

Town of Burin – Regular Public Meeting –April 22, 2026

April 22, 2026

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Kevin Lundrigan at 5:55 pm.

Members Present:	Mayor	Kevin Lundrigan
	Deputy Mayor	Howard Lundrigan
	Councillor	Shane Foote
	Councillor	Karen Inkpen
	Councillor	Rhonda Isaacs
	Councillor	Alison Kavanaugh
	Councillor	Justin Noseworthy

Also Present Were:	Director of Public Works	Troy Hollett
	Town Clerk	Sheena Jones

Regrets:	Town Manager	Leo Hartson
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ADOPTION OF THE AGENDA

Adoption of the Agenda – April 22, 2026

Motion #202604-052

Moved by: Deputy Mayor Lundrigan
Seconded by: Councillor Inkpen

Be it resolved that the agenda of the April 22, 2026 regular public meeting be adopted as circulated.

Motion Carried Unanimously.

ADOPTION OF THE MINUTES

Adoption of Minutes of Regular Public Meeting – April 1, 2026

Motion # 202604-053

Moved by: Councillor Isaacs
Seconded by: Councillor Kavanaugh

Be it resolved that the minutes of a regular public meeting held April 1, 2026 be adopted as circulated.

Motion Carried Unanimously.

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BUSINESS ARISING OUT OF THE MINUTES

Mayor Lundrigan provided an update on items actioned since the last regular meeting of April 1, 2026:

- **New Fire Truck:** The Town's new Fire Truck is scheduled to be delivered towards the end of May 2026. The Province of Newfoundland and Labrador has provided their share of funding and that sits in a separate bank account awaiting the arrival of the new vehicle.
- **Heritage Square Phase IV:** Because of some budget overruns and tendering costs coming in higher than anticipated, Phase IV will continue but at a lower scope of work. Tenders for the new scope will be issued soon. The remainder of the work from Phase IV will be picked up in Phase V.

COMMITTEE REPORTS

Public Works Committee

Councillor Foote, Chairperson, advised the Public Works Committee met on April 14, 2026 and presented the following recommendations:

- **Shalloway Drive:** There appears to be a problem with water run-off affecting homes at the start of Shalloway Drive and the top of Hillview Heights. Staff will visit the area for possible solutions in conjunction with some preliminary engineering plans that were done for the street. The Committee recommends staff comprise a plan of action to follow to resolve this issue.

Motion # 202604-054

Moved by: Councillor Foote

Seconded by: Councillor Isaacs

Be it resolved that the Public Works Committee revise a plan of action to resolve a water run-off issue on Shalloway Drive.

Motion Carried Unanimously.

- After discussing the water issue on Shalloway Drive, the Committee recommends rescinding previous Motion #202512-189, preventing future development on Shalloway Drive until a plan is in place.

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Motion # 202604-055

Moved by: Councillor Foote

Seconded by: Councillor Isaacs

Be it resolved that the Town rescind Motion #202512-189, preventing future development of Shalloway Drive, until a plan can be put into place.

Motion Carried Unanimously.

- **Job Creation Project:** Some discussion was held if it would be of any benefit to the Town to apply for a Job Creation Partnership, considering the lack of applicants in the past. The Committee recommends that the Town apply for the Job Creation Partnership and move forward with the projects if there are quality workers available.

Motion # 202604-056

Moved by: Councillor Foote

Seconded by: Councillor Noseworthy

Be it resolved that the Town of Burin move forward with an application for the Job Creation Partnership.

Motion Carried Unanimously.

- **Blivet Repairs:** The Public Works Director advised the Committee that the blivet at Bridget Estates is now working after a gearbox malfunction was corrected.
- **Culverts:** Work is now ongoing to replace the older culverts on Long Pond Road to handle a higher volume of water.
- **SCBA System:** The SCBA filling station will be moved to the new Rescue Unit Bay to make room for when the new pumper truck arrives. Some electrical work will be involved to prepare for the move.
- **Fire Fighting Equipment:** The new pumper truck is scheduled to arrive towards the end of May and will be required to be equipped with new firefighting equipment. It is anticipated the cost will be in the area of \$50,000.00. Three quotes are now being requested.

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Tourism and Special Events Committee

Councillor Kavanaugh, Chairperson, advised the Tourism and Special Events Committee met on April 13, 2026 and presented the following recommendations:

- **Joanne’s Retirement Party:** Joanne’s Retirement Party will take place on May 1, 2026 at the Burin Fire Hall with supper being served at 6:30 pm.
- **Destination Burin:** The Town Manager advised that a meeting with representatives from ACOA and The Department of Jobs, Growth, and Rural Development was held on Tuesday April 12, 2026. This meeting was to discuss creating a plan to move forward with the promotion of Tourism in Burin. The meeting went extremely well. Funding is available up to approximately \$50,000.00, with no financial commitment expected from the Town. The funding would be administered by the Town of Burin. The Committee recommends funding be utilized to create a plan for Tourism that will eventually be handled by Destination Burin.
- **Meeting Frequency:** Committee meetings will be held if sufficient information is available or on the request of the Chairperson.

Planning and Development Committee

Councillor Isaacs, Chairperson, advised that the Planning and Development Committee met on April 13, 2026 and presented the following recommendations:

- **Town Hall Meeting April 30, 2026:** The Committee discussed the plan for the first Town Hall style meeting scheduled for Thursday April 30, 2026 at the Burin Fire Hall for 7:00pm. A further meeting will be needed to discuss the format and agenda for the event.
- **Regulations and Bylaws:** In a continuing effort to bring all by-laws to the same format, the Committee recommends that the Bylaws and Policies be adopted as presented.

Motion # 202604-057

Moved by: Councillor Isaacs

Seconded by: Councillor Inkpen

Be it resolved that the Town of Burin adopt the Bylaws and Policies as follows:

- Noise and Nuisance By-law
- Arrears sales By-Law
- Volunteer Fire Department By-law
- Boil orders and use of a source of water By-Law
- Development Regulations By-Law

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- General Policies of Council (Amended)
- Records Retention Policy
- Smoke Free Policy
- Pets on Municipal Trails Policy
- Harassment Policy
- Expressions of Sympathy or Recognition Policy
- Asphalt Replacement & Water and Sewer Connection Policy

Motion Carried Unanimously.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on April 14, 2026 and presented the following recommendations:

- **Invoices:** The following lists of payments were reviewed and presented for Council approval:

Appendix “A” – Cheque # 051316- # 051346 – Totalling **\$64,721.13.**

Appendix “B” - Pre-Authorized Bank Payments (NL Power & Eastlink)
(January 1-March 31, 2026) Totalling - **\$62,090.18.**

Appendix “C” – Capital Accounts (January 1- March 31, 2026)
Acct # **362-18** Totalling - \$ **35,483.25.**
Acct # **340-10** Totalling - **\$64,925.64.**

Motion # 202604-058

Moved by: Councillor Inkpen

Seconded by: Councillor Noseworthy

Be it resolved that the Town of Burin approve to pay Invoices as attached as Appendix “A”, “B”, and “C”, in the amount of \$162,499.07.

Motion Carried Unanimously.

- **Audit 2025:** Auditors were on site from April 6, 2026 to April 10, 2026. They were pleased with the work that was done and will now prepare the annual audited statements.

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PERMIT APPLICATIONS

The Town Mayor recommended approval of the following permit applications:

- **Application # APR2026-02: WWBuilders** – Construction of a residence at 6 Shalloway Drive.

Motion # 202604-059

Moved by: Councillor Isaacs

Seconded by: Councillor Noseworthy

Be it resolved that Application # APR2026-02 to construct a residence at 6 Shalloway Drive be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously.

- **Application # APR2026-03: Resident** – Construction of an extension to the rear of a residential garage at 139 Winterland Road.

Motion # 202604-060

Moved by: Councillor Inkpen

Seconded by: Councillor Kavanaugh

Be it resolved that Application # APR2026-03 to construct an extension to the rear of a residential garage at 139 Winterland Road be approved subject to Council's regulations and stipulations.

Motion Carried Unanimously.

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CORRESPONDENCE

Discussion		
From	Regarding	Action
1. Resident	Road Standards – Pikes Lane	
2. Resident	Dermatology Clinic/Lab Issues	Referred to Joint Council. Letter will be sent to the resident.

Motion #202604-061

Moved by: Councillor Isaacs

Seconded by: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin defer the issue of the Dermatology Clinic/Lab Issues to Joint Council.

Motion Carried Unanimously.

Review		
From	Regarding	Action
1. Dept. Of Environment, Conservation & Climate Change	Fortune Head Ecological Reserve	
2. Dept. of Municipal & Community Affairs	Extension for Mandatory Code of Conduct Training	

NEW BUSINESS

- **Town Hall Meeting:** A meeting will be held on Monday April 27, 2026 to organize and discuss the upcoming Town Hall meeting on April 30, 2026.

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MOTION OF ADJOURNMENT


Motion #202604-062

Moved by: Councillor Isaacs

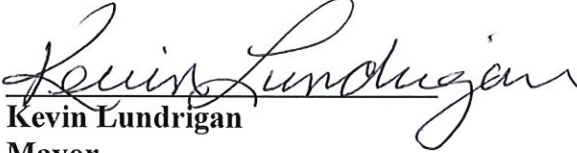
Seconded by: Deputy Mayor Lundrigan

Be is resolved that the regular public meeting adjourn at 6:25 pm.

Motion Carried Unanimously.



Sheena Jones
Town Clerk



Kevin Lundrigan
Mayor