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Town of Burin Regular Public Meeting – June 10, 2025

**TOWN OF BURIN
Public Council Meeting Minutes
June 10, 2025**

Members Present: Kevin Lundrigan Mayor
Howard Lundrigan Deputy Mayor
Everett Farwell Councillor (via telephone)
Betty Francis Councillor
Mary Myles Councillor

Also Present: Leo Hartson Town Manager
Troy Hollett Director of Public Works
Joanne Jackman Town Clerk

Delegation/Visitors: Ryan Billard Burin Minor Softball

Regrets: Shane Foote Councillor

The meeting was called to order by Mayor Lundrigan at 5:05 p.m.

ADOPTION OF AGENDA

Adoption of Agenda – June 10, 2025

The following items were added to the agenda for discussion:

Committee Reports:

- Burin Sports Hall of Fame – Clause 13 - Amendments

Permit Applications:

- Application #JUNE2025-03
- Application #JUNE2025-04

Staff Reports:

- By-Laws – Noise and Nuisance

Correspondence:

- Resident – Concerns regarding litter

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Motion #202506-094

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the agenda of the June 10, 2025 regular public meeting, with noted additions, be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF MINUTES

Adoption of Minutes of Regular Public Meeting – May 20, 2025

Motion #202506-095

Moved By: Councillor Francis

Seconded By: Councillor Isaacs

Be it resolved that minutes of a regular public meeting held May 20, 2025 be adopted as circulated.

Motion Carried Unanimously.

DELEGATIONS / VISITORS

Burin Minor Softball Program

Mr. Ryan Billard attended the meeting in order to provide Council with an update regarding the merging of the Burin and Marystown Minor Softball Leagues. A five member board was recently elected at the AGM and consists of both Burin and Marystown residents. The decision to merge has been discussed numerous times over the years and both leagues feel that this is a step in the right direction in growing the program and keeping the sport alive in both towns. The executive is currently working on a game schedule and discussing the process of new branding for the league. Hiring of student coaches will take place later this week.

The executive expects that by working in collaboration with the minor soccer leagues, more children will be able to participate and remain in both programs. They plan to use facilities in both Towns, increasing their ability to host large provincial tournaments which will be of great benefit to all participants.

Mr. Billard thanked Council for their continued support in all aspects from administrative duties to facilities & fields maintenance. He was excused at 5:25 p.m.

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BUSINESS ARISING OUT OF THE MINUTES

The Town Manager provided an update of items actioned since the last regular meeting of May 20, 2025:

- **Winterland Road Crown Land** – The Town Manager advised that he had spoken to the Director of Crown Lands in Corner Brook about the ownership of land known as the former Hickman Property on Winterland Road. He stated that he will be reviewing the situation, adding that it could take some time.
- **Waste Water Monitoring** - Two officers from the Department of Environment visited the Town to discuss Waste Water results for Burin. The Town of Burin is currently exceeding the amount of effluents permitted in our two outfalls without some sort of treatment. More will be discussed in the Public Works Committee Report.
- **New Fire Truck** – The Town Manager spoke with Sales at Metal-Fab and the new fire truck is scheduled for a June 2026 delivery.
- **Town Clean Up** - 15,000 lbs of garbage was collected with the two bins on the Town parking lot during the clean up on Saturday May 24, 2025. The Town Manager spoke with Rene at Rene’s Autobody, and he will be providing an updated list of scrapped vehicles remaining around the Town.
- **Softball Field** – The hydro seed did not take at the softball field. The Town had to purchase sods in order to increase the possibility of having the field ready for the season.
- **Amended Municipal 2025 Budget** - New amended 2025 budget was received by the Department of Municipal Affairs. All in order.

COMMITTEE REPORTS

Planning & Development Committee

Councillor Isaacs advised that the Planning & Development Committee met on June 2, 2025 and provided the following update:

- **Business Attraction Incentives** - The topic of business attraction incentives was brought forward by a member of the Committee to see if the Town of Burin could offer new business owners a tax break annually on business taxes.

The conversation changed to recruitment of doctors and being able to offer business tax breaks for medical doctors. As this was discussed in the past without resolution, a member of the Committee felt it should go back to Council to see if there was any possibility that it could be considered.

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As there was no consensus for a motion, the question is as follows:

Does the Town of Burin recommend offering a tax break to new medical doctors in order to entice them to reside and practice in the Town of Burin for a period of five years?

Councillor Isaacs suggested that Council should offer incentives to any new business that starts up in the Town. However, it was noted that there is already a policy in place to offer incentives to any “new service” business that is not in competition with an existing business in the Town.

After consulting with each Councillor individually, the majority agreed that the existing business incentive policy remain status quo.

Recreation Committee

Councillor Isaacs, Chairperson, advised that the Recreation Committee met on June 2, 2025 and presented the following updates:

- **Alphonsus Warren Soccer Field** - The Committee was advised that there was an issue with air circulation in the shower area of the club house at the soccer field. Staff was advised to reach out to the air exchanger contractor to have it corrected and to put back the commercial dehumidifier that was originally purchased for the building. A request for new windows in the shower rooms was declined.
- **Softball Field Conditions** - Some additional work including topsoil, seed and hydro-seed was done at the upper softball field. The hydro seed is not taking and sods have been ordered. Public Works will travel off the Peninsula to get the sods.
- **Shortage of Funding for Students** - Student funding came up short for the number of positions required. Soccer required two additional student coaches. As in recent years, the Town of Burin will subsidize the cost of one additional student and requires a motion to do so.

Motion #202506-096

Moved By: Councillor Isaacs

Seconded By: Councillor Myles

Be it resolved that the Town of Burin subsidize the costs to hire one additional student coach for the Burin Minor Soccer Association 2025 Summer Program.

Motion Carried Unanimously.

- **Ball Hockey Court** - Pending funding approval, repairs will be made to the court during the Job Creation Partnership.

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- **Dog Park** - Upgrades, clean-up and repairs will be made to the dog park, pending funding approval, during the Job Creation Partnership Project.

Burin Sports Hall of Fame Committee

Deputy Mayor Lundrigan, Chairperson, presented the final draft of the Burin Sports Hall of Fame Constitution, including the addition of Clause 13 - Amendments, and recommended it be adopted by Council.

Motion #202506-097

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Isaacs

Be it resolved that the Constitution of the Burin Sports Hall of Fame, including the addition of Clause 13 - Amendments, be adopted as presented.

Motion Carried Unanimously.

**Councillor Farwell was excused from the meeting at 5:55 p.m.*

Public Works Committee

Deputy Mayor Lundrigan advised that the Public Works Committee met on June 3, 2025 and presented the following recommendations:

- **Anti-Litter Regulations** - New Anti-Litter Regulations were distributed to the Committee for review as a result of the new Towns and Local Service Districts Act. The Committee recommends approval of the new Anti-Litter Regulations as presented.

Motion #202506-098

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the Town of Burin Anti-Litter Regulations be adopted in accordance with the Towns and Local Service Districts Act.

Motion Carried Unanimously

- **Front End Security** - The Town Manager brought forward concerns over the security of staff while working at the Town Office. At present, there is little separation for front line staff and nil to other administrative staff. The Committee recommends putting some ideas and plans on paper to present in the near future for consideration. Staff will reach out to a local individual who has some experience in site lay out.

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Motion #202506-099

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the Town of Burin begin the process of planning changes to the site layout of the Town Office to make improvements to front end security.

Motion Carried Unanimously.

- **Emergency Management Plan** - The Committee discussed the need to review and upgrade the Emergency Management Plan in light of a recent incident in Adam's Cove. The Committee will meet on Wednesday June 18, 2025 at 10 a.m.
- **Asphalt Requirements** - Approximately \$45,000 of asphalt has been identified for water and sewer repairs with another approximate \$55,000 for road maintenance. The Committee will forward to the Finance Committee for approval and motion. A minimum of three quotes must be obtained.
- **Blast** - The Town of Burin is currently 19th on the wait list for a material blast. Public Works has the pit ready for when the driller arrives. \$50,000 is the budgeted amount. The Committee recommends proceeding with having the blast done. This is a budgetary item.

Motion #202506-100

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Isaacs

Be it resolved that the Town of Burin proceed with a material blast at the Town's quarry pit once the driller is available. This is a budgetary item.

Motion Carried Unanimously.

- **Vehicle Clean Up** - Staff has reached out to Rene's Auto Body to arrange for the towing of more scrapped/abandoned vehicles. The Committee identified vehicles that are remaining around the Town from previous removal orders that need to be disposed of.
- **Big Pond Filtration** - Work on the Big Pond Filtration upgrades is now complete. Daily inspections indicate that the screens have remained clear since the upgrade.

Finance Committee

Deputy Mayor Lundrigan advised that the Finance Committee met on June 3, 2025 and presented the following recommendations:

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Public Works Requirements:

- **Asphalt** – The Committee concurs for the asphalt work for road maintenance and water and sewer repairs up to the value of \$100,000 plus HST. A minimum of three prices to be obtained.

Motion #202506-101

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Francis

Be it resolved that the Town of Burin concurs with Public Works Committee recommendation for the asphalt work for road maintenance and water and sewer repairs up to a value of \$100,000.00 plus HST. A minimum of three prices must be obtained.

Motion Carried Unanimously.

- **Transitional Authorizations** – The Department of Climate Change and Environment recently visited the Town Office. As part of being compliant with Waste Water Regulations, the two agents recommended that the Town of Burin commence the Transitional Authorization process which should cut down on the amount of sampling required and give a greater period of time to meet full compliance. The Committee recommends paying BioMaxx for completion of two transitional applications at a cost of \$2,000 each.

Motion #202506-102

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Isaacs

Be it resolved that as part of being compliant with Waste Water Regulations, the Town of Burin engage the services of BioMaxx for the completion of two transitional authorization applications at a cost of \$2,000 each.

Motion Carried Unanimously.

- **Expression Swing** - A resident suggested that the Town of Burin place an expression swing at Central Park. The Committee recommends purchasing an expression swing for Central Park at a cost of \$3,334.00 plus taxes and shipping.

Motion #202506-103

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Francis

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Be it resolved that the Town of Burin purchase an expression swing for Central Park at a cost of \$3,334.00 plus taxes and shipping.

Motion Carried Unanimously.

- **Accounts Payable / Invoices** – The following lists of payments were presented for review and approval:
 - *Appendix “A”* - Cheque #050686- #050748 totalling - **\$ 124,123.86**
 - *Appendix “B”* - Pre-Authorized Bank Payments (NL Power & Eastlink) (January 1 – May 31, 2025) totalling - **\$101,019.44**
 - *Appendix “C”* – Capital Accounts (May 1 – 31, 2025)
Acct #362-18 totalling - **\$ 28,290.00**

Capital Accounts (May 1-31, 2025)
Acct #340-10 totalling - **\$ 33,649.55**

Motion #202506-104

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that a list of payments attached as Appendixes A, B & C, totalling \$287,082.85, be approved as presented.

Motion Carried Unanimously.

PERMIT APPLICATIONS

The Town Manager recommended the following permit applications for approval:

Application #JUNE2025-01 –Lawrence Mullett– Operate an Air BnB at 15 Penney’s Pond Rd.

Motion #202506-105

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Francis

Be it resolved that Application #JUNE2025-01 from Lawrence Mullett to operate an Air BnB at 15 Penney’s Pond Road be approved subject to approval of applicable government departments and Council’s regulations & stipulations.

Motion Carried Unanimously.

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Application #JUNE2025-02 – Resident – To construct a 12x13 residential shed at 4-6 Pleasantview Road.

Motion #202506-106

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Isaacs

Be it resolved that Application #JUNE2025-02 to construct a 12x13 residential shed at 4-6 Pleasantview Road be approved subject to Council's regulations & stipulations.

Motion Carried Unanimously.

Application #JUNE2025-03 – Resident – To construct a 12x14 residential shed at 13 Coady Place.

Motion #202506-107

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Francis

Be it resolved that Application #JUNE2025-03 to construct a residential shed at 13 Coady Place be approved subject to Council's regulations & stipulations.

Motion Carried Unanimously.

Application #JUNE2025-04 – Resident – To construct a 14x20 residential shed at 659 Main Street.

Motion #202506-108

Moved By: Councillor Myles
Seconded By: Councillor Isaacs

Be it resolved that Application #JUNE2025-04 to construct a 14x20 residential shed at 659 Main Street be approved subject to Council's regulations & stipulations.

Motion Carried Unanimously.

STAFF REPORTS

- **RCMP Community Profile** – The Town Manager advised that he recently met with Cst. Davis of the Burin Peninsula RCMP Detachment to discuss Community Profile. Cst. Davis ensured that any identified issues of concern will be followed up and actioned.

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- **Noise & Nuisance By-Laws** – A copy of the revised Noise & Nuisance By-Laws were circulated for Council’s review to be tabled at the next meeting.

CORRESPONDENCE

| From | Regarding | Action |
|--|---|---|
| 1. BioMaxx Environmental | Transitional Authorization Applications. | Dealt with under Finance Committee Report. |
| 2. Environment & Climate Change Canada | Application Process - Transitional Authorization per Federal Wastewater Systems Effluent Regulations. | Dealt with under Public Works Committee Report. |
| 3. NL Health Services | Changes to reporting structure. | Information. |
| 4. Resident | Concerns regarding debris and litter in the Bulls Cove area. | Staff to follow up and contact property owner(s). |

NEW BUSINESS

- **Roads / Asphalt** – Prior to his departure from the meeting, during Committee Reports, Councillor Farwell inquired whether there was any indication when paving would commence on Town roads. Mayor Lundrigan advised that the call for tenders closes next week.

MOTION OF ADJOURNMENT

Motion #202506-109

Moved By: Councillor Myles

Seconded By: Councillor Isaacs

Be it resolved that the regular public meeting adjourn at 6:15 p.m.

Motion Carried Unanimously.


Joanne Jackman
Town Clerk


Kevin Lundrigan
Mayor