



**TOWN OF AQUAFORTE
MINUTES
PUBLIC MEETING
June 9th, 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 3:02 pm

2. ADOPTION OF AGENDA:

Motion to accept the agenda as presented for June 9th, 2026 Public Meeting by Councilor Earon Kavanagh, 2nd 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.#AC2026-056

3. ADOPTION OF MINUTES:

a. Public Meeting – May 12th, 2026

Motion to adopt the minutes of Public Meeting – May 12th, 2026 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.#AC2026-057

4. BUSINESS ARISING:

a. Community Wildfire Preparedness Day/Canada Day Planning Meeting

Council discussed the 4th annual Canada Day Community Breakfast. Council agreed to keep the event consistent and in-line with previous years as work on the Aquaforte Park has not been completed to expand the celebrations. Council will host a free community breakfast with Canada Day cake and loot bags for any children in attendance. Mayor Deborah Hynes mentioned that some new tables will be required for the Community Center to help with capacity. Council suggested the Town Clerk/Manager be responsible for the purchase of equipment, supplies and decorations for the event. Motion to host the 4th Annual Canada Day Community Breakfast on July 1st, 2026 and

delegate the purchasing of equipment, supplies and decorations to the Town Clerk/Manager with a budget of \$2,960.00 equal to the amount received under the Celebrate Canada Day funding program 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.#AC2026-058

b. Dynamic Waste Management Waste Services Contract

The Town Clerk/Manager contacted Dynamic Waste Management for the final agreement to be signed, but has not received the formal document to date. Town Clerk/Manager informed council that a list of properties requiring collection services was sent to Dynamic Waste Management with a property count of 61. The former property count billed by the Eastern Regional Service Board. Town Clerk/Manager will inform council when the formal agreement is received for signing.

c. Summer Employment Program for Students

Town Clerk/Manager informed council that both student positions have been filled under the Summer Employment Program for Students. Council discussed various projects to keep students busy throughout the summer. Mayor Deborah Hynes suggested contacting the chair of the Aquaforte Improvement Committee to see if there are any small projects to be completed at the cemetery and Anglican church. Students will be employed for 35 hours per week for 6 weeks.

5. COMMITTEE REPORTS:

a. Our Lady of Fatima Park Committee – \$13,795.57 + \$100.00 Equity Share

b. Recyclables - \$6.80

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

Accounts Receivable:	\$ 36,549.37
Accounts Payable:	\$ 7,184.41
Bank Balance:	\$66,100.35 + \$600.59 Gas Tax Acct.
To Deposit:	\$ 885.00

a. Accounts Payable

Motion to accept the Financial Report as presented and approve accounts payable in the amount of \$7,184.41 by Councilor Earon Kavanagh, 2nd 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.#AC2026-059

b. Ronan Kennedy Invoice

Motion to pay the Ronan Kennedy Invoice for Website hosting and maintenance fees in the amount of \$600.00 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.#AC2026-060

7. CORRESPONDENCE

a. Incoming

- **Letter – CBDC Celtic Youth Ventures Program – Waive Permits Requirements for Participants**

Town Clerk/Manager presented Council with a Letter from the Canadian Business Development Corporation Youth Ventures Program requesting council to waive the permitting requirement and fees for participants in the Youth Ventures Program. Options are to waive the fees and requirements for this year only, for a 5-year term, permanently waive the fees, or no waiver. Council discussed options and agreed that a 5-year term would be sufficient for now. Motion to waive the permit requirements and fees for participants in the CBDC Youth Ventures Program for a 5-year period 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.#AC2026-061

- **Letter – Royal Canadian Legion – Wreath Laying at Memorial Day Ceremony**

Invitation received from Royal Canadian Legion Branch 34 to lay a wreath on behalf of the Town of Aquaforte at the Memorial Day Ceremony in Ferryland on July 1st, 2026. Mayor Deborah Hynes agreed to lay wreath. Town Clerk/Manager will reply to the Royal Canadian Legion.

b. Outgoing

- **Letter – CIBC – Letter of Direction to Update Banking**

Town Clerk/Manager presented Council with a Letter of Direction to CIBC to update the town's banking arrangements. A request for issuance of a new restricted-use debit card and a Visa card for Town Clerk/Manager, activation of Smart Banking for Business with user access for Town Clerk/Manager and Mayor Deborah Hynes, configuration of auto-deposit for incoming Interac e-Transfers with outgoing transfers restricted, and conversion of the Town's existing business account to the CIBC Everyday Business Operating Account. These changes are intended to modernize the Town's banking processes, strengthen financial controls, and align account access with current administrative responsibilities. Motion to send Letter of Direction to CIBC 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.#AC2026-062

8. NEW BUSINESS:

a. Repairs to Cyril Ryans Road & Riverhead Road

Request received from residents on Cyril Ryan's Road to have potholes filled. Road is in rough shape with large pools of water forming when it rains. Request also received from residents on Riverhead Road to have work completed for proper drainage and to clean up debris and piles of gravel left behind by winter snow clearing operations. Council discussed options for repairs to all roads. Deputy Mayor Jerome Croft suggested contacting Torque Construction for quotes first. Motion to get quotes to fill potholes on Cyril Ryan's Road, remove asphalt, gravel and grading on Riverhead Road and pavement patchwork on Windsor's Hill by Councilor Earon Kavanagh, 2nd 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.#AC2026-063

b. Town Plan and Development Regulations Statutory Review

Town Clerk/Manager informed Council that CBCL Limited have been contacted on several occasions regarding a review of the Town Plan and Development Regulations and have not expressed any interest in completing the review. Town Clerk in Renews-Cappahayden suggested contacting Anna Myers of A.M. Group Limited as a certified municipal planner. Town Plan review and amendments are required to allow resident to build on land in Riverhead. Motion to contact AM Group Limited for details and information on Town Plan and Development Regulations statutory review 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.#AC2026-064

c. New Horizons for Seniors Funding Program

The 2026 New Horizons for Seniors Program (NHSP) community-based stream provides federal grant funding of up to **\$50,000** for 52-week projects that improve seniors' quality of life, with a requirement that seniors play meaningful roles in leading, planning, or delivering the project. This year's updates include doubling the maximum grant amount, capping capital expenditures at \$25,000, introducing a new assessment criterion favoring organizations with a seniors-focused mandate. Eligible projects must address at least one of the program's five objectives: promoting volunteerism, engaging seniors through mentoring, increasing awareness of elder abuse, supporting social participation and inclusion, or providing capital assistance for seniors' programs and spaces. Town Clerk/Manager will review details of program to see if there is something we can apply for.

9. NEXT MEETING: Tuesday July 14th, 2026 at 3:00pm.

10. ADJOURNMENT:

Motion to adjourn the meeting at 3:52pm by Councilor Earon Kavanagh, 2nd 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.#AC2026-065

Deborah Hynes
Deborah Hynes – Mayor

Aaron Croft
Aaron Croft – Town Clerk

July 14, 2026
Date

July 14/2026
Date

Town of Aquaforte

Accounts Payable

DATE: May 12, 2026 - June 9, 2026

Date	Cheque #	Company	Description	Amount
13-May	3007	ERSB	2026 Waste Management & Fire Protection Fees - Payment 4/10	\$ 2,126.99
	3008	NL Power	Street Lights, Town Hall & Pumphouse Utilities for May 2026	\$ 998.96
	3009	Town Clerk/Manager	Salary - May 3 - May 9, 2026 - 24 Hours	\$ 498.11
	3010	Town Clerk/Manager	Travel Claims - April 15 & May 1, 2026	\$ 120.58
19-May	3011	Mayor	Postage Stamps	\$ 64.17
	3012	Town Clerk/Manager	Salary - May 10 - May 16, 2026 - 25 Hours	\$ 515.95
21-May	PAD	Cal LeGrow	Insurance Premiums for May 2026	\$ 468.81
27-May	3013	Town Clerk/Manager	Salary - May 17 - May 23, 2026	\$ 498.11
3-Jun	3014	Bell Aliant	Internet & Phone Charges for May 2026	\$ 146.08
	3015	Pumphouse Manager	Pumphouse Maintenance for May 2026 - 16 Hours	\$ 320.00
	3016	Town Clerk/Manager	Salary May 24 - May 30, 2026 - 24 Hours	\$ 498.11
	3017	CRA	Payroll Remittance for May 2026	\$ 749.52
	3018	CIBC Visa	Office Supplies, Community Center Supplies, Monthly Adobe Subscription	\$ 179.02
Total				\$ 7,184.41

Handwritten signature/initials