

1. **CALL TO ORDER**

Regular meeting #02 for 2026 of the Grand Bank Town Council was held on Monday, February 16, 2026 at 4:03 p.m. at the Council Chambers.

Mayor Jack Burfitt, Deputy Mayor Stan Burt, Councillors Roger Brooks, 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.

2. **ADOPTION OF AGENDA**

MOTION 2026-4028: S.BURT/A.MEADE

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS**

5. **ADOPTION OF MINUTES**

MOTION 2026-4029: E.STROWBRIDGE/R.BROOKS

Motioned that the minutes for the Regular Meeting of Council on January 19, 2026 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4030: E.STROWBRIDGE/D.DUNNE

Motioned that the minutes for the Privileged Meeting of Council held on January 19, 2026 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4031: E.STROWBRIDGE/A.MEADE

Motioned that the minutes for the Privileged Meeting of Council held on February 3, 2026 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – JANUARY 19, 2026**

a. **Website**

Councillor Brooks asked if there is any update on the website upgrades. Director of Operations and Facilities Manager Periera advised the updated website should be done soon.

b. **Community Youth Network/Main Street Youth Centre Inc.**

Mayor Burfitt advised that the Community Youth Network are no longer looking for storage space as they have been given extra storage space at John Burke High School.

c. **Warming Centre**

Mayor Burfitt asked if we have heard anything regarding the 3 phase power. CAO Fleming will check for an update.

d. **Animal Control Building**

Mayor Burfitt advised that the Town is still looking at utilizing the building for more storage at is currently wasted space. CAO Fleming to confirm that the Town does not need the animal pounds.

**e. Condition of Property Letter**

Councillor Dunne asked if we have received any feedback on a condition of property letter that was sent. He was advised that nothing has been received to date.

**f. Fargo**

Mayor Burfitt asked the Director of Operations and Facilities Manager Periera to make arrangements to have the Fargo moved inside the Fire Hall Building, in the storage side.

**7. INCOMING CORRESPONDENCE FOR ACTION****a. 50+ Club**

Received a letter from the 50+ Club requesting more parking space. After some discussion, it was agreed to have outside staff clear off land on each side of the current parking area and fill with class A for now. It was also suggested to ask the 50+ Club to check to see if there are funding resources available to have the new parking area paved.

MOTION 2026-4032: R.BROOKS/C.CLEMENTS

Motioned that the Town create more parking space on both sides of the current parking lot.

ALL IN FAVOUR

MOTION CARRIED

**8. INCOMING CORRESPONDENCE FOR INFORMATION****a. RCMP**

Received a report of December 2025.

**b. Municipal Assessment Agency**

Received an update on the Municipal Assessment Agency.

**c. Grand Bank Fire Department**

Received a copy of the minutes for January 7, 2026.

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

Deputy Mayor Burt, Committee Chairperson, presented a written report of a meeting the Committee held on February 11, 2026 and presented the following recommendations:

**1. Tax Adjustments**

MOTION 2026-4033: S.BURT/R.BROOKS

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. Banner Arms for Street Lamp Poles**

Previously received a quote for ~ \$1,000 per Banner Arm to have the top and bottom replaced. A local fabricator (CPC Fabrication) can fabricate the pipe and weld on banners clamps for ~ \$1,000 for six (6) complete banner arms.

MOTION 2026-4034: S.BURT/E.STROWBRIDGE

Motioned that the Town purchase the banner arms as quoted by CPC Fabrication.

ALL IN FAVOUR

MOTION CARRIED

**3. Winter Carnival – Senior's Supper (Information)**

Request for quotes submitted to six (6) businesses in Grand Bank. Four (4) responded with quotes. The tender was awarded to the Copper Kettle.

**4. Certified Pool Operator (CPO) Course**

Motion to approve sending Jackie Brown to attend a two (2) day CPO course, scheduled for February 19-20, 2026. Costs would come out of the 2026 Budget for Recreation Dept Travel Budget.

MOTION 2026-4035: S.BURT/D.DUNNE

Motioned that the Town approve Jackie Brown to attend a two (2) day CPO course for February 19<sup>th</sup> to 20<sup>th</sup>, 2026.

ALL IN FAVOUR MOTION CARRIED

**5. Request – Land 57-59 Grandview Blvd.**

Received a request for the Town to take over a parcel of land that is no use to the property owner.

MOTION 2026-4036: S.BURT/E.STROWBRIDGE

Motioned that the Town accept the parcel of land based on the property owner providing the legal deed of transfer and survey.

ALL IN FAVOUR MOTION CARRIED

**6. Invoices for Payment – Attached**

MOTION 2026-4037: S.BURT/D.DUNNE

Motioned that the Town approve payment of invoices for the month of January 2026 in the amount of \$137,302.87 as presented.

ALL IN FAVOUR MOTION CARRIED

Administrative Clerk Michelle Osmond entered the meeting at this time.

**b. Development Committee**

Councillor Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on February 11, 2026.

**1. Permits - General**

MOTION 2026-4038: R.BROOKS/D.DUNNE

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

ALL IN FAVOUR MOTION CARRIED

**2. Permit Outside Municipal Boundaries**

MOTION 2026-4039: R.BROOKS/C.CLEMENTS

Motioned that the Town accept the application to construct a 32' x 50' x 17' garage based on approval from Service NL.

ALL IN FAVOUR MOTION CARRIED

**3. Purchase of Land**

Received a request from a resident to purchase a parcel of land behind his house on Hawkins St.

MOTION 2026-4040: R.BROOKS/A.MEADE

Motioned that the Town advise the resident that the Town do not have land for sale in the requested area.

ALL IN FAVOUR

MOTION CARRIED

**4. Condition of Property – Church Street**

Official order issued on January 22, 2026. The property owner has thirty (30) days to clean up and if the order is not adhered to, the Town will request Bennett’s Construction to clean it up at the expense of the property owner. Order re-sent February 12, 2026 by Registered Mail.

**5. Condition of Property – Water Street**

Letter issued on January 23, 2026 with a request to clean up the property by February 13, 2026.

**6. Condition of Property - Mistywave Crescent**

Director of Operations and Facilities Manager Periera visited the property on January 22, 2026 and spoke with the property owners. They agreed to tidy up the wood piles.

**7. Shed - Lee’s Lane**

Director of Operations and Facilities Manager Periera visited the location and identified a shed like structure on the property. There is a heavy duty tarp roof, similar to the material used at Dynamic Shelters. A stove pipe is visible coming out of the side walls and extending upwards using mounts along the wall. There is no top on the pipe to catch or reduce sparks. Recommend contacting the property owner and request that a permit be submitted so the Town can properly inspect the building.

Councillors Strowbridge and Meade left the meeting at this time as they both live on Marine Drive, however Marine Drive repairs were pre-approved before both were elected to Council.

**8. 2026 Municipal Capital Works Projects**

Water/Sewer/Curb/Gutter/Storm Sewer and Asphalt: 29 Marine Drive to intersection of Misty Wave Crescent

MOTION 2026-4041: R.BROOKS/D.DUNNE

Motioned that the Town submit the application to complete the Marine Drive project as it was previously submitted and wouldn’t need the engineering overhead work, as it was already completed.

ALL IN FAVOUR

MOTION CARRIED

Councillors Strowbridge and Meade returned to the meeting at this time.

**9. Mistywave Crescent**

Received a request from a resident to “exchange land”. The property owner would like to exchange his land on the western side of his property in “exchange” for the Town-owned land to the north at the rear of his property. The property owner suggests that his land could be used to upgrade the Beach Trail but property owner would like the beach trail blocked off for ATV’s and be a pedestrian only trail. Council isn’t in agreement with blocking off the trail or exchanging land.

**10. Fire Hydrants not in use - Information**

Two (2) fire hydrants not operational – Next to Corner Auto Body and one on Riverside East. As there is adequate distance between working hydrants and the length of hose on the fire trucks, the new hydrants have arrived, and the plan is to replace both in early spring when conditions are more favourable.

**11. Replacement of Fence on Blackburn Road**

The picket fence on Blackburn Road blew down during a recent wind storm. The Committee recommends replacing the fence with a guardrail, which is safer and sturdier.

**6. OLD BUSINESS****a. Downtown Development Phase IV Application**

CAO Fleming advised that the application will be ready for submission soon.

**b. Partanna Update**

CAO Fleming advised there are still some issues with the soil. After much discussion, it was suggested to contact MHA Pike and request a meeting with Premier Wakeham.

**11. NEW BUSINESS****a. Code of Conduct Workshop**

CAO Fleming advised a date will be set up to conduct the workshop. Social Media Policy will also be included in training.

**b. Tourism Plan**

Deputy Mayor Burt advised there is a Tourism Committee meeting on February 17, 2026 at 4:00 p.m.

**d. Re-Naming the Waterfront**

Mayor Burfitt advised that he would like to see the waterfront re-named in honor of Judy Foote. Approval will need to be sought from the Harbour Authority and Small Craft Harbours.

**e. Yolo Marketing**

MOTION 2026-4042: S.BURT/D.DUNNE

Motioned that the Town move ahead with Yolo Marketing to help promote the Community.

ALL IN FAVOUR

MOTION CARRIED

**12. COUNCILLORS FORUM****a. Thank you**

Mayor Burfitt thanked Deputy Mayor Burt for filling in for him while he was away during his wife's illness, Mayor Burfitt and his wife, Georgina also thanked Councillors and Staff for their support and well wishes.

**b. Winter Carnival**

Deputy Mayor Burt congratulated the Director of Operations and Facilities Manager Periera and those involved in the Winter Carnival on a job well done, it was a great carnival and nice to see the two towns come together.

**c. NL Power Street Lights**

Councillor Brooks congratulated Director of Operations and Facilities Manager Periera and Committee on the Winter Carnival.

Also, questioned why the street light outages seem to take long to be repaired. Administrative Clerk Osmond advised as soon as they come in the office, she reports it. An update with NL Power will be requested.

Councillor Brooks advised that resident, Margaret Tibbo, received the Order of Newfoundland and Labrador. Mayor Burfitt suggested the Town write Ms. Tibbo and congratulations letter on the achievement.

**d. Winter Carnival**

Councillor Strowbridge congratulated the Director of Operations and Facilities Manager Periera and Committee on the Winter Carnival.

**e. Winter Carnival**

Councillor Meade congratulated the Director of Operations and Facilities Manager Periera and Committee on the Winter Carnival.

**f. Winter Carnival**

Councillor Clements congratulated the Director of Operations and Facilities Manager Periera and Committee on the Winter Carnival.

**g. Winter Carnival**

Councillor Dunne congratulated the Director of Operations and Facilities Manager Periera and Committee on the Winter Carnival.

Councillor Dunne asked if we have received any information back from NL Power regarding all of the pole fires. A meeting with NL Power will be requested.

**13. COMMUNICATIONS FROM TOWN OFFICIALS****a. Bait Depot Roof**

Director of Operations and Facilities Manager Periera advised the roof repairs of the Bait Depot have begun.

**14. NEXT MEETING DATE**

March 23, 2026 at 4:00 p.m.

**15. ADJOURNMENT**

MOTION 2026-4043: R.BROOKS/S.BURT

Motioned that the meeting adjourn at 5:55 p.m.

ALL IN FAVOUR

MOTION CARRIED