

October 17, 2023

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Lundrigan at 5:10 p.m.

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

Also Present Were: Town Manager Leo Hartson (Virtual Attendance)
Director of Public Works Troy Hollett
Town Clerk Joanne Jackman

APPROVAL OF AGENDA

The following items were added to the agenda for discussion:

Correspondence:

1. Bert Bennett (OK Tire) – Proposal

New Business:

1. Welcoming Promotional Package

Motion H. Lundrigan / Francis

#1 Be it resolved that the agenda of September 26, 2023, with noted additions, be adopted as circulated.

Motion Carried Unanimously.

APPROVAL OF MINUTES

Motion Francis / H. Lundrigan

#2 Be it resolved that minutes of a regular meeting September 26, 2023 be adopted as circulated.

Motion Carried Unanimously.

BUSINESS ARISING OUT OF THE MINUTES

The Town Manager provided an update of items actioned since the last regular Council meeting of September 26, 2023:

Burin 50 + Aging Grant and Structure

Construction of the outdoor recreation area for the Burin 50+ is now completed.

Port Au Bras Water System Improvements

The Port Au Bras Water System Improvements contract award is approaching two months behind schedule. An email sent to the engineering firm and government requesting a timeframe for work to be done. The Director of Public Works suggested that a meeting be held with the Engineers prior to going to tender.

Tender – 5500 Series Truck

Only one bid was received for the truck and the offer was declined. Staff advised the bidder what the Town was hoping to get, he declined. Truck was then sold to a third party for \$4,500 plus HST.

Heritage Square – Phase III

Town Manager Leo Hartson and Mayor Kevin Lundrigan travelled to Clarendville on Thursday October 12, 2023 for the funding announcement regarding Phase II for Heritage Square where MP Churence Rogers spoke on behalf of Minister Gudie Hutchings. Phase III has been approved and will be announced by the Minister at a later date.

Augustus Drive Booster Station

A kick off meeting was held to discuss the plan of action for the construction of the booster station on Augustus Drive. A timeframe of spring of 2024 was given for project completion.

Sewer Material Invoice – Seaview Drive

Resident wishes to speak to Council again regarding the invoice for sewer materials. He requested to attend the next meeting of Council on November 7, 2023.

Big Pond Flow Meter

The meter has been removed and shipped to the distributor who will send it to the Manufacturer for warranty review. The Director of Public Works will keep Council informed of progress.

COMMITTEE REPORTS

Planning & Development Committee

Councillor Farwell, Chairperson, advised that the Planning & Development Committee met on October 10, 2023 and provided the following update:

Cell Tower Request

Following up on the last meeting, the Public Works Director travelled throughout Port Au Bras while speaking with the Town Manager by cell phone. Levels were recorded throughout Church Street and Southside Road. All readings are attached to the report. The Committee cannot recommend applying for cost shared funding at this time for another cell phone tower.

Strategic Report

The Committee wishes to review the previous strategic reports. Council agreed to schedule a meeting for the Strategic Plan review immediately following the next Council meeting on November 7, 2023.

Special Events Committee

Councillor Francis, Chairperson, advised that the Special Events Committee met on October 10, 2023 and presented the following recommendations:

Trunk or Treat

The Committee discussed whether a trunk or treat could take place again this year. The Committee recommends that a notice of interest be advertised to have a trunk or treat event on October 31, 2023 from 3 p.m. to 7 p.m. at the Burin Town Hall parking lot. Council agreed to advertise the event on social media, the Town website and on the VOCM public service announcements.

Motion #3

Francis / Isaacs

Be it resolved that the Town of Burin issue a notice of interest to hold a trunk or treat event on October 31, 2023 from 3:00 p.m. – 7:00 p.m. at the Burin Town Hall Parking Lot.

Motion Carried Unanimously.

Dates – Special Events

The Committee recommends the following dates for Special Events:

- Town Christmas Party – November 24, 2023
- Santa Claus Parade – December 2, 2023 at 2 p.m.

- 2nd Annual Christmas in the Square - December 3, 2023
- Annual Christmas Tree Light Up - November 23, 2023

Motion #4 **Francis / H. Lundrigan**
Be it resolved that the Town of Burin approve the schedule of special events for the Christmas season as presented by the Special Events Committee.

Motion Carried Unanimously.

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on October 11, 2023 and presented the following recommendations:

Big Pond Water Supply

The Committee discussed the number of concerns that staff and Council have received regarding the color, smell and dirt in the Big Pond water supply. As work is ongoing with the pipe replacement in the Big Pond chlorination building, the Committee recommends opening the green tank and doing a physical inspection.

Motion #5 **Foote / H. Lundrigan**
Be it resolved that as work is ongoing with the pipe replacement in the Big Pond chlorination building, the public works staff carry out a physical inspection and interior cleaning of the green tank.

Motion Carried Unanimously.

The Committee also recommends that the Big Pond Water Supply be flushed once the new pipe is installed in the Big Pond Chlorination building.

Motion #6 **Foote / Isaacs**
Be it resolved that the Big Pond water supply system be flushed once the new pipe is installed in the Big Pond chlorination building.

Motion Carried Unanimously.

Burin Business Park - Land Purchase Request

The Committee reviewed an email received after the Planning & Development Committee meeting requesting to purchase land at the Burin Business Park. The Committee recommends selling the land requested to Eastern Tree Service.

**Motion
#7**

Foote / H. Lundrigan

Be it resolved that the Town of Burin approve a request from Eastern Tree Service to purchase land identified as Lots 3, 4 & 5 at the Burin Business Park.

Motion Carried Unanimously.

Blivet System

The Committee recommends that the Blivet System within Bridget Estates become functional. The Public Works team will work towards getting the system operational before the winter season.

**Motion
#8**

Foote / Francis

Be it resolved that the Town public works team work towards getting the blivet system within Bridget Estates operational prior to the winter season.

Motion Carried Unanimously.

Long Cove Sewer Outfall

Staff advised the Committee that they were informed by a resident that the Long Cove sewer pipe was afloat. Public Works has been made aware to remedy.

Shalloway Crescent

The Public Works Director met with the Developer of Shalloway Drive to discuss information required by the engineers as a part of their assessment. The information requested will be passed along to Innovative Engineering to continue their assessment and they will come back with firm recommendations.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on October 11, 2023 and presented the following recommendation:

Write Offs

The Committee reviewed an account for write off and recommend it be written off as presented.

**Motion
#9**

H. Lundrigan / Foote

Be it resolved that a taxpayer account be written off as presented.

Motion Carried Unanimously.

CORRESPONDENCE

Discussion		
1. Town of Marystown	Support of Marystown Shipyard Families Alliance Inc.	Motion.

Motion #10

Farwell / H. Lundrigan

Be it resolved that the Town of Burin write a letter in support of injured workers of the former Marystown Shipyard and their families in demanding the opening and availability of a document sealed by the Government of NL in 1998.

Motion Carried Unanimously.

2. Marystown Marlins Swim Team	Requesting financial sponsorship.	Referred to the Finance Committee.
Review		
1. Municipal Assessment Agency	2024 Assessment Service Fee	Information.
Additions		
1. Bert Bennett (OK Tire)	Request regarding land adjacent to OK Tire.	Referred to Public Works Committee.

INVOICES

Attached as Appendix “A”
(#048359 - #048416)

Motion #11

Foote / Myles

Be it resolved that Invoices attached as Appendix “A” be paid as presented.

Motion Carried Unanimously.

NEW BUSINESS

Promotional Welcome Package

Councillor Farwell stressed the importance of preparing a promotional package in an effort to attract newcomers to the area and to promote tourism in the Town of Burin.

He advised that the Burin Peninsula Joint Council has reached out to the NL Workforce Innovation Centre regarding a Welcoming Communities Initiative to have all municipalities contribute to the development of a regional promotional package.

He suggested that we review and update our current information to include in the package. It was agreed that this be referred to the Planning & Development Committee for further discussion.

Council also agreed to invite Cynthia Ferrie, Web Designer for Burin Heritage Tourism Association, to attend an information session with Council.

Come Home Year 2025 Meeting

Mayor Lundrigan reminded Council that a Come Home Year 2025 meeting is scheduled for October 18, 2023 at 7:00 p.m.

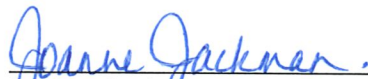
MOTION OF ADJOURNMENT

**Motion
#12**

Francis / H. Lundrigan

Be it resolved that the meeting adjourn at 6:00 p.m.

Motion Carried Unanimously.



Joanne Jackman
Town Clerk



Kevin Lundrigan
Mayor