



TOWN OF AQUAFORTE MINUTES PUBLIC MEETING September 10th, 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 September 10th, 2024 Public Meeting by Councilor Liz Croft, 2nd by Deputy Mayor Jerom 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.#AC2024-072

3. ADOPTION OF MINUTES:

a. Public Meeting – August 13th, 2024

Motion to adopt the minutes of Public Meeting – August 13th, 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.#AC2024-073

4. BUSINESS ARISING:

a. Council Seat Vacancy

Town Clerk informed Council of advice received from Municipal and Provincial Affairs Regional Manager Dawn Chaplain to continue to seek a resident to fill vacant Council seat. Council continued the discussion from August 13th public meeting regarding the time and costs associated with holding a nomination day which have proven unsuccessful in the past. Council decided to continue to seek an appointee to council by posting publicly in the community and on social media until the vacant seat is filled.

5. COMMITTEE REPORTS:

- a. **Our Lady of Fatima Park Committee** – \$12,116.38 + \$100.00 *Equity Share*
- b. **Recyclables** - \$0.00

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

Accounts Receivable:	\$4,136.90
Accounts Payable:	\$9,394.22
Bank Balance:	\$54,754.12 + \$789.59 <i>Gas Tax Acct.</i>
To Deposit:	\$ 3,200.00

a. **Accounts Payable**

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$9,394.22 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.#AC2024-074

7. CORRESPONDENCE

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

8. NEW BUSINESS:

a. **Fire Prevention Week Ad**

Town Clerk presented Council with quote from The Business Post to publish a community greeting ad in the Fire Prevention Week edition of Shoreline. Town Clerk informed Council that community ads were published for Fire Prevention Week, Remembrance Day, and Christmas in 2023. Motion to publish ads for Fire Prevention Week, Remembrance Day, and Christmas for 2024 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.#AC2024-075

b. **Crofts Lane/Road A**

A resident contacted the Town Office to inquire about their civic address as they were trying to get internet services installed at their property and were experiencing confusion. According to the Town of Aquaforte Municipal Plan 2015, this property is located at #6 Road A, which was later renamed Croft's Lane in the Municipal Plan. Additionally, there is a Croft's Lane street sign situated at the entrance to 118 & 118A

Main Road. Town Clerk will contact the Land Use Planning division of Municipal and Provincial Affairs for guidance on amending the Town Plan so as to avoid confusion in an emergency situation.

c. Snow Clearing 2024/25

Council discussed tendering the 2024/25 snow clearing contract for local roads, pumphouse, and town hall. Town clerk advised council that a public tender is not required as the value is less than \$105,700.00. Council suggested renewing contract with Blair Lawlor Excavating if available. Town Clerk will contact Blair Lawlor Excavating for quote to present to council at next meeting.

d. Water Line Replacement

Clerk presented council with information from Transportation & Infrastructure pertaining to process, requirements, and funding available to assist with replacing water supply lines. The Town would be required to hire a consulting engineering firm who would visit and assess aging infrastructure, prepare a cost estimate and assist the town with funding applications under the Municipal Capital Works program. All costs associated with hiring a consulting engineering firm would be the responsibility of the Town and can not be recovered under the Capital Works program. These costs can be in excess of \$20,000.00. Any funding approved for water projects would be on a 90/10 cost share with the province. Council expressed concern over the Town's financial ability to take on such a project and expenses. Council also discussed the ability and options for decommissioning the water system and requested the Town Clerk contact necessary government departments for more information to present at the next meeting.

9. NEXT MEETING: October 8th, 2024 at 3:30pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:25pm 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.#AC2024-076

Deborah Windsor-Hynes
Debbie Windsor-Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

Date: Oct 23, 2024

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Town of Aquaforte Accounts Payable

DATE: August 13 - Sept 10, 2024

Date	Cheque #	Company	Description	Amount
14-Aug	2664	NL Exchequer	Snow & Ice Control for January 2024	\$1,988.80
14-Aug	2665	NL Power	Street Lights, Town Hall, & Pumphouse Utilities for July 2024	\$813.46
14-Aug	2666	Town Clerk/Manager	Salary - Aug 4 - Aug 10, 2024 - 24 Hours	\$492.88
14-Aug	2667	Town Clerk/Manager	Travel Claim for July 24 & July 31, 2024 - Approved at Aug 13, 2024 Public Meeting	\$212.08
21-Aug	2668	EastChem	4 Cases Chlorine for Pumphouse	\$282.90
21-Aug	2669	Town Clerk/Manager	Salary - Aug 11 - Aug 17, 2024 - 24 Hours	\$492.88
21-Aug	PAD	Cal LeGrow	Insurance for August 2024	\$457.84
28-Aug	2670	Credit Recovery Ltd	Credit Recovery & Collections Fees for July 2024	\$236.92
28-Aug	2671	Town Clerk/Manager	Salary - Aug 18 - Aug 24, 2024 - 24 Hours	\$492.88
4-Sep	2672	ERSB	Waste Management & Fire Protection Fees - Payment 8/10	\$1,936.49
4-Sep	2673	Bell Aliant	Internet & Phone Charges for August 2024	\$146.23
4-Sep	2674	CIBC Visa	Supplies for Community Center purchased at Walmart - Grills/Toasters/Kettle/Keurig	\$249.17
4-Sep	2675	Pumphouse Manager	Pumphouse Maintenance for August 2024 - 15 Hours	\$300.00
4-Sep	2676	Town Clerk/Manager	Salary - Aug 25 - Aug 31, 2024 - 24 Hours	\$492.88
4-Sep	2677	CRA	Payroll Remittance for August 2024	\$758.58
4-Sep	2678	Pumhouse Manager	Ant Insecticide purchased at Kent for Ant Problem at Pumphouse	\$40.23
Total				\$9,394.22

St. L. L.
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