



**TOWN OF AQUAFORTE
MINUTES
PUBLIC MEETING
February 10th, 2026**

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 2:59pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for February 10th, 2026 Public Meeting by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-010

3. ADOPTION OF MINUTES:

a. Public Meeting – December 9th, 2025

Motion to adopt the minutes of Public Meeting – January 13th, 2026 by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-011

4. BUSINESS ARISING:

a. 2026 Waste Management/Fire Protection Fees

Town Clerk/Manager informed Council that an email was sent to the ERSB regarding the billing issue or discrepancy for Fire Protection Services from the Town of Ferryland. Email was forwarded to management at the ERSB with no response to date. Council was informed that the first payment was due for waste management and fire protection services on January 31st, 2026 but Council needs to decide on how to pay the invoice. Council was presented with options to pay in one lump sum, quarterly payments due on the last day of January, April, July, and October, or 10 monthly payments

due the last day of each month, January through October. Mayor Deborah Hynes suggested paying in 10 installments as it provides more stability with budgeting and cash flow. Motion to pay Eastern Regional Service Board 2026 invoice in 10 installments by Councilor Earon Kavanagh, 2nd by Councilor Elizabeth 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.#AC2026-012

b. Summer Employment Program for Students

Applications are being accepted for the Provincial Summer Employment Program for Students until Thursday, February 19th, 2026. Program provides up to \$7,800.00 per full time equivalent position. Town Clerk/Manager advised that one position creates difficulties pertaining to working alone. Mayor Deborah Hynes stated that tasks could be expanded if there were 2 positions. Motion to apply to the the Newfoundland and Labrador Summer Employment Program for Students for funding to create two student positions at \$16.00 per hour, 35 hours per week for 6 weeks by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-013

c. 2026 Budget Submission

Town Clerk/Manager informed Council that the 2026 Tax Structure and 2026 Budget have been reviewed by the Department of Municipal and Community Affairs and no deficiencies were found. Motion to publish 2026 Budget and Tax Structure by Councilor Elizabeth Croft, 2nd 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.#AC2026-014

5. COMMITTEE REPORTS:

- a. **Our Lady of Fatima Park Committee** – \$13,811.19 + \$100.00 Equity Share
- b. **Recyclables** - \$6.80

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

Accounts Receivable:	\$ 3,764.46
Accounts Payable:	\$ 7,188.70
Bank Balance:	\$40,024.00 + \$636.59 Gas Tax Acct.
To Deposit:	\$ 496.40

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$7,188.70 by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-015

7. CORRESPONDENCE

a. Incoming

- **Letter – Eastern Regional Service Board – Waste Services Contract**

A letter was received from the Eastern Regional Service Board about the upcoming contract renewal for waste services. As the current contract expires on June 30th, 2026, ERSB is wanting to know if we will be renewing the contract going forward. If not, waste collection services will end on July 1st, 2026. If renewing, they would like to know if we would want to extend the current contract for another year, the first of 2 possible extensions. Or sign a 48-month (4 year) contract with 2 possible extensions to that contract. ERSB would like a response through a motion of council by 9am on April 16th, 2026. ERSB will proceed based on the decision made by the majority of towns for the Southern Shore area. Council discussed the terms of the contract and whether fees will increase if a 48-month contract is signed. Town Clerk/Manager will contact the ERSB with council questions and report at next public meeting. Motion to defer decision on contract for waste management services until more information can be received by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-016

- **Letter – Canadian Women’s Heart Health Center – Proclamation – Wear Red Canada – February 13th.**

A request was received from the Canadian Women’s Heart Health Center to proclaim Friday, February 13th, 2026 as Wear Red Canada day to support and raise awareness about women’s cardiovascular health. Mayor Deborah Hynes read out the proclamation and then signed on behalf of the Town of Aquaforte. Town Clerk/Manager will share on social medial

- **Email – Heritage NL – Proclamation – Heritage Day & Heritage Week**

A request was received from Heritage NL to proclaim Monday, February 16th, 2026 as Heritage Day and Monday, February 16th to Sunday, February 22nd, 2026 as Heritage Week. Communities are encouraged to celebrate and reflect on the achievements of past generations and to accept responsibility for protecting our heritage. Mayor Deborah Hynes read out the proclamation and then signed on behalf of the Town of Aquaforte. Town Clerk/Manager will share on social medial

b. Outgoing

- **Letter – Town of Ferryland – Billing for Fire Protection Fees**

Town Clerk/Manager presented council with a letter to the Town of Ferryland requesting a return to direct billing for fire protection fees from Ferryland effectively eliminating the costly administration fees charged by the Eastern Regional Service Board. Motion to send letter to the Town of Ferryland by Councilor Earon Kavanagh, 2nd by Councilor Elizabeth 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.#AC2026-017

8. NEW BUSINESS:

a. Cal LeGrow – Municipal General Insurance Package

Town Clerk/Manager informed Council of the Municipal General Insurance Policy renewal on February 21st, 2026. Council was advised of small decrease in monthly payments due to claims free discount.

b. Water Line Repairs

Council discussed the break in the water line that occurred on February 4th. Investigation took place by the pumphouse manager and assistant on February 4th. It was determined there was a small leak in the line to property at 94 Main Road. Repairs were carried out at that location, but it was determined by the pumphouse manager that there was another leak elsewhere. Further investigation was carried out on February 5th and a break was found in the lines to property at 98 Main Road. Repairs were carried out, correcting flow rate at the pumphouse. Invoices received from pumphouse manager and assistants for labour total \$440.00. Invoice not yet received for excavation work on February 4th and 5th, 2026. Motion to pay invoices for labour by Councilor Elizabeth Croft, 2nd 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.#AC2026-018

c. Meeting – Irish Loop Tourism Project

Town Clerk/Manager informed Council of a meeting of the Irish Loop Tourism Project Committee taking place on Wednesday, February 11th from 1pm-3pm at the Regina Mundi Complex in Renews Cappahayden. All council are invited and encouraged to attend as representatives for the town. Registration is not required, but they would appreciate it for food/lunch purposes. Mayor Deborah Hynes volunteered to attend as well as the Town Clerk/Manager.

d. Town Plan and Development Regulations Statutory Review

As required by legislation, the town plan and development regulations must be reviewed every 10 years. The current plan and regulations were completed in 2016. Town Clerk/Manager informed council of the review process. Mayor Deborah Hynes suggested the Town Clerk/Manager contact the original consulting firm that completed the town plan, CBCL Limited for more information. Motion to begin the process of reviewing the Town of Aquaforte Town Plan and Development Regulations by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-019

e. Tract Consulting – Lolic Pond Walking Trail

Tract Consulting reviewed the potential for a 1.7 km loop trail at Lolic Pond following a casual discussion at the Southern Shore Joint Council session and sees strong potential for a high-quality community and regional asset connected to the East Coast Trail. They emphasize that the site could become a signature amenity supporting both resident use and tourism, and highlighted their extensive trail planning and development experience across Newfoundland and Labrador. Tract recommends approaching the project as a regional asset and considering stewardship and maintenance models early in the process. They propose beginning with a half-day working session with Council and staff to discuss vision, concept options, alignment, access, signage, viewpoints, construction considerations, and funding opportunities, noting their strong track record in securing municipal project funding. Deputy Mayor Jerome Croft stated that the cost of hiring a consultant of this magnitude could be outside of our budget. Mayor Deborah Hynes suggested speaking with other towns such as Bay Bulls to gage costs versus benefit. Motion to defer engaging with Tract Consulting

until more information is received by Councilor Earon Kavanagh, 2nd by Councilor Elizabeth 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.#AC2026-020

f. Disclosure Statements

Town Clerk/Manager informed Council, as per section 4(1)(b) of the Municipal Conduct Act, Council is required to file a disclosure statement with the Town Clerk by March 1st each year. Disclosure Statements were completed and signed by the mayor, deputy mayor, both councilors, and the Town Clerk/Manager

9. NEXT MEETING: Tuesday March 10th, 2026 at 3:00pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 4:03pm by Deputy Mayor Jerome Croft, 2nd 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.#AC2026-021

Deborah Hynes
Deborah Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

March 10, 2026
Date

March 10, 2026
Date

**Town of Aquaforte
Accounts Payable**

DATE: January 13, 2026 - February 10, 2026

Date	Cheque #	Company	Description	Amount
14-Jan	2940	Denis Trainor Snow Clearing	Winter Maintenance Services for December 2025	\$ 490.00
	2941	Federation of Canadian Municipalities (FCM)	2026 Membership Fees	\$ 123.43
	2942	Municipalities NL (MNL)	2026 MNL & PMA Membership Fees	\$ 626.92
	2943	NL Power	Street Lights, Pumphouse, and Town Hall Utilities for December 2025	\$ 1,372.20
	2944	Town Clerk/Manager	Salary - Jan 4, 2026 - Jan 10, 2026 - 24 Hours	\$ 498.11
	2945	Town Clerk/Manager	Travel Expense - Dec 12, 2025 - Cape Broyle - Tree/Boat Lighting Supplies, Dec 30, 2025 - Mount Pearl - CIBC Bank Deposit - Approved @ Jan 13, 2026 Public Meeting	\$ 132.78
21-Jan	2946	Town Clerk/Manager	Salary - Jan 11, 2026 - Jan 17, 2026 - 24 Hours	\$ 498.11
	PAD	Cal LeGrow	Insurance for January 2026	\$ 485.32
28-Jan	2947	EastChem	4 Cases Chlorine for Pumphouse	\$ 282.90
	2948	Town Clerk/Manager	Salary - Jan 18 - Jan 24, 2026 - 24 Hours	\$ 498.11
4-Feb	2949	Denis Trainor Snow Clearing	Winter Maintenance Services for January 2026	\$ 450.00
	2950	Pumphouse Manager	Pumphouse Maintenance for January 2026	\$ 320.00
	2951	CRA	Payroll Remittance for January 2026	\$ 841.38
	2952	Town Clerk/Manager	Salary - Jan 25 - Jan 31, 2026 - 28 Hours	\$ 569.44
Total				\$ 7,188.70

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