

Town of Burin – Regular Public Meeting – September 9, 2026

September 9, 2026

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

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

Also Present Were:	Town Manager	Leo Hartson
	Director of Public Works	Troy Hollett
	Town Clerk	Sheena Jones

Regrets:	Councillor	Shane Foote
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ADOPTION OF THE AGENDA

Adoption of the Agenda – September 9, 2026

Motion #202609-137

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that the agenda of the September 9, 2026 regular public meeting, including additions, be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF THE MINUTES

Adoption of Minutes of the Regular Public Meeting – August 12, 2026

Motion # 202609-138

Moved by: Councillor Kavanaugh

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the minutes of a regular public meeting held August 12, 2026 be adopted as circulated.

Motion Carried Unanimously.

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BUSINESS ARISING OUT OF THE MINUTES

Town Manager Leo Hartson provided an update on items actioned since the last regular meeting of August 12, 2026:

- **Heritage Square Phase IV.:** Concrete work is finally being done. Project phase will be complete when concrete is completed. A lot of positive comments now that asphalt concerns were resolved.
- **Tax Sales:** Notices went up for auction and some taxpayers paid their invoice while others remain outstanding. Auction is scheduled for October 8, 2026.
- **Asphalt Pricing:** Merridan Engineering is going to do three invites for pricing for asphalt for this fall. Due to estimated costs, all roads identified in this round may not get completed due to budget availability.
- **Automatic Flushing Hydrants:** Components for the Automatic Flushing Hydrants should be ordered this week.
- **CEEP:** Scheduled to start September 12, 2026.
- **Courtyard Park:** New sign for gazebo in Heritage Square has been installed.
- **Shalloway Drive:** Upgrades to culverts to handle water flows on Shalloway Drive have now been completed by Town crews.

COMMITTEE REPORTS

Recreation Committee

Councillor Inkpen advised that the Recreation Committee met on September 1, 2026 and presented the following recommendations:

- **Fall Schedule:** The Committee recommends staff to inquire on the availability of a time slot with the YMCA for the Town to Burin to offer a free swim to residents.

Motion # 202609-139

Moved by: Councillor Inkpen
Seconded by: Deputy Mayor Lundrigan

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Be it resolved that the Town of Burin check availability for a time slot to offer a free swim to residents at the YMCA.

Motion Carried Unanimously.

- **Recreation – Summer of 2026:** Committee had no issues or concerns brought forward to them and everything appeared to work well. The Committee acknowledged the good work done by Recreation Director Matthew Hollett.
- **Salt Pond Walking Trail:** The Committee was advised that a resident wanted to walk the trail with the Town Manager to identify some concerns. The Public Work Director was tasked to walk the trail to see if there are any issues that needed to be resolved.
- **Man O War Hill:** The Committee was advised that there were a couple trees down across the path. Town Manager advised he will have Public Works remove them.

Planning and Development Committee

Councillor Isaacs advised the Planning and Development Committee met on September 1, 2026 and presented the following recommendations:

- **Town Hall Fall Forum:** As discussed previously, the Committee recommends that the next Town Hall Public Meeting be held on October 22, 2026 at 7 p.m.

Motion # 202609-140

Moved by: Councillor Isaacs

Seconded by: Councillor Kavanaugh

Be it resolved that the Town of Burin schedule the next Town Hall meeting for October 22, 2026 at 7:00 pm.

Motion Carried Unanimously.

- **Strategic Plan:** The Committee suggests that the creation of a new strategic plan for the Town of Burin be created in 2027.
- **Permits Reviewed:** Permits were discussed by the Committee and will come forward during Permit Applications in the agenda.

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Public Works Committee

Councillor Noseworthy advised that the Public Works Committee met on September 1, 2026 and presented the following recommendations:

- **Excavator Procurement Process:** The Committee discussed that the specs for a new excavator be developed so that the procurement process may begin and staff should reach out to Canoe for pricing options as well.
- **Fire Truck Update:** The Committee was advised that the new fire truck has some overheating issues during the testing process and a ticket has been issued to International to have it reviewed.
- **Roads:** The estimates provided by Meridian Engineering identify at least four areas being possible to be done with new asphalt. Call for three prices are going out this week.
- **Woody Lane Water Line:** Public Works identified that a new service was required to have controlled water to a home off Woody Lane. As there are several homes on the street with more than one property on a service, the Committee recommends a new two inch line be installed with new curb stops connection for each home who wishes to join on to the new line. Automatic connection would be required for homes who would encounter a problem with their old water service.

Motion # 202609-141

Moved by: Councillor Noseworthy

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin install curb stop connections for each home on Woody Lane who wishes to join the new line and automatic connection for those homes who encounter a problem with their old water service.

Motion Carried Unanimously.

Finance Committee

Deputy Mayor Lundrigan advised that the Finance Committee met on September 2, 2026 and presented the following recommendations:

- **Invoices:** The Committee reviewed and recommends approval of invoices for Cheque No. 51561 to Cheque NO. 51612 totaling \$97 835.53. Invoice listing included in package.

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Motion # 202609-142

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Noseworthy

Be it resolved that the Town of Burin approve to pay invoices for Cheque No. 51561 to Cheque No. 51612 totaling \$ 97 835.53.

Motion Carried Unanimously.

- **Automatic Flushers:** The Finance Committee concurs with the purchase of two automatic fire hydrant flushers at an estimated cost of \$7000 each.

Motion # 202609-143

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Isaacs

Be it resolved that the Town of Burin concurs with the purchase of two automatic fire hydrant flushers at an estimated cost of \$7000 each.

Motion Carried Unanimously.

- **Woody Lane Water Line Upgrades:** The Committee concurs with the recommendation to install a two inch water line being installed on Woody Lane to increase water pressure and flow to residence and to give a resident control over his individual water supply.

Motion # 202609-144

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Inkpen

Be it resolved that the Town of Burin install a two inch water line on Woody Lane.

Motion Carried Unanimously.

- **Seaview Drive Repair:** Prior to the new asphalt being laid on a portion of Seaview Drive, several culverts were required to be repaired. The Committee concurs and recommends that this work be completed by our crew.

Motion # 202609-145

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Inkpen

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Be it resolved that the Town of Burin repair culverts as needed on Seaview Drive, prior to asphalt being laid.

Motion Carried Unanimously.

PERMIT APPLICATIONS

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

Residential:

Application No: Sept2026-01 – Resident – 2 Southwest Crescent. – Construction of a 38 x 76 Residence. All in order.

Motion # 202609-146

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Kavanaugh

Be it resolved that Application # Sept2026-01 to construct a residence at 2 Southwest Crescent be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously.

Application No: Sept2026-02 –Resident –22A Collin's Cove Drive - Construct a Residential Garage 32' x 48'. All in order.

Motion # 202609-147

Moved by: Councillor Isaacs

Seconded by: Deputy Mayor Lundrigan

Be it resolved that Application # Sept2026-02 to construct a residential garage at 22A Collin's Cove Drive be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously.

Commercial:

Application No: Sept2026-03 –BDC Construction –392 -400 Main Street - Construct a Garage 40' x 48'. All in order.

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Motion # 202609-148

Moved by: Councillor Isaacs

Seconded by: Deputy Mayor Lundrigan

Be it resolved that Application # Sept2026-03 to construct Garage at 392-400 Main Street be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously.

CORRESPONDENCE

Discussion		
From	Regarding	Action
1. Resident	Right of Way Blockage.	Discussed.
2. MADD Canada	Crashed Car Awareness Campaign.	Discussed.
3. Swinging Lantern Cafe	Terminating Lease.	Referred to Finance.
4. CBDC	Conference.	Discussed.
5. Department of Municipal and Community Affairs	Long Service Awards.	Discussed.

Review		
From	Regarding	Action
1. Department of Municipal and Community Affairs	CEEP Project	Reviewed.

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Privileged Meeting- Personnel Matter

Council resolved to enter into a closed session at 6:45 pm pursuant to the applicable provisions of the Towns and Local Services District Act to discuss a confidential personnel matter.

Resolution: Council received an update regarding the personnel matter and approved the recommendation presented by the Town Manager.

Motion #202609-149

Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Kavanaugh

Be it resolved that the Town of Burin approve the personnel recommendation presented by Town Manager, Leo Hartson, and the proper administrative actions be taken.

Motion Carried Unanimously.

Council reconvened in open session at 6:57 pm.

MOTION OF ADJOURNMENT

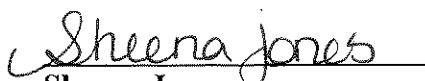
Motion #202609-150

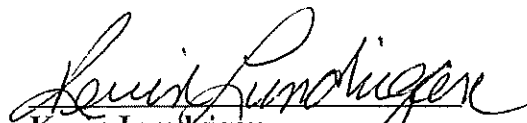
Moved by: Deputy Mayor Lundrigan

Seconded by: Councillor Isaacs

Be it resolved that the regular public meeting adjourn at 7:00 pm.

Motion Carried Unanimously.


Sheena Jones
Town Clerk


Kevin Lundrigan
Mayor