

Town of Burin Regular Public Meeting – August 19, 2025

TOWN OF BURIN Public Council Meeting Minutes August 19, 2025

Members Present:	Kevin Lundrigan	Mayor
	Howard Lundrigan	Deputy Mayor
	Everett Farwell	Councillor
	Shane Foote	Councillor
	Betty Francis	Councillor
	Rhonda Isaacs	Councillor
	Mary Myles	Councillor
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 5:10 p.m.

ADOPTION OF AGENDA

Adoption of Agenda – August 19, 2025

The following items were added to the agenda for discussion:

Permit Applications:

1. Application #AUG2025-03
2. Application #AUG2025-04

Correspondence:

1. Meridian Engineering Inc.- Tender Results – Route 220 Waterline Replacement

Motion #202508-128

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Isaacs

Be it resolved that the agenda of the August 19, 2025 regular public meeting, with noted additions, be adopted as circulated.

Motion Carried Unanimously.

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ADOPTION OF MINUTES

Adoption of Minutes of Regular Public Meeting – July 8, 2025

Motion #202508-129

Moved By: Councillor Francis

Seconded By: Councillor Foote

Be it resolved that minutes of a regular public meeting held July 8, 2025 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 meeting of July 8, 2025:

- **New Fire Truck** – Chassis for the new fire truck has been received by MetalFab with a June 2026 or earlier delivery date anticipated.
- **Clean Up Order** – A clean up order was issued to a property owner on Harbourview Drive with 21 days to have the property cleaned up. The letter was sent on August 8/25.
- **Alphonsus Warren Soccer Field Building** – The issue with air intake and circulation into areas of the building has been corrected.
- **Emergency Management Plan** – The Public Works Committee reviewed the Emergency Management Plan. As well, the government released a new EMO template yesterday. Some changes to contact names are required but it is considered ready to be utilized.
- **Waste Water Transition Funding** – No action to date.
- **Municipal Asphalt Repairs** – All town water cuts and repairs for 2025 have now been completed.
- **Municipal Grant** – The Town of Burin was successful in obtaining a \$4000 grant through Active NL for the playground on Winterland Road. To be further discussed with the Recreation Committee to determine the best use of this funding.
- **Jordair Air Filling Station for Fire Department SCBA** – Filters required due to the operational hazard have still not been received. The supplier is reaching out to the

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manufacturer for an ETA. Once completed, it is planned to move the SCBA into the new rescue storage building to make more room in the main fire station.

COMMITTEE REPORTS

Planning & Development Committee

Councillor Farwell, Chairperson, advised that the Planning & Development Committee met on August 11, 2025 and made the following recommendation:

- **Family Medicine Resident Workshop** - The Committee was advised that the Eastern Stream Family Medicine Workshop, sponsored by the Town of Burin, will take place at the Oldest Colony Trust from September 21, 2025 to September 23, 2025. The Committee recommends financial support of \$1000 towards the sponsorship.

Motion #202508-130

Moved By: Councillor Farwell

Seconded By: Councillor Isaacs

Be it resolved that the Town of Burin provide sponsorship of \$1000 towards the Eastern Stream Family Medicine Workshop taking place at the Oldest Colony Trust Building from September 21 – 23, 2025.

Motion Carried Unanimously.

Councillor Farwell stated that he feels it is very important that members of Council attend this event if permitted to do so.

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on August 12, 2025 and presented the following recommendations:

- **Main Street Waterline** – Meridian Engineering provided a list of tender results for the Route 220 Waterline Replacement Project #17-MCW-25-00009 and recommended acceptance of the bid from Mally's Industrial Services Ltd:
 - *Mally's Industrial Services Ltd.* - \$1,025,313.55
 - *Wally Drake's Trucking Ltd.* - \$1,109,664.90
 - *Stellar Storm Industries Inc.* - \$1,237,996.28

(All tenders are inclusive of HST)

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Motion #202508-131

Moved By: Councillor Foote

Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin accept the bid for the Route 220 Waterline Replacement Project #17-MCW-25-00009 from Mallay's Industrial Services Ltd. in the amount of \$1,025,313.55 (HST included).

Motion Carried Unanimously.

- **Shalloway Drive Paving** – The following quotations were received for the grading and paving of Shalloway Drive:

- *H & M Paving Ltd* - \$ 82,225.00
- *Provincial Paving Ltd.* - \$107,352.50
- *Island Paving Ltd.* - \$ 80,385.00

All quotations are inclusive of HST.

The Committee recommends that the Town accept the lowest quotation from Island Paving Ltd.

Motion #202508-132

Moved By: Councillor Foote

Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin accept a bid from Island Paving Ltd. in the amount of \$80,385.00, HST included, for the grading and paving of Shalloway Drive. An application for funding for this project to be submitted to the Canada Community Building Fund for this asphalt season.

Motion Carried Unanimously.

- **Municipal Capital Works 2026** – The Committee identified the upgrading of the lift station near the hospital on Main Street, the lift station near Eagle Road and the replacement of force main line going from the lift station to the top of Eagle Road as Priority #1 for the 2026 season and the Water Quality Study for the Big Pond Water Supply as Priority #2.
- **Job Creation Partnership and Community Employment Enhancement Programs** – Staff advised that the Town of Burin received funding for a ten week Job Creation Project that commenced August 5, 2025. The Community Employment Enhancement Program will commence on October 20, 2025.

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- **Water Conservation** – Due to the lack of rain in the past number of weeks and no substantial amount in the forecast, the Committee recommends a voluntary conservation request on the Town of Burin's three water supplies.

Motion #202508-133

Moved By: Councillor Foote

Seconded By: Councillor Myles

Be it resolved that due to the lack of rain in the past number of weeks and no substantial amount forecasted, the Town of Burin impose a voluntary conservation request on the Town's three water supplies.

Motion Carried Unanimously.

Finance Committee

Deputy Mayor Lundrigan advised that the Finance Committee met on August 12, 2025 and had one recommendation regarding the asphalt work on Shalloway Drive, however, this motion has already been dealt with in the Public Works Committee report.

PERMIT APPLICATIONS

The Town Manager recommended approval of the following permit applications:

Application # AUG2025-01 – Resident – Construction of a residential shed at 3 Our Cove Road.

Motion #202508-134

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Isaacs

Be it resolved that Application #AUG2025-01 to construct a residential shed at 3 Our Cove Road be approved subject Council's regulations & stipulations.

Motion Carried Unanimously.

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Application #AUG2025-02 – Resident – Construction of a residential shed at 6 Big Pond Access Road.

Motion #202508-135

Moved By: Councillor Foote
Seconded By: Councillor Myles

Be it resolved that Application #AUG2025-02 to construct a residential shed at 6 Big Pond Access Road be approved subject Council's regulations & stipulations.

Motion Carried Unanimously.

Application #AUG2025-03 – Resident – Construction of a 28 x 24 residential garage at 6 Ridge Road.

Motion #202508-136

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Isaacs

Be it resolved that Application #AUG2025-03 to construct a 28 x 24 residential garage at 6 Ridge Road be approved subject Council's regulations & stipulations.

Motion Carried Unanimously.

Application #AUG2025-04 – Grand Fairways/Ira Cribb – Construction of a 36 x 32 residential shed at 84 - 88 Main Street.

Motion #202508-137

Moved By: Councillor Foote
Seconded By: Councillor Myles

Be it resolved that Application #AUG2025-04 from Grand Fairways/Ira Cribb to construct a 36 x 32 residential shed at 84-88 Main Street be approved subject Council's regulations & stipulations.

Motion Carried Unanimously.

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CORRESPONDENCE

DISCUSSION		
From	Regarding	Action
1. Memorial University of NL	Thank you for support of Family Medicine Resident Workshop.	Information.
2. CASA Construction	Issue regarding business tax	The Town Manager will consult with the Department of Municipal Affairs for guidance on this matter.
3. Resident	Complaint regarding parking in the turnaround on Parson's Point.	Referred to the Public Works Committee.
REVIEW		
1. Municipal Affairs & Community Engagement	Special Assistance Grant Program	The Town Manager suggested that the Town make application for upgrades to the 50+ Club building which is to be used as a warming centre in emergency situations. Motion

Motion #202508-138

Moved By: Councillor Farwell

Seconded By: Councillor Francis

Be it resolved that the Town of Burin make application under the Special Assistance Grant Program for upgrades to the Burin 50+ Club to become a warming centre in the event of emergency.

Motion Carried Unanimously.

2. Dept. of Transportation & Infrastructure	Open Call for Applications – Infrastructure Funding Programs.	Acknowledged. Council has identified priorities for MCWP.
3. Dept. of Transportation & Infrastructure	Approval for Public Tender – Waterline Replacement – Route 220.	Tender has been awarded.

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INVOICES/ACCOUNTS PAYABLE

- *Accounts Payable / Invoices* – The following list of payments were presented and reviewed for approval:
 - *Appendix “A” – Cheque # 050802 - #050872 – Totalling \$182,031.88*

Motion #202508-139

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Myles

Be it resolved that a list of payments, attached as Appendix “A”, totalling \$182,031.88, be approved as presented.

Motion Carried Unanimously.

NEW BUSINESS

- *Municipal Election 2025* – Councillor Farwell announced that he will not be seeking re-election in the upcoming 2025 municipal election. Mayor Lundrigan and Council thanked Councillor Farwell for his service and dedication to the Town of Burin over the past 24 years.

**Deputy Mayor Lundrigan was excused from the meeting at 6:05 p.m.*

- *Demolition – Former Appleby’s Supermarket* – Councillor Myles advised that she is receiving numerous complaints regarding the dilapidated condition of the former Appleby’s Supermarket building located at 458-462 Main Street. Other members of Council also raised their concerns of this ongoing issue. The Town Manager advised that he has spoken to the realtor and the sale of the property is delayed and has not been finalized with the lawyers. He will reach out to the current owner to discuss a plan of action.

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MOTION OF ADJOURNMENT

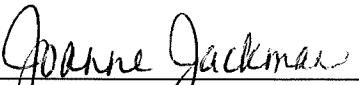
Motion #202508-140

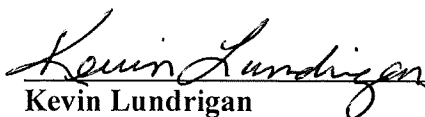
Moved By: Councillor Foote

Seconded By: Councillor Isaacs

Be it resolved that the regular public meeting adjourn at 6:20 p.m.

Motion Carried Unanimously.


Joanne Jackman
Town Clerk


Kevin Lundrigan
Mayor