

1. **CALL TO ORDER**

Regular meeting #11 for 2023 of the Grand Bank Town Council was held on Monday, November 27, 2023 at 4:35 p.m. at the Council Chambers.

Mayor Rex C. Matthews, Deputy Mayor Stan Burt, Councillors Angela Blackwood, Roger Brooks, Jack Burfitt, and Derrick Dunne attended along with Chief Administrative Officer Terry Fleming, Town Clerk Michelle Patten, Recreation/Operations/Maintenance Director Tom Burton, and Administrative Clerk Michelle Osmond.

2. **ADOPTION OF AGENDA**

MOTION 2023-3702: S.BURT/R.BROOKS

Motioned that the agenda be adopted as presented with the addition of item d. Food Bank to New Business.

ALL IN FAVOUR

MOTION CARRIED

3. **DELEGATION**

4. **ERRORS AND OMISSIONS – OCTOBER 23, 2023**

5. **ADOPTION OF MINUTES**

MOTION 2023-3703: J.BURFITT/D.DUNNE

Motioned that the minutes for Council Meeting October 23, 2023 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

6. **BUSINESS ARISING FROM MINUTES – OCTOBER 23, 2023**

a. **Bridge**

Councillor Dunne questioned if the Department of Transportation and Works were asked to erect caution signs for pedestrians walking on the bridge. CAO will contact them.

b. **Property Condition**

Councillor Burfitt questioned why the property is still not cleaned up on Marine Drive. CAO Fleming advised it is in the process and a lot of work has been completed by the owner.

7. **INCOMING CORRESPONDENCE FOR ACTION**

8. **INCOMING CORRESPONDENCE FOR INFORMATION**

a. **RCMP**

Received the November report.

b. **Scotiabank**

Received a letter advising they will be relocating the services at 15 Water Street, Grand Bank to 191-195 Ville Marie Drive, Marystown effective October 17, 2024.

c. **Grand Bank Volunteer Fire Department**

Received a letter advising that William Breon and Donald Crant have been selected to fill the vacancies with the Department and are currently under the probationary period.

d. **Department of Industry, Energy and Technology**

Received a letter regarding Scotiabank's plans to close the branch in Grand Bank.

9. **COMMITTEE REPORTS**

a. **Finance Committee**

Deputy Mayor Stan Burt, Committee Chairperson, presented a written report of a meeting the Committee held on November 22, 2023.

MOTION 2023-3704: S.BURT/J.BURFITT

Motioned that the Finance Committee report of November 22, 2023 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

MOTION 2023-3705: S.BURT/R.BROOKS

Motioned that we the Ultimate Recipient Town of Grand Bank accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 9th day of November, 2023, Project number AP-MCW-23103C Project name Paving Program – Blackburn Street with a total value of \$96,876. This Council agrees to provide the Ultimate Recipient share value of \$29,281 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Grand Bank.

ALL IN FAVOUR MOTION CARRIED

b. Development Committee

Councillor Roger Brooks, Committee Chairperson, presented a written report of a meeting the Committee held on November 22, 2023.

MOTION 2023-3706: R.BROOKS/D.DUNNE

Motioned that the Development Committee report of November 22, 2023 be approved as presented.

ALL IN FAVOUR MOTION CARRIED

c. Municipalities Newfoundland and Labrador (MNL) Conference

Councillor Jack Burfitt presented a written report of the Annual MNL Conference, Trade Show, and AGM that he attended from October 25 to October 28, 2023 in St. John's.

10. OLD BUSINESS

a. Bait Depot Operations

Mayor Matthews advised that the installation of heat pumps is now complete. A review of the current policy will now take place to determine how the building can be utilized more by the Town.

11. NEW BUSINESS

a. Affordable Housing Program

Mayor Matthews gave a brief update on the program, and how we would encourage more people to construct affordable housing units.

b. Management Agreement

CAO Fleming presented a proposed Management Agreement, commencing January 1, 2024.

c. Food Bank

Mayor Matthews suggested the Town make a donation of \$500.00 to the local Food Bank.

12. COUNCILLORS FORUM

a. Management Agreement

Councillor Burfitt thanked CAO Fleming on the preparation of the Management Agreement.

b. Budget

Deputy Mayor Burt thanked CAO Fleming and the Finance Committee on the preparation of the 2024 Budget. He advised that he felt very engaged in the entire preparation and feels positive towards it.

c. Ducks

Councillor Dunne advised that he feels the high amount of ducks around the community is posing an issue, and safety concern for pedestrians.

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

Administrative Clerk Osmond thanked CAO Fleming for the preparation of the Management Agreement. Also, a reminder of the Christmas Dinner on Friday, December 1st.

b. Santa Claus Parade

Recreation/Operations/Maintenance Director Burton reminded everyone the Tree Light Up and Santa Claus Parade will take place on Saturday, December 2, 2023 at 4:00 p.m.

14. ADJOURNMENT

MOTION 2023-3707: R.BROOKS/J.BURFITT

Motioned that the meeting adjourn at 5:37 p.m.

ALL IN FAVOUR

MOTION CARRIED