

1. **CALL TO ORDER**

Regular meeting #04 for 2026 of the Grand Bank Town Council was held on Monday, April 20, 2026 at 4:00 p.m. at the Council Chambers.

Mayor Jack Burfitt, Councillors Roger Brooks, Colin Clements, Derrick Dunne, Amanda Meade, and Elaine Strowbridge attended along with CAO Terry Fleming, Town Clerk Michelle Patten, Administrative Clerk Michelle Osmond, Director of Operations and Facilities Manager Joe Periera, and Fire Chief Tony Snook.

Mayor Burfitt welcomed Fire Chief Snook to the meeting.

2. **ADOPTION OF AGENDA**

MOTION 2026-4075: E.STROWBRIDGE/C.CLEMENTS

Motioned that the agenda be adopted with the addition of item 11. e. – NL Power.

ALL IN FAVOUR

MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS**

5. **ADOPTION OF MINUTES**

MOTION 2026-4076: C.CLEMENTS/A.MEADE

Motioned that the minutes for the Regular Meeting of Council on March 23, 2026 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2026-4077: E.STROWBRIDGE/D.DUNNE

Motioned that the minutes for the Special Meeting of Council on March 26, 2026 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – MARCH 23, 2026**

a. **Youth Councillor**

Mayor Burfitt advised that unfortunately under the new Town's and Local Service Districts Act there is no legislation for a youth councillor.

7. **INCOMING CORRESPONDENCE FOR ACTION**

a. **Grand Bank-Fortune Soccer Association**

Received a letter advising the interior of the Soccer Hut is in need of repairs. Also, requesting permission to add a mural to the rear exterior of the field bleachers (this is the full responsibility of the Association). It was agreed to set up a meeting with the Soccer Association to discuss further.

b. **Community Sharing Organization**

Received a letter requesting a representative from Council join the board as a liaison. It was agreed to advise the board that everyone's schedules are really busy at this time to make a commitment to another committee.

8. **INCOMING CORRESPONDENCE FOR INFORMATION**

a. **Resignation Letter**

Received a letter of resignation from former Deputy Mayor Stan Burt.

**9. COMMITTEE REPORTS**

**a. Finance Committee**

Councillor Roger Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on April 14, 2026 and presented the following recommendations:

**1. Tax Adjustments**

MOTION 2026-4078: 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

**2. Downtown Development Phase III**

MOTION 2026-4079: R.BROOKS/E.STROWBRIDGE

Motioned that the Town purchase seating for Downtown Development Phase III as it was budgeted for.

ALL IN FAVOUR MOTION CARRIED

**3. Vacation Payout**

MOTION 2026-4080: R.BROOKS/D.DUNNE

Motioned that the Town approve the vacation payout as per the Management Agreement.

ALL IN FAVOUR MOTION CARRIED

**4. John Burke High School Insurance**

MOTION 2026-4081: R.BROOKS/A.MEADE

Motioned that the Town continue to pay the insurance premium to use the gymnasium at John Burke High School to offer pickleball to residents.

ALL IN FAVOUR MOTION CARRIED

**5. Swimming Pool**

MOTION 2026-4082: R.BROOKS/E.STROWBRIDGE

Motioned that the Town open the pool earlier this year.

ALL IN FAVOUR MOTION CARRIED

**6. MNL Symposium – May 7-9, 2026 in Gander**

MOTION 2026-4083: R.BROOKS/D.DUNNE

Motioned that the Town register CAO Fleming and Mayor Burfitt.

ALL IN FAVOUR MOTION CARRIED

**7. Canada Community-Building Fund (CCBF) – Gas Tax**

MOTION 2026-4084: R.BROOKS/C.CLEMENTS

Motioned that the Town accept the Annual Expenditure Report under the Canada Community Building Fund as presented by the accounting company, Jordan Penney CPA Professional Corporation.

ALL IN FAVOUR

MOTION CARRIED

**8. Painting of the Concrete Wall – Phase III Downtown Re-Development**

MOTION 2026-4085: R.BROOKS/A.MEADE

Motioned that the Town issue a tender to repair and paint the concrete wall.

ALL IN FAVOUR

MOTION CARRIED

**9. Old Dump Site - Garbage**

The Town recommends writing the Department of Environment, Conservation and Climate Change regarding the issue as this is owned by Crown Lands.

**10. Street Sweeping**

MOTION 2026-4086: R.BROOKS/E.STROWBRIDGE

Motioned that the Town tender for the annual Street Sweeping.

ALL IN FAVOUR

MOTION CARRIED

**11. Purchase of New Truck for - Public Works Department**

MOTION 2026-4087: R.BROOKS/A.MEADE

Motioned that the Town request quotes from Ford, Chevrolet and Dodge for a pickup truck to eventually replace the 2012 Dodge Ram.

ALL IN FAVOUR

MOTION CARRIED

**12. Invoices for Payment - Attached**

MOTION 2026-4088: S.BURT/E.STROWBRIDGE

Motioned that the Town approve payment of invoices for the month of February 2026 in the amount of \$93,463.30 as presented.

ALL IN FAVOUR

MOTION CARRIED

**b. Development Committee**

Councillor Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on April 14, 2026.

**1. Permits - General**

MOTION 2026-4089: R.BROOKS/E.STROWBRIDGE

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

ALL IN FAVOUR

MOTION CARRIED

**2. Permit - Residential**

MOTION 2026-4090: R.BROOKS/A.MEADE

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

ALL IN FAVOUR

MOTION CARRIED

**3. Condition of Property Letters**

It was agreed to compile a new list of properties that require clean up.

**10. OLD BUSINESS****a. Fargo Fire Truck Survey**

It was agreed to set up another meeting to discuss further before making a decision.

**b. Seaman's Museum**

CAO Fleming gave an update on the replacement of the mural, which would be at the expense of the Town to replace. Will continue to work with The Rooms and set up another meeting at a later time.

**c. Warming Center**

CAO Fleming advised that NL Power have completed their surveys of the poles. Hoping the generator can be installed in the next month or so.

**d. Partanna**

CAO Fleming advised that we are still waiting to see if the Town can get Government Funding approved.

**11. NEW BUSINESS****a. Municipal By-Election**

MOTION 2026-4091: R.BROOKS/E.STROWBRIDGE

Motioned that, for the June 16, 2026 Municipal By-Election and in accordance with Section 13 (2) of the Elections Act, Michelle Osmond, Administrative Clerk, be appointed as Alternate Returning Officer (ARO).

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4092: E.STROWBRIDGE/C.CLEMENTS

Motioned that, for the June 16, 2026 Municipal By-Election and in accordance with Section 14 (3) of the Elections Act, nomination day will be held on May 4, 2026 from 8:00 a.m. to 8:00 p.m. at the Grand Bank Town Office, 2 Church Street.

ALL IN FAVOUR MOTION CARRIED

MOTION 2026-4093: E.STROWBRIDGE/D.DUNNE

Motioned that, for the June 16, 2026 Municipal By-Election the number of votes for a recount be set at ten (10) votes as per Section 62 (1) of the Elections Act.

ALL IN FAVOUR MOTION CARRIED

**b. Election of Deputy Mayor**

Town Clerk/Returning Officer Patten called for nominations for the position of Deputy Mayor of the Grand Bank Town Council.

Councillor Brooks was nominated by Councillor Dunne.

Councillor Brooks accepted the nomination.

Being no further nominations, Councillor Brooks was acclaimed Deputy Mayor.

**c. Standing Committees of Council**

MOTION 2026-4094: C.CLEMENTS/D.DUNNE

Motioned that the Town approve the standing committees of council as presented.

ALL IN FAVOUR MOTION CARRIED

**d. Signing Authority**

MOTION 2026-4095: D.DUNNE/C.CLEMENTS

Motioned that the Town add Councillor Elaine Strowbridge to the signing authority.

ALL IN FAVOUR

MOTION CARRIED

**e. NL Power**

MOTION 2026-4096: D.DUNNE/R.BROOKS

Motioned that the Town write a letter of support for the thermal generation replacement project identified by Newfoundland Power for the area of Greenhill on the Burin Peninsula.

ALL IN FAVOUR

MOTION CARRIED

**12. COUNCILLORS FORUM****a. Fire Chief Snook**

Deputy Mayor Brooks welcomed Fire Chief Snook, said it was nice to see him at the meeting.

**b. Congratulations**

Councillors congratulated Deputy Mayor Brooks on being acclaimed as Deputy Mayor.

**c. Special Events**

Councillor Strowbridge advised that Katherine Grandy is now the Chairperson for Special Events, and Linda Hunt is Co-Chair.

**d. Hanging Electrical Wires**

Councillor Clements asked if anyone has been contacted about the hanging wires around town belonging to Eastlink and Bell.

**e. Wastewater Monitoring Meter**

Councillor Dunne advised that the cover on the manhole on Riverside West was hit off by snowclearing equipment. The Town will advise Biomaxx as this is the monitoring meter.

**13. COMMUNICATIONS FROM TOWN OFFICIALS****a. Thank you**

Fire Chief Snook thanked Council for the invite to attend the meeting. He also advised that the Grand Bank Volunteer Fire Department has been approved to receive a GlobalMedic Fire Skid Unit.

**14. NEXT MEETING DATE**

May 25, 2026 at 4:00 p.m.

**15. ADJOURNMENT**

MOTION 2026-4097: E.STROWBRIDGE/A.MEADE

Motioned that the meeting adjourn at 5:47 p.m.

ALL IN FAVOUR

MOTION CARRIED