

Town of Burin Regular Public Meeting – July 23, 2024

TOWN OF BURIN Public Council Meeting Minutes July 23, 2024

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

Also Present: Leo Hartson Town Manager
Troy Hollett Director of Public Works
Joanne Jackman Town Clerk
Sandra Burke Animal Control Officer

Regrets: Rhonda Isaacs Councillor

The meeting was called to order by Mayor Lundrigan at 5:10 p.m.

ADOPTION OF AGENDA

Adoption of Agenda – July 23, 2024

Motion #202407-121

Moved By: Councillor Foote
Seconded By: Councillor Francis

Be it resolved that the agenda of the July 23, 2024 public meeting be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF MINUTES

Adoption of Minutes of Regular Public Meeting – June 18, 2024

Motion #202407-122

Moved By: Councillor Farwell
Seconded By: Councillor Francis

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Be it resolved that minutes of a regular public meeting held June 18, 2024 be adopted as circulated.

Motion Carried Unanimously.

DELEGATIONS OR VISITORS

Resident – 40 Greenhill Crescent

The resident of 40 Greenhill Crescent was unable attend the meeting. The Animal Control Officer and the Town Manager provided Council with an update regarding the situation between the homeowners and explained the next steps.

The Animal Control Officer was excused at 5:25 p.m.

BUSINESS ARISING OUT OF THE MINUTES

The Town Manager updated Council on a list of items actioned since the last regular meeting of June 18, 2024:

- **New Service – Woody Lane** - In an effort to eliminate or locate a reason why dirt was entering the resident's water system, a new service was installed for the homeowner. The Public Works Director speculates that the issue may have been caused by the placement of the corporation stop.
- **JCP Start Date** – The JCP started on Monday July 22, 2024. Activities for this project include a new deck for the softball building, a new washroom for Salt Pond Walking Trail, new railing for the trail near Frog Pond and building of additional tables and benches.
- **Rescue Unit Storage Building** – Work is progressing smoothly with the project, the building was shingled last week. A change order was issued to include an extra door at the front of the building.
- **Port au Bras Chlorination Project** – Staff have requested updates on this project. The next step will be to request a meeting between Engineers, the Contractor and the Province.
- **Augustus Drive Booster Station Project** – The Contractor for this project is on site today and will be working in the area for the next couple of days.

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COMMITTEE REPORTS

Planning & Development Committee

Councillor Farwell, Chairperson, advised that the Planning & Development Committee met on July 16, 2024 and provided the following update:

- **Dilapidated Buildings** – Notices have been sent to several property owners of identified dilapidated properties and the 90 day time period has now passed. As no action was taken by the owners, the Town will continue with the next step toward removal of the properties. The Committee recommends proceeding to tender for the removal of the burnt house at 643 Main Street and also the remains of a fishing shed destroyed during Hurricane Larry.

Motion #202407-123

Moved By: Councillor Farwell
Seconded By: Councillor Myles

Be it resolved that the Town of Burin proceed to tender for the removal of the burnt house at 643 Main Street and also the remains of a fishing shed destroyed during Hurricane Larry.

Motion Carried Unanimously.

- **Greenhill Crescent** – The Committee recommends that the Town seek legal advice from Lawyer Philip Whelan in Clarenville for the issue in relation to dogs at Greenhill Crescent.

Motion #202407-124

Moved By: Councillor Farwell
Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin seek legal advice from Lawyer Philip Whelan of Clarenville for the issue in relation to dogs at Greenhill Crescent.

Motion Carried Unanimously.

- **Everwind Energy – Letter from Resident** – The Committee reviewed another request from a resident seeking that a vote should go before the people of Burin whether Everwind Energy should have been given a letter of approval from the Town of Burin.

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A brief discussion was held and the Committee feels that no change to the original decision is required at this time. Council agreed.

- **Crown Land Application** – An application was received for crown land adjacent to 23A Winterland Road to allow access to the property. The application is in order and the Committee recommends approval. The Town Manager noted that the application is required in order to sell the property.

Motion #202407-125

Moved By: Councillor Farwell

Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin has no objection to an application for crown land adjacent to 23A Winterland Road to allow access to the property.

Motion Carried Unanimously.

Recreation Committee

Councillor Myles advised that the Recreation Committee met on July 18, 2024 and provided the following update:

- **ParticipAction Signs** – The ParticipAction signs have been taken down as the Community Challenge event has now ended.
- **Recreational Activities** – The Committee would like to see a schedule of recreational activities planned for the summer that includes the age range for participants. The Committee recommends that the Recreation Director do up a schedule of activities and to include as many age groups as possible.

Motion #202407-126

Moved By: Councillor Myles

Seconded By: Councillor Foote

Be it resolved that that the Recreation Director prepare a schedule of summer recreational activities for the Town of Burin and to include as many age groups as possible.

Motion Carried Unanimously.

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Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on July 16, 2024 and provided the following update:

- **Augustus Drive Update** – Civil work for the water main connection, embankment and trench excavation, culvert installation, etc. on Augustus Drive is scheduled for next week. After completion, the Contractor plans to prep and pour the building pad to allow building erection to commence in the coming weeks. The Contractor will co-ordinate water shut offs with the Town and it is anticipated that work on the water line will commence on Tuesday morning.
- **Big Pond Update** – The flow meter has now been installed at the Big Pond Chlorination building. Contractor and Engineers are working on a design concept for a filtration system.
- **Main Water Line Replacement** – Request for Proposals has now been issued by the Province for engineering consultant work to replace the main waterline from the intersection of Pearce Junior High to the second entrance of Burin Ultramar. Once the Consultant is selected, tenders for construction will be called.
- **Softball Request** – The Committee reviewed a request for fence protection for the mini diamond and that has been dealt with by Town staff. The Committee also reviewed a request to purchase netting to prevent softballs from leaving the playing surface. The Recreation Director will source a vendor for this.
- **Greenhill Crescent** – The Committee was advised that a resident on Greenhill Road is experiencing a lot of sludge in their hot tub water and has gone through four filters. The Public Works Director will visit their property.
- **Greenhill Crescent – Dogs/Rodents** – The Committee was updated on actions taken by the Town to try to resolve the issue with dogs/rodents at Greenhill Crescent. The Town has engaged the services of Orkin Pest Control and the Animal Control Officer is visiting the residence several times per week to ensure that the dog pen is cleaned. We are now receiving complaints of the dogs barking and are looking to engage a lawyer from Clarenville as our regular lawyer is in conflict.
- **Beach Cleanup** – A request to partner with other organizations for a beach cleanup was received. As this is time sensitive, Councillor Francis agreed to seek further information on the event and determine the nature of the Town's involvement.

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- **CEEP Application** – The Town Manager is submitting a Community Enhancement Employment Program application. The deadline is July 26, 2024.
- **Long Pond Chlorine Scales** – The chlorine scales are becoming worn out and require replacement at the Long Pond chlorination building. The Committee recommends that the Public Works Director source a vendor for the scales.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on July 18, 2024 and presented the following recommendations:

- **Shingle Replacement – Heritage I** – As a result of renovations, installation of foam insulation and improper previous construction, the shingles need to be replaced on Heritage I. A price provided by the current contractor on site is recommended. The Committee recommends shingling Heritage House I at a cost of \$12,500 plus HST.

Motion #202407-127

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Francis

Be it resolved that the Town of Burin have the shingles replaced on Heritage House I at a cost of \$12,500 plus HST.

Motion Carried Unanimously.

- **Additional Walkway – Heritage I** – To improve accessibility around Heritage House I, the Committee recommends additional concrete walkway to the front and rear of the building including the front step landing.

Motion #202407-128

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that in order to improve accessibility, the Town of Burin install additional concrete walkway to the front and rear of the Heritage House I, including the front step landing.

Motion Carried Unanimously.

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- **Ramp Repair – Oldest Colony Trust** – To improve accessibility and eliminate a tripping hazard in the Oldest Colony Trust entrance (facing the former Canadian Coast Guard Station), the Committee recommends a new concrete ramp be installed in the porch of the building.

Motion #202407-129

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that in order to improve accessibility and eliminate a tripping hazard, the Town of Burin install a new concrete ramp in the porch entrance of the Oldest Colony Trust building.

Motion Carried Unanimously.

- **Basement – Hollett and Hollett & Sons Building** – In order to increase storage capacity at the Hollett and Hollett & Sons building, the Committee recommends completing the basement floor while the concrete truck is on site.

Motion #202407-130

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that in order to increase storage capacity, the Town of Burin complete the basement floor of the Hollett and Hollett & Sons building while the concrete truck is on site.

Motion Carried Unanimously.

- **Golf Fore Healthcare Tournament** – The Committee recommends approval of a request for prize sponsorship of the Golf Fore Healthcare Tournament in the amount of \$250.00

Motion #202407-131

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that the Town of Burin provide prize sponsorship of the Burin Peninsula Health Care Foundation Golf Fore Healthcare Tournament in the amount of \$250.00.

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Motion Carried Unanimously.

- **U-15 Sponsorship Request** – As there are five participants from Burin involved in the Eastern Region U-15 female soccer team in the 2024 NL Summer Games, the Committee recommends financial support in the amount of \$250.00.

Motion #202407-132

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Francis

Be it resolved that the Town of Burin provide financial support in the amount of \$250.00 to the Eastern Region U-15 female soccer team participating in the 2024 NL Summer Games.

Motion Carried Unanimously.

- **Change Order – Fire Rescue Building** – At the request of the Fire Chief and the Town Manager, the Committee recommends having another man door installed on the Fire Rescue Storage Building if provincial funds are released.

Motion #202407-133

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that if provincial funds are released, the Town of Burin approve an additional man door be installed on the Fire Rescue Storage building.

Motion Carried Unanimously.

- **Long Pond Chlorine Scales** – The Committee recommends the purchase of chlorine scales for the Long Pond Chlorination Building in the amount of \$5,990.00 plus tax.

Motion #202407-134

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that the Town of Burin purchase chlorine scales for the Long Pond Chlorination Building from Hefford's Contracting at a cost of \$5,990.00 plus tax.

Motion Carried Unanimously.

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PERMIT APPLICATIONS

Application #JUL2024-01 – Resident – To construct a 20 x 24 residential garage at 19 Brenton’s Road. The Town Manager advised that the accessory building is located at the front of the property.

Council discussed the existing building regulations which do not allow accessory buildings to be located closer to the front lot line than the main building. It was agreed that the regulations are not current and need to be reviewed for updates. Council agreed to defer this application until the current regulations are reviewed by the Planning & Development Committee. The Town Manager will inform the applicant.

- *Deputy Mayor Lundrigan was excused from the meeting at 6:10 p.m.*

CORRESPONDENCE

The following correspondence was reviewed and discussed:

- **Burin Peninsula Health Care Foundation** – Golf Fore Healthcare Tournament – Discussed in Finance Committee Report.
- **U15 Female NL Summer Games Team** – Request for sponsorship donation – Discussed in Finance Committee Report.
- **Eating Disorder Foundation of NL** – Participation in Eating Disorder Awareness Week 2025 – Council agreed to purchase a flag that has been designed to create awareness with a portion of proceeds for the Foundation.

Motion #202407-135

Moved By: Councillor Foote

Seconded By: Councillor Farwell

Be it resolved that the Town of Burin purchase a flag in support of the Eating Disorder Foundation of NL at a cost of \$175.00.

Motion Carried Unanimously.

- **Resident** – Requesting clean up letters be issued to owners of property located at the rear of 40 Greenhill Crescent – Council agreed to investigate and, if the complaint is warranted, will issue clean up letters.

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Motion #202407-136

Moved By: Councillor Farwell
Seconded By: Councillor Myles

Be it resolved that per the request of a resident, and if it is deemed warranted, the Town of Burin issue clean up letters to the owners of property located at the rear of 40 Greenhill Crescent.

Motion Carried Unanimously.

ACCOUNTS PAYABLE / INVOICES

Attached as Appendix “A”

A list of payments (Cheque #0500004 - #050088) totalling \$157,196.37 was presented for review and approval.

Motion #202407-137

Moved By: Councillor Foote
Seconded By: Councillor Francis

Be it resolved that a list of payments, attached as Appendix “A”, totalling \$157,196.37 be approved as presented.

Motion Carried Unanimously.

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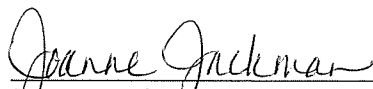
MOTION OF ADJOURNMENT

Motion #202407-138

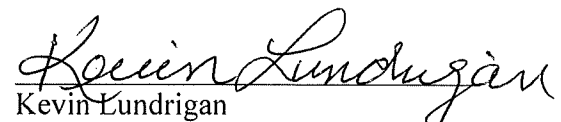
Moved By: Councillor Francis
Seconded By: Councillor Myles

Be it resolved that the regular public meeting adjourn at 6:25 p.m.

Motion Carried Unanimously.



Joanne Jackman
Town Clerk



Kevin Lundrigan
Mayor