

December 6, 2022

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Lundrigan at 4:56 p.m.

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

Also Present Were:	Town Manager	Leo Hartson
	Town Clerk	Amy Cross
	Public Works Director	Troy Hollett

APPROVAL OF AGENDA

Motion #1	H. Lundrigan / Myles Be it resolved that the agenda of a regular meeting Dec 6, 2022, be adopted as circulated.
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Motion carried unanimously.

APPROVAL OF MINUTES

Motion #2	Foote/H. Lundrigan Be it resolved that the minutes of a regular meeting November 15, 2022 be adopted as circulated. Noted changes made.
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Motion carried unanimously.

Motion #3	H. Lundrigan / Francis Be it resolved that the minutes of a Special meeting November 30, 2022 be adopted as circulated.
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Motion carried unanimously.

DELEGATIONS OR VISITORS

N/A

BUSINESS ARISING OUT OF THE MINUTES

Big Pond

An email has been sent to Innovative Engineering requesting timeframes for unfinished work to be completed. Items include:

-piping quote? Or award of contract?

-scada hook up to town depot?

-flow meters x 2, their install for display to pump house and out to scada to display water flows.

-is there any commissioning of the new systems, from engineering with supplier representation and system functions?

-to confirm all systems are functional and the last item is the Johnson screen cleaning procedure?

It has been a year since the new screens were installed, they need to be cleaned to be proactive to prevent low wet well levels and low discharge pressure.

Soon the ice will be in the pond and I would like to complete the compressed air blow out cleaning before then.

Will that procedure be part of system commissioning?

Augustus Drive Booster Station

Still no word back from property owner regarding the land required for the booster station on Augustus Drive. A registered letter is now gone in mail to the property owner.

Dilapidated Buildings

Both the Public Works Director and Town Manager surveyed the Town to identify properties that they feel are in dilapidated condition. A listing with estimated costs to be removed is provided for Council review.

Cellphone Tower

New Location identified as land adjacent and owned by the Masonic Lodge on Union Road. Possibly looking at the new year before the process and construction is completed.

COMMITTEE REPORTS

Planning and Development

Councillor Farwell advised that the Planning and Development Committee met on November 28, 2022 and presented the following recommendations:

Code of Conduct

After reviewing the Code of Conduct produced by a third party for Council, members of the Committee had issues with the wording on some sections of the document. The Committee recommends the acceptance of the two templates issued by the Province of a Newfoundland and Labrador with the name Town of Burin inserted.

**Motion
#4**

Farwell / Francis

Be it resolved that the Town of Burin accept the two templates issued by the Province of Newfoundland and Labrador with the name Town of Burin inserted.

Motion carried unanimously.

Cell Tower Location

After incurring issues with water at the Penny's Pond location, Bell Mobility is requesting to erect the second tower on Union Road on land that is owned by the Masonic Lodge. The Masonic Lodge has given their acceptance. The next step will be for Bell Mobility to reach out to the residents residing near the actual construction site.

Email Addresses

The Code of Conduct recommends that you should have a separate email when doing Council business. Staff are in the process on obtaining new ipads for Council as a part of Budget 2023 and the contactor will have each system programmed to include a town email address.

Release of Information

The Town Manager advised that he had received a request for a copy of a petition that was submitted to Council regarding 390 Main Street. The Town Manager advised that he spoke to the Office of the Privacy Commission regarding the same. Because the petition was entered as a document in a public meeting, it could be released.

Public Works Committee

Councillor Foote advised that the Public Works Committee met on November 29, 2022 and presented the following recommendations:

Staffing

The Committee was advised that Public Work Department staff are now again up to full compliment with the recent hire of Terry Burry for the Maintenance position and Rudey Brushett for labourer.

Dilapidated Buildings

As requested by Council, the Director for Public Works and Town Manager conducted a survey of the Town to recognize dilapidated building that should be removed.

The properties include:

6A Long Cove Square.
577 Main Street.
633 Main Street.
458-462 Main Street.
12 Penny's Pond Road.
19A Penny's Pond Road.
7 Darby's Road.
6 Jorgensen's Road.

The estimated cost to remove and bring to the Burin Peninsula Regional Waste Site would be in excess of \$100,000.00

Paul’s Turn – Residential Concern

A resident brought forward a concern regarding tractor trailer trucks going over onto the wrong side of road while taking Paul’s Hill Turn. The Committee recommends the installation of the necessary signage advising motorists of the possibility of wide turning vehicles on turn.

**Motion
#5**

Foote / Myles

Be it resolved that necessary signage advising motorists of the possibility of wide turning vehicles on turn at Paul’s Hill be installed.

Motion carried unanimously.

Paul’s Hill Slope Stabilization

The Committee reviewed an email sent to the Town regarding rock stabilization near Paul’s Hill heading to Burin. The Committee recommends that staff reach out to a third party involved in slope stabilization and seek a written opinion.

**Motion
#6**

Foote / Myles

Be it resolved that the Town of Burin staff reach out to a third party involved in slope stabilization and a seek a written opinion.

Motion carried unanimously.

Asphalt

The Public Works Director advised the Committee that the asphalt recycler will be taken out during the next mild day to deal with some recently developed potholes in municipal roads.

Salt/Sand Usage

The cost of salt and sand for the year 2022 is currently \$16,000.00 over budget and this is without any invoicing received for the 2022 / 2023 season. The Committee recommends that Public Works Director review the sanding and salting procedures with staff to come up with a solution including reduction of sand and salt on flat streets in the Town.

**Motion
#7**

Foote / H. Lundrigan

Be it resolved that the Public Works Director review sanding and salting procedures with staff to come up with a solution including reduction of sand and salt on flat streets in the Town.

Motion carried unanimously

New Truck

The Committee was advised that the new truck has arrived and staff have been advised that this truck is to only be used if another unit of the fleet is taken out for an extended period of time due to mechanical issues or is removed from operations.

Finance Committee

Deputy Mayor H. Lundrigan advised that the Finance Committee met on November 29, 2022 and presented the following recommendations:

Property Auctions 2023

There are several properties that will need to be placed on auction in an effort to collect outstanding arrears. As included in the annual cost recovery plan, the Committee recommends that a property auction take place as per Chapter 24 of the Municipalities Act early in 2023.

**Motion
#8**

H. Lundrigan / Isaacs

Be it resolved that a property auction take place as per Chapter 24 of the Municipalities Act early in 2023.

Motion carried unanimously.

Marystown Minor Hockey Association

The Committee recommends financial support in the annual amount of \$1000.00.

**Motion
#9**

H. Lundrigan / Isaacs

Be it resolved that the Town of Burin financially support the Marystown Minor Hockey Association in the annual amount of \$1000.00

Motion carried unanimously.

Write Off's

The Committee recommends the accounts as presented be written off.

**Motion
#10**

H. Lundrigan / Isaacs

Be it resolved that the write off's presented be written off as stated.

Motion carried unanimously.

PERMIT APPLICATIONS

The Town Manager recommended approval of the following permit applications:

Residential

Application #Dec2022-01 Residential – Construction of residential Shed at 141 Winterland Road. All in order.

**Motion
#11**

Foote / Isaacs

Motion carried unanimously.

Application #Dec2022-02 Residential – Construction of residential shed 24 x 20 at 6 Southwest Crescent, Burin Bay Arm. All in order.

**Motion
#12**

H. Lundrigan / Francis

Motion carried unanimously.

CORRESPONDENCE

Discussion

From	Regarding	Action
1. Vanessa Jackman	Paul's Hill	Discussed in Public Works

2. Natasha Ingram Property Officer, Real Property Safety & Security	Burin Wharf	Acknowledged
3. Catherin Coates Energy Solutions Specialist, NL Power	LED Bulb Delivery	Acknowledged

INVOICES

Attached as Appendix “A”
(# 47603 - #47677)

**Motion
#13**

Foote / H. Lundrigan

Be it resolved that the invoices, attached as Appendix “A”, be paid as presented.

Motion Carried Unanimously

NEW BUSINESS

Moment of Silence – The National Day of Remembrance and Action on Violence Against Women remembering of the 1989 E’cole Polytechnique Massacre.

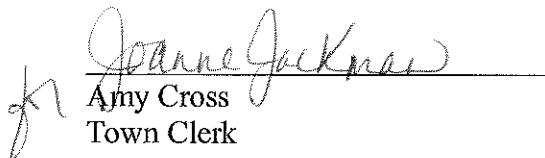
MOTION OF ADJOURNMENT

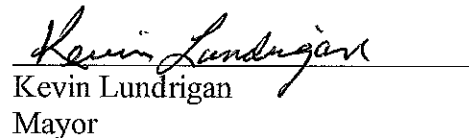
**Motion
#14**

H. Lundrigan / Isaacs

Be it resolved that the meeting adjourned at 5:38 p.m.

Motion Carried Unanimously.


Joanne Jackman
Amy Cross
Town Clerk


Kevin Lundrigan
Mayor