

TOWN OF AQUAFORTE MINUTES PUBLIC MEETING July 15th, 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 July 15th, 2024 Public Meeting by Councilor Elizabeth Croft, 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.#AC2024-059

3. ADOPTION OF MINUTES:

a. Public Meeting – June 11th, 2024

Motion to adopt the minutes of Public Meeting – June 11th, 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.#AC2024-060

4. BUSINESS ARISING:

a. Council Seat Appointment

Town Clerk/Manager informed Council of Notice of Vacancy posted in the Shoreline newspaper for 2 weeks with the deadline for residents interested in being appointed to Council of June 28th, 2024. No names received by deadline. A revised letter to the Minister of Municipal and Provincial Affairs requesting a temporary reduction in Council seats until the end of the term in 2025. No response received by meeting.

5. COMMITTEE REPORTS:

- a. Our Lady of Fatima Park Committee \$11,884.57 + \$100.00 Equity Share
- **b.** Recyclables \$105.95

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

Accounts Receivable:

\$13,659.50

Accounts Payable:

\$51,648.06

Bank Balance:

\$50,833.43 + \$806.59 Gas Tax Acct.

To Deposit:

\$ 5,303.50

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$51,648.06 by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **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.#AC2024-061

7. CORRESPONDENCE

- a. Incoming
 - None
- b. Outgoing
 - None

8. NEW BUSINESS:

a. Tax Exemptions - Residents D, E, F, G, H, I

Town Clerk/Manager advised Council of applications received from Residents D, E, F, G, H, & I. All applications meet criteria for a 2024 Poll Tax Exemption. Motion to approve tax exemptions by Councilor Elizabeth Croft, 2nd by Councilor Earon Kavanagh. **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.#AC2024-062

b. Resident Request - Riverhead Road

A resident of Riverhead Road has requested Council fill some of the large deep potholes that have formed due to the excessive rain in the last few weeks. Council agreed that spreading some gravel would help, but wouldn't last long once winter snow clearing operations begin. Town Clerk/Manager will contact contractors for quotes for filling and spreading potholes on Riverhead Road.

c. Resident Request - Cyril Ryan's Road

A resident of Cyril Ryan's Road has requested Council trim/cutback some of the alders growing by the entrance to Cyril Ryan's Road. Overgrowth has resulted in a limited view of oncoming traffic when turning on to the Main Road from Cyril Ryan's Road. Council agreed that this would be an issue for the Department of Transportation and Infrastructure as they are responsible for brush cutting on the Main Road. Council requested the Town Clerk/Manager reach out to the Department of Transportation to

request brush cutting in the area to improve site lines. Deputy Mayor Jerome Croft suggested that if the Department of Transportation refuses, that Council hire someone. Motion for the Town Clerk/Manager to hire and pay someone to cut the brush from the entrance to Cyril Ryan's Road if the Department of Transportation and Infrastructure refuses to do it by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **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.#AC2024-063

d. Veteran's Memory Board Names

Deputy Mayor Jerome Croft suggested adding Name Tags to the Veteran's Memory Board to identify the photos on display. Council discussed having name tags professionally printed. Mayor Deborah Windsor-Hynes suggested we try to print the labels in the office before going to a printer. Town Clerk/Manager will create name tags for Council's approval.

e. Property Tax

Deputy Mayor Jerome Croft raised the issue of the imposition of Property Tax in all municipalities with the new Towns and Local Service Districts Act. Deputy Mayor Croft suggested that we engage with the Municipal Assessment Agency to start the process as soon as possible. Town Clerk/Manager informed Council that the new Towns and Local Service Districts Act will not receive Royal Assent until the fall sitting of the House of Assembly. Once Royal Assent is received and enacted to law, Municipalities will be given a time frame to comply. Council agreed to wait until later in the fall to start the process.

9. NEXT MEETING: August 13th, 2024 at 3:30pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:18pm by Councilor Elizabeth Croft, 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.#AC2024-064

Debbie Windsor-Hynes – Mayor

Aaron Croft - Town Clerk

Date: Aug 13/24

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2626 Canada Post Postage Stamps 2627 Town Clerk/Manager Salary - June 9 - June 15, 2024 - 24.5 Hours PAD Cal LeGrow Northbridge - Insurance for June 2024 2628 Mayor 2 Buffet Warmers for Canada Day Event 2629 The Business Post 21 Editions 2630 Halleran's Taxi Chlorine Delivery Jan, Feb, & Apr 2024 2631 Spencer Cutler June 18, 2024 2632 Pumphouse Assistant Emergency Repairs to Waterline on June 18, 2024 2633 Pumphouse Assistant Emergency Repairs to Waterline on June 18, 2024 2634 Town Clerk/Manager Supplies and Decorations for Canada Day Event 2635 Town Clerk/Manager Salary - June 16 - June 22, 2024 - 24 Hours 2636 ERSB Payment 6/10 2637 Bell Aliant Internet & Phone Charges for June 2024	18-Jun	2625	Ronan Kennedy	Website Hosting - 2024/25	\$500.00
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2636 ERSB Payment & Fire Protection Fees - \$^2 Payment 6/10 S^2 Bell Aliant Internet & Phone Charges for June 2024	26-Jun	2635	Town Clerk/Manager	Salary - June 16 - June 22, 2024 - 24 Hours	\$492.88
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	3-Jul	2637	Bell Aliant	Internet & Phone Charges for June 2024	\$146.86

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2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 23 - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilior 1 Councilor Remuneration - Apr, May, June 2024 2645 Councilior 1 Councilor Remuneration - Apr, May, June 2024 2646 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2647 Councilor Remuneration - Apr, May, June 2024 2648 Councilor Remuneration - Apr, May, June 2024 2649 Councilor Salary - June 2024 2640 Councilor Remuneration - Apr, May, June 2024 2641 Thank you, Ferryland Foodland - Clean-up Day 2642 Canada Revenue Agency Payroll Remittance for June 2024 2643 Canada Revenue Agency Payroll Remittance for June 2024 2644 Canada Revenue Agency Payroll Remittance for June 2024 2645 Canada Revenue Agency Payroll Remittance for June 2024 2646 Staples - Office Supplies, In Da Loop - AED Box Thank you, Ferryland Foodland - Clean-up Day 2648 EastChem 4 Cases Chlorine for Pumphouse 2649 Town Clerk/Manager Salary - June 30 - July 6, 2024 - 24 Hours	\$51,648.06				Total
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2639 Pumphouse Manager 16 Hours 2640 Pumphouse Maintenance - June 1 - June 29, 2024 - 16 Hours 2641 Town Clerk/Manager Costco 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilor 1 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2647 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Connocilor 2 Councilor Remuneration - Apr, May, June 2024 2647 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2648 Canada Revenue Agency Payroll Remittance for June 2024 2647 Canada Revenue Agency Payroll Remittance for June 2024 2648 Staples - Office Supplies, In Da Loop - AED Box Thank you, Ferryland Foodland - Clean-up Day 2648 EastChem 4 Cases Chlorine for Pumphouse	\$492.88	Salary - June 30 - July 6, 2024 - 24 Hours	Town Clerk/Manager	2649	10-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Councilor Remuneration - Apr, May, June 2024 2642 Deputy Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Canada Revenue Agency Payroll Remittance for June 2024 2647 ClBC Visa Supplies 2647 ClBC Visa Supplies	\$282.90	4 Cases Chlorine for Pumphouse	EastChem	2648	10-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 23 - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilor 1 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Connada Revenue Agency Payroll Remittance for June 2024 2646 Canada Revenue Agency Payroll Remittance for June 2024 2646 Canada Revenue Agency Payroll Remittance for June 2024 2646 Canada Revenue Agency Payroll Remittance for June 2024 2647 Thank you, Ferryland Foodland - Clean-up Day	\$266.80	Supplies	CIBC Visa	2647	10-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilor 1 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2646 Canada Revenue Agency Payroll Remittance for June 2024 Staples - Office Supplies, In Da Loop - AED Box		Thank you, Ferryland Foodland - Clean-up Day			
2639 Pumphouse Manager Remark Salary - June 29, 2024 - 16 Hours Rumphouse Maintenance - June 1 - June 29, 2024 - 16 Hours Rumphouse Manager 16 Hours Supplies for Canada Day Event purchased at Costco Costco Town Clerk/Manager Salary - June 23 - June 29, 2024 - 24 Hours Mayor Councilor Remuneration - Apr, May, June 2024 Councilor 1 Councilor Remuneration - Apr, May, June 2024 Councilor 2 Councilor Remuneration - Apr, May, June 2024 Councilor 2 Councilor Remuneration - Apr, May, June 2024 Councilor 2 Councilor Remuneration - Apr, May, June 2024 Councilor 2 Councilor Remuneration - Apr, May, June 2024 Councilor 2 Councilor Remuneration - Apr, May, June 2024 Councilor Remuneration - Apr, May,	184-15	Staples - Office Supplies, In Da Loop - AED Box			
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilior 1 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024 2645 Councilor 2 Councilor Remuneration - Apr, May, June 2024	\$763.29	Payroll Remittance for June 2024	Canada Revenue Agency	2646	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2643 Deputy Mayor Councilor Remuneration - Apr, May, June 2024 2644 Councilior 1 Councilor Remuneration - Apr, May, June 2024	\$381.07	Councilor Remuneration - Apr, May, June 2024	Councilor 2	2645	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 23 - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024 2643 Deputy Mayor Councilor Remuneration - Apr, May, June 2024	\$381.07	Councilor Remuneration - Apr, May, June 2024	Councilior 1	2644	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 29, 2024 - 24 Hours 2642 Mayor Councilor Remuneration - Apr, May, June 2024	\$381.07	Councilor Remuneration - Apr, May, June 2024	Deputy Mayor	2643	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line 2639 Pumphouse Manager 16 Hours 2640 Town Clerk/Manager Costco 2641 Town Clerk/Manager Salary - June 23 - June 29, 2024 - 24 Hours	\$381.07	Councilor Remuneration - Apr, May, June 2024	Mayor	2642	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line Pumphouse Maintenance - June 1 - June 29, 2024 - 16 Hours Supplies for Canada Day Event purchased at Costco	\$492.88	Salary - June 23 - June 29, 2024 - 24 Hours	Town Clerk/Manager	2641	
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line Pumphouse Maintenance - June 1 - June 29, 2024 - 16 Hours Supplies for Canada Day Event purchased at	\$306.78	Costco	Town Clerk/Manager	2640	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line Pumphouse Maintenance - June 1 - June 29, 2024 - 16 Hours		Supplies for Canada Day Event purchased at			
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line Pumphouse Maintenance - June 1 - June 29, 2024 -	\$320.00	16 Hours		2639	3-Jul
2638 Dalton's Home Hardware Joiners & Clamps for Repairs to Water Line		Pumphouse Maintenance - June 1 - June 29, 2024 -			
	\$86.18	Joiners & Clamps for Repairs to Water Line	Dalton's Home Hardware	2638	3-Jul

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