



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING March 12th, 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 3:37pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented 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.#AC2024-019

3. ADOPTION OF MINUTES:

a. Public Meeting – February 20th, 2024

Motion to adopt the minutes of Public Meeting – February 20th, 2024 by Deputy Mayor Jerome Croft, 2nd by Councilor Liz Croft. **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.#AC2024-020

4. BUSINESS ARISING:

a. Artesian Well Project

Town Clerk/Manager advised Council that Squires Water Well Drilling will be making a site visit to assess for drilling of artesian well on Wednesday, March 13th, 2024. Clerk will provide Council with update following site visit.

5. COMMITTEE REPORTS:

- a. Our Lady of Fatima Park Committee – \$12,572.40
- b. Recyclables - \$94.70

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

Accounts Receivable: \$11,171.35
Accounts Payable: \$17,365.59
Bank Balance: \$57,521.34 + \$24,881.31 Gas Tax = \$82,402.65

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$17,365.59 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.#AC2024-021

b. MNL Membership Fees Invoice

Town Clerk/Manager presented Council with invoice for Municipalities Newfoundland Labrador invoice for membership fees for 2024 for \$606.59. Motion to pay MNL Membership fees invoice for \$606.59 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.#AC2024-022

c. O'Dea Earle Invoice

Town Clerk/Manager presented Council with invoice from O'Dea Earle Law Office for services rendered in the defense of Cose v. Town of Aquaforte for \$959.68. Motion to pay O'Dea Earle Law Office invoice for \$959.68 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.#AC2024-023

d. Dept. of Transportation – Snow Clearing Invoices

Town Clerk/Manager presented Council with invoices from Department of Transportation and Infrastructure for snow and ice control for November 2023 - \$761.13, December 2023 - \$740.33, and January 2024 - \$1,988.80. Total \$3,490.26. Motion to pay the Department of Transportation and Infrastructure for November and December 2023 invoices totaling \$1,501.46 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.#AC2024-024

7. CORRESPONDENCE

a. Incoming

- Request – Erect Memorial Bench

On Monday, March 11th 2024 a request was received via email from Cathleen MacGillivray for permission to erect a memorial bench in honor of the late Constable Robyn Jordan. Council discussed the idea and approval was given, provided all costs associated would be covered by the erector. Council recommended placing the bench in the Our Lady of Fatima Park as has been done with previous memorial benches. Council requested the erector advise Council of the type of bench being erected and the location when possible. If the location is on private property, the onus would be on the erector to obtain permission from the land-owner.

b. Outgoing

- **Letter – Eastern Regional Service Board – 2025 Waste Management Fees**

Town Clerk/Manager presented Council with a draft letter to the Eastern Regional Service Board requesting they bill the residents of Aquaforte directly for waste management fees starting in 2025 and going forward. Motion to send letter as presented to the Eastern Regional Service Board 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.#AC2024-025

- **Letter – Minister of Municipal Affairs – Reduce Council Seats**

Town Clerk/Manager presented Council with a draft letter to the Minister of Municipal and Provincial Affairs requesting a temporary reduction in the number of Council seats for the remainder of the current term of Council. Mayor Deborah Windsor-Hynes suggested to include the significant cost of holding nomination days for the town to the letter. Town Clerk/Manager will make the necessary changes. Motion to send letter to the Minister of Municipal and Provincial Affairs with the noted changes 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.#AC2024-026

8. NEW BUSINESS:

a. Residents Tax Adjustment Request

A resident submitted a request to have their 2023 Poll Tax bill exempted as they have advised they were not a full-time resident of the town for the full 2023 tax year. Town Clerk/Manager informed council that residency commenced in September 2023 and recommended adjusting tax bill to reflect the number of months tax payer was a full-time resident. Motion to pro-rate resident's tax bill for September 1, 2023 – December 31st, 2023 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.#AC2024-027

b. 2024 Budget

Town Clerk/Manager informed Council of changes that will be required to the 2024 municipal budget once review has been completed by Municipal and Provincial Affairs. Council was also advised that a meeting will have to be called to adopt the budget revisions once complete.

c. Ambulance Services

Mayor Deborah Windsor-Hynes suggested Council write a letter of concern to the Minister of Health, Hon. Tom Osborne copying Mr. Loyola O'Driscoll, MHA for Ferryland District, and Mr. Robert Fewer, Owner of Fewer's Ambulance Service too advise of the sub-par ambulance service being provided to the Southern Shore. Concerns were raised over the lack of snow clearing at the ambulance hub in Cape Broyle, the absence of snow tires on emergency vehicles servicing the area, and the inadequacy of the paramedics staffed on the Southern Shore, as an elderly resident was forced to walk to the ambulance following a medical emergency at their home recently. Town Clerk/Manager will draft letter to present to Council at the next public meeting.

d. Estates

Council discussed the status of Estate accounts with the pending take-over of an estate property in the Town.

e. Fall Fair

Council discussed planning a 2024 Fall Fair to be held at the Don Graham Community Center. Council will work to plan an event where residents can promote artistry, crafts, baked goods and talents for the public to purchase and enjoy.

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

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:32pm 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.#AC2024-028


Debbie Windsor-Hynes – Mayor


Aaron Croft – Town Clerk

Date: Apr. 16, 2024

Date: April 16, 2024

DATE: February 20 - March 12, 2024

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