1. CALL TO ORDER

Regular meeting #10 for 2026 of the Grand Bank Town Council was held on Monday, October 19, 2026 at 4:02 p.m. at the Council Chambers.

Mayor Jack Burfitt, Deputy Mayor Roger Brooks, Councillors Colin Clements, Derrick Dunne, Ernest Follett, and Amanda Meade attended along with CAO Terry Fleming, Town Clerk Michelle Patten, and Director of Operations and Facilities Manager Joe Periera. Councillor Elaine Strowbridge was out of Town for medical reasons.

2. ADOPTION OF AGENDA

MOTION 2026-4204: C.CLEMENTS/E.FOLLETT

Motioned that the agenda be adopted with the addition of item #11. d.) – Lewis Hill Lookout.

ALL IN FAVOUR MOTION CARRIED

3. DELEGATION

4. ERRORS AND OMISSIONS

5. ADOPTION OF MINUTES

MOTION 2026-4205: A.MEADE/R.BROOKS

Motioned that the minutes for the Regular Meeting of Council on September 21, 2026 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

6. BUSINESS ARISING FROM MINUTES – SEPTEMBER 21, 2026

7. INCOMING CORRESPONDENCE FOR ACTION

8. INCOMING CORRESPONDENCE FOR INFORMATION

a. Department of Forestry, Agriculture and Lands

Received a letter advising the application for P25 radios for the Fire Department has been approved.

9. COMMITTEE REPORTS

a. Finance Committee

Deputy Mayor Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on October 14, 2026 and presented the following recommendations:

1. Tax Adjustments

MOTION 2026-4206: R.BROOKS/D.DUNNE

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. Entrance Signs

MOTION 2026-4207: R.BROOKS/E.FOLLETT

Motioned that the Town order two entrance signs at a cost of $3,307.50 plus HST each; both signs to include a picture of Grand Bank from Travis Parsons Photography.

ALL IN FAVOUR MOTION CARRIED

3. Grand Bank Regional Theatre

A letter was sent to the Regional Theatre Board, on September 25, 2026 requesting repayment; however no response received to date. Liaison Councillor Follett will request the item be added to their next regular meeting.

4. Donation Request

MOTION 2026-4208: R.BROOKS/A.MEADE

Motioned that the Town donate a $100.00 visa gift card to the John Burke High School graduating class. Also, the Town will donate $500.00 each to John Burke High School and Lake Academy for their breakfast program.

ALL IN FAVOUR MOTION CARRIED

5. Quote

MOTION 2026-4209: R.BROOKS/E.FOLLETT

Motioned that the Town accept a quote from Grand Electric in the amount of $695.75 HST included to remove and relocate two existing thermostats, remove existing 30 amp outlet and add two new 20 amp outlets and a GFCI at the Animal Shelter. Further, the Town accepts a quote from Grand Electric in the amount of $1,667.50 HST included to supply and install six new outlet circuits for refrigerators/freezers and also repair and replace existing outlet at the Town warming centre. Using the required armoured cable fittings for the suspended ceiling.

ALL IN FAVOUR MOTION CARRIED

6. Travis Parsons

MOTION 2026-4210: R.BROOKS/C.CLEMENTS

Motioned that the Town purchase option C – Licence 6 – 20 photographs (Brand Photography and Visual Media Licensing Proposal) from Travis Parsons Photography at a cost of $1,500.00.

ALL IN FAVOUR MOTION CARRIED

7. SCADA System

MOTION 2026-4211: R.BROOKS/D.DUNNE

Motioned that the Town of Grand Bank accept the Quote of $16,397.74 (HST Excluded) from Cahill Technical Services to install Cellular Based Service in both Fortune and Grand Bank to enhance the communication between Fortune and Grand Bank .

These costs will be cost shared 50%-50% between Town of Fortune and Town of Grand Bank.

ALL IN FAVOUR MOTION CARRIED

8. Masonic Lodge Request - Information

As per the July 2026 request from the Masonic Lodge, the Town removed the old concrete walkway and prepared for a new paved walkway and tied in broken pavement in the overall parking lot.

9. Building Permit Cost

MOTION 2026-4212: R.BROOKS/D.DUNNE

In accordance with the Town of Grand Bank's Tax Structure, motioned that the Town of Grand Bank change the Permit Fees to $120.00 for affordable housing development on 47 Church Street. The fee structure change will apply to future affordable housing developments.

ALL IN FAVOUR MOTION CARRIED

Administrative Clerk Osmond entered the meeting at 4:30 p.m.

10. 18 Blackburn Road

Received an email from property owners requesting the Town take over the property in lieu of taxes. It was agreed to not acquire the property as the Town has no use for the land.

11. Downtown Re-Development Phase IV

MOTION 2026-4213: R.BROOKS/D.DUNNE

Motion the Town of Grand Bank award the construction contract for Downtown Development Phase IV to Wally Drake's Trucking Limited in the amount of $643,564 (plus HST).

Pre-tender estimate for Construction was $507,230 (plus HST).

The Pre-Tender cost estimate was included in the 2026 Budget and cost-over will be covered by a combination of savings in other scope of work (Storyboards and Harris House ($80,000)) and the Town covering the remaining cost over in the 2026 projected contingency.

ALL IN FAVOUR MOTION CARRIED

12. Downtown Re-Development Phase IV – Harris House

MOTION 2026-4214: R.BROOKS/E.FOLLETT

Motion that Town of Grand Bank award the contract for Harris House Repairs to CASA Construction for the cost of $105,900 (plus HST).

These costs were included in the 2026 Budget under the Downtown Re-Development Project Phase IV.

ALL IN FAVOUR MOTION CARRIED

13. Fire Hall Backup Generator – Propane Installation

MOTION 2026-4215: R.BROOKS/A.MEADE

Motion that Town of Grand Bank accept a quote from Superior Propane for $3,560 (Plus HST) to install Propone Tanks to Back-up Generator.

ALL IN FAVOUR MOTION CARRIED

14. Invoices for Payment – Attached

MOTION 2026-4216: R.BROOKS/C.CLEMENTS

Motioned that the Town approve payment of invoices for the month of September 2026 in the amount of $439,779.47 as presented.

ALL IN FAVOUR MOTION CARRIED

b. Development Committee

Deputy Mayor Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on October 14, 2026.

1. Permit – General Repairs

MOTION 2026-4217: R.BROOKS/A.MEADE

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

ALL IN FAVOUR MOTION CARRIED

2. Permit – Residential Repairs

MOTION 2026-4218: R.BROOKS/D.DUNNE

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

ALL IN FAVOUR MOTION CARRIED

3. Permit - Business

MOTION 2026-4219: R.BROOKS/E.FOLLETT

Motioned that the Town accept the business permit application as presented in the report.

ALL IN FAVOUR MOTION CARRIED

6. OLD BUSINESS

a. Municipal Capital Works Project

CAO Fleming advised the application has been submitted for the Water Tower and Pumphouse upgrades.

b. Land Update

CAO Fleming gave an update on Partanna, the Former Cottage Hospital and Grandview Blvd. land.

7. NEW BUSINESS

a. MNL Convention

MOTION 2026-4220: R.BROOKS/D.DUNNE

Motioned that Mayor Burfitt and Councillor Clements attend the MNL Convention in St. John's from November 5-7, 2026.

ALL IN FAVOUR MOTION CARRIED

b. NAPE Negotiations

MOTION 2026-4221: R.BROOKS/E.FOLLETT

Motioned that the Town of Grand Bank accept Collective Agreement with NAPE covering the period January 1, 2027 to December 31, 2030.

Items agreed to in the new Collective agreement will be included in 2027 Budgets and future Budgets.

ALL IN FAVOUR MOTION CARRIED

c. Empowering Them E-Course

A reminder to Councillors and staff to complete the course.

d. Lewis Hill Lookout

Councillor Follett advised that he spoke to some citizens regarding turning Lewis Hill into a lookout. This has been discussed by Council in the past and will be looked into possibly under a CEEP Project and will be forwarded to the Tourism Committee.

12. COUNCILLORS FORUM

a. Meeting with the Official Opposition Leader John Hogan and MHA Paul Pike

Councillors Dunne and Follett, along with Director of Operations and Facilities Manager Periera attended a session in Burin on Wednesday, October 7, 2026 for a Burin-Grand Bank Roundtable. A lot of items were discussed.

b. Bus Shelters

Councillor Clements asked for an update on the Bus Shelters. Director of Operations and Facilities Manager Periera advised the locations are selected, however just waiting on the construction.

c. Remembrance Day

Councillor Meade gave a service update.

d. Drones

Councillor Dunne asked if the Town had a drone policy in place as there are drones flying around which could affect the privacy of residents in their homes/yards. Councillor Follett was asked to check with Joint Council to see if other communities have policies.

e. Bulk Garbage

Deputy Mayor Brooks asked if there are any updates on the Bulk Garbage. Mayor Burfitt advised he will be attending a meeting at the Waste Manangement Site tomorrow and will ask for an update. The last update was they are still waiting on Government approval for funding of trucks.

13. COMMUNICATIONS FROM TOWN OFFICIALS

14. NEXT MEETING DATE

November 16, 2026 at 4:00 p.m.

15. ADJOURNMENT

MOTION 2026-4222: D.DUNNE/A.MEADE

Motioned that the meeting adjourn at 5:50 p.m.

ALL IN FAVOUR MOTION CARRIED