



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING May 14th, 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 3:30pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for May 14th, 2024 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.#AC2024-040

3. ADOPTION OF MINUTES:

a. Public Meeting – April 16th, 2024

Motion to adopt the minutes of Public Meeting – April 16th, 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.#AC2024-041

4. BUSINESS ARISING:

a. 2024 Budget Submission

Clerk advised Council of letter received from Municipal and Provincial Affairs advising that 2024 Budget has been accepted with some minor deficiencies which would result in a deficit budget. Deficit would be offset by increase in Municipal Operating Grants. Council to monitor expenses to ensure deficit is eliminated. Budget re-submission not required

5. COMMITTEE REPORTS:

- a. Our Lady of Fatima Park Committee – \$12,479.00
- b. Recyclables - \$105.95

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

Accounts Receivable: \$23,507.45
Accounts Payable: \$ 8,149.99
Bank Balance: \$87,356.83 + \$821.09 Gas Tax Acct.

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$8,149.99 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.#AC2024-042

b. Squires Water Well Drilling

Motion to defer payment until all paperwork has been received 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.#AC2024-043

c. Blair Lawlor Excavating

Motion to pay Blair Lawlor Excavating for 2023-24 winter snow clearing services for \$4,157.25 HST included 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.#AC2024-044

7. CORRESPONDENCE

a. Incoming

• Donation Request – Baltimore School Awards Night

Donation request received from Baltimore School for donation to 2024 awards night & cap and gown ceremony. This event is normally held in the fall of the year, but will be held in the spring this year going forward. Motion to donate \$100.00 to Baltimore School Awards Night 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.#AC2024-045

• Reply Letter – Minister of Health & Community Services – Ambulance Services

Clerk presented Council with reply letter received from the Minister of Health & Community Services regarding ambulance services. Private ambulance services will be

integrated into province-wide ambulance service in the coming months resulting in improved services, response times and training.

- **Reply Letter – Minister of Health & Community Services – Nurse Practitioner Services**

Clerk presented Council with reply letter received from the Minister of Health & Community Services regarding Nurse Practitioner Services at the Shamrock Medical Clinic in Ferryland. Minister states that there will be no reduction in services at the Ferryland Clinic resulting in the reallocation of 1 part-time nurse practitioner from Ferryland to Holyrood. NL Health Services will be meeting only with Ferryland Council in the coming weeks as the clinic is located in that community.

- b. **Outgoing**

- **None**

8. NEW BUSINESS:

- a. **Business Tax Payment Agreement**

Business Tax Payment Agreement received to pay 2024 Business Taxes in 6 monthly installments via cheque with post dated cheques received with application. Motion to accept terms of Business Tax Payment Agreement 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.#AC2024-046

- b. **Community Clean-up Day**

Council discussed hosting annual clean-up day. Issues were discussed with community participation when held only on one day. Council discussed extending to week-long event. Council set June 17th – June 22nd as clean-up week. Volunteers can pick up clear garbage and blue recycling bags and gloves at the town hall to clean up area around property at their leisure. Waste collected can then be dropped at the Town Hall by June 22nd. Council will organize to have garbage taken to the waste management facility in Renews-Cappahayden. Normal household garbage and bulk waste will not be accepted. Council will have snacks and refreshments at the Community Center on June 22nd to conclude the event.

- c. **Celebrate Canada Day**

Clerk informed Council of approval for Celebrate Canada Day grant from Canadian Heritage. Grant of \$1,920.00 to assist with planning event. \$1,000.00 Celebrate NL Grant can be used in conjunction with Canada Day grant, provided there is a Confederation 75 component. Council discussed creating a Story Board for the Our Lady of Fatima Park to commemorate 75 years of Newfoundland's Confederation with Canada. Council will meet to discuss and plan event in the near future.

- d. **Municipal Operating Grants**

Municipal Operating Grant allocation table received from Municipal and Provincial Affairs for 2024. Total allocation of \$19,073.35 for 2024. Spring payment received on April 25, 2024 and fall payment will be received in October 2024.

e. Tissue Paper Supplies for Community Center

Quote received from Peter Pan Sales for tissue paper supplies and dispensers for the Community Center. \$215.30 HST included for two paper towel dispensers, one toilet tissue dispenser, one case each paper towels and toilet tissue. Motion to order tissue paper supplies from Peter Pan Sales by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh to proceed with ordering from Peter Pan Sales. **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.#AC2024-047

f. 2023 Audit

Clerk presented Council with the draft 2023 audit documents from Beacon Accounting. Council reviewed documents and were signed by the Mayor and Town Clerk/Manager to be returned to the auditor.

g. Water Line Replacement

Councilor Earon Kavanagh raised the issue of fully replacing the existing waterline as infrastructure is aging and resident complaints about discoloured water are increasing. With the artesian well for the community center being completed, council can now install an outdoor filling station for residents to use when issues arise with the municipal water lines, including while the lines are being replaced. Town Clerk/Manager will begin the process of exploring options for water line replacement and funding options that may be available.

h. Eastern Regional Service Board

Councilor Earon Kavanagh explained the mandate of the Eastern Regional Service Board (ERSB) and the services they can provide or are providing to municipalities. Council discussed the presence and impact the ERSB has on the Southern Shore Joint Council (SSJC) being the SSJC Chairperson is also a board director for the ERSB and the Board Clerk acting as secretary for the SSJC. Council feels there could be a conflict of interest when issues arise between joint council member towns and the ERSB. The SSJC will be meeting with the ERSB at the Town Hall in Cape Broyle on May 23, 2024

9. NEXT MEETING: June 11th, 2024 at 3:30pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 5:21 pm 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.#AC2024-48

Deborah Windsor-Hynes
Debbie Windsor-Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

Date: June 11, 2024

Date: June 11, 2024

Town of Aquaforte Accounts Payable

DATE: March 16 - May 14, 2024

Date	Cheque #	Company	Description	Amount
17-Apr	2589	NL Power	Utilities - Street Lights/Town Hall/Pumphouse	\$1,134.83
17-Apr	2590	EastChem	4 Cases Chlorine for Pumphouse	\$276.00
17-Apr	2591	A.H. Services	Electrical Feed for Artesian Well Pump	\$691.69
17-Apr	2592	Janeway Telethon	Donation to Janeway Telethon	\$100.00
17-Apr	2593	Mayor	Travel Feb 1 & Mar 19, 2024 - CIBC St. John's - Transfer Gas Tax Funds (Approved at Apr 16, 2024 Public Meeting	\$195.20
17-Apr	2594	Town Clerk/Manager	Travel Mar 19 & Mar 27, 2024 - CIBC St. John's - Transfer Gas Tax Funds & Bank Deposit (Approved at Apr 16, 2024 Public Meeting	\$195.20
17-Apr	2595	Town Clerk/Manager	Salary - Apr 7 - Apr 13, 2024 - 24 Hours	\$492.88
21-Apr	PAD	Cal LeGrow	Northbridge - Insurance for March 2024	\$457.84
24-Apr	2596	Town Clerk/Manager	Salary - Apr 14 - Apr 20, 2024 - 24 Hours	\$492.88
1-May	2597	ERSB	2024 Waste Management Fees - Payment #4/10	\$1,936.49
1-May	2598	Bell Aliant	Internet & Phone Charge for April 2024	\$75.64
1-May	2599	Pumphouse Manager	Pumphouse Maintenance - Mar 31 - Apr 30, 2024 - 15 Hours	\$300.00
1-May	2600	Town Clerk/Manager	Salary - Apr 21 - Apr 27, 2024 - 24 Hours	\$492.88
1-May	2601	CRA	Payroll Remittance for April 2024	\$668.59
9-May	2602	CIBC Visa	Avast Internet Security - Annual Subscription Renewal	\$146.99
9-May	2603	Town Clerk/Manager	Salary - Apr 8 - May 4, 2024 - 24 Hours	\$492.88
Total				\$8,149.99

Attest,
2024