

March 21, 2023

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A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Lundrigan at 5:05 p.m.

Members Present: Mayor Kevin Lundrigan
Deputy Mayor Howard Lundrigan
Councillor Mary Myles
Councillor Betty Francis
Councillor Shane Foote
Councillor Everett Farwell

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

Regrets: Councillor Rhonda Isaacs

APPROVAL OF AGENDA

The following item was added to the agenda:

Committee Reports:

1. Fire Dept. Liaison Report

Motion #1 H. Lundrigan / Foote
Be it resolved that the agenda of March 21, 2023, with noted addition, be adopted as circulated.

Motion Carried Unanimously.

APPROVAL OF MINUTES

Motion #2 Farwell / H. Lundrigan
Be it resolved that minutes of a regular meeting February 28, 2023 be adopted as circulated.

Motion Carried Unanimously.

DELEGATIONS OR VISITORS

Resident – Union Road

A resident requested to meet with Council to discuss his concerns regarding parking on the public access road located on Brushett's Road adjacent to his residence at 9A Union Road.

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Council agreed to refer this to the Public Works Committee and the Planning & Development Committee in an effort to reach a resolution.

The resident thanked Council for their time and was excused at 5:15 p.m.

Mr. Barry Lake - MMR Powder Coating

Mr. Lake requested to meet with Council to provide a brief overview of the nature of his proposed business, MMR Powder Coating, at 44 Evergreen Crescent.

Council thanked Mr. Lake for his presentation and agreed that his application be discussed at the next Planning & Development Committee meeting. He was excused at 5:25 p.m.

BUSINESS ARISING OUT OF THE MINUTES

The Town Manager provided an update of items actioned since the last Council meeting held on February 28, 2023:

Projects Update

The following projects are anticipated for Burin this year:

<u>Project</u>	<u>Project Cost</u>	<u>Commitment from Council</u>
Fire Hall Extension	\$ 386,553.00	\$ 140,216.00
Cell Towers	\$ 500,000.00	\$ 125,000.00
Heritage Square Two.	\$ 284,855.96	\$ 28,485.00
Hurricane Larry	\$ 1,100,000.00	Nil
Port Au Bras Chlorination Upgrades	\$ 696,000.00	\$ 69,600.00
Augustus Drive Booster Station (Application Submitted)	\$ 260,000.00	\$ 26,000.00

Heritage Square Development Phase II

Mallay's Industrial was the successful bidder of this project at \$284,855.96.

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Black Duck Cove Playground

March 20, 2023 was the deadline to have Black Duck Cove Playground restored to original condition or further legal action would commence. No restoration has been done to date and photographs of the site will be taken tomorrow.

Fleet Communications

All equipment is in order regarding communication equipment. Recent upgrade requirements have been completed.

COMMITTEE REPORTS

Planning & Development Committee

Councillor Farwell, Chairperson, advised that the Planning & Development Committee met on March 13, 2023 and provided the following update:

Canadian Coast Guard

The Committee reviewed correspondence from the Canadian Coast Guard regarding floating aids to navigation in Great Burin Harbour. Because of the importance of the aids to users of the harbour identified by Council, they have deferred the decision regarding the divesture/discontinuance until its' next cyclical review cycle scheduled for 2028.

Strategic Plan

An email has been sent to Council requesting feedback on the two previous Strategic Plans for the Town of Burin. A member states that we should identify the strengths and weaknesses in addition to opportunities and threats in the report.

Appleby Picco Law Letter

The Committee discussed, in depth, a letter from our solicitor regarding 388A Main Street documented in the Assessment Roll as belonging to the Estate of Wallace Mayo. No recommendations came from the discussion other than having the option to bring it back to the table again at a later date.

Discretionary Notice

A discretionary notice is currently being advertised regarding an application to operate a powder coating business at 44 Evergreen Crescent. One objection has been raised to date. The application will be referred back to the Planning & Development Committee for a recommendation.

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Recreation Committee

Councillor Myles advised that the Recreation Committee met on March 14, 2023 and presented the following recommendation:

Black Duck Cove Playground

The Committee reviewed correspondence from Appleby Picco Law regarding the encroachment of the Black Duck Cove Playground by the owner of 23 Keel Street.

The owner of 23 Keel Street must have the property known as the Black Duck Cove Playground restored to its' original condition within 14 days of receipt of the letter from Appleby Picco Law. The letter was delivered on March 6, 2023. The Committee recommends continuing with legal action if the land is not restored to the original condition by March 20, 2023.

**Motion
#3**

Myles / H. Lundrigan

Be it resolved that the Town of Burin proceed with legal action against the owner of 23 Keel Street for encroaching on land owned by the Town known as the Black Duck Cove Playground.

Motion Carried Unanimously.

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on March 14, 2023 and presented the following recommendations:

160 Excavator

Discussion was held regarding some issues with the 160 excavator and the cost of repair versus a new excavator. The Committee refers to the finance committee to explore the cost and financing of a new excavator vs. getting repairs done.

Flow Meter

Discussion was held regarding the need and advantages for a new analog chart recorder for Big Pond at a cost below \$2500. The Committee recommends the purchase of a new analog chart recorder for Big Pond.

**Motion
#4**

Foote / Myles

Be it resolved that the Town of Burin purchase a new analog chart recorder for Big Pond at a cost not exceeding \$2500.00.

Motion Carried Unanimously.

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Long Pond Water Supply

Discussion was held regarding the need for a new flow meter for Long Pond Water Supply. The Committee advised that the meter is working at about 70% capacity. The Committee refers to the Finance Committee for review.

Southside Road Culverts

A closer inspection on the culvert on Southside Road in the vicinity of the lift station has identified the need to order a new culvert for Southside Road in Port Au Bras. The Director of Public Works will provide further information to the Committee at the next meeting in regard to pricing for the similar type of culvert & the next available size which will allow greater ability to accommodate heavier water flows.

Main Office Renovations

The Committee recommends that staff begin the tendering process for the main office building renovations in a couple of days with the goal of construction commencing in April 2023.

**Motion
#5**

Foote / H. Lundrigan

Be it resolved that the Town of Burin commence the tendering process for the main office building renovations with the goal of construction beginning in April 2023.

Motion Carried Unanimously.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on March 14, 2023 and presented the following recommendations:

Public Works Requirements

Excavator – with expenditures anticipated for 2023 for the Town Share of Commitments of \$140,000 for the Fire Hall Extension, \$125,000.00 towards cell phone tower installation, \$70,000 additional requirement towards the Big Pond Upgrade for piping and \$69,000 for Port Au Bras Chlorination building upgrades, the Committee recommends repairing the excavator rather than purchasing a new one.

**Motion
#6**

H. Lundrigan / Francis

Be it resolved that due to commitments towards expenditures for 2023, the Town repair the excavator rather than purchase a new one.

Motion Carried Unanimously.

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Flow Meter - The Committee concurs with the need to have a new flow meter pump for the Long Pond chlorination building. The Committee recommends purchasing a new flow meter for Long Pond chlorination building at a cost of \$9,846.00 plus HST of \$1,476.90 for a total of \$11,322.90.

Motion #7 **H. Lundrigan / Myles**
Be it resolved that the Town of Burin purchase a new flow meter for the Long Pond Chlorination Building at a total cost of \$11,322.90, tax included.

Motion Carried Unanimously.

Burin Peninsula Joint Council Invoice

The Committee reviewed and recommends payment of \$283.75 for 2023 Membership fees for the Burin Peninsula Joint Council.

Motion #8 **H. Lundrigan / Myles**
Be it resolved that the Town of Burin pay 2023 Membership Fees to the Burin Peninsula Joing Council at a total cost of \$283.75.

Motion Carried Unanimously.

Audit 2022

The Committee was advised that the audit will take place from March 20 – 24, 2023.

Financial Update

As required by our Tax Recovery Plan, the Town Manager provided a financial review to members present for the first quarter.

Fire Department Liaison

Councillor Francis, Liaison, advised that she attended a meeting of the Burin Fire Department on February 21, 2023 and circulated a report for review (see attached). Two key items of note are:

- New member, Ronald Carr, was accepted as member of the Burin Fire Department on February 6, 2023.

Motion #9 **Francis / Foote**
Be it resolved that Ronald Carr be accepted as a member of the Burin Fire Department effective February 6, 2023.

Motion Carried Unanimously.

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- Ambulance Service / Lift Assist – Firefighters are frequently called upon for ambulance services to do lift assist and no ambulance is on site. They are frequently called upon to go to a scene not knowing the nature of assistance and no EMS on site. There was also concern that they almost lost a piece of fire equipment when responding to an ambulance call.

Council fully supports the Fire Department and shares their concerns. The Town Manager will discuss the matter further with the Fire Chief.

PERMIT APPLICATIONS

Application #MAR2023-01 – MMR Powder Coating – To operate a powder coating business at 44 Evergreen Crescent. This application is deferred until the next meeting pending discretionary notice.

Application #MAR2023-02 – Salon by the Sea – To operate a hair salon at 219-221 Main St.

**Motion
#10**

Farwell / Foote

Be it resolved that Application #MAR2023-02 from Salon by the Sea to operate a hair salon at 219-221 Main Street be approved “in principle” subject that it be advertised as a discretionary use, approval of applicable government departments and Council’s regulations & stipulations.

Motion Carried Unanimously.

STAFF REPORTS

Disclosure Statements

The 2023 disclosure statements for Council and Management Staff were circulated for the review of those who were not present at the regular meeting of February 28, 2023.

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CORRESPONDENCE

Discussion		
From	Regarding	Action
1. BP Chamber of Commerce	Lunchcon – Minister Siobhan Coady, March 30, 2023	Council will advise staff if they wish to be registered to attend the luncheon.
2. (A) District Commander, RCMP Burin District	Meeting to discuss concerns for upcoming policing plan.	Staff will extend an invitation to attend the next Council meeting.
Review		
1. Fisheries & Oceans Canada	Aids to Navigation.	Dealt with under Planning & Development Committee Report.

INVOICES

Attached as Appendix “A”
(#47882 - #47920)


Motion #11 **Foote / H. Lundrigan**
Be it resolved that Invoices attached as Appendix “A” be paid as presented.

Motion Carried Unanimously.

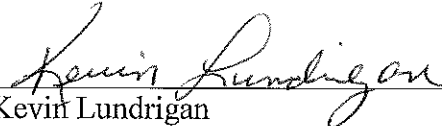
MOTION OF ADJOURNMENT

Motion #12 **H. Lundrigan / Foote**
Be it resolved that the meeting adjourn at 6:00 p.m.

Motion Carried Unanimously.



Joanne Jackman
Town Clerk



Kevin Lundrigan
Mayor