

**TOWN OF BURIN  
Public Council Meeting Minutes  
March 19, 2024  
Council Chambers**

**Members Present:** Kevin Lundrigan 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

**Regrets:** Howard Lundrigan Deputy Mayor

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

**ADOPTION OF AGENDA**

The following items were added to the agenda for discussion:

- Permit Applications – Application #MAR2024-01
- Permit Applications – Application #MAR2024-02
- Correspondence – Concerns About Wind Energy

**Motion #202403-048**

**Moved By:** Councillor Francis  
**Seconded By:** Councillor Myles

Be it resolved that the agenda of the March 19, 2024 Public Meeting, with noted additions, be adopted as circulated.

**Motion Carried Unanimously.**

**ADOPTION OF MINUTES**

*Adoption of Minutes of Regular Public Meeting – February 27, 2024*

**Motion #202403-049**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Isaacs

Be it resolved that minutes of a regular public meeting held February 27, 2024 be adopted as circulated.

**Motion Carried Unanimously.**

### **DELEGATIONS OR VISITORS**

There were no delegations or visitors in attendance.

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

The Town Manager updated Council on a list of items actioned since the last regular meeting of February 27, 2024:

- *Augustus Drive Booster Station* – Land ownership is now in order and the project should go to tender within a week or so.
- *Miss Renae's Doggy Daycare Application* – No concerns were raised from residents resulting from the Discretionary Notice and the permit has been granted.

### **COMMITTEE REPORTS**

#### **Public Works Committee**

Councillor Foote, Chairperson, advised that the Public Works Committee met on March 12, 2024 and presented the following recommendations:

- *Shalloway Drive* – Innovative Engineering Inc. reviewed the street, Shalloway Drive, and identified several concerns to Council regarding taking over ownership from the Developer. The Committee recommends that the Town Manager, Public Works Director and a representative of Innovative Engineering meet with the Developer to discuss the concerns.

#### **Motion #202403-050**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Francis

Be it resolved that the Town Manager, Public Works Director and a representative of Innovative Engineering Inc. meet with the Developer to discuss concerns regarding taking over ownership of Shalloway Drive.

**Motion Carried Unanimously.**

- **Augustus Drive Booster Station** – Legal work associated with obtaining the land on Augustus Drive is now complete and the project will be going to tender soon.
- **Equipment Update** – The Public Works Director informed the Committee that the 2011 JD Backhoe has front end trouble and repairs will be costly. The Committee discussed the future need for a new front end loader and recommend that staff source three quotes from suppliers for lease/purchase pricing options for consideration for the 2024/2025 snow clearing season and Budget 2025.

**Motion #202403-051**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Myles

Be it resolved that Town staff source three quotes from suppliers for lease/purchase pricing options for a new Front End Loader for consideration in the 2024/2025 snow clearing season and Budget 2025.

**Motion Carried Unanimously.**

- **New Pumper Fire Truck** – As the 1999 Pumper II Fire Truck has reached its use life of 25 years, the Committee recommends commencing the process of obtaining funding for a new fire truck. The Town will seek funding at the lower cost ratio of 90/10 with the Province due to our Fee for Service Agreements with the Towns of Lewin’s Cove, Fox-Cove Mortier and the Local Service District of Epworth-Great Salmonier.

**Motion #202403-052**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Isaacs

Be it resolved that the Town of Burin commence the process of obtaining funding for a new fire truck. The Town will seek funding at the lower cost ratio of 90/10 with the Province due to our Fee for Service Agreements with the Towns of Lewin’s Cove, Fox-Cove Mortier and the Local Service District of Epworth-Great Salmonier.

**Motion Carried Unanimously.**

- **Burin Volunteer Fire Department Lift Assist Calls** – The Volunteer Fire Department has attended many lift assist calls that were scheduled routine appointments for patients and known by the ambulance provider well ahead of time. The Department is requesting that the Town reach out to the owners of Fewer’s Ambulance Service and inform them that the Fire Department will only be responding to calls from the Provincial 911 Response Centre. Routine lift assists for non-emergency medical appointments or ambulatory care should be the responsibility of the ambulance service.

**Motion #202403-053**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin contact Fewer's Ambulance Service to inform that the Burin Volunteer Fire Department will only be responding to calls from the Provincial 911 Response Centre and that routine lift assists for non-emergency medical appointments or ambulatory care are the responsibility of the ambulance service.

**Motion Carried Unanimously.**

**Planning & Development Committee**

Councillor Farwell, Chairperson, advised that the Planning & Development met on March 13, 2024 and presented the following recommendations:

- **Discretionary Notice** - The owner of Miss Renae's Doggy Daycare provided additional information which answered some questions regarding her proposal. The Committee discussed that, in the future, a written notice be sent to residents living within 150m of an area proposed for a discretionary use application. Review of current policies or creation of a new policy will be discussed at the next meeting of the Committee.
- **Sign Installation** – The Committee reviewed a request from the owners of the The Ledge to install a two-way sign advertising their business on Seaview Drive. The Public Works Director will meet with the owners to identify a suitable location and the Committee recommends that the owner move forward with the signage.

**Motion #202403-054**

**Moved By:** Councillor Farwell  
**Seconded By:** Councillor Francis

Be it resolved that a request from the owners of The Ledge to install a two-way sign advertising their business on Seaview Drive be approved. The Public Works Director will identify a suitable location for placement of the signage.

**Motion Carried Unanimously.**

- **Property Clean Up** – Many properties in the Town have been identified as dilapidated. The Committee recommends that letters be sent to the owners' to begin the process of cleaning them up or having them removed. If not addressed within 90 days, a contractor will be brought in and costs will be billed to the homeowner.

**Motion #202403-055**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Francis

Be it resolved that the Town of Burin issue letters to owners' of dilapidated buildings in the Town advising them to begin the process of having the buildings cleaned up or removed. If the request has not been addressed within 90 days, a Contractor will be brought in and costs will be billed to the homeowner.

**Motion Carried Unanimously.**

- **Scrapped Vehicles** – The Committee recommends writing a letter to vehicle owners' who have vehicles that are deemed no longer useful to have them moved to a vehicle scrap yard for storage at the owners' expense or for recycling by the owner of the scrap yard. Failure to comply will result in the vehicle being moved by Council and costs billed to the owner. A notice regarding car wrecks will be posted on social media and in a scheduled newsletter.

**Motion #202403-056**

**Moved By:** Councillor Farwell

**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin write letters to the owners' of vehicles that are deemed no longer useful to have them moved to a vehicle scrap yard for storage at the owners' expense or for recycling by the owner of the scrap yard. Failure to comply will result in the vehicle being moved by Council and costs billed to the owner. A notice regarding car wrecks will be posted on social media and in a scheduled newsletter.

**Motion Carried Unanimously.**

- **Remote Access** – The Committee recommends moving forward on having the Council Chambers set up to properly handle remote meetings with key emphasis being placed on the ability for the remote attendee(s) to hear all participants.

**Motion #202403-057**

**Moved By:** Councillor Farwell

**Seconded By:** Councillor Myles

Be it resolved that the Town of Burin arrange to have the Council Chambers set up to properly handle remote meetings with key emphasis being placed on the ability for the remote attendee(s) to hear all participants.

**Motion Carried Unanimously.**

**Finance Committee**

Councillor Francis advised that the Finance Committee met on March 13, 2024 and presented the following recommendations:

- **Audit 2023** – The Municipal Audit for 2023 will take place during the week of March 25-29, 2024 and is being conducted by Byron Smith Chartered Professional Accountants.
- **HST Rebate** – The Committee recommends that proceeds from the 2023 HST Rebate be used to repay monies borrowed from the Town of Burin’s investment account and to pay for the municipal portion of the Port au Bras Chlorination Upgrades project and the Fire Rescue Storage Unit Project.

**Motion #202403-058**

**Moved By:** Councillor Francis  
**Seconded By:** Councillor Isaacs

Be it resolved that the Town of Burin use the proceeds from the 2023 HST Rebate to repay monies borrowed from the Town of Burin’s investment account to pay for the municipal portion of the Port au Bras Chlorination Upgrades project and the Fire Rescue Storage Unit Project.

**Motion Carried Unanimously.**

**PERMIT APPLICATIONS**

The Town Manager recommended approval of the following permit applications:

**Application #MAR2024-01 – Resident** - Construction of an 8’ x 28’6” extension to a residence at 8A Seaview Drive.

**Motion #202403-059**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Francis

Be it resolved that Application #MAR2024-01 to construct an 8’ x 28’6” extension to a residence located at 8A Seaview Drive be approved subject to Council’s regulations & stipulations.

**Motion Carried Unanimously.**

**CORRESPONDENCE**

The following correspondence was reviewed and discussed:

- **Resident** – Update regarding Dog Boarding Service – Dealt with under Planning & Development Committee Report.
- **The Ledge** – Request regarding installation of 3x6 sign – Dealt with under Planning & Development Committee Report.
- **Marystown Lion’s Club** – Invitation to 50<sup>th</sup> Annual Charter Night – Mayor Lundrigan will respond.
- **Ice Crystal Figure Skating Club** – Request for Sponsorship – Approved as per Budget in the amount of \$400.00.
- **Innovative Engineering** – Concerns regarding takeover of road ownership, Shalloway Drive – Discussed under Public Works Committee Report and staff will arrange a meeting.
- **Municipalities NL** – 2024 Municipal Symposium – Councillor Isaacs will be attending along with Mayor Lundrigan and the Town Manager.
- **Burin Volunteer Fire Department** – Request regarding snow clearing – Referred to the Public Works Committee.
- **MHA Paul Pike** – Information regarding Job Creation Partnership Program – Staff to discuss, application deadline is June 30, 2024.
- **Concerns about Wind Energy** – Letter to Mayors of the Burin Peninsula on behalf of concerned citizens regarding proposed wind energy farms – Council acknowledged the concerns outlined in the letter, however, no further action will be taken at this time as the application is still going through the environmental assessment process.

**Motion #202403-060**

**Moved By:** Councillor Foote

**Seconded By:** Councillor Farwell

Be it resolved that a letter from Concerns about Wind Energy is acknowledged and that no further action will be taken at this time as the application is still going through the environmental assessment process.

**Motion Carried Unanimously.**

**ACCOUNTS PAYABLE / INVOICES**

Attached as Appendix “A”

A list of payments (Cheque # 048783 – #048816) totalling \$30,516.50 was presented for review and approval.

**Motion #202403-061**

**Moved By:** Councillor Foote  
**Seconded By:** Councillor Isaacs

Be it resolved that a list of payments, attached as Appendix “A”, totalling \$30,516.50 be approved as presented.

**Motion Carried Unanimously.**

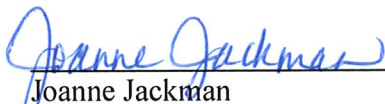
**MOTION OF ADJOURNMENT**

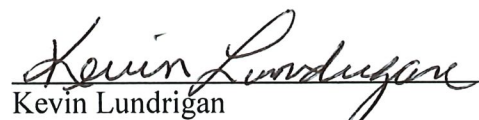
**Motion #202403-062**

**Moved By:** Councillor Isaacs  
**Seconded By:** Councillor Myles

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

**Motion Carried Unanimously.**

  
\_\_\_\_\_  
Joanne Jackman  
Town Clerk

  
\_\_\_\_\_  
Kevin Lundrigan  
Mayor