



**TOWN OF AQUAFORTE  
MINUTES  
PUBLIC MEETING  
June 10<sup>th</sup>, 2025**

**ATTENDEES**

**Mayor – Deborah Hynes  
Deputy Mayor – Jerome Croft  
Councilor – Elizabeth Croft  
Councilor – Earon Kavanagh  
Town Clerk/Manager – Aaron Croft**

**1. CALL TO ORDER:**

Mayor Deborah Hynes called the meeting to order at 3:30pm

**2. ADOPTION OF AGENDA:**

Motion to accept the agenda as presented with the addition of “Premier’s Visit” under New Business for June 10<sup>th</sup>, 2025 Public Meeting by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-049**

**3. ADOPTION OF MINUTES:**

**a. Public Meeting – May 13<sup>th</sup>, 2025**

Motion to adopt the minutes of Public Meeting – May 13<sup>th</sup>, 2025 by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-050**

**b. Special Meeting – May 16<sup>th</sup>, 2025**

Motion to adopt the minutes of Special Meeting – May 16<sup>th</sup>, 2025 by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-051**

**4. BUSINESS ARISING:**

**a. Municipal Training Fund Application**

Town Clerk Manager informed Council that the application to the Municipal Training Fund to cover expenses for the 2025 MNL Municipal Symposium in Gander has been approved. The Town was reimbursed \$1,419.73 of \$1,774.93 in expenses. Total cost to the Town for attendance was \$355.20

**b. Celebrate Canada Day**

Council discussed community breakfast and cornhole tournament to be held on July 1<sup>st</sup>, 2025. Deputy Mayor Jerome Croft suggested writing letters to the Aquaforte Harbour Authority, Aquaforte (OLF) Park Committee, and Aquaforte Improvement Committee to request donations to cover breakfast food. Council decided that grant money should be enough to cover food expenses.

**5. COMMITTEE REPORTS:**

**a. Our Lady of Fatima Park Committee – \$14,290.77 + \$100.00 Equity Share**

**b. Recyclables - \$6.80**

Council discussed donation letter sent to the park. No reply received as the Park Committee has not met to discuss up to meeting time. Council decided to give until June 25<sup>th</sup>, 2025 for a reply.

**6. FINANCES: (Report given by Town Clerk)**

<b>Accounts Receivable:</b>	\$16,149.54
<b>Accounts Payable:</b>	\$17,035.44
<b>Bank Balance:</b>	\$52,943.06 + \$708.59 Gas Tax Acct.
<b>To Deposit:</b>	\$ 5,102.50

**a. Accounts Payable**

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$17,035.44 by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-052**

**b. Ronan Kennedy Internet Development**

Council discussed value of services being provided by website developer. Town Clerk/Manager suggested exploring other options and checking with other towns to see who provides their service. Council agreed to see what other options are available. Motion to defer payment of Roanan Kennedy invoice until other options for website has been explored by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Elizabeth Croft. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-053**

**c. Beacon Accounting**

Motion to pay Beacon Accounting Invoice for preparation of audited financial statements for 2024 in the amount of \$4,485.00 HST included by Deputy Mayor Jerome Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-054**



## 7. CORRESPONDENCE

### a. Incoming

- **Royal Canadian Legion – Beaumont Hamel Ceremony**

An invitation was received from the Royal Canadian Legion to lay a wreath on behalf of the Town of Aquaforte at the Battle of Beaumont Hamel Ceremony on July 1<sup>st</sup>, 2025. It was decided that Mayor Deborah Hynes will lay the wreath or in their absence, Town/Clerk Manager Aaron Croft.

### b. Outgoing

- None

## 8. NEW BUSINESS:

### a. CBDC Youth Ventures Program – Waive Permit Requirements

Request received from Will Carey, Co-Ordinator with the CBDC Youth ventures program, to waive permit requirement for youth participating in the program. Any youth participating in the program would not have get a permit from council to operate a business. Motion to waive permit requirements for youth participating in the CBDC Youth Ventures program by Councilor Elizabeth Croft, 2<sup>nd</sup> by Councilor Earon Kavanagh. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

Ref.#AC2025-055

### b. Emergency Management Plan

Section 5 of the Emergency Services Act states all municipalities are required to have an up-to-date Emergency Management Plan in place. Plan must be reviewed and updated at least once every 3 years. The last review was completed in 2022. A current Emergency Management plan will have to be submitted to the Department of Municipal Affairs and Community Engagement as well as the Department of Justice and Public Safety in the coming weeks. Mayor Deborah Hynes and Councilor Elizabeth Croft form the Emergency Management Committee and will work with the Town Clerk/Manager to review and revise the Emergency Management Plan for Council to approve at the next public meeting.

### c. Canada Summer Jobs – Summer Student

Council discussed tasks and objectives for the summer student. Town Clerk/Manager informed council that no applications have been received, but 10 days remaining to deadline. Council discussed the option to withdraw from the program should no student apply. Council decided to wait for deadline to decide whether to continue with the project or not.

### d. Premier John Hogan's Visit

Councilor Earon Kavanagh attended the visit of Premier John Hogan in Calvert on June 9<sup>th</sup>, 2025. Councilor Kavanagh reported that the visit was in support of Provincial Liberal Party Candidate for Ferryland District. Councilor Kavanagh explained that the visit was very cordial with a discussion taking place about the Eastern Regional Service Board and the waste recovery facilities, with attendees expressing their frustration in access to facilities.

## 9. NEXT MEETING: Tuesday July 8<sup>th</sup>, 2025 at 3:30pm.

**10. ADJOURNMENT:**

Motion to adjourn the meeting at 4:52pm by Councilor Earon Kavanagh, 2<sup>nd</sup> by Deputy Mayor Jerome Croft. **Vote For: (4)** Mayor Deborah Hynes, Deputy Mayor Jerome Croft, Councilor Elizabeth Croft, Councilor Earon Kavanagh. **Vote Against: (0)** None. **Abstain: (0)** None. Motion carried.

**Ref.#AC2025-055**

Deborah Hynes  
Deborah Hynes – Mayor

Aaron Croft  
Aaron Croft – Town Clerk

June 8, 2025  
Date

June 8, 2025  
Date



**Town of Aquaforte  
Accounts Payable**

DATE: May 13 - June 10, 2025

Date	Cheque #	Company	Description	Amount
14-May	2803	NL Power	Street Lights, Pumphouse, & Town Hall Utilities for April 2025	\$1,093.89
	2804	Town Clerk/Manager	Travel Claim - CIBC Mount Pearl - Bank Deposit, Gander - 2025 MNL Municipal Symposium - Approved at May 13, 2025 Public Meeting	\$1,074.93
	2805	Town Clerk/Manager	Salary - May 4 - May 10, 2025 - 24 Hours	\$494.72
21-May	2806	Blair Lawlor Excavating	Snow Clearing - Cyril Ryan's Road, Payne's Road North End, Pumphouse Lot, Town Hall Lot	\$4,508.00
	2807	Town Clerk/Manager	Salary - May 11 - May 17, 2025 - 29.5 Hours	\$591.50
	PAD	Cal LeGrow	Insurance for May 2025	\$485.32
28-May	2808	Central Cashiers Office	Dept. of Transportation - Winter Maintenance Services 2024/25	\$2,749.81
	2809	MNL	2025 Municipal Symposium Registration	\$437.50
	2810	Halleran's Taxi Limited	Deliveries from EastChem - July 2024 - March 2025 - 5 @ \$40.00	\$230.00
	2811	Town Clerk/Manager	Salary - May 18 - May 24, 2025 - 24 Hours	\$494.72
3-Jun	2812	ERSB	Waste Management & Fire Protection Fees - Payment 5/10	\$2,126.99
	2813	CIBC Visa	Adobe Subscription	\$29.89
	2814	EastChem	4 Cases Chlorine for Pumphouse	\$282.90
	2815	Bell Aliant	Internet & Phone Charges for May 2025	\$146.13
	2816	Pumphouse Manager	Pumphouse Maintenance - May 2 - May 30, 2025 - 15 Hours	\$300.00
	2817	Town Clerk/Manager	Salary - May 25 - May 31, 2025 - 24 Hours	\$494.72
	2818	CRA	Payroll Remittance for May 2025	\$875.75
	2819	Town Clerk/Manager	Clean-Up Week Supplies purchased at Costco, 4 sets Corn Hole Boards Purchased at Costco (Community Sport Fund Grant)	\$618.67
<b>Total</b>				<b>\$17,035.44</b>

RC:  
AK  
DPC