

**January 18, 2022**

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Lundrigan at 5:00 p.m.

**Members Present:** Mayor Kevin Lundrigan  
Councillor Shane Foote  
Councillor Rhonda Isaacs  
Councillor Betty Francis  
Councillor Mary Myles  
Councillor Everett Farwell

**Also Present Were:** Town Manager Leo Hartson  
Director of Public Works Troy Hollett  
Customer Service Rep. Georgina Peach (Acting Town Clerk)

**Regrets:** Deputy Mayor Howard Lundrigan

**Motion #1 Francis/Myles**  
Be it resolved that in accordance with Section 62 (3), Georgina Peach, Customer Service Representative, be appointed Acting Town Clerk for the meeting of January 18, 2022.

Motion Carried Unanimously.

**APPROVAL OF AGENDA**

**Motion #2 Foote/Isaacs**  
Be it resolved that the agenda of a regular meeting January 18, be adopted as circulated.

Motion Carried Unanimously.

**APPROVAL OF MINUTES**

**Motion #3 Farwell/Isaacs**  
Be it resolved that the minutes of a regular meeting December 7, 2021 be adopted as circulated.

Motion Carried Unanimously.

**Motion #4 Foote/Francis**  
Be it resolved that the minutes of a special meeting December 7, 2021 be adopted as circulated.

Motion Carried Unanimously.

**Motion  
#5**

**Francis/Isaacs**

Be it resolved that the minutes of a privileged meeting December 7, 2021 be adopted as circulated.

Motion Carried Unanimously.

**Motion  
#6**

**Francis/Isaacs**

Be it resolved that the minutes of a special meeting January 11, 2022 be adopted as circulated.

Motion Carried Unanimously.

**BUSINESS ARISING OUT OF THE MINUTES**

The Town Manager provided an update regarding items discussed at the meeting of December 7, 2021:

*The Great Burin Wharf Head*

The wharf head was removed from the shores of Burin and brought to the disposal site in four trips by our own crew.

*Long Cove Square Lights*

Street lights are being installed but a pole had to be replaced.

*Department of Transportation*

The Department of Transportation did put a nice bit of cold patch on the potholes after the Director of Public Works reached out on behalf of the Town.

*Heritage House Easement*

Original message went to the wrong email address. Request was resent to Ms. Picco and awaiting response.

*Big Pond Chlorination Upgrades*

Work continues at a slower pace due to outbreaks of Covid in certain regions of the province. More work is scheduled to be done the second week in February.

*Heritage Square Phrase II*

Staff advised that funding for Phrase II was approved. Innovative Engineering will be the engineering firm for this project.

**COMMITTEE REPORTS**

**Public Works Committee**

Councillor Foote advised that the Public Works Committee met on January 10, 2022 and presented the following recommendations:

*Snow Clearing Incident*

The Committee reviewed a copy of an email received from a resident regarding possible damage to her vehicle as a result of snow removal. The resident reached out to the office in the morning after the incident occurred. Communication with the operator had taken place by the Director of Public Works. Speeding was not a factor, weather conditions and the location of the vehicle were the main factors. The vehicle was parked very close to the road edge and as a result of the snow conditions, the vehicle did receive snow over it. Staff from Public Works washed the debris off the car. No further action was required.

*Residential Request*

The Committee reviewed a request from a resident on Long Cove Square to provide snow clearing just pass his residence. The Committee suggested that Public Works visit the area to see if it was possible.

The Public Works Director visited the area and identified that the road would need to be a bit wider and work would be required to the turn around to allow equipment sufficient room to turn. This work would need to be done in the spring.

The Committee recommends that upgrades be made to the road and turn around when the weather permits to allow for snow clearing next winter.

**Motion  
#7**

**Foote/Francis**

Be it resolved that upgrades be made to the road and turn around when weather permits to allow for snow clearing next winter.

Motion Carried Unanimously.

*Sliding Hill*

Construction is nearly completed on a new sliding hill at Central Park. Some additional fill (earth) may be required to construct a return path to the top. The Committee recommends calling it Snow Valley.

**Motion  
#8**

**Footte/Isaacs**

Be it resolved that the sliding hill be called Snow Valley.

Motion Carried Unanimously.

The Committee recommends that the new disclaimer sign be posted at the entrance to Central Park and a sign for the sliding hill be ordered.

**Motion  
#9**

**Footte/Isaacs**

Be it resolved that the new disclaimer sign be posted at the entrance to Central Park and a sign for the snow hill be ordered.

Motion Carried Unanimously.

*Port Au Bras Chlorination Upgrades*

With the funding approved by the Province for the upgrades to Port Au Bras Chlorination System, the Committee recommends staff contact Innovative Engineering to commence the engineering and tender process ensuring that it meets the requirements of the Town of Burin including completion in 2022.

**Motion  
#10**

**Footte/Myles**

Be it resolved that staff contact Innovative Engineering to commence the engineering and tender process ensuring that it meets the requirements of the Town of Burin including completion in 2022.

Motion Carried Unanimously.

**Recreation Committee**

Councillor Isaacs advised that the Recreation Committee met on January 11, 2022 and presented the following recommendations:

*ParticipACTION*

The Committee discussed a program through ParticipACTION that the successful applicant could win \$100,000.00 based on population size. As it is based on postal codes, clarification will be

required on how to apply. Committee Chair will forward information to make contact with the ParticipACTION.

**Motion  
#11**

**Isaacs/Myles**

Be it resolved that the Committee Chair forward the information to make contact with the ParticipACTION.

Motion Carried Unanimously.

*Sliding Hill*

The Committee was advised that the sliding hill at Central Park will soon be completed.

*Recreation Commission*

The Committee wishes to get the Recreation Commission activated. Staff will advertise for candidates to contact the office to put names forward to serve. Deadline date will be noon February 1, 2022.

**Motion  
#12**

**Isaacs/Myles**

Be it resolved that the staff will advertise for candidates and the deadline for putting their names forward for the Recreation Commission is February 1, 2022.

Motion Carried Unanimously.

**Planning & Development Committee**

Councillor Farwell advised that the Planning & Development Committee met on January 10, 2022 and presented the following recommendations:

*Residential Concern - Fireworks*

The Committee reviewed an email received from a resident stating her concerns over fireworks being randomly discharged in her neighbourhood. Without notice, she is unable to isolate her dogs which can be impacted by the noise. The Committee recommends that staff follow up with other municipalities for any existing regulations and form a policy for consideration by the Committee.

**Motion  
#13**

**Farwell/Isaacs**

Be it resolved that the staff follow up with other municipalities for any existing regulation and then the Committee will consider to form a policy.

Motion Carried Unanimously.

*Road Take Over Request*

The Committee reviewed a request from Grand Fairways Resort Cottages to take over a road that is currently owned by the Developer leading to his properties at 87-89 Main Street. The Committee considers it to be private property that does not meet the conditions of the Town of Burin Road standards.

*Land Request*

The Committee was advised that staff were asked about a developer wanting to purchase land from the Town who is currently using the land to store recycled vehicles adjacent to OK Tire on Main Street. The Committee will not consider any requests unless it is in writing and have a plan for the proposed land other than its current use.

**Motion  
#14**

**Farwell/Isaacs**

Be it resolved that any request to purchase land from the Town must be in writing and also have a plan for the proposed land use before being considered.

Motion Carried Unanimously.

*Google Maps*

The Committee was advised that there are instructions online if residents need to update their address on Google Maps for identifying the correct location of their properties. Councillor Isaacs will forward information to staff to post on social media.

*Trail Development System*

Town Manager to set up another meeting with chairperson regarding mapping concerns.

**Finance Committee**

*Budget 2022*

The budget for the Town of Burin was passed at a special meeting of Council on December 7, 2021 for \$3,017,406.60.

Since December 7, 2021, the Town has been successful in obtaining funding in the amounts of \$87,547 for Project No. 219033 Hollett's Dock Cove Upgrades from the Atlantic Canada Opportunities Agency and funding in the amount of \$671,358 through partnership with Atlantic Canada Opportunity Agency and Department of Industry, Energy and Technology.

The Committee recommends acceptance of this new funding.

**Motion  
#15**

**Francis/Foote**

Be it resolved that the new funding in the amounts of \$87,547 for Project No. 219033 Hollett's Dock Cove Upgrades from the Atlantic Canada Opportunities Agency and funding in the amount of \$671,358 through partnership with Atlantic Canada Opportunity Agency and Department of Industry, Energy and Technology be accepted.

Motion Carried Unanimously.

The Committee recommends amending Motion No. 2 of December 7, 2021 Special Meeting by increasing the budget by \$758,905 to a new total of \$3, 776,311 for the year of 2022.

**Motion  
#16**

**Francis/Isaacs**

Be it resolved that Motion No. 2 of December 7, 2021 Special Meeting by increasing the budget by \$758,905 to a new total of \$3, 776,311 for the year of 2022 be amended.

Motion Carried Unanimously.

### **PERMIT APPLICATIONS**

The Town Manager recommended approval of the following permit applications:

**Application #JAN2022-01** – Nails by Terrilyn – Terrilyn Courage – operate a nail salon out of residence at 155A Church Street, Port Au Bras. Pending Discretionary Notice.

**Motion  
#17**

**Farwell/Francis**

Be it resolved that Application #JAN2022-01 to operate a nail salon out of residence at 155A Church Street, Port Au Bras be approved subjected to Council's regulations & stipulations and pending discretionary notice.

Motion Carried Unanimously.

**CORRESPONDENCE**

**Review**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
1. The Ducey Family	Thank you card.	Acknowledged.
2. NAPE	Negotiation of Collective Agreement.	Acknowledged. Referred to Human Resources Committee.

**Discussion**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
1. Alexandra Bolt	Incident from Town plowing roads.	Discussed in Public Works Committee Report.
2. Ira Cribb	Proposed right away for Ira Cribb.	Discussed in Planning & Development Committee Report.
3. Lisa Hodder	Fireworks.	Discussed in Planning & Development Committee Report.
4. Elvis Drake	Snow clearing to 21 Long Cove Square.	Discussed in Public Works Committee Report.



**INVOICES**

Attached as Appendix "A"  
(#046883- #046982)

**Motion  
#18**

**Farwell/Myles**

Be it resolved that the Town purchase a Control Valve, Filters for 80C from Brandt at the cost of \$4020.99

Motion Carried Unanimously.

**Motion  
#19**

**Farwell/Myles**

Be it resolved that the invoices, attached as Appendix "A", be paid as presented.

Motion Carried Unanimously.

**NEW BUSINESS**

*Street Light Maintenance*

Councillor Farwell inquired as to when do street lights be identified by the Town for maintenance. Town Manager advised that a recent street light survey was completed by Public Works and work orders have been created by NL Power.

*Rules of Procedures*

Mayor Kevin Lundrigan reminded members of council that items of new business should be identified to staff for the agenda prior to 4 p.m. on Thursday before the meeting.

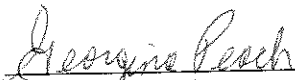
**MOTION OF ADJOURNMENT**

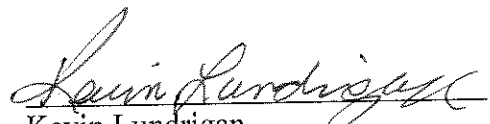
**Motion  
#20**

**Farwell/Myles**

Be it resolved that the meeting adjourned at 5:36 p.m.

Motion Carried Unanimously

  
Georgina Peach  
Acting Town Clerk

  
Kevin Lundrigan  
Mayor