



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING November 19th, 2024

ATTENDEES: Mayor – Deborah Windsor-Hynes
Deputy Mayor – Jerome Croft
Councilor – Earon Kavanagh
Town Clerk – Aaron Croft

ABSENT: Councilor – Elizabeth Croft

1. CALL TO ORDER:

Mayor Windsor-Hynes called the meeting to order at 3:36pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for November 19th, 2024 Public Meeting by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavanagh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-089

3. ADOPTION OF MINUTES:

a. Public Meeting – October 23rd, 2024

Motion to adopt the minutes of Public Meeting – October 23rd, 2024 by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-090

Before the meeting proceeded, Deputy Mayor Jerome Croft addressed Council and the Public to thank Council on behalf of the Croft Family for the kind and generous donation of food trays for the funeral reception of his mother and resident Madonna Croft.

4. BUSINESS ARISING:

a. 2024-25 Winter Maintenance Services (Dept. of Transportation)

Deputy Mayor Jerome Croft and Town Clerk/Manager signed the Winter Maintenance Services agreement from the Department of Transportation on November 6th, 2024. The Department of Transportation will provide snow and ice control services for Payne's Road south end (0.2km), Riverhead Road (0.7km), and Windsors Hill (0.1km), 1km in

total at a rate of \$6,600.00 + HST = \$7,590.00 per kilometer, plus a 10% administration fee to a maximum of \$200.00 for the 2024-25 season.

b. 2024-25 Snow Clearing – Local Roads

Blair Lawlor Excavating has agreed to renew contract for snow clearing services on Payne's Road north end, Cyril Ryan's Road, and the pumphouse lot at an hourly rate of \$105.00 - \$120.00 depending on equipment used, as well as snow clearing and ice control for the town hall at a rate of \$85.00 per trip. Motion to accept quote and renew contract for snow clearing services by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-091

c. ERSB – Waste Management Fee Increase

Town Clerk/Manager advised Council of the decision made by the majority of communities in the Southern Shore contract area to remain with the bulk waste collection and therefore the 2025 waste management fees will increase from \$200.00 to \$225.00 per property per year. Bulk waste collection will occur twice in 2025 as in previous years, but will transition to once per year by appointment only beginning in 2026. Town Clerk/Manager has drafted a letter to send to residents once Canada Post strike has ended, and will post notice on social media site.

d. 2025 Budget

Town Clerk/Manager presented council with 2025 Budget. Motion to defer budget for further discussion by council and changes, if necessary, by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-092

5. COMMITTEE REPORTS:

- a. **Our Lady of Fatima Park Committee** – \$15,140.00 + \$100.00 Equity Share
- b. **Recyclables** - \$0.00

6. FINANCES: (Report given by Town Clerk)

Accounts Receivable:	\$10,006.68
Accounts Payable:	\$ 8,384.71
Bank Balance:	\$52,245.53 + \$771.59 Gas Tax Acct.
To Deposit:	\$ 110.00

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$8,384.71 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.#AC2024-093

b. Dept. of Transportation – February 2024 Snow Clearing Invoice

Motion to pay invoices from Department of Transportation for February and March 2024 Snow Clearing totalling \$3,431.47 by Councilor Earon Kavanagh, 2nd by Deputy Mayor Jerome Croft. **Vote For: (3) Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. Vote Against: (0) None. Abstain: (0) None.** Motion carried.

Ref.#AC2024-094

7. CORRESPONDENCE

a. Incoming

- None

b. Outgoing

- None

8. NEW BUSINESS:

a. Food Premises Inspection Report

Town Clerk/Manager informed Council of Food Premises Inspection Report carried out by Service NL on November 5th, 2024. Premises passed inspection and permit renewed. The only directive received is to install soap and paper towel dispenser at handwashing sink.

b. Community Water Improvement & Consultant Support Initiative

Town Clerk/Manager advised council of a Community Water Improvement & Consultant Support Initiative through the Water Resource Management Division of the Department of Environment & Climate Change NL. The Water Resource Management Division has engaged Stantec Consulting to provide communities with access to technical expertise for drinking water issues. The project will be focusing on small public water systems serving populations of 500 or less. The goal is to engage with community staff and water system operators to gain understanding of the causes of water system challenges while providing mentorship to identify and implement corrective measures. This is offered at no cost to the Town as long as they are active participants in the project. Limited communities will be selected. Council expressed concern that this project would replace the current water system operator currently in place with the town, but would like more information. Town Clerk/Manager has expressed interest in participating in the program but is awaiting further information from the Water Resource Management Division.

c. Council Remuneration and Reimbursement Regulations

Town Clerk/Manager provided Council with new Councilor Remuneration and Reimbursement Regulations coming in to effect on January 1st, 2025 with the Towns and Local Service Districts Act.

d. 2025 General Election Deferral Order

Town Clerk/Manager advised council of the 2025 Municipal General Election Deferral Order issued by the Minister of Municipal and Provincial Affairs. In observation of the National Day for Truth and Reconciliation on Tuesday, September 30th, 2025, the Municipal General Election has been deferred to Thursday, October 2nd, 2025.

e. Municipal Assessment Agency – Implementation of Property Tax

With the coming in to force of the new Towns and Local Service Districts Act on January 1st, 2025 Part VII, Division 2, Paragraph 117(1.) states “A town council shall impose an annual real property tax on the owners of real property within the town” Towns will be given 3 years to transition from Poll Tax to Property Tax. The Municipal Assessment Agency is now preparing to produce real property assessments for 42 unincorporated municipalities currently on the poll tax system. Prior to the initial assessment process, the Municipal Assessment Agency will schedule a meeting with all municipalities to answer questions and collect initial required information. An online booklet is available as well as an online training course through www.maa.ca. Council and staff are encouraged to enroll. Deputy Mayor Jerome Croft stated that the transition process to property tax should start as soon as possible and that a meeting will be required with residents to inform them of the switch. Mayor Deborah Hynes agreed, stating a letter should be sent to advise residents that the switch is being legislated by the provincial government. Town Clerk will draft letter for residents to present to council at the next public meeting.

f. Community Christmas Tree/Boat Lighting

Council set Friday, December 13th at 6:30pm as the date and time for the 2024 Community Christmas Tree and Boat Lighting. Council will partner with the Aquaforte Harbour Authority and the Aquaforte (OLF) Park Committee for expenses related to the event, with each partner contributing \$200.00. Tree and Boat Lighting will be followed by reception at the Don Graham Community Center with live music and refreshments starting at 7:00pm.

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

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:35pm by Deputy Mayor Jerome Croft, 2nd by Councilor Earon Kavangh. **Vote For: (3)** Mayor Deborah Windsor-Hynes, Deputy Mayor Jerome Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2024-095

Deborah Windsor Hynes
Debbie Windsor-Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

Date: Dec 10, 2024

Date: Dec 10, 2024.

DATE: October 23 - November 19, 2024

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