Minister of Health and Community Services – Hon. Tom Osborne, Opposition Health Critic – Barry Petten, and MHA Ferryland District – Loyola O'Driscoll regarding the re-allocation of a Part Time Registered Nurse Practitioner from the Medical Clinic in Ferryland to the Holyrood area. Motion to send letter by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-038

9. NEXT MEETING: May 14th, 2024 at 3:30pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:53pm by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-039

Debbie Windsor Hynes
Debbie Windsor-Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

Date: May 14, 2024

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Town of Aquaforte Accounts Payable

DATE: March 12 - April 16, 2024

Date	Cheque #	Company	Description	Amount
13-Mar	2567	NL Power	Utilities - Street Lights/Town Hall/Pumphouse	\$1,212.23
13-Mar	2568	Mayor	Food Tray for Funeral	\$132.83
13-Mar	2569	Town Clerk/Manager	Travel - CIBC St. John's - Bank Deposit - Approved at March 12th Public Meeting	\$91.50
13-Mar	2570	Town Clerk/Manager	Salary - Mar 3 - Mar 9, 2024 - 24 Hours	\$492.88
20-Mar	2571	Trevor Elliott Contracting	Final Payment - Community Center Upgrades - Fed Gas Tax Project #4-2023-7996	\$13,213.50
20-Mar	2572	MNL	2024 Membership fees for MNL and PMA	\$606.59
20-Mar	2573	Town Clerk/Manager	Salary - Mar 10 - Mar 16, 2024 - 24 Hours	\$492.88
21-Mar	PAD	Cal LeGrow	Northbridge - Insurance for March 2024	\$457.84
27-Mar	2574	O'Dea Earle	Service Rendered in Cose v. Town of Aquaforte	\$959.68
27-Mar	2575	Nicholas Keough	Snow and fence removal for artesian well drilling	\$100.00
27-Mar	2576	ERSB	2024 Waste Management Fees - Payment #3	\$1,936.49
27-Mar	2577	Town Clerk/Manager	Salary - Mar 17 - Mar 23, 2024 - 24 Hours	\$492.88
3-Apr	2578	Dalton's Home Hardware	Kitchen Sink, Taps, Bathroom Grab Bar, Fittings	\$504.22
3-Apr	2579	Bell Aliant	Internet & Phone Charges for March 2024	\$218.93
3-Apr	2580	Pumphouse Manager	Pumphouse Maintenance - Feb 29 - Mar 31, 2024 - 16 Hours	\$320.00
3-Apr	2581	Mayor	Councilor Remuneration Jan-Feb-Mar 2024	\$381.07
3-Apr	2582	Deputy Mayor	Councilor Remuneration Jan-Feb-Mar 2024	\$381.07
3-Apr	2583	Councilor	Councilor Remuneration Jan-Feb-Mar 2024	\$381.07
3-Apr	2584	Councilor	Councilor Remuneration Jan-Feb-Mar 2024	\$381.07
3-Apr	2585	Town Clerk/Manager	Salary - Mar 24 - Mar 30, 2024 - 24 Hours	\$492.88
3-Apr	2586	Canada Revenue Agency	Payroll Remittance for March 2024	\$758.58
8-Apr	2587	CIBC Visa	Canadian Tire - Mats & Staples - Printer Paper and Postage Stamps	\$171.31
8-Apr	2588	Town Clerk/Manager	Salary - Mar 31 - Apr 6, 2024 - 24 Hours	\$492.88
Total				\$24,672.38

2474
JF