

Town of Burin Regular Public Meeting – May 20, 2025

**TOWN OF BURIN
Public Council Meeting Minutes
May 20, 2025**

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

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

Regrets: Rhonda Isaacs Councillor

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

ADOPTION OF AGENDA

Adoption of Agenda – May 20, 2025

The following items were added to the agenda for discussion:

Permit Applications:

- Application #MAY2025-04

Correspondence:

- Pearce Junior High Robotics Team
- Burin Peninsula Energy Board

Motion #202505-080

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the agenda of the May 20, 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 – April 15, 2025

Motion #202505-081

Moved By: Councillor Foote

Seconded By: Councillor Francis

Be it resolved that minutes of a regular public meeting held April 15, 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 April 15, 2025:

- **Winterland Road - Crown Land** - Town Manager advised that he has emailed the Director of Crown Lands twice in Corner Brook and called his office on Tuesday, May 6, 2025 requesting a courtesy call back regarding crown lands on Winterland Road, with no response to date.
- **Waste Water Monitoring** - During the MNL Municipal Symposium in Gander, a presentation was given stating that municipal staff could be provided the training for monitoring the flow meters which would cut down on costs. Staff will seek further information.
- **Shalloway Drive** - Staff reached out to Innovative Engineering for consulting services for paving Shalloway Drive, however, they advised that they would not be submitting a quotation for the job. Staff has since met with Meridian Engineering and they have conducted a site visit with the Public Works Director.
- **New Fire Truck** - Members of Council met with then candidate for Leader of the Liberal Party of NL, John Hogan, and identified the need for additional funding for a new pumper truck. He was familiar with the issue and would deal with it after the Liberal leadership race was complete. A reminder email was sent to MHA Pike to remind the now Premier-Elect of the additional funding that is required.
- **MNL Symposium** - Mayor Lundrigan, Councillor Myles and the Town Manager attended the MNL Symposium from May 1 to May 3, 2025.

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COMMITTEE REPORTS

Recreation Committee

Councillor Myles advised that the Recreation Committee met on May 7, 2025 and presented the following recommendations:

- **Minor Softball Merger** - The Committee was advised that the Town had received correspondence from the softball executive that they were looking to merge both Towns (Burin/Marystown) together into one league. The Committee recommends that staff reach out to the executive to arrange a meeting.

Motion #202505-082

Moved By: Councillor Myles

Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin request a meeting with the Burin Minor Softball Executive to discuss the potential merger of the Burin and Marystown Minor Softball Leagues.

Motion Carried Unanimously.

- **Field Maintenance** - The Committee was advised that a roller would be rented to smooth out the playing surfaces of the softball and soccer fields. The Public Works Director advised that more topsoil, seed and hydro-seed work would be completed on the outfield of the softball field this week.

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on May 7, 2025 and presented the following recommendations:

- **Main Street Waterline** - The Committee was advised that leaks continue between Pearce Junior High and Burin Ultramar causing the area to be without water for a major part of the day. A 30ft section of the water line was replaced repairing two leaks in the process.
- **Guard Railing Repairs** - Guardrail replacement work on Main Street just past the former Appleby's supermarket is now completed. Council thanked the Public Works staff for a job well done.

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- **Town Clean Up** - Staff advised the Committee that bins will be in place on the Town Hall parking lot on Saturday May 24, 2025 for bulk garbage drop off. The Committee recommends that Town Clean-up be held from May 21, 2025 to May 24, 2025.

Motion #202505-083

Moved By: Councillor Foote

Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin place bins on the Town Hall parking lot on Saturday, May 24, 2025 for bulk garbage drop off and that Town Clean-up be held from May 21 – May 24, 2025.

Motion Carried Unanimously.

- **Soccer and Softball Field Maintenance** - The Committee recommends renting a larger roller to roll both the soccer and softball fields. The Public Works Director did not recommend rolling the soccer field at this time due to wet conditions.

Motion #202505-084

Moved By: Councillor Foote

Seconded By: Councillor Myles

Be it resolved that the Town of Burin rent a large roller to roll both the soccer and softball fields as conditions permit.

Motion Carried Unanimously.

- **New Fire Truck Tender Results** - The Committee discussed that the Fire Truck needs to be ordered prior to the tender bid secured price date being exhausted. Since the Committee meeting, approval has been received from the Province for the additional funds and the truck has been ordered. The Town Manager noted that pricing for this equipment has increased by \$30,000 in the month since advertised due to tariffs.
- **Vehicle Clean Up** - The Committee identified vehicles that are remaining around the Town from previous removal orders that still need to be disposed of. Staff will reach out to Rene's Auto-Body about collecting the vehicles or reach out to other collectors to have this actioned.
- **Former Eagles Nest Lounge** - During a recent drive through the older part of Burin, the Committee realized the dangerous condition that the former Eagle's Nest Lounge is in. A previous removal order was issued and requires follow up to have actioned.

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Finance Committee

Deputy Mayor Lundrigan advised that the Finance Committee met on May 7, 2025 and presented the following recommendations:

- **Fire Truck Tender** - The Finance Committee concurred with the Public Works Committee that the new fire truck needs to be ordered in order to get it for the price tendered. Before this report was completed, the Town received approval for the additional funding required from the Government of Newfoundland and Labrador.
- **Amendment for Budget 2025** - The Committee reviewed and recommended approval of the amended 2025 Budget for the Town of Burin based on Departmental review. Poll Tax taxation for 2025 was removed and additional funds for the usage of 2024 Building Canada were changed.

Motion #202505-085

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that the Town of Burin approve the amended 2025 Municipal Budget as presented.

Motion Carried Unanimously.

- **2024 Financial Statements** - The Committee was presented with a copy of the audited financial statements for the Town of Burin for 2024. The Town Manager advised that they were in good order and provided them to the Committee to review. The Committee recommends approval as presented.

Motion #202505-086

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Francis

Be it resolved that the 2024 Audited Financial Statements for the Town of Burin be adopted as presented.

Motion Carried Unanimously.

- **Burin Come Year 2025 Committee** – The Finance Committee recommends that the Town provide Diamond Sponsorship to the Burin Come Home Year 2025 Committee in the amount of \$2500.00. Sponsorship will be made in addition to other contributions, ie: fireworks.

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Motion #202505-087

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Francis

Be it resolved that the Town of Burin provide a Diamond Sponsorship to the Burin Come Home Year 2025 Committee in the amount of \$2500.00. This sponsorship to be made in addition to other contributions, ie: fireworks.

Motion Carried Unanimously.

PERMIT APPLICATIONS

The Town Manager recommended the following permit applications for approval:

Application #MAY2025-01 – Heidi Degruchy/Chiropractic Clinic – To construct a 30x30 building for the primary use of a chiropractic clinic at 116-118 Winterland Road. A discretionary notice is not required for a medical clinic in this area.

Motion #202505-088

Moved By: Councillor Foote

Seconded By: Deputy Mayor Lundrigan

Be it resolved that Application #MAY2025-01 from Heidi Degruchy to construct a 30x30 building for the primary use of a chiropractic clinic at 116-118 Winterland Road be approved subject to approval of applicable government departments and Council's regulations & stipulations. A discretionary notice is not required for a medical clinic in this area.

Motion Carried Unanimously.

Application #MAY2025-02 – Resident – Construction of a 62 x 64 residence at 116-118 Winterland Road.

Motion #202505-089

Moved By: Councillor Foote

Seconded By: Councillor Francis

Be it resolved that Application #MAY2025-02 to construct a 62x64 residence at 116-118 Winterland Road be approved subject to approval of applicable government departments and Council's regulations & stipulations.

Motion Carried Unanimously.

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Application #MAY2025-03 – Resident – Construct an 8x10 extension to a residential shed at 49 Southside Road.

Motion #202505-090

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that Application #MAY2025-03 to construct an 8 x 10 extension to a residential shed at 49 Southside Road be approved subject to Council’s regulations & stipulations.

Motion Carried Unanimously.

Application #MAY2025-04 – Resident – Construction of an 8x12 residential shed at 36 Greenhill Road.

Motion #202505-091

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that Application #MAY2025-04 to construct an 8 x 12 residential shed at 36 Greenhill Road be approved subject to Council’s regulations & stipulations.

Motion Carried Unanimously.

CORRESPONDENCE

From	Regarding	Action
1. Hon. Bernard Davis, Dept. of Justice & Public Safety	Final eligible project cost – fire protection vehicle.	Information
2. Burin Peninsula Energy Board	Minutes of Meeting – May 8, 2025	Information.
3. Pearce Junior High Robotics Team	Request for donation towards fundraising for international competition.	Council agreed to contribute \$500.00. Motion.

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Motion #202505-091

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the Town of Burin contribute \$500 toward the Pearce Junior High Robotics Team who will be representing the province at the Lego League Florida Sunshine Invitational Tournament.

Motion Carried Unanimously.

ACCOUNTS PAYABLE / INVOICES

The following lists of payments were presented for review and approval:

- **Appendix “A”** - Cheque #050612 - #050685 totalling **\$161,354.53**
- **Appendix “B”** – Capital Accounts (Feb. 19 – April 30, 2025)
Acct #341-18 totalling **\$ 8,136.25**
- **Appendix “C”** - Capital Accounts (Feb. 19 – April 30, 2025)
Acct #362-18 totalling **\$ 115,920.00**

Motion #202505-092

Moved By: Councillor Foote

Seconded By: Deputy Mayor Lundrigan

Be it resolved that a list of payments attached as Appendixes A, B & C, totalling \$285,410.78 be approved as presented.

Motion Carried Unanimously.

NEW BUSINESS

Town Website

The Town Clerk advised that upgrades to the Town website are currently underway and requested that any information or photos that Council would like to see included be forwarded to her to share with the website developer. The Town Clerk will also post on our social media page asking residents to share their local photos for our website.

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Burin Sports Hall of Fame

Additional clarification is required in order to have a final copy of the Burin Sports Hall of Fame Constitution. This work will continue over the next few weeks, with a final copy expected to be presented at the July Council meeting.

MOTION OF ADJOURNMENT

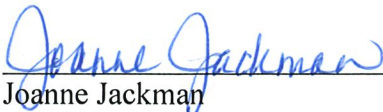
Motion #202505-093

Moved By: Deputy Mayor Lundrigan


Seconded By: Councillor Myles

Be it resolved that the regular public meeting adjourn at 5:35 p.m.

Motion Carried Unanimously.



Joanne Jackman
Town Clerk



Kevin Lundrigan
Mayor