

**TOWN OF BURIN**  
**Public Council Meeting Minutes**  
**April 23, 2024**  
**Council Chambers**

**Members Present:** Kevin Lundrigan                      Mayor  
Howard Lundrigan                      Deputy Mayor  
Shane Foote                      Councillor  
Betty Francis                      Councillor  
Rhonda Isaacs                      Councillor  
Mary Myles                      Councillor  
Everett Farwell                      Councillor (via telephone)

**Also Present:** Leo Hartson                      Town Manager  
Troy Hollett                      Director of Public Works  
Joanne Jackman                      Town Clerk

The meeting was called to order by Mayor Lundrigan at 5:05 p.m.

**ADOPTION OF AGENDA**

The following items were added to the agenda for discussion:

- Permit Applications – Application #APR2024-05
- Permit Applications – Application #APR2024-06
- Correspondence – St. Thomas Aquinas Church
- Correspondence – Southern Classics Antique Car Club

**Motion #202404-063**

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

Be it resolved that the agenda of the April 23, 2024 Public Meeting, with noted additions, be adopted as circulated.

**Motion Carried Unanimously.**

**ADOPTION OF MINUTES**

*Adoption of Minutes of Regular Public Council Meeting – March 19, 2024*

**Errors or Omissions:** Councillor Farwell noted that on Page 5 the Mover and Seconder of Motion #202403-055 were not recorded. The Town Clerk will make the necessary correction.

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### **Motion #202404-064**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that minutes of a regular public meeting held March 19, 2024, with noted correction, be adopted as circulated.

**Motion Carried Unanimously.**

### **DELEGATIONS OR VISITORS**

The homeowner of 42-44 Greenhill Crescent requested to meet with Council to discuss an ongoing concern. She will be attending later in the meeting.

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

The Town Manager updated Council on a list of items actioned since the last regular meeting of March 19, 2024:

- ***Augustus Drive Booster Station*** – Tenders closed on April 19, 2024. Wally Drake's Trucking is the Lead Contractor and Innovative NL are the Engineers.
- ***Shalloway Drive*** – Staff met with the Developer and the Engineers. There is one final item to be resolved prior to takeover of the road.
- ***Hollett Building*** – Interior work is now completed. The patio and wheelchair ramp are left to be constructed upon completion of the septic tank.
- ***Burin Heritage House*** – The windows and doors are ordered and the spruce clapboard has been painted.
- ***Rescue Vehicle Storage Facility*** – A kick-off meeting was held on Wednesday, April 17, 2024. The anticipated start date of this project is May 1, 2024.
- ***Port au Bras Chlorination Building Upgrades*** - A kick-off meeting was held on Wednesday, April 17, 2024. The anticipated start date of this project is June 1, 2024.

**COMMITTEE REPORTS**

**Planning & Development Committee**

Councillor Isaacs advised that the Planning & Development Committee met on April 16, 2024 and presented the following recommendations:

- **2024 Strategic Plan** – The Committee recommends doing a limited call of a Request for Proposals for a new Strategic Plan for the Town of Burin.

**Motion #202404-065**

**Moved By:** Councillor Isaacs

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin do a limited call of a Request for Proposals for the development of a new Strategic Plan for the Town.

**Motion Carried Unanimously.**

- **Brushett's Road** – The Committee reviewed emails received from two residents in the area. The Committee considers it to be a conflict between two families. The Town Manager consulted with the Town Solicitor and confirmed that Council should not get involved as it is a civil matter between the two parties.

**Motion #202404-066**

**Moved By:** Councillor Isaacs

**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin maintain its stand to refrain from involvement in a dispute between two parties on Brushett's Road as per the legal advice of the Town Solicitor.

**Motion Carried Unanimously.**

- **Property Purchase** – The Committee reviewed a request to purchase a small piece of land located adjacent to the main parking lot area in Heritage Square. The Committee agrees with the request provided all costs to complete the transaction are covered by the purchaser.

**Motion #202404-067**

**Moved By:** Councillor Isaacs

**Seconded By:** Deputy Mayor Lundrigan

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Be it resolved that the Town of Burin sell a small parcel of land located adjacent to the main parking lot area in Heritage Square and all costs to complete the transaction are the responsibility of the purchaser.

**Motion Carried Unanimously.**

- **Former Hickman Property** – The Committee is moving forward with approaching government to transfer ownership of the land formerly known as the Hickman property on Winterland Road from the Dept. of Transportation & Infrastructure to Crown Lands so that the land may be developed.

### **Recreation Committee**

Councillor Isaacs, Chairperson, advised that the Recreation Committee met on April 16, 2024 and presented the following recommendations:

- **Soccer Field Dugouts** – The Committee reviewed a request from the Burin FC Club to construct two new dugouts at the Alphonsus Warren Soccer Field. The Committee concurs and recommends referral to the Finance Committee for funding availability.

### **Motion #202404-068**

**Moved By:** Councillor Isaacs

**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin Recreation Committee concurs with a request from the Burin FC Club for the construction of two new dugouts at the Alphonsus Warren Soccer Field and refer to the Finance Committee for funding availability.

**Motion Carried Unanimously.**

- **Recreation Director** – The Committee recommends moving forward with the hiring of a Recreation Director for the 2024 summer season.

### **Motion #202404-069**

**Moved By:** Councillor Isaacs

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin hire a Recreation Director for the 2024 summer season.

**Motion Carried Unanimously.**

**Public Works Committee**

Councillor Foote, Chairperson, advised that the Public Works Committee met on April 17, 2024 and presented the following recommendations:

- **Dumping Station** – The Committee reviewed a request for a dumping station in the area of Penney’s Pond for RV users. The Committee feels this is a great service that will entice more tourism to our area and recommends a station be constructed to be available for the 2024 camping season.

**Motion #202404-070**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin construct a dumping station for RV users in the area of Penney’s Pond for the 2024 camping season.

**Motion Carried Unanimously.**

- **Speed Bumps** – The Committee is recommending that no speed bumps be installed in the Town this year. Residents are reminded to call the RCMP through 911 for assistance in dealing with speeding issues.

**Motion #202404-071**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Francis

Be it resolved that no speed bumps be installed in the Town of Burin this year and residents are encouraged to call 911 for RCMP assistance to deal with speeding issues on local roads.

**Motion Carried Unanimously.**

- **Soccer Field Dug Outs** – Construction will commence on the dugouts once it has been approved by the Finance Committee.
- **Garbage Bins** – The Committee recommends obtaining two large trash containers from Burin Peninsula Waste Management for a Community Spring Cleanup event on May 25, 2024.

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### **Motion #202404-072**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Isaacs

Be it resolved that the Town of Burin obtain two large trash containers from Burin Peninsula Waste Management for a Community Spring Cleanup event on May 25, 2024.

**Motion Carried Unanimously.**

- ***Pump Removals*** – Once the booster station is up and running on Augustus Drive, the Committee recommends that Mario Walsh Mechanical Services remove the temporary residential pumps and return them to the Town of Burin.

### **Motion #202404-073**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that once the Augustus Drive Booster Station is operational, the Town request that Mario Walsh Mechanical Services remove the temporary residential pumps and return them to the Town.

**Motion Carried Unanimously.**

- ***Brush Cutting*** – Staff were advised by the office of MHA Paul Pike that funding will be made available for brush cutting. The Committee identified the area in the vicinity in the area of the Black Duck Cove mailboxes and asked Council to advise staff of any other areas they would like submitted.

### **Finance Committee**

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on April 17, 2024 and presented the following recommendations:

- ***Marystown Minor Hockey*** – The Committee recommends payment of Council's annual financial contribution of \$1,000.00 to the Marystown Minor Hockey Association.

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**Motion #202404-074**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Foote

Be it resolved that the Town of Burin make its annual financial contribution of \$1,000.00 to the Marystown Minor Hockey Association.

**Motion Carried Unanimously.**

- **Tables for Hollett and Hollett & Sons Building** – The Committee recommends the purchase of nine folding tables for the Hollett Building at a cost of \$4,662.00.

**Motion #202404-075**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Foote

Be it resolved that the Town of Burin purchase nine folding tables for the Hollett and Hollett & Sons Building at a total cost of \$4,662.00

**Motion Carried Unanimously.**

- **Soccer Field Dugouts** – The Committee recommends that construction of dugouts commence at the Alphonsus Warren Memorial Soccer Field at an approximate cost of \$15,000 - \$18,000.00

**Motion #202404-076**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin commence with the construction of dugouts at the Alphonsus Warren Memorial Soccer Field at an approximate cost of \$15,000 - \$18,000.00.

**Motion Carried Unanimously.**

**PERMIT APPLICATIONS**

The Town Manager recommended approval of the following permit applications:

**Application #APR2024-01** – Construct a 10' x 8' extension to residence at 90 Winterland Road.

**Motion #202404-077**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Myles

Be it resolved that Application #APR2024-01 to construct a 10' x 8' extension to a residence at 90 Winterland Road be approved subject to Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application #APR2024-03** – Construction of a 40' x 60' residence at 4 Evergreen Crescent.

**Motion #202404-078**

**Moved By:** Councillor Isaacs

**Seconded By:** Councillor Myles

Be it resolved that Application #APR2024-03 to construct a 40' x 60' residence at 4 Evergreen Crescent be approved subject to approval of applicable government departments and Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application #APR2024-04** – Construction of a 20' x 20' residential garage at 127 Greenhill Rd.

**Motion #202404-079**

**Moved By:** Councillor Isaacs

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that Application #APR2024-04 to construct a 20' x 20' residential garage at 127 Greenhill Road be approved subject to Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application #APR2024-02 – Donald Drake** - Construction of a 40' x 40' commercial garage at 5A Ropewalk Lane. The Town Manager noted that this area is zoned as a commercial neighbourhood.



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**Motion #202404-080**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Isaacs

Be it resolved that Application #APR2024-02 from Donald Drake to construct a 40' x 40' commercial garage at 5A Ropewalk Lane be approved subject to approval of applicable government departments and Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application #APR2024-05** – Construction of a 12' x 10' extension to an existing garage at 6 Inlet Road.

**Motion #202404-081**

**Moved By:** Deputy Mayor Lundrigan

**Seconded By:** Councillor Isaacs

Be it resolved that Application #APR2024-05 to construct a 12' x 10' extension to an existing garage at 6 Inlet Road be approved subject to Council's regulations & stipulations.

**Motion Carried Unanimously.**

**Application #APR2024-06 – Dream Weaver Projects Inc. (Smuggler's Cove)** – Construction of a 40' x 40' enclosed container and wooden storage shed with engineered trusses and metal roof at 330 Church Street.

**Motion #202404-082**

**Moved By:** Councillor Francis

**Seconded By:** Councillor Myles

Be it resolved that Application #APR2024-06 from Dream Weaver Projects Inc. (Smuggler's Cove) to construct a 40' x 40' enclosed container and wooden storage shed with engineered trusses and metal roof at 330 Church Street be approved subject to approval of any applicable government departments and Council's regulations & stipulations.

**Motion Carried Unanimously.**

**DELEGATIONS OR VISITORS**

***Resident – 42-44 Greenhill Road (5:30 p.m.)***

At this point the homeowner of 42-44 Greenhill Road met with Council to provide an update of recent events and to discuss ongoing issues regarding the animal control / pest control with the neighbouring property. Council assured the resident that all necessary parties will collaborate and conduct a site visit. The Town Manager will keep the homeowner apprised as further information is obtained.

The homeowner thanked Council for their time and was excused at 5:50 p.m.

**CORRESPONDENCE**

The following correspondence was reviewed and discussed:

- **RCSCC 280 Zaandam** – Requesting Council to place an ad in their Annual Ceremonial Review Booklet.

**Motion #202404-083**

**Moved By:** Councillor Foote

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin place a full page ad in the RCSCC 280 Zaandam Annual Ceremonial Review Booklet at a cost of \$100.00.

**Motion Carried Unanimously.**

- **Resident** – Request to purchase a parcel of land – Dealt with in Planning & Development Committee report.
- **Curtis Dawe Lawyers** – Letter regarding breach of Lease Agreement with the Baker’s Table – Mayor Lundrigan and the Town Manager met with the Town Solicitor on April 19, 2024 for an information gathering session. Council discussed advertising for tenants to operate the café.

**Motion #202404-084**

**Moved By:** Councillor Myles

**Seconded By:** Councillor Foote

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Be it resolved that the Town of Burin advertise for tenants for the operation of the café at Heritage Square effective June 1, 2024.

**For the Motion:** 6

**Against the Motion:** 1 (Councillor Farwell)

**Motion Carried.**

Councillor Farwell voted against the motion as he feels Council should not proceed until we seek legal advice.

- **Residents** – Correspondence from two residents regarding ongoing issues on Brushett’s Road – Dealt with in Planning & Development Committee report.
- **Burin FC** – Request for dugouts at soccer field – Dealt with in Recreation & Finance Committee reports.
- **Dreamweaver Projects Inc.** – Request for RV Dumping Station – Dealt with in Public Works Committee report.
- **St. Thomas Aquinas Church** – Invitation to Annual Day of Mourning Ceremony, April 28, 2024 – Mayor Lundrigan will be attending.
- **Southern Classics Antique Car Club** – Request for co-sponsorship of Classics 2024 – Council agreed to the co-sponsorship of Classics 2024 in the amount of \$125.00 as in previous years.

### **Motion #202404-085**

**Moved By:** Councillor Francis

**Seconded By:** Deputy Mayor Lundrigan

Be it resolved that the Town of Burin co-sponsor the Southern Classics Antique Car Club’s Classics 2024 in the amount of \$125.00.

**Motion Carried Unanimously.**

**ACCOUNTS PAYABLE / INVOICES**

Attached as Appendix “A”.

A list of payments (Cheque # 048817 – 048880) totalling \$138,686.34 was presented for review and approval.

**Motion #202404-086**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Francis

Be it resolved that a list of payments, attached as Appendix “A”, totalling \$138,686.34 be approved as presented.

**Motion Carried Unanimously.**

**MOTION OF ADJOURNMENT**


**Motion #202404-087**

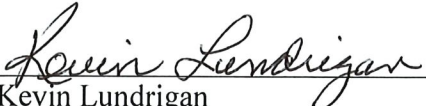
**Moved By:** Councillor Francis

**Seconded By:** Councillor Myles

Be it resolved that the regular public meeting adjourn at 6:05 p.m.

**Motion Carried Unanimously.**

  
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Joanne Jackman  
Town Clerk

  
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Kevin Lundrigan  
Mayor