

**1. CALL TO ORDER**

Regular meeting #07 for 2025 of the Grand Bank Town Council was held on Monday, July 21, 2025 at 4:02 p.m. at the Council Chambers.

Mayor Rex C. Matthews, Deputy Mayor Stan Burt, Councillors Angela Blackwood, Roger Brooks, Jack Burfitt and Colin Clements, attended along with, Town Clerk Michelle Patten, Administrative Clerk Michelle Osmond and Director of Operations and Facilities Manager Joe Periera. Councillor Derrick Dunne is unable to attend due to vacation and CAO Terry Fleming is unable to attend due to vacation.

**2. ADOPTION OF AGENDA**

MOTION 2025-3917: J.BURFITT/A.BLACKWOOD

Motioned that the agenda be adopted as presented.

ALL IN FAVOUR

MOTION CARRIED

**3. DELEGATION**

**4. ERRORS AND OMISSIONS**

**5. ADOPTION OF MINUTES**

MOTION 2025-3918: S.BURT/R.BROOKS

Motioned that the minutes for the Regular Meeting of Council held on June 16, 2025 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

MOTION 2025-3919: J.BURFITT/S.BURT

Motioned that the minutes for the Special Meeting of Council held on July 14, 2025 be approved with the deletion of item number 2 as a new Motion is required.

ALL IN FAVOUR

MOTION CARRIED

**6. BUSINESS ARISING FROM MINUTES – JUNE 16, 2025**

**a. Downtown Redevelopment**

Councillor Brooks asked if there was any news on the Downtown Redevelopment planning. Mayor Matthews advised there was a meeting with the Engineer and contractor last week and hopefully some decision will be made soon to start the project.

**7. INCOMING CORRESPONDENCE FOR ACTION**

**8. INCOMING CORRESPONDENCE FOR INFORMATION**

**9. COMMITTEE REPORTS**

**a. Finance Committee**

Deputy Mayor Burt, Committee Chairperson, presented a written report of a meeting the Committee held on July 16, 2025.

MOTION 2025-3920: S.BURT/C.CLEMENTS

Motioned that the Finance Committee report of July 16, 2025 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

**b. Development Committee**

Councillor Burfitt, Committee Member, presented a written report of a meeting the Committee held on July 16, 2025.

MOTION 2025-3921: J.BURFITT/R.BROOKS

Motioned that the Development Committee report of July 16, 2025 be approved as presented.

ALL IN FAVOUR

MOTION CARRIED

**10. OLD BUSINESS**

**a. Warming Center - Motion**

MOTION 2025-3922: S.BURT/R.BROOKS

Regarding the Warming Center-Emergency Center (Project 17-MCW-24-00008), Motioned that the Town of Grand Bank award Tender Package 1 to R & R HVAC and Controls LTD for the Generator Only (Contract Value of \$407,350.00), with estimated cost to the Town of Grand Bank of approximately \$98,462.00, this is within the 2025 Approved Budget of approximately \$233,000.00.

Further, with the reduced scope, Motioned that the Town of Grand Bank use the remaining funds to complete the accessibility scope, namely the lower ramp and accessible washrooms, with an estimated additional funding of approximately \$150,000.00, with the Town's share of approximately \$27,000.00, being covered within approved Budget.

ALL IN FAVOUR

MOTION CARRIED

**b. RV Parking**

Mayor Matthews suggested closing up the parking site in September and opening it back up for next summer season.

**11. NEW BUSINESS**

**a. Summer Festival**

Mayor Matthews encouraged everyone to get out and enjoy the festival and a reminder of the three events the Town is hosting, he would like everyone's help if they are available.

**b. Paving Program**

Mayor Matthews advised the paving company may not be available until September.

**c. Emergency Plan**

MOTION 2025-3923: S.BURT/A.BLACKWOOD

Motioned that the Town submit the Town of Grand Bank Municipal Emergency Management Plan dated May 2024 to the Fire and Emergency Services Division of the Department of Justice and Public Safety.

ALL IN FAVOUR

MOTION CARRIED

**12. COUNCILLORS FORUM**

**a. Marine Drive Park**

Council agreed to carry out some preparation work on a small area of the Marine Drive Park in anticipation of constructing a half size basketball court that is being donated.

**b. Summer Festival**

Councillor Brooks advised the ticket sales for the festival seem to be going well.

**c. Nature Trail**

Councillor Burfitt and Deputy Mayor Burt advised there were a lot of trimmings over the Nature Trail on the weekend from the project workers cutting on Friday. Director of Operations and Facilities Manager Periera advised this was already cleaned up this morning. As there is only one grass/leaf blower and at the time they were trimming the branches on the trail it was in use by the Maintenance employees. It was agreed to purchase a second grass/leaf blower for future use.

**d. Grand Bank Theatre Festival**

Deputy Mayor Burt encouraged everyone to take in shows during the season, and advised it has been going really well.

**e. Grass Trimmings**

Councillor Clements advised someone dumped their grass trimmings in the parking lot of the Nature Trail.

**f. Forest Fires**

Councillor Blackwood asked if the Town could help out the residents in any way during the fire/evacuation near the Town of Musgrave Harbour. Mayor Matthews advised we could check into it, and there are other areas as well that have been impacted.

**13. COMMUNICATIONS FROM TOWN OFFICIALS**

**14. ADJOURNMENT**

MOTION 2025-3924: S.BURT/R.BROOKS

Motioned that the meeting adjourn at 4:45 p.m.

ALL IN FAVOUR

MOTION CARRIED