

**September 13, 2022**

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.

<b>Members Present:</b>	Mayor	Kevin Lundrigan
	Deputy Mayor	Howard Lundrigan
	Councillor	Mary Myles
	Councillor	Everett Farwell
	Councillor	Rhonda Isaacs
	Councillor	Betty Francis

<b>Also Present Were:</b>	Town Manager	Leo Hartson
	Town Clerk	Amy Cross
	Director of Public Works	Troy Hollett

<b>Regrets:</b>	Councillor	Shane Foote
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**APPROVAL OF AGENDA**

<b>Motion #1</b>	<b>H. Lundrigan / Isaacs</b> Be it resolved that the agenda of a regular meeting September 13, 2022, be adopted as circulated.
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Motion Carried Unanimously.

**APPROVAL OF MINUTES**

<b>Motion #2</b>	<b>H. Lundrigan / Myles</b> Be it resolved that the minutes of a regular meeting August 23, 2022 be adopted as circulated. With noted changes.
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Motion Carried Unanimously.

**DELEGATIONS OR VISITORS**

N/A

**BUSINESS ARISING OUT OF THE MINUTES**

**Animal Complaint**

Town Manager reached out to the Animal Control Officer to do weekly inspections of a property for the next month, regarding a complaint about two dogs that evolved last meeting. A letter as well will be written to the property owner over the concerns raised.

**Business Park – Land Inquiry**

A request for legal clarification on land was requested from Appleby Picco Law. It was received but led to further questions which means we have to reach out to Appleby Picco Law again. Due to the letter not giving a clear understanding, the Town Manager will consult again with Appleby Picco Law.

**Motion  
#3**

**H. Lundrigan / Myles**

Be it resolved that the Town Manager will consult with Appleby Picco Law to get a clear understanding of the legal rights and terminology when executing a purchase and sale agreement and proper processes to follow when executing the process.

Motion Carried Unanimously.

**Audit Tender**

A tender for auditing services for Audit 2022 will be released in the coming week.

**Penny's Pond Heights**

Notice was hand delivered and another one sent by registered mail for the safety concern around an old basement foundation to be removed by September 30, 2022. The date of August 30, 2022 was extended due to other priorities and staff vacation. Council recommends a list of properties be compiled, reviewed, and decided upon to which property owners should be contacted regarding the state of properties and clean up orders issued.

**Motion  
#4**

**Farwell/Francis**

Be it resolved that the Town of Burin compile a list of properties that should be looked at in regards to the conditions and whether a clean – up order should be issued or not.

Motion Carried Unanimously.

**Salt Pond Trail adjacent property**

The property at the corner of Winterland Road and Salt Pond Drive. Staff has reached out to the property owner on Friday September 9, 2022 regarding survey. Awaiting response.

**Accessibility Ramp – Heritage II**

Email has been sent to adjacent neighbor to see if they will permit enough space to put in the temporary ramp to allow access to building. Awaiting response.

**Bulk Water and Sewer Order**

The bulk order for water and sewer materials has arrived and in store. To date over \$5,000 in savings from closest bidder plus time savings.

**COMMITTEE REPORTS**

***Planning and Development Committee***

Councillor Isaacs advised that the Planning and Development Committee met on September 6, 2022 and presented the following recommendations:

**Police Road – Ross Lane**

The Committee reviewed a request from a resident who lives on Police Road to have a portion of the road to the left renamed from Police Road to Ross Lane. The Committee concurs and recommends that a portion of Police Road would be renamed Ross Lane.

**Motion  
#5**

**Isaacs / H. Lundrigan**

Be it resolved that the portion of road to the left on Police Road be renamed Ross Lane.

Motion Carried Unanimously.

**Business Park and Land Purchases**

The Committee reviewed a legal opinion obtained from the Town solicitor regarding an issue around land purchases. As further information is needed to be clarified, staff will reach out Appleby Picco Law again.

**Everwind Fuels**

The Committee reviewed a request for a letter of support for Everwind Fuels to the Department of Industry, Energy and Technology. The Committee recommends that a letter of support from the Town of Burin be written to express our support for the project and the consultative approach Everwind has take to date.

**Motion**  
#6

**Isaacs / Farwell**

Be it resolved that the Town of Burin write a letter of support to Everwind Fuels to express our support for the project and the consultative approach they have take to date.

Motion Carried Unanimously.

**Concerned Citizen**

The Committee reviewed an unsigned letter regarding a possible sawmill operation operating on Keel Street in Black Duck Cove. While the letter is unsigned, staff will send a letter and application to the resident that was identified.

***Recreation***

Councillor Isaacs advised that the Recreation Committee met on September 6, 2022 and presented the following recommendations:

**Softball Upper Field - Drainage**

The Committee was advised that there is a need to improve the drainage on the right outfield on the full size softball field. The committee recommends that Public Works install a new drainage system to allow the proper draining of the right field during the fall of this year.

**Motion**  
#7

**Isaacs/Farwell**

Be it resolved that the Public Works install a new drainage system to allow the proper draining of the right field during the fall of this year.

Motion Carried Unanimously.

In addition, the left field needs some sunken areas leveled up and the Committee recommends this be done during the same period.

**Motion**  
#8

**Isaacs / Farwell**

Be it resolved that the public works department level up the sunken areas in left field during the fall of 2022.

Motion Carried Unanimously.

### **Soccer Field Maintenance**

The Committee discussed the need for some maintenance to be done to the playing surface at the soccer field. The Committee recommends that this work be performed by the Public Works Department during the fall of 2022.

**Motion  
#9**

**Isaacs / Myles**

Be it resolved that the Public Works department complete some maintenance to the playing surface at the soccer field, during the fall of 2022.

Motion Carried Unanimously.

### **MP Churence Rogers**

During a visit to the Town of Burin on Thursday, September 1, 2022, MP Churence Rogers meet with Mayor Kevin Lundrigan and Councillor Shane Foote. Mayor Lundrigan expressed concerns to MP Churence Rogers about the importance of summer students approved through the Summer Career Placement Program to administer the high participation number in soccer (257 for 2022) and softball (160+ for 2022). MP Rogers identified the scoring system of applications as a possible way to increase the number of coaches.

### ***Public Works***

Deputy Mayor Lundrigan advised that the Public Works Committee met on September 7, 2022 and presented the following recommendations:

### **Town Office Exterior Renovations**

Discussions were held regarding the commencement of the exterior renovations to the Town Hall building. The Committee suggests going to tender for the labour portion of the project to start this fall. Materials for the project will be paid for by the Town. Referred to Finance for consideration.

### **Big Pond Update**

Committee requested staff to provide some concrete dates and times as to when Big Pond will finally be finished and commissioned. Representatives from Innovative Engineering and Hefford's and Public Works Director will meet Thursday this week at Big Pond.

**Winterland Road Resident Concern**

The Public Works Director spoke with Mario Walsh as requested regarding the color of the water and the affects that it is having with a resident on Winterland Road. There is a possibility that a layered filtering system could reduce the staining affect but the Committee agreed that it would be a homeowner’s responsibility if they wished to explore that option.

**Fire Hall Extension Engineering Award**

The Committee was advised that Transportation and Infrastructure recommends engineering for the noted project be awarded to Edwards & Associates Ltd. The Committee concurs and recommends Edwards & Associates Ltd. be awarded the engineering contract for the Fire Hall Extension. Construction is scheduled for May 1, 2023

**Motion  
#10**

**H. Lundrigan / Isaacs**

Be it resolved that the engineering for the extension of the fire hall be awarded to Edwards & Associates Ltd.

Motion Carried Unanimously.

**New Firefighting Pumper Unit**

With the No. 2 1998 pumper fire truck nearing the industry standard of 25 years, the Committee recommends commencing the process to apply for funding to obtain a new fire fighting pumper unit.

**Motion  
#11**

**H. Lundrigan / Isaacs**

Be it resolved that the Town of Burin commence with the process to apply for funding to obtain a new fire fighting pumper unit.

Motion Carried Unanimously.

**Provincial Roads**

During a recent meeting, Mayor Kevin Lundrigan visited Port Au Bras with MHA Paul Pike to demonstrate and voice concerns over the deplorable condition of the provincial roads as they currently exist. MHA Paul Pike advised that the Town should submit to Government a request to have this work done through the Provincial Highways Capital Works Program. The Committee discussed about having Winterland Road added to the request for new asphalt work done next season. The Committee recommends that the Town of Burin apply to the Provincial Highways

Capital Works Program to have new asphalt placed on the roads of Port Au Bras and Winterland Road.

**Motion  
#12**

**Isaacs /Myles**

Be it resolved that the Town of Burin apply to the Provincial Highways Capital works Program to have new asphalt placed on the roads of Port Au Bras and Winterland Road.

Motion Carried Unanimously.

### **Hurricane Larry**

The Committee was advised that no bids were received for the repair work caused by Hurricane Larry. An invited tender process is now taking place and the engineers will make us aware of the results.

### **CL2 Alarm**

The Committee was advised the life of four (4) Chlorine alarms (Big Pond 2, Long Pond 2) have now been exhausted. The Committee refers to the Finance Committee for approval for replacement.

### ***Finance Committee***

Councillor Francis advised that the Finance Committee met on September 7, 2022 and presented the following recommendations:

### **Town Hall Renovations**

The Committee concurs with the Public Works Committee and recommends commencing the renovation to the exterior of the town office.

**Motion  
#13**

**Francis / H. Lundrigan**

Be it resolved that the Town Hall renovations to the exterior will commence, while tendering labour and the Town of Burin pay cost for the materials.

Motion Carried Unanimously.

**New Truck – Public Works**

The Committee recommends that the Town should tender or obtain three prices for a new 4500-5500 series truck for the Public Works Department.

**Motion  
#14**

**Francis / Isaacs**

Be it resolved that the Town of Burin will go to tender or obtain three prices for a new 4500- 5500 series truck for the Public Works Department.

Motion Carried Unanimously.

**Pumper Fire Truck**

The Committee recommends the Town apply for funding to purchase a new pumper truck for the Fire Department.

**Motion  
#15**

**Francis / Isaacs**

Be it resolved that the town apply for funding to purchase a new pumper truck for the Fire Department.

Motion Carried Unanimously.

**Financial Support Request**

The Committee supports and recommends financial support to the Southern Classics Antique Car Club in the amount of \$125.00.

**Motion  
#16**

**Francis / H. Lundrigan**

Be it resolved that Town of Burin will support the Southern Classics Antique Car Club in the amount of \$125.00.

Motion Carried Unanimously.

**CL2 Alarm**

The Committee approves the Town to purchase and replace the four (4) CL2 alarms, two (2) at Big Pond, and two (2) at Long pond.

**Motion  
#17**

**Francis / H. Lundrigan**

Be it resolved that Town of Burin will purchase and replace the four (4) CL2 Alarms, two (2) at Big Pond and two (2) at Long Pond.

Motion Carried Unanimously.



**PERMIT APPLICATIONS**

The Town Manager recommended approval of the following permit applications:

**Residential**

**Application #Sept2022-01** Resident – Construction of extension of 10 x 12 to shed at residence in Penny’s Pond Heights. All in order.

**Motion  
#18**

**H. Lundrigan / Myles**

Motion Carried Unanimously.

**Commercial**

**Application #Sept2022-02** Lawless Ink – to operate a Tattoo and Piercing shop at 51 Burin Bay Crescent. Already operating. All in order.

**Motion  
#19**

**Isaacs / H. Lundrigan**

Motion Carried Unanimously.

**STAFF REPORTS**

Town Manager advised that a Meeting with the RCMP was held on September 1, 2022 and presented the following:

Present at the meeting:

NCO	Sergeant Hannah McKean
Sergeant	Joe McGraw
Mayor	Kevin Lundrigan
Deputy Mayor	Howard Lundrigan
Public Works Chair	Shane Foote
Town Manager	Leo Hartson

A meeting was held on Thursday, September 1, 2022 at 11:00 a.m with noted members of the RCMP to deal with the issue of dangerous operations of ATV’s in the municipality of Burin.

Town Manager Leo Hartson communicated with NCO sergeant McKean via email over concerns that he had received through Messenger over some ATV users specifically in Ship Cove, Burin Bay, and Collin’s Cove area. NCO Sergeant McKean offered to meet with the Town Manager at the Burin Town Office.

A good discussion was held regarding the problem areas and possible solutions. One of the major things requested by those present was more police presence in the community. Other items included the police talking to ATV Owners in the area and parents.

It was discussed and the RCMP Members agreed to do a partnership with the Town of Burin for a communication flyer which the Town will cover the cost of the distribution while the RCMP would compile the document emphasizing safety and proper use and enforcement.

All were pleased with the meeting and looked forward to positive results.

Since the meeting September 1, 2022 The Town Manager has received a draft copy and presented it to council.

**CORRESPONDENCE**

**Discussion**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
1. Tom Gordon	Change of street name request.	Dealt with in Planning and Development. Acknowledged.
2. Appleby Picco Law	Sales of lots in the Business Park.	Acknowledged.
3. Citizen Concern	Saw mill located in Black Duck Cove.	Dealt with in Planning and Development. Acknowledged.
4. Local 9802 John Cleal	National Day for Truth and Reconciliation – September 30, 2022.	<b>Motion #20</b>
5. True Blue	Proclaim October month for Child Abuse Prevention Month.	<b>Motion #21</b>

6. Robert Fowler, Fire Commissioner	Fire Prevention Week 2022.	Information Only. Acknowledged.
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**Motion #20**

**Farwell / Myles**

Be it resolved that September 30, 2022 be recognized as a Statutory holiday and Town of Burin Office will be closed.

Motion Carried Unanimously.

**Motion #21**

**H. Lundrigan / Farwell**

Be it resolved that the Month of October be proclaimed Child Abuse Prevention Month.

Motion Carried Unanimously.

**CORRESPONDENCE**

**Review**

<b>From</b>	<b>Regarding</b>	<b>Action</b>
1. Southern Classics Antique & Classic Car Club	Thank you for your sponsorship of Classics 2022.	Acknowledged.

**INVOICES**

Attached as Appendix “A”  
(#047417 – 047456)

**Motion #22**

**H. Lundrigan / Francis**

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

Motion Carried Unanimously.

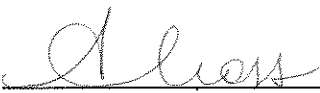
**MOTION OF ADJOURNMENT**

**Motion  
#23**


**Francis / Myles**

Be it resolved that the meeting adjourned at 6:28 p.m.

Motion Carried Unanimously.



Amy Cross  
Town Clerk



Kevin Lundrigan  
Mayor