

Town of Burin – Regular Public Meeting – July 8, 2026

July 8, 2026

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Kevin Lundrigan at 6:02 pm.

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

Also Present Were:	Town Manager	Leo Hartson
	Director of Public Works	Troy Hollett
	Acting Town Clerk	Georgina Peach

Regrets:	Councillor	Shane Foote
	Town Clerk	Sheena Jones

ADOPTION OF THE AGENDA

Adoption of the Agenda – July 8, 2026

Motion #202607-099

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Kavanaugh

Be it resolved that the agenda of the July 8, 2026 regular public meeting, including additions, be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF THE MINUTES

Adoption of Minutes of Regular Public Meeting – June 10, 2026

Motion # 202607-100

Moved by: Councillor Isaacs

Seconded by: Councillor Kavanaugh

Be it resolved that the minutes of a regular public meeting held June 10, 2026 be adopted as circulated.

Motion Carried Unanimously.

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ADOPTION OF THE ACTING TOWN CLERK

Adoption of Georgina Peach for the position of Acting Town Clerk for regular public meeting – July 8, 2026.

Motion # 202607-101

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Noseworthy

Be it resolved that Georgina Peach be the Acting Town Clerk of the regular public meeting held July 8, 2026.

Motion Carried Unanimously.

BUSINESS ARISING OUT OF THE MINUTES

Town Manager Hartson provided an update on items actioned since the last regular meeting of June 10, 2026:

- **Heritage Square Phase IV:** Work for Heritage Square is ongoing. Wally Drake is the main contractor on this part of Phase IV. Both Mayor Lundrigan and Town Manager Hartson met with officials in Heritage Square on Monday July 6, 2026 to discuss Phase V.
- **Paul's Hill Turn:** Town Manager Hartson spoke to the clerk in the Stephenville Office and she stated that they have two mirrors in the Town and she personally finds them very beneficial. A 36 inch mirror for outdoor use was ordered July 2, 2026 with a 1 to 2 week delivery schedule.
- **Fireworks:** Fireworks are on order for August 2, 2026. Hoping for good weather and no fire bans.
- **Tax Sales:** Notices for Tax Sales should go to property owners this week.
- **Resident Concern:** A written response was sent to the property owner of 105 Seaview Drive regarding the state of the neighbour's property and a letter was sent for action to property owner of 107 Seaview Drive.

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COMMITTEE REPORTS

Planning and Development Committee

Councillor Isaacs, Chairperson, advised that the Planning and Development Committee met on June 29, 2026 and presented the following recommendations:

- **Town Hall Action Items:** The Committee was asked if they were interested in the topic of Town Clean Up which was brought forward during the Town Hall. No member on the Committee could commit any time at the moment.
- **Concerns for MHA:** The Town Manager met with MHA Paul Pike and brought forward a listing of unresolved items. A follow up list was sent to MHA Paul Pike.

Public Works Committee

Councillor Noseworthy advised the Public Works Committee met on June 30, 2026 and presented the following recommendations:

- **Asphalt Upgrades:** Currently in the Build Communities Strong Fund, there is \$323, 183 funding available for the Town of Burin. The Committee recommends that an application be submitted to use these funds for asphalt repairs and engineering for priority areas identified by Public Works.

Motion #202607-102

Moved by: Councillor Inkpen

Seconded by: Deputy Mayor Lundrigan

Be it resolved that an application be submitted to use these funds for asphalt repairs and engineering for priority areas identified by Public Works.

Motion Carried Unanimously.

- The Committee recommends going to tender for engineering for the asphalt upgrades.

Motion #202607-103

Moved by: Councillor Isaacs

Seconded by: Councillor Noseworthy

Be it resolved that asphalt upgrades go to tender for engineering.

Motion Carried Unanimously

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- The Committee recommends that Mayor Kevin Lundrigan and Town Manager Leo Hartson be authorized to be signing authorities on behalf of the Town of Burin for this project.

Motion #202607-104

Moved by: Councillor Noseworthy

Seconded by: Councillor Kavanaugh

Be it resolved that Mayor Kevin Lundrigan and Town Manager Leo Hartson be the signing authorities for the asphalt upgrade project.

Motion Carried Unanimously

- **2009 3500 Series Truck Auction:** The Committee recommends that the 2009 3500 Chevrolet truck be placed upon auction.

Motion #202607-105

Moved by: Councillor Noseworthy

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the 2009 3500 Chevrolet truck be placed upon auction.

Motion Carried Unanimously

- **2015 Public Works 1500 Series Truck:** Due to anticipated future repairs for the 1500 series public works pickup truck, the Committee recommends that a new truck be purchased as a part of the 2027 budget process.

Motion #202607-106

Moved by: Councillor Noseworthy

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the purchase of a new 1500 Series public works pickup truck be part of the 2027 budget process.

Motion Carried Unanimously

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- **Fleet Renewal:** The Committee recommends that the 2009 John Deere 160 excavator be traded for a new unit of the same size as part of the 2027 budget process.

Motion #202607-107

Moved by: Councillor Noseworthy

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the purchase of a new 160 Excavator be part of the 2027 budget process.

Motion Carried Unanimously

- **Fire Hydrant Replacement/Repairs:** The Public Works Committee was advised that the Fire Department recently responded, on two separate occasions, in the Black Duck Cove area to find two hydrants needing service. The Committee recommends that these repairs and replacement be scheduled to be corrected, and any others, if they have been identified.

Motion # 202607-108

Moved by: Councillor Noseworthy

Seconded by: Councillor Isaacs

Be it resolved that the fire hydrant replacements/repairs and any others identified be scheduled to be corrected.

Motion Carried Unanimously.

- **Public Works Human Resources:** Conversation was held regarding the filling of the Maintenance/Operator/Mechanic position with the Public Works Department. Public Works Director advised advertising will continue until the position is filled.
- **Dog Park Bin:** Councillor Noseworthy requested that a trash bin be placed inside the Dog Park for dog owners. Public Works Director Hollett advised this has been done.

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Finance Committee

Councillor Isaacs advised that the Finance Committee met on June 30, 2026 and presented the following recommendations:

- **Invoices:** The Committee reviewed and recommends approval of invoices for Cheque No. 51451 to Cheque No. 51477 totaling \$45,582. Invoice listing included in package.

Motion #202607-109

Moved by: Councillor Isaacs

Seconded by: Councillor Inkpen

Be it resolved that the Town of Burin approve to pay invoices for Cheque No. 51451 to Cheque # No 51477 in the amount totaling \$45,582.

Motion Carried Unanimously

- The Committee reviewed and recommends approval of invoices automatically drawn from the Town of Burin Bank Account from April 8, 2026 to June 24, 2026 totaling \$57,397.04.

Motion #202607-110

Moved by: Councillor Isaacs

Seconded by: Councillor Inkpen

Be it resolved that the invoices be automatically drawn from the Town of Burin Bank Account to pay invoices from April 8, 2026 to June 24, 2026 totaling \$57,397.04.

Motion Carried Unanimously

- **Write Offs:** The Committee recommends that writes off be approved as presented.

Motion #202607-111

Moved by: Councillor Isaacs

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the presented writes offs be written off.

Motion Carried Unanimously

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PERMIT APPLICATIONS

The Town Manager, Leo Hartson, recommended approval of the following permit applications:

Residential:

- **Application # July 2026-01: Resident** - Placement of 8 X 10 prefab residential shed located at 33 Winterland Road.

Motion #202607-112

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that Application # July2026-01 to place a prefab residential shed at 33 Winterland Road be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously

- **Application # July 2026-02 – Resident** – Construction of a 28 x32 residential garage located at 14 Winterland Road.

Motion #202607-113

Moved by: Councillor Isaacs

Seconded by: Councillor Noseworthy

Be it resolved that Application # July2026-02 to construct a residential garage at 14 Winterland Road be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously

Commercial

- **Application # July2026- 03: Resident** – Car detailing business located at 49 South Side Road. Pending discretionary notice

Motion #202607-114

Moved by: Councillor Isaacs

Seconded by: Deputy Mayor Lundrigan

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Be it resolved that Application # July2026-03 to conduct a car detailing business at 49 South Side Road be approved subject to Council's regulations, stipulations and pending discretionary notice.

Motion Carried Unanimously

NEW BUSINESS

- **Town of Burin Consolidated Financial Statements:** Council reviewed and recommended the approval of the findings of the auditor for the 2025 Financial Statements.

Motion #202607-115

Moved by: Councillor Isaacs

Seconded by: Councillor Inkpen

Be it resolved that the Town of Burin accept the statements as presented by Bryon Smith, Chartered Accountant.

Motion Carried Unanimously

- **Marystown Marlins Swim Team:** Council reviewed and approved \$250.00 for the request of a financial sponsorship for Marystown Marlins Swim Team.

Motion #202607-116

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Kavanaugh

Be it resolved that the Town of Burin present a sponsorship to the Marystown Marlins Swim Team in the amount of \$250.00.

Motion Carried Unanimously

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CORRESPONDENCE

Discussion		
From	Regarding	Action
1. Resident	Complaint Unsightly Premises Dalton's Lane	Discussed. Schedule delegation.
2. Resident	Winterland Road Playground	Discussed. Motioned.

Motion #202607-117

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Inkpen

Be it resolved that the Town of Burin not invest any more money to the playground on Winterland Road.

Motion All in Favor: Councillor Inkpen, Councillor Noseworthy, Deputy Mayor Lundrigan
Councillor Isaacs, Mayor Lundrigan

Motion Not in Favor: Councillor Kavanaugh

Motion #202607-118

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Inkpen

Be it resolved that Motion # 202607-117 be rescind.

Motion Carried Unanimously

Motion #202607-119

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that the Town of Burin maintain the Winterland Road playground equipment at its current level.

Motion Carried Unanimously

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MOTION OF ADJOURNMENT

Motion #202607-120

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Kavanaugh

Be it resolved that the regular public meeting adjourn at 6:52 pm.

Motion Carried Unanimously.


for Georgina Peach
Acting Town Clerk


Kevin Lundrigan
Mayor