



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING August 13th, 2024

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 3:31pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for August 13th, 2024 Public Meeting by Deputy Mayor Jerome Croft, 2nd by Councilor Liz Croft. **Vote For: (4)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-065

3. ADOPTION OF MINUTES:

a. Public Meeting – July 15th, 2024

Motion to adopt the minutes of Public Meeting – July 15th, 2024 by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (4)** Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-066

4. BUSINESS ARISING:

a. Riverhead Road Quote for Repairs

Clerk presented Council with quote received for repairs to Riverhead Road. Quote from Blair Lawlor Excavating for \$1,730.75 HST included for 16 tun class A stone, 5 hours for preparation, ditching & finish grade, and float fee. Motion to accept quote from Blair Lawlor Excavating and proceed with completing work by Councilor Liz Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (4)** Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-067

b. Council Seat Vacancy

Clerk informed Council of response from the Minister of Municipal and Provincial Affairs regarding the request to temporarily reduce the number of Council seats until the end of the current term of Council. Request denied due to section 13 of the Municipalities Act, 1999 which does not provide the authority to temporarily reduce the number of councillors from five to four. Council discussed next steps and deferred to the next public meeting in September.

5. COMMITTEE REPORTS:

a. Our Lady of Fatima Park Committee – \$11,983.82 + \$100.00 Equity Share

b. Recyclables - \$0.00

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

Accounts Receivable: \$19,125.00

Accounts Payable: \$11,946.09

Bank Balance: \$56,790.56 + \$798.59 Gas Tax Acct.

To Deposit: \$ 6,206.00

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$11,946.09 by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (4)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-068

b. Dept. of Transportation – Snow Clearing for January 2024

Motion to pay Department of Transportation & Infrastructure invoice #581495 for January 2024 snow and ice control by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (4)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-069

7. CORRESPONDENCE

a. Incoming

- None

b. Outgoing

- None

8. NEW BUSINESS:

a. Accessibility Plan

Clerk advised Council of requirement for Accessibility Plan to have been completed and adopted by December 31st, 2024. Council was given a copy of the Accessibility Plan Guide to review. Council deferred to next meeting to allow time to review guide.

b. Tax Arrears – Water Shut-Off

Council discussed the next steps in collecting on overdue accounts. Mayor Deborah Hynes suggested disconnecting water services to residents who have not made any effort to pay on their outstanding tax bills in several years. Motion to send water disconnection notices to affected residents by Councilor Earon Kavanagh, 2nd by Councilor Liz Croft. **Vote For: (4)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-070

9. NEXT MEETING: September 10th, 2024 at 3:30pm

10.ADJOURNMENT:

Motion to adjourn the meeting at 5:12pm by Councilor Earon Kavanagh, 2nd by Councilor Liz Croft. **Vote For: (4)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-071

 _____ Debbie Windsor-Hynes – Mayor	 _____ Aaron Croft – Town Clerk
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Date: Sept 10, 2024

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Town of Aquaforte Accounts Payable

DATE: July 15 - August 13, 2024

Date	Cheque #	Company	Description	Amount
16-Jul	2650	NL Power	Street Lights, Town Hall, & Pumphouse Utilities for June 2024	\$829.80
16-Jul	2651	Town Clerk/Manager	Salary - July 7 - July 13, 2024 - 24 Hours	\$492.88
16-Jul	2652	Town Clerk/Manager	Travel - June 18th, 25th, 26th, 29th, - Bank Deposit, Canada Day Supplies, Postage & Stamps, Waterline Parts - Approved at July 15th 2024 Public Meeting	\$286.91
22-Jul	PAD	Cal LeGrow	Insurance for July 2024	\$457.84
24-Jul	2653	Mayor	Memorial/Remembrance Day Wreath Supplies	\$112.62
24-Jul	2654	Town Clerk/Manager	Salary - July 14 - July 20, 2024 - 24 Hours	\$492.88
31-Jul	2655	Beacon Accounting	2023 Audit	\$4,283.75
31-Jul	2656	Town Clerk/Manager	Costco - Supplies & Equipment for Town Hall	\$302.39
31-Jul	2657	ERSB	Waste Management & Fire Protection Fees - Payment 7 of 10	\$1,936.49
31-Jul	2658	Pumphouse Manager	Pumphouse Maintenance - July 1 - July 31, 2024 - 16 Hours	\$320.00
31-Jul	2659	Town Clerk/Manager	Salary - July 21 - July 27, 2024 - 24 Hours	\$492.88
31-Jul	2660	Canada Revenue Agency	Payroll Remittance for July 2024	\$668.59
7-Aug	2661	Bell Aliant	Phone & Internet Charges for July 2024	\$147.18
7-Aug	2662	CIBC Visa	Supplies for Canada Day/Confederation 75 Event	\$629.00
7-Aug	2663	Town Clerk/Manager	Salary - July 28 - Aug 3, 2024 - 24 Hours	\$492.88
Total				\$11,946.09

Dhe, Lc. etc.