

Town of Burin – Regular Public Meeting – February 11, 2026

February 11, 2026

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Kevin Lundrigan at 6:00 pm.

Members Present: Mayor Kevin Lundrigan
Deputy Mayor Howard Lundrigan
Councillor Shane Foote
Councillor Karen Inkpen
Councillor Rhonda Isaacs
Councillor Alison Kavanaugh
Councillor Justin Noseworthy

Also Present Were: Town Manager Leo Hartson
Director of Public Works Troy Hollett
Town Clerk Sheena Jones

Delegations/Visitors: There were no delegations or visitors present.

ADOPTION OF THE AGENDA

Adoption of the Agenda – February 11, 2026

Motion #202602-015

Moved by: Councillor Foote
Seconded by: Deputy Mayor Lundrigan

Be it resolved that the agenda of the February 11, 2026 regular public meeting be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF THE MINUTES

Adoption of Minutes of Regular Public Meeting – January 21, 2026

Motion # 202602-016

Moved by: Councillor Isaacs
Seconded by: Councillor Noseworthy

Be it resolved that the minutes of a regular public meeting held January 21, 2026 be adopted as circulated.

Motion Carried Unanimously.

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BUSINESS ARISING OUT OF THE MINUTES

The Town Manager provided an update on items actioned since the last regular meeting of January 21, 2026:

- **Clean up order** – A clean up order was issued to the property owner of 194 Main Street.
- **Big Pond Water Tank Graffiti** - The RCMP have been contacted and given photos of the Graffiti on the Big Pond Water Tank. Because the RCMP has obtained photos, the Graffiti can now be painted over.
- **Bus Stop – Main Street** - Town Manager, Leo Hartson, spoke to the Bussing Supervisor for Burin, Pam Matthews, regarding the bus stop in the area of the former Dodge Building, now owned by Grand Fairway Inc. An email correspondence, with a suggested solution has been sent. The Town Manager advised that he received a call from a parent on Augustus Drive regarding snow clearing in the adjacent area. The snow has since been cleared.

COMMITTEE REPORTS

Special Events Committee

Councillor Kavanaugh, Chairperson, advised that the Special Events Committee met on February 3, 2026, and presented the following recommendations:

- **Family Winter Fun Weekend** – The committee discussed that it was too late in the season to plan such an event for this year but would post an expression of interest on social media for the 2027 winter season.
- **Destination Burin** – The committee feels that with the growing tourism in Burin more of an effort is needed to make tourism for Burin stronger and larger. The committee recommends that the Town of Burin put forward a proposal to ACOA for funding to hire an individual to represent Destination Burin to further develop and grow tourism within the Town of Burin.

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Motion #202602-017

Moved by: Councillor Kavanaugh

Seconded by: Councillor Isaacs

Be it resolved that the Town of Burin put forward a proposal to ACOA for funding to hire an individual to represent Destination Burin to further develop and grow tourism within the Town of Burin.

Motion Carried Unanimously.

Planning and Development Committee

Councillor Isaacs, Chairperson, advised that the Planning & Development Committee met on February 3, 2026 and presented the following recommendations:

- **Committee Terms of Reference** - As a result of a municipal audit conducted in 2025 by the Department of Municipal Affairs and Community Engagement, the Committee was presented a draft copy of a Terms of Reference for the Planning and Development Committee. Council will review and the final draft will be concluded and approved at a future meeting.
- **Bus Stop – Main Street** - Concerns were brought forward over the lack of space available for parking while parents and children are waiting for the school bus near the intersection of Hillview Heights and Berry Hill Drive. Staff has now communicated with the bus depot supervisor by phone and email with the goal of coming to a solution.
- **Roads Policy** - There were some questions regarding the seven road standards by a member of the Committee. Each of the road standards were explained and examples or reasoning given for where they may apply.

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on February 4, 2026 and presented the following recommendations:

- **Public Works Committee Terms of Reference** - As a result of a municipal audit conducted in 2025 by the Department of Municipal Affairs and Community Engagement, the Committee was presented a draft copy of a Terms of Reference for the Public Works Committee. Council will review and the final draft will be concluded and approved at a future meeting.

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- **Blivet Gear Box** - The gear box in the blivet system located at Bridget Estates has broken down. The gearbox needs to be replaced at a cost of \$5500.00 plus HST of \$825.00. Referred to Finance for approval.
- **Residential Request for Streetlight** - A resident is seeking Council to take over payment of a street light that he had installed after someone from the neighbourhood removed a private light, causing it to be extremely dark in the area. Public Works will visit the site and make a recommendation prior to the next Council meeting.
- **Septic System Upgrades – Dreamweaver Projects** – The Committee reviewed a request for proposal from Dream Weaver Projects Inc. The Committee understands and supports the rationale that they require additional sewer capacity. The question that the Committee and Town have is how the Town legally and fairly obtains funding for such a project. Staff will reach out to Municipal Affairs for some guidance.
- **Road Standards** - In response to the concerns raised by two delegations at the January 21, 2026 meeting of Council. The Committee will physically visit Pike’s Road and Long Cove Square Ext. For further examination.
- **Cellular Antenna**- The communication antenna at the Big Pond Holding Tank has been damaged with all of the recent wind. The Committee forwards to Finance for approval.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on February 4, 2026 and presented the following recommendations:

- **Finance Committee Terms of Reference** - As a result of a municipal audit conducted in 2025 by the Department of Municipal Affairs and Community Engagement, the Committee was presented a draft copy of a Terms of Reference for the Finance Committee. Council will review and the final draft will be concluded and approved at a future meeting
- **Invoices** - The following lists of payments were reviewed and presented for Council approval:

Appendix “A” - Cheque #051192 - #051241 – Totalling **\$168,510.20**

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Motion #202602-018

Moved by: Councillor Foote
Seconded by: Councillor Lundrigan

Be it resolved that the Town of Burin approve to pay Invoices as attached as Appendix “A”, in the amount of \$168,510.20.

Motion Carried Unanimously.

- **Public Works Requests** - The Committee concurs to purchase a gear box for the blivet, located at Bridget Estates, at a cost of \$5500 plus HST of \$825 for a total of \$6325.

Motion #202602-019

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Issacs

Be it resolved that the Town of Burin purchase a gear box for the blivet system, located at Bridget Estates at a cost of \$6325 tax included.

Motion Carried Unanimously.

- **Public Works Request** - The Committee concurs that the communications antenna needs to be replaced at the Big Pond Holding Tank. No quote available up to time of report preparation.

Motion #202602-020

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Kavanaugh

Be it resolved that the Town of Burin replace the communications antenna at the Big Pond Holding tank. No quote available up to time of report preparation.

Motion Carried Unanimously.

- **MCHS Robotics** - The Committee reviewed a request for sponsorship for the Canada Cup of Robotics. The Committee recommends financial support in the amount of \$100.00

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Motion #202602-021

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that the Town of Burin sponsor the MCHS Robotics Team competing at the Canada Cup of Robotics in the amount of \$100.00.

Motion Carried Unanimously.

STAFF REPORTS

Town Clerk Position

Sheena Jones was welcomed into the Town Clerk position by Town Mayor Kevin Lundrigan and the rest of council.

Motion #202602-022

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Noseworthy

Be it resolved that Sheena Jones be hired as the Town Clerk, of the Town of Burin, effective February 2, 2026 as per terms of the management agreement.

Motion Carried Unanimously.

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CORRESPONDENCE

From	Regarding	Action
1. Resident	Regarding request for street light	Discussed in Public Works Committee
2. Dream Weaver Projects Inc., Mike Brennan	Sewer Upgrade Proposal	Discussed in Public Works Committee
3. Marystown Central High School	Canada Cup of Robotics	Discussed in Finance Committee
4. Town Manager	Terms of Reference	Discussed in Committees
5. Resident	Requesting a letter of support to remediate the Fortune Head Ecological Reserve	Council will write a letter of support. Motion.

Motion #202602-023

Moved by: Councillor Foote

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin write a letter supporting the remediation of the Fortune Head Ecological Reserve.

Motion Carried Unanimously.

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MOTION OF ADJOURNMENT

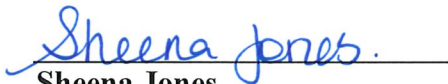
Motion #202602-024


Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that the regular public meeting adjourn at 6:30 pm.

Motion Carried Unanimously.


Sheena Jones
Town Clerk


Kevin Lundrigan
Mayor