

1. **CALL TO ORDER**

Regular meeting #03 for 2026 of the Grand Bank Town Council was held on Monday, March 23, 2026 at 4:03 p.m. at the Council Chambers.

Mayor Jack Burfitt, Deputy Mayor Stan Burt, Councillors Colin Clements, Derrick Dunne, Amanda Meade, and Elaine Strowbridge attended along with CAO Terry Fleming, Town Clerk Michelle Patten, and Director of Operations and Facilities Manager Joe Periera. Councillor Roger Brooks is working.

2. **ADOPTION OF AGENDA**

MOTION 2026-4044: E.STROWBRIDGE/A.MEADE

Motioned that the agenda be adopted with the addition of item 11. e. – Youth Councillor.

ALL IN FAVOUR

MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS**

5. **ADOPTION OF MINUTES**

MOTION 2026-4045: D.DUNNE/C.CLEMENTS

Motioned that the minutes for the Regular Meeting of Council on February 16, 2026 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – FEBRUARY 16, 2026**

a. **Animal Control Building**

Deputy Mayor Burt asked if there are any updates on the building. CAO Fleming advised that outside employees will be working on this soon.

b. **Warming Center**

Councillor Dunne asked for an update. CAO Fleming advised that the generator should be installed next month and NL Power has the 3 phase power on their work schedule.

7. **INCOMING CORRESPONDENCE FOR ACTION**

8. **INCOMING CORRESPONDENCE FOR INFORMATION**

a. **Department of Environment, Conservation and Climate Change**

Received a letter to advise the Town has been selected for inclusion in the planned upcoming 2026-27 climate change flood hazard mapping study. An application has been submitted.

b. **Department of Tourism, Culture, Arts and Recreation**

Received a copy of a letter to John Burke High School advising they have been approved for the 2025-26 Active NL Fund Grant in the amount of \$9,922.00. This grant will allow the school to purchase Fitness Equipment for their fitness program.

c. **Department of Municipal and Community Affairs**

Received a letter regarding the Financial and Human Resource Oversight – Role of Council.

d. **Fidelity Lodge No. 5**

Received a thank you letter from the Fidelity Lodge for the Grant, as well as the work that was completed around the building as part of the Downtown Redevelopment Project.

e. **Grand Bank Regional Theatre**

Received a report of a meeting held on February 17, 2026 from Councillor Meade, Committee Liaison for the Town.

f. Grand Bank Fire Department

Received a copy of Minutes of a meeting held on February 4, 2026.

9. COMMITTEE REPORTS**a. Finance Committee**

Deputy Mayor Burt, Committee Chairperson, presented a written report of a meeting the Committee held on March 19, 2026 and presented the following recommendations:

1. Tax Adjustments

MOTION 2026-4046: S.BURT/E.STROWBRIDGE

Motioned that the tax adjustments be approved as reviewed by the committee. The list was prepared in accordance with the Town's standard financial procedures.

ALL IN FAVOUR MOTION CARRIED

2. Gross Revenue – Utilities

MOTION 2026-4047: S.BURT/D.DUNNE

Motioned that the Gross Revenue adjustments be approved as reviewed by the committee. The list was prepared in accordance with the Town's standard financial procedures.

ALL IN FAVOUR MOTION CARRIED

3. Seniors Supper – Outside the Municipal Boundary

MOTION 2026-4048: S.BURT/A.MEADE

Motioned that the Town will accommodate those living outside the Municipal Boundary, and pay a "Fee for Service", only if there is space available after names are taken from taxpaying residents.

ALL IN FAVOUR MOTION CARRIED

4. Donation Request

MOTION 2026-4049: S.BURT/C.CLEMENTS

Motion that the Town donate \$500.00 to the Burin Peninsula Ground Search and Rescue Group as in previous years. Also, motioned to donate \$100.00, and print half of the booklets to the United Towns Minor Hockey Association for the U18 Provincial Hockey Tournament on April 6-8, 2026.

ALL IN FAVOUR MOTION CARRIED

5. Community Wildfire Prevention and Mitigation Program for 2026-2027 (Information)

The Newfoundland and Labrador Community Wildfire Prevention and Mitigation Program is a community approach to wildfire resilience that helps identify and reduce wildfire risks. The program supports local risk assessments, fuel management planning, and mitigation activities. It also strengthens community-level emergency preparedness by providing guidance to property owners to help them protect their homes from wildfires. Communities (municipalities and Local Service Districts) are encouraged to apply for funding to develop a Community Wildland Fire Resiliency Plan and Community-based Wildfire Prevention/Mitigation Projects. An application has been submitted. If approved, funding of \$45,000 is available to hire a consultant to complete the study.

6. Partanna Demolition

MOTION 2026-4050: S.BURT/D.DUNNE

Motion that the Town of Grand Bank apply for available Gas Tax Funds (~ \$260,000.00) to be used to pay for cost overruns on Municipal Capital Works Project # 17-MCW-26-00024 (Former Municipal Building (known as Partanna) Asbestos Abatement, Demolition and Trucking. Current cost overruns on this Project are ~ \$530,000, with remaining funds to cover the cost overruns coming from 2026 Budget Contingency.

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4051: S.BURT/C.CLEMENTS

Motioned that the Town of Grand Bank accept Change Order No 3 in the amount of \$120,750.00 (HST Included) for additional costs for Wally Drake's Trucking Limited. for costs associated with soil remediation at the Former Municipal Building Partanna Demolition Project.

While demolition of the Former Municipal Building was ongoing, an oil tank was discovered, that was not in the original scope of work, resulting in presence of oil that was required to be removed.

Change Order No. 1 was approved based on 63 cubic metres of contaminated soil to be removed.

Change Order No. 2 is to cover the additional costs to remove 152 cubic metres of contaminated soil.

This Change Order No. 3 is to cover the additional costs to remove 35 cubic metres of contaminated soil.

These costs will be covered by contingency carried in the 2026 Budget.

ALL IN FAVOUR MOTION CARRIED

7. Funding for Tourism Plan

MOTION 2026-4052: S.BURT/D.DUNNE

Motioned that the Town of Grand Bank submit an application for funding of up to \$60,000 through Atlantic Canada Opportunities Agency (ACOA) and the Department of Jobs, Growth and Rural Development for Destination Development Program.

The Town of Grand Bank 5% contribution of \$5,000 (Town of Fortune would also contribute \$5,000) will come from 2026 Budget Contingency.

ALL IN FAVOUR MOTION CARRIED

8. Water Tower Inspection

MOTION 2026-4053: S.BURT/A.MEADE

Motion that the Town of Grand Bank hire a consultant to do a thorough investigation on the Water Tower, with the intent to provide the remaining useful life of the Water Tower, to better understand if the Water Tower requires immediate attention and if not, if the funds could be better utilized elsewhere.

The estimated cost of \$25,000 will come from 2026 Budget funds (\$50,000) allocated to explore the Grand Bank Water Supply.

ALL IN FAVOUR MOTION CARRIED

9. Fireworks

MOTION 2026-4054: S.BURT/E.STROWBRIDGE

Motion that the Town of Grand Bank purchase fireworks from Supernova and also purchase the necessary extra safety racks.

ALL IN FAVOUR MOTION CARRIED

10. Gas Tax Funding

MOTION 2026-4055: S.BURT/D.DUNNE

Be it resolved that the Town of Grand Bank (Ultimate Receipt) received Gas Tax funding for Wastewater Flow Monitoring and Sampling (Project # 98-2014-3010). This Project is complete and there is \$35,849.86 in unspent funds that the Town of Grand Bank would like allocated for future projects.

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4056: S.BURT/C.CLEMENTS

Be it resolved that the Town of Grand Bank (Ultimate Receipt) received Gas Tax funding for Road Upgrades 2023 (Project # 98-2023-7986).

This Project is complete and there is \$4,382.92 in unspent funds that the Town of Grand Bank would like allocated for future projects.

ALL IN FAVOUR MOTION CARRIED

11. Basic Emergency Management, May 26, 2026 in Marystown

Basic concepts of emergency management common to all Municipalities/Local Service Districts to be better prepared to fulfill their emergency roles.

MOTION 2026-4057: S.BURT/D.DUNNE

Motioned that the CAO and Town Clerk attend the Basic Emergency Management Session in Marystown on May 26, 2026.

ALL IN FAVOUR MOTION CARRIED

12. CPA Fees - CAO

MOTION 2026-4058: S.BURT/A.MEADE

Motioned that the Town pay the CPA Fee on a cost-shared basis of 75/25 at a cost of \$1,075.25.

ALL IN FAVOUR MOTION CARRIED

Administrative Clerk Michelle Osmond entered the meeting at 4:35 p.m.

13. Solar Rope Lights for Downtown Lamps (20)

MOTION 2026-4059: S.BURT/C.CLEMENTS

Motioned that the Town purchase solar rope lights for the lamps in the Downtown area at a cost of \$1,007.00 plus hst.

ALL IN FAVOUR MOTION CARRIED

14. Invoices for Payment - Attached

MOTION 2026-4060: S.BURT/E.STROWBRIDGE

Motioned that the Town approve payment of invoices for the month of February 2026 in the amount of \$170,564.59 as presented.

ALL IN FAVOUR MOTION CARRIED

b. Development Committee

Councillor Dunne, Committee Member, presented a written report of a meeting the Committee held on March 19, 2026.

1. Permits - General

MOTION 2026-4061: D.DUNNE/A.MEADE

Motioned that the Town accept the general permits as presented in the report.

ALL IN FAVOUR MOTION CARRIED

2. Permit - Residential

MOTION 2026-4062: D.DUNNE/E.STROWBRIDGE

Motioned that the Town accept the residential permits as presented in the report.

ALL IN FAVOUR MOTION CARRIED

3. Permit - Business

MOTION 2026-4063: D.DUNNE/S.BURT

Motioned that the accept the business application for 5 Ralph Street based on approval from applicable Government Departments.

ALL IN FAVOUR MOTION CARRIED

4. Mistywave Crescent

MOTION 2026-4064: D.DUNNE/E.STROWBRIDGE

Motioned that the Town provide the property owner with land behind his property (beach side) in exchange for the beach trail access.

ALL IN FAVOUR MOTION CARRIED

5. Climate Change Flood Hazard Mapping Study - Information

The Town of Grand Bank has been approved for Climate change Flood Hazard Mapping Study. Following the completion of a flood hazard mapping study, any development in a designated flood risk area must comply with this Department's policy directive for Flood Plain Management.

6. Recreational Facilities Report

Director of Operations and Facilities Manager Periera presented a written report and update.

c. Human Resources Committee

Councillor Dunne, Committee Member, presented a written report of a meeting the Committee held on March 12, 2026.

1. Employee Seniority Hours

MOTION 2026-4065: D.DUNNE/S.BURT

Motioned that the Town credit an outside employee with a total of 880 seniority hours (not pay) while he was on Education Leave from September 2020 to February 2021.

ALL IN FAVOUR MOTION CARRIED

d. Tourism Committee

Deputy Mayor Burt, Committee Chairperson, presented a written report of a meeting the Committee held on March 18, 2026.

1. Applicants Selection

MOTION 2026-4066: S.BURT/D.DUNNE

Motioned that the Town accept the applicants that the committee selected to join the newly formed Tourism Committee.

ALL IN FAVOUR MOTION CARRIED

6. OLD BUSINESS

a. Downtown Development Phase IV Application

CAO Fleming advised that the application is ready to submit once the motion is completed.

MOTION 2026-4067: S.BURT/D.DUNNE

Motioned that the Town of Grand Bank submit an application for funding of \$1,100,624.18 through Atlantic Canada Opportunities Agency (ACOA) and the Department of Jobs, Growth and Rural Development for Phase IV of the Grand Bank Downtown Re-Development Project.

The Town of Grand Bank 10% contribution of \$110,062 will come from 2026 Budget Contingency.

ALL IN FAVOUR MOTION CARRIED

11. NEW BUSINESS

a. Bulk Garbage Collection

Mayor Burfitt advised that a tender is going out for the bulk garbage collection and he will bring back more information when available.

b. Seamen's Museum Mural

CAO Fleming advised that the Town met with The Rooms last week regarding the replacement of the mural.

d. Restoring the 1941 Fargo Fire Truck

MOTION 2026-4068: S.BURT/D.DUNNE

Motioned that the Town accept the tender received from MMR Powdercoating in the amount of \$36,621.75 to restore the 1941 Fargo Fire Truck.

Yay - Burfitt, Burt, Dunne, Clements, Strowbridge
Nay - Meade
MOTION CARRIED

e. RCMP Building

MOTION 2026-4069: S.BURT/D.DUNNE

Motioned that the Town move ahead with the assessment on the building as presented in the report.

Yay - Burfitt, Burt, Dunne, Clements
Nay - Meade, Strowbridge
MOTION CARRIED

f. Youth Councillor

MOTION 2026-4070: E.STROWBRIDGE/A.MEADE

Motioned that the Town create a poster to be placed at John Burke High School and on the Town's Social Media sites seeking a Youth Councillor.

ALL IN FAVOUR MOTION CARRIED

CAO Fleming left the meeting at 5:57 p.m. for another commitment.

12. COUNCILLORS FORUM**a. Waterfront**

Councillor Clements asked the Town Staff to send out an email to remind residents that the wharf is a one-way road.

b. Annual Clean-up

Councillor Dunne asked if the Town will still hold the Annual Clean-up day in the Spring. Director of Operations and Facilities Manager Periera will arrange this.

c. Tourism Committee

Deputy Mayor Burt thanked Council for accepting the selected individuals that the Committee selected.

13. COMMUNICATIONS FROM TOWN OFFICIALS**14. NEXT MEETING DATE**

April 20, 2026 at 4:00 p.m.

15. ADJOURNMENT

MOTION 2026-4071: E.STROWBRIDGE/S.BURT

Motioned that the meeting adjourn at 6:10 p.m.

ALL IN FAVOUR MOTION CARRIED