

# Town of Burin – Regular Public Meeting – January 21, 2026

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**January 21, 2026**

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Lundrigan at 6:05 p.m.

**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	Joanne Jackman

**Delegations/Visitors:** Brian Mullett, Resident of Pike’s Lane  
Elvis & Heather Drake, Residents of Long Cove Square Ext.

## **ADOPTION OF AGENDA**

*Adoption of Agenda – January 21, 2026*

### **Motion #202601-001**

**Moved By:** Deputy Mayor Lundrigan  
**Seconded By:** Councillor Isaacs

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

**Motion Carried Unanimously.**

## **ADOPTION OF MINUTES**

*Adoption of Minutes of Regular Public Meeting – December 10, 2025*

### **Motion #202601-002**

**Moved By:** Councillor Isaacs  
**Seconded By:** Councillor Kavanaugh

Be it resolved that minutes of a regular public meeting held December 10, 2025 be adopted as circulated.

**Motion Carried Unanimously.**

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*Adoption of Minutes of Special Meeting (Budget) – December 10, 2025*

## **Motion #202601-003**

**Moved By:** Councillor Kavanaugh

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that minutes of a special meeting (Budget) held December 10, 2025 be adopted as circulated.

**Motion Carried Unanimously.**

## **DELEGATIONS OR VISITORS**

### ***Residents of Pike's Lane & Long Cove Square Ext – Snow Clearing***

Residents of Pike's Lane and Long Cove Square Extension requested to attend the meeting to discuss Council's recent decision to suspend snow clearing services on privately owned roads that do not meet Council's current Roads Standards Policy effective January 15, 2026.

Mr. & Mrs. Drake and Mr. Mullett offered presentations outlining their concerns and requested that Council reconsider their decision due to the negative impact this will have on the residents of the affected roads.

Mr. Mullett requested that Council reinstate the services on Pike's Lane for this season to allow residents adequate time to reach a long term solution with Council.

Council thanked the residents for their presentations and agreed to take their requests under advisement. They were excused from the meeting at 6:20 p.m.

Council agreed to refer the matter back to the Public Works Committee for further discussion.

## **BUSINESS ARISING OUT OF THE MINUTES**

The Town Manager provided an update on items actioned since the last regular meeting of December 10, 2025:

- **Main Street Waterline** - Work is now completed on the Route 210 Water Main Replacement project which is a relief to businesses, residents and Council. Three additional manholes were brought to the road surface level by the successful bidder Wally Drake's Trucking Ltd.
- **Outstanding Issues** – Work continues on the boardwalk heading toward Parson's Point and also on the issue of land availability behind the soccer field.

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## COMMITTEE REPORTS

### *Special Events Committee*

Councillor Kavanaugh, Chairperson, advised that due to a mix up in communication, a meeting of the Special Events Committee did not take place on January 12, 2026, she apologized for the inconvenience.

### *Planning & Development Committee*

Councillor Isaacs, Chairperson, advised that the Planning & Development Committee met on January 12, 2026 and presented the following recommendations:

- **Residential Building Permit** - The Committee reviewed an application for a residential garage located at 269 Main Street. As the accessory building is more than 80 per cent of the main building size, the application is declined. The owner has been advised and has submitted a smaller sized building application for a 20 x 24 building which will be reviewed under Permit Applications.
- **Clean Up and Removal Notice** - The back of the property located at 194 Main Street is open to the weather elements and the Town has been receiving ongoing complaints of rodents in the immediate area. As this is now a safety concern because of high winds, the Committee recommends that a Clean-Up and Removal Notice be issued to the property owner.

### **Motion #202601-004**

**Moved By:** Councillor Isaacs

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that a Clean-Up and Removal Notice be issued to the owner of property located at 194 Main Street.

**Motion Carried Unanimously.**

### *Public Works Committee*

Councillor Foote, Chairperson, advised that the Public Works Committee met on January 13, 2026 and presented the following recommendations:

- **Pike's Lane - Snow Clearing** - Several pieces of correspondence were reviewed and discussed. The Committee stands by the decision to discontinue snow clearing and ice control on Pike's Lane, Woody Lane and Long Cove Square Ext. After meeting with residents prior in the meeting, Council agreed to refer the matter back to the Public Works Committee.

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- **Loader Control Arm Ram** – The hydraulic control arm ram on the loader wing for snow clearing is not working and needs to be replaced. Referred to Finance Committee for approval.
- **Big Pond Water Tank Graffiti** - While graffiti on the Big Pond Water tank is a common practice, the Committee reviewed a photo of some disturbing wording. The Committee recommends that the RCMP be contacted to investigate.

### **Motion #202601-005**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Noseworthy

Be it resolved that the Town of Burin contact the Burin Peninsula RCMP, Marystown Detachment, to investigate graffiti and disturbing wording contained in it on the Big Pond Water Tank.

**Motion Carried Unanimously.**

- **Radon Gas** - A resident inquired if the Town had access to free Radon Gas Kits. The Town currently does not have any but 100 kits have been requested and will be available in the fall of 2026.
- **Bus Stop** - The Committee discussed the lack of parking space on Main Street for a bus stop with the recent residential development on the old Dodge Building site. The Committee recommends that staff reach out to NL Schools Bus Depot to see why students are not able to be picked up on Berry Hill Drive or Hillview Heights.

### **Motion #202601-006**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin contact the NL Schools Bus Depot to inquire why students requiring bus transportation are not able to be picked up on Berryhill Drive or Hillview Heights.

**Motion Carried Unanimously.**

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### *Finance Committee*

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on January 13, 2026 and presented the following recommendations:

- **Year End Statement – Fourth Quarter Review** - As part of the 2025 Tax Recovery Plan that is required by government in order to receive the municipal operating grant, the Committee reviewed the Income and Expenses report for the fourth financial quarter.
- **Public Works Request -Loader Control Arm Ram** – The Committee concurs to purchase a new hydraulic control arm ram for the loader at an approximate cost of \$3800.

### **Motion #202601-007**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Foote

Be it resolved that the Town of Burin purchase a new hydraulic control arm ram for the Loader at an approximate cost of \$3,800.

**Motion Carried Unanimously.**

- **First Lego League World Festival** - The Committee reviewed a request for sponsorship for the First Lego League World Festival. The Committee recommends financial support in the amount of \$100.00.

### **Motion #202601-008**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Noseworthy

Be it resolved that the Town of Burin sponsor the Pearce Junior High School Lego Robotics Team competing at the first Lego League World Festival in the amount of \$100.00.

**Motion Carried Unanimously.**

- **Write Offs** - The Committee reviewed and approved the list of write offs as presented.

### **Motion #202601-009**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Isaacs

Be it resolved that a list of accounts for write off be approved as presented.

**Motion Carried Unanimously.**

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## *Human Resources Committee*

The Human Resources Committee met on January 14, 2026 and provided the following update:

- **Interviews** - The Committee conducted interviews for the position of Town Clerk. Sheena Jones of Burin Bay Arm was the successful candidate with a start date of February 2, 2026.

## **PERMIT APPLICATIONS**

The Town Manager recommended the following permit applications for approval:

### ***Commercial Applications:***

**Application # JAN2026-01: Physio Island Physiotherapy and Wellness Centre** – Anilcan Sen. - Operation of a Physiotherapy and Wellness Centre at 45 Main Street in the Burin Pharmacy Building.

### **Motion #202601-010**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Isaacs

Be it resolved that Application #JAN2026-01 from Anilcan Sen to operate Physio Island Physiotherapy and Wellness Centre from 45 Main Street in the Burin Pharmacy building be approved subject to approval of applicable government departments and Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application # JAN2026-02: KC Whitney Brazilian Jiu Jitsu** – Casie Whitney – Operation of a Brazillian Jiu Jitsu Academy at 135-161 Main Street .

### **Motion #202601-011**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Kavanaugh

Be it resolved that Application #JAN2026-02 from Casie Whitney to operate KC Whitney Brazilian Jiu Jitsu Academy at 135-161 Main Street be approved subject to approval of applicable government departments and Council's regulations & stipulations.

**Motion Carried Unanimously.**

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## ***Residential Applications:***

**Application # Jan2026-03: Resident** – Construct a 24 x 40 residential garage at 269 Main Street. Declined. As per discussion in Planning and Development Committee.

**Application # JAN2026-04 – Resident** – Construct a 20 x 24 residential garage at 269 Main Street. All in Order.

## **Motion #202601-012**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that Application #JAN2026-04 to construct a 20x24 residential garage at 269 Main Street be approved subject to Council’s regulations & stipulations.

**Motion Carried Unanimously.**

## **STAFF REPORTS**

### **Municipal Inspection**

The Town Manager advised that a Municipal Analyst from the Municipal Support Division of the Dept. of Municipal & Community Affairs conducted a municipal inspection to review local governance and financial procedures for the Town of Burin. Several positive practices and operational procedures were evident during the review. In her inspection, she included recommendations for Council to review and action to ensure compliance with provisions under the Towns and Local Service Districts Act. Council reviewed the recommendations and will contact staff if they have any questions.

## **CORRESPONDENCE**

<b>REVIEW</b>		
<b>From</b>	<b>Regarding</b>	<b>Action</b>
1. Jotform	Radon Test Kit Campaign	Discussed in Public Works
2. Resident	Discontinued Snow Clearing Pike’s Lane	Discussed in Public Works
3. Resident	Discontinued Snow Clearing Pike’s Lane	Discussed in Public Works Committee.

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From	Regarding	Action
4. Resident	Discontinued Snow Clearing Pike’s Lane	Discussed in Public Works Committee.
5. Parent Fundraising Group Pearce Junior High	Request for monetary support for Lego Robotics Team.	Discussed in Finance Committee.
6. Resident	Discontinued Snow Clearing Pike’s Lane	Discussed in Public Works Committee.
7. Government NL Municipal & Community Affairs Eastern Regional Office	Municipal Inspection	Discussed under Staff Reports

### ACCOUNTS PAYABLE / INVOICES

The following lists of payments were reviewed and presented for Council approval:

- *Appendix “A”* – Cheque # 051096 - # 051191 – Totalling **\$159,544.72**
- *Appendix “B”* - Pre-Authorized Bank Payments (NL Power & Eastlink)  
(October 1 – December 31, 2025) totalling - **\$ 52,147.64**
- *Appendix “C”* – Capital Accounts (October 1 – December 31, 2025)  
**Acct #362-18** totalling - **\$ 57,280.02**  
  
Capital Accounts (October 1 – December 31, 2025)  
**Acct #340-10** totalling - **\$ 929,214.27**  
  
**Grand Total = \$ 1,198,186.65**

#### **Motion #202601-013**

**Moved By:** Councillor Foote  
**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that lists of payments attached as Appendix “A”, Appendix “B” and Appendix “C” totalling \$1,198,186.65 be approved as presented.

**Motion Carried Unanimously.**

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**MOTION OF ADJOURNMENT**

**Motion #202601-014**

**Moved By:** Councillor Isaacs

**Seconded By:** Councillor Inkpen

Be it resolved that the regular public meeting adjourn at 6:50 p.m.

**Motion Carried Unanimously.**

*for* Sheena Jones  
Joanne Jackman  
Town Clerk

Kevin Lundrigan  
Kevin Lundrigan  
Mayor