1. CALL TO ORDER

Regular meeting #09 for 2026 of the Grand Bank Town Council was held on Monday, September 21, 2026 at 4:00 p.m. at the Council Chambers.

Mayor Jack Burfitt, Deputy Mayor Roger Brooks, Councillors Colin Clements, Derrick Dunne, Ernest Follett, 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 2026-4183: E.STROWBRIDGE/A.MEADE

Motioned that the agenda be adopted with the addition of item #9. f.) – Tourism Committee Report.

ALL IN FAVOUR MOTION CARRIED

3. DELEGATION

4. ERRORS AND OMISSIONS

5. ADOPTION OF MINUTES

MOTION 2026-4184: R.BROOKS/D.DUNNE

Motioned that the minutes for the Regular Meeting of Council on August 17, 2026 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

6. BUSINESS ARISING FROM MINUTES – AUGUST 17, 2026

a. Bulk Garbage

Mayor Burfitt advised that Waste Management are still waiting on answers from Government, should hear something this week. Mayor Burfitt also mentioned that some other Towns are collecting bulk garbage themselves, we can check into having dumpsters delivered to the Town at no cost.

b. Windshield Damage

Councillor Dunne asked if we received an update on the windshield damage. An email was sent to the resident asking to provide a quote from a reputable garage, however to date no quote has been submitted. Director of Operations and Facilities Manager Periera was asked to follow up and give a deadline to submit a quote.

7. INCOMING CORRESPONDENCE FOR ACTION

8. INCOMING CORRESPONDENCE FOR INFORMATION

9. COMMITTEE REPORTS

a. Finance Committee

Deputy Mayor Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on September 18, 2026 and presented the following recommendations:

1. Tax Adjustments

MOTION 2026-4185: R.BROOKS/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

Councillor Strowbridge left the meeting as she is on the Grand Bank Regional Theatre Board.

2. Grand Bank Regional Theatre

MOTION 2026-4186: R.BROOKS/C.CLEMENTS

Motion that the Town of Grand Bank write the Grand Bank Regional Theatre regarding their outstanding loan balance and ask when we expect to receive payment, as it is past due.

ALL IN FAVOUR MOTION CARRIED

Councillor Strowbridge returned to the meeting.

3. Destination Development Program

MOTION 2026-4187: R.BROOKS/D.DUNNE

Motioned that the Town of Grand Bank participate in a Destination Development Program Request for Proposal through Atlantic Canada Opportunities Agency (ACOA) and the Department of Jobs, Growth and Rural Development to engage expertise to facilitate a comprehensive, community-led tourism planning process.

ALL IN FAVOUR MOTION CARRIED

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

4. Purchase of Serenity Funeral Home Building

MOTION 2026-4188: E.FOLLETT/D.DUNNE

Motioned that the Town of Grand Bank defer the consideration of purchasing the Serenity Funeral Home Building for further review.

ALL IN FAVOUR MOTION CARRIED

5. Policy #89 – Sale of Town Owned Land

MOTION 2026-4189: R.BROOKS/D.DUNNE

Motion that the Town of Grand Bank adopt Policy #89 - Selling of Town Owned Land at a cost of $0.25/sq foot.

ALL IN FAVOUR MOTION CARRIED

6. Harris House Tenders

As part of the approval of the Downtown Re-Development, repairs and renovations to the front of the Harris House Building was approved to be included. No tenders were received by the deadline of September 18, 2026. It was agreed to re-tender this project, with a completion date for Spring 2027.

7. Invoices for Payment

MOTION 2026-4190: R.BROOKS/E.STROWBRIDGE

Motioned that the Town approve payment of invoices for the month of August 2026 in the amount of $137, 268.80 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 September 18, 2026.

1. Permit – General Repairs

MOTION 2026-4191: R.BROOKS/E.FOLLETT
Motioned that the Town accept the general repair permits as presented in the report.

ALL IN FAVOUR MOTION CARRIED

Councillor Meade left the meeting at this time due to conflict of immediate family submitting a residential permit application – 4:52 p.m.

2. Permit – Residential Repairs

MOTION 2026-4192: R.BROOKS/C.CLEMENTS

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

ALL IN FAVOUR MOTION CARRIED

Councillor Meade returned to the meeting at this time.

3. Church Street – Housing Development

Received a development application for the construction of low income housing.

MOTION 2026-4193: R.BROOKS/E.FOLLETT

Motioned that the Town accept the development application as presented.

ALL IN FAVOUR MOTION CARRIED

4. Stop Sign - Intersection of Hawkins Street and Citadel Road

MOTION 2026-4194: R.BROOKS/D.DUNNE

Motioned that the Town move the stop sign on the intersection of Hawkins Street and Citadel Road to be in line with Citadel Road and ensure a safe line of site. It was also discussed to revisit the intersection of Citadel Road and Hickman Street for safety concerns.

ALL IN FAVOUR MOTION CARRIED

Councillor Dunne left the meeting at this time due to conflict of having immediate family members residing in the area – 5:17 p.m.

5. No Parking Signs on Elizabeth Ave.

MOTION 2026-4195: R.BROOKS/C.CLEMENTS

Motioned that the Town rescind Motion #2026-4181. It was agreed to not erect the no parking signs.

ALL IN FAVOUR MOTION CARRIED

Councillor Dunne returned to the meeting at this time.

6. Benches on the Nature Trail – Policy #87

MOTION 2026-4196: R.BROOKS/E.STROWBRIDGE

Motioned that the Town adopt policy #87 – Benches on the Nature Trail.

ALL IN FAVOUR MOTION CARRIED

c. Grand Bank Volunteer Fire Department

MOTION 2026-4197: E.STROWBRIDGE/R.BROOKS

Motioned that the Town accept the minutes from the Fire Department for May 6, 2026 and June 3, 2026.

ALL IN FAVOUR MOTION CARRIED

d. Grand Bank Regional Theatre

MOTION 2026-4198: E.FOLLETT/R.BROOKS

Motioned that the Town accept the minutes from the Grand Bank Regional Theatre for August 17, 2026.

ALL IN FAVOUR MOTION CARRIED

e. Burin Peninsula Joint Community Council

MOTION 2026-4199: E.FOLLETT/R.BROOKS

Motioned that the Town accept the minutes from the Burin Peninsula Joint Council for July 29, 2026.

ALL IN FAVOUR MOTION CARRIED

f. Tourism Committee Report

MOTION 2026-4200: A.MEADE/D.DUNNE

Motioned that the Town accept the minutes from the Tourism Committee for September 3, 2026 as presented.

ALL IN FAVOUR MOTION CARRIED

6. OLD BUSINESS

a. Emergency Response Plan

CAO Fleming gave an update.

b. Land Update

CAO Fleming gave an update on Partanna, the Former Cottage Hospital and Grandview Blvd. land; Partanna soil remediation is now complete and the reports are forwarded to Service NL for approval to allow housing development to commence. The reports on the former cottage hospital grounds and Grandview Blvd were good as well.

7. NEW BUSINESS

a. Tax Sales

MOTION 2026-4201: R.BROOKS/E.FOLLETT

Motioned that the Town of Grand Bank proceed with the sale of the following properties for non- payment of taxes:

1. 2A Gough Place, Grand Bank
2. 19 Blackburn Road, Grand Bank
3. 26 West Street, Grand Bank
4. 24 West Street, Grand Bank
5. 2 Coronation Street, Grand Bank
6. 15 Riverside East, Grand Bank

The Auction will take place on Tuesday, November 10, 2026 at 1:30 p.m. in the Council Chambers of the Former Federal Building, 2 Church Street, Grand Bank.

ALL IN FAVOUR MOTION CARRIED

b. NAPE Negotiations

MOTION 2026-4202: D.DUNNE/C.CLEMENTS

Motioned that the Town of Grand Bank accept September 28, 2026 as the designated date to commence collective bargaining with NAPE. The negotiating team for Council will be Mayor Burfitt, Deputy Mayor Brooks and CAO Fleming.

ALL IN FAVOUR MOTION CARRIED

12. COUNCILLORS FORUM

a. Paving

Deputy Mayor Brooks asked when the paving will start on Main Street. CAO Fleming advised in the next couple of weeks, we had to wait until the culvert was replaced.

b. Speed Sign

Councillor Strowbridge asked if the speed sign on Marine Drive can be moved down the road a little. It was agreed that traffic shouldn't be parking on the side of the road, impeding traffic. It was agreed to not change the location as they will be removed shortly for the winter.

c. New to Council

Councillor Follett advised he is still getting use to Council, and how the policies and procedures work and thanked everyone for having patience with him.

d. Parking on Citadel Road

Councillor Dunne asked if the Town could check the Salvation Army parking on Citadel Road to ensure it is not encroaching on the road.

e. Gazebo at Stoodley Park

Councillor Meade advised the platform for the gazebo at Stoodley Park looks good. There were some issues with the soil there and it had to be placed in the current location.

f. Announcement

Mayor Burfitt reminded everyone of the announcement at the Bait Depot on Thursday, September 24, 2026 at 2:00 p.m.

13. COMMUNICATIONS FROM TOWN OFFICIALS

14. NEXT MEETING DATE

October 19, 2026 at 4:00 p.m.

15. ADJOURNMENT

MOTION 2026-4203: R.BROOOKS/A.MEADE

Motioned that the meeting adjourn at 6:21 p.m.

ALL IN FAVOUR MOTION CARRIED