



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING June 11th, 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 3:30 pm.

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for June 11th, 2024 Public Meeting by Councilor Liz 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.#AC2024-049

3. ADOPTION OF MINUTES:

a. Public Meeting – May 14th, 2024

Motion to adopt the minutes of Public Meeting – May 14th, 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.#AC2024-050

4. BUSINESS ARISING:

a. Artesian Well Report

Town Clerk/Manager presented Council with final report from EXP Consultants regarding bacteriological and inorganic (metals) testing as well as flow rate and water level testing. Water quality testing showed no health-based drinking water criteria were exceeded. Bacterial testing should be completed on a monthly basis for the first year, water levels and flow rates should be monitored for the first year of operation. Report will be submitted to Department of Environment & Climate Change Water Resource Management Division. Town Clerk/Manager advised Council of requirement to obtain Water Use Licence and is in the process of submitting application.

b. Audit

Town Clerk/Manager presented Council with final audit documents for 2023 fiscal year. Mayor and Town Clerk signed documents as required for submission to Municipal Finance Division at the Department of Municipal and Provincial Affairs.

c. Community Clean-up

Council finalized details of Community Clean-up Week to take place from June 17th – June 22nd, 2024. Council to serve hot dogs and refreshments to volunteers on June 22nd at the Community Center.

d. Canada Day/Confederation 75 Event

Council discussed preliminary details of Canada Day/Confederation 75 event. Council to partner with Aquaforte (OLF) Park Committee and the Aquaforte Harbour Authority to host 2nd annual Community Breakfast. Council members will meet with Aquaforte (OLF) Park Committee members on June 17th to plan and organize details.

5. COMMITTEE REPORTS:

- a. **Our Lady of Fatima Park Committee** – \$12,380.51 + \$100.00 Equity Share
- b. **Recyclables** - \$105.95

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

Accounts Receivable:	\$15,797.57
Accounts Payable:	\$13,503.14
Bank Balance:	\$90,824.57 + \$813.59 Gas Tax Acct.
To Deposit:	\$ 4,553.00

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$13,503.14 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.#AC2024-051

b. Squires Water Well Drilling

Motion to pay Squires Water Well Drilling Invoice for \$38,191.50 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.#AC2024-052

c. MMSB Compost Bin Distribution Program

Motion to pay Multi-Materials Stewardship Board Invoice for \$2,069.54 by Councilor Liz 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.#AC2024-053

d. Beacon Accounting

Motion to pay Beacon Accounting Invoice for \$4,283.75 by Councilor Earon Kavanagh, 2nd by Councilor 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.#AC2024-054

e. Ronan Kennedy

Motion to pay Ronan Kennedy Invoice for \$500.00 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.#AC2024-055

7. CORRESPONDENCE

a. Incoming

- **None**

b. Outgoing

- **None**

8. NEW BUSINESS:

a. Tax Exemptions – Residents A, B, & C

Town Clerk/Manager advised Council of applications received from Residents “A”, “B”, and “C”. which meet all criteria for a Poll Tax Exemption for 2024. Motion to approve tax exemptions by Councilor Liz 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.#AC2024-056

b. Council Seat Appointment

Town Clerk/Manager advised Council of recommendation from the Regional Manager with the Department of Municipal and Provincial Affairs to publicly post a Notice of Appointment to Council to get interest from residents to fill the vacant Council seat before a temporary reduction in Council seats can be approved. Council suggested posting in The Shoreline newspaper and on social media for two (2) weeks with June 28th being the deadline. Town Clerk/Manager will send to Shoreline and post on social media. Any interested names will be presented to Council at the next public meeting in July.

c. CBDC Youth Ventures Program

A request has been received from the Canada Business Development Corporation Youth Ventures Program to waive and permits and license fees between May 2024 & September 2024 for anyone participating in the Youth Ventures program. Council agreed to waive any fees should a youth from the Town of Aquaforte participate in the program. Town Clerk/Manager will advise of Council's decision.

d. Community Garden

Mayor advised Council of funding available for the setup of a Community Garden as is being done in other communities. Council discussed possible locations in the community and anticipated participation. Mayor will gather information on available funding to discuss at a later date.

e. Bell Fibre Information Session

Bell Fibre Optic services are tentatively scheduled to be available in the Town of Aquaforte on June 24th, 2024. Bell will be hosting an information session at the Renew-Cappahayden Town Hall on June 12th which will be open to all residents of Aquaforte as well. Town Clerk/Manager has already posted a notice to residents on social media.

f. Tax Arrears/Interest

Town Clerk/Manager advised Council of outstanding tax accounts in arrears for multiple years totaling \$17,423.44. This balance consists of \$12,728.28 in outstanding taxes and \$4,695.16 in accumulated interest. These accounts have been listed with a collection agency for more than a year with nothing being recovered. Town Clerk/Manager suggested council offer to waive accumulated interest charges if account holders sign and agree to terms of Tax Payment Agreement. Account balances would need to be paid in full over a 12-month period at which time all interest charges would be removed. Deputy Mayor Jerome Croft agreed that if one account holder agrees and pays, Council will be further ahead than they are now in settling the accounts. Mayor Deborah Hynes disagreed stating that if they haven't paid already, they most likely won't pay in the future. Motion to waive interest charges on arrears accounts for residents who agree to terms of Tax Payment Agreement by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Deputy Mayor Jerome Croft, Councilor Liz Croft, Councilor Earon Kavanagh. **Vote Against: (1)** Mayor Deborah Windsor-Hynes. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-057

g. Exterior Box for AED

Renews-Cappahayden resident Glenn Chidley has generously built and donated a box to house the Automated External Defibrillator (AED) on the outside of the Town Hall/Community Center. Once installed, the AED will be available 24/7 for anyone who may need it in the event of an emergency. Council will arrange to have a training session to offer to the public on how to use the AED. Council discussed purchasing a gift card for Glenn Chidley in appreciation. Town Clerk/Manager will purchase thank you card and gift card to send.

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

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:55 pm by Councilor Liz 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.#AC2024-058

Deborah Hynes
Debbie Windsor-Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

Date: July 15, 2024

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Town of Aquaforte Accounts Payable

DATE: May 14 - June 11, 2024

Date	Cheque #	Company	Description	Amount
15-May	2604	NL Power	Utilities - Street Lights/Town Hall/Pumphouse	\$1,037.80
15-May	2605	Blair Lawlor Excavating	2023 Snow Clearing - Cyril Ryan's Road, Payne's Road, Pumhouse, Town Hall	\$4,157.25
15-May	2606	Town Clerk/Manager	Salary - May 5 - May 11, 2024 - 24 Hours	\$492.88
15-May	2607	Town Clerk/Manager	Travel - May 1, 2024 - CIBC St. John's - Bank Deposit - approved at May 14, 2024 public meeting	\$91.50
21-May	PAD	Cal LeGrow	Northbridge - Insurance for March 2024	\$457.84
22-May	2608	Town Clerk/Manager	Salary - May 12 - May 18, 2024 - 28 Hours	\$563.26
22-May	2609	Baltimore School	Donation - Awards Night/Cap & Gown Ceremony	\$100.00
29-May	2610	NL Exchequer	Dept. of Transportation - Snow & Ice Control for Nov & Dec 2023	\$1,501.46
29-May	2611	Maher's Mini Excavation	Trench & Backfill for water line from artesian well	\$750.00
29-May	2612	Town Clerk/Manager	Salary - May 19 - May 25, 2024 - 24 Hours	\$492.88
29-May	2613	CRA	Payroll Remittance for May 2024	\$644.59
5-Jun	2614	Bell Aliant	Internet & Phone Charges for May 2024	\$147.25
5-Jun	2615	CIBC Visa	Foodland - Soap for Bathroom, Food Tray for Funeral	\$101.76
5-Jun	2616	ERSB	Waste Management & Fire Protection Fees - Payment #5	\$1,936.49
5-Jun	2617	Pumphouse Manager	Pumphouse Maintenance May 2 - May 30, 2024 16 Hours	\$320.00
5-Jun	2618	Peter Pan Sales	Paper Towel, Toilet Paper & Dispensers	\$215.30
5-Jun	2619	Town Clerk/Manager	Salary - May 26 - June 1, 2024 - 24 Hours	\$492.88
Total				\$13,503.14

J.C. L.C. Z.V.