

# **Town of Burin – Regular Public Meeting –April 1, 2026**

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**April 1, 2026**

A regular meeting of the Burin Town Council was held on the above date and called to order by Mayor Kevin Lundrigan at 6:05 pm.

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

**Also Present Were:** Town Manager Leo Hartson  
Director of Public Works Troy Hollett  
Town Clerk Sheena Jones

**Regrets:** Deputy Mayor Howard Lundrigan

## **ADOPTION OF THE AGENDA**

*Adoption of the Agenda – April 1, 2026*

### **Motion #202604-036**

**Moved by:** Councillor Isaacs  
**Seconded by:** Councillor Noseworthy

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

**Motion Carried Unanimously.**

## **ADOPTION OF THE MINUTES**

*Adoption of Minutes of Regular Public Meeting – March 4, 2026*

### **Motion # 202604-037**

**Moved by:** Councillor Foote  
**Seconded by:** Councillor Kavanaugh

Be it resolved that the minutes of a regular public meeting held March 4, 2026 be adopted as circulated.

**Motion Carried Unanimously.**

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

The Town Manager provided an update on items actioned since the last regular meeting of March 4, 2026:

- **Mini-Split Installation – Museum:** A new mini-split has been installed at the Bank of Nova Scotia Museum. The town should see a significant reduction in the oil bill for that building as a result.

## **COMMITTEE REPORTS**

### ***Recreation***

Councillor Inkpen, Chairperson, advised that the Recreation Committee met on March 23, 2026 and presented the following recommendations:

- **Burin Sports Hall of Fame-** The Committee advised that the nomination process for this year's inductees opens April 1, 2026 and closes May 31, 2026. The Town will advertise the same.
- **Terms of Reference –** A draft was presented for the Terms of Reference for the Committee. The Committee recommends acceptance as presented.

### **Motion # 202604-038**

**Moved by:** Councillor Inkpen  
**Seconded by:** Councillor Isaacs

Be it resolved that the Terms of Reference for the Recreation Committee be accepted as presented.

**Motion Carried Unanimously.**

- **Recreation Director –** Advertising for the Recreation Director position for this summer will happen around the middle of April.

### ***Planning and Development Committee***

Councillor Isaacs, Chairperson, advised the Planning and Development Committee met on March 23, 2026 and presented the following recommendations:

- **Community Town Hall Meeting–**Members discussed the idea of having a Community Town Hall meeting to be more open and transparent with residents. The Committee recommends holding the Community Town Hall Meeting quarterly and that the first

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community hall meeting take place at 7:00 pm on April 30, 2026 at the Burin Fire Hall business room.

### **Motion # 202604-039**

**Moved by:** Councillor Isaacs

**Seconded by:** Councillor Inkpen

Be it resolved that the Town hold a quarterly Community Town Hall Meeting.

*For the Motion:* 4

*Against the Motion:* 2

**Motion Carried.**

Councillor Foote and Mayor Lundrigan voted against the motion.

- **Terms of Reference** – A draft was presented for the Terms of Reference for the Committee. The Committee recommends acceptance as presented.

### **Motion # 202604-040**

**Moved by:** Councillor Inkpen

**Seconded by:** Councillor Noseworthy

Be it resolved that the Terms of Reference for the Planning and Development Committee be accepted as presented.

**Motion Carried Unanimously.**

### ***Public Works Committee***

Councillor Foote, Chairperson, advised that the Public Works Committee met on March 24, 2026 and presented the following recommendations:

- **Terms of Reference** – A draft was presented for the Terms of Reference for the Committee. The Committee recommends acceptance as presented.

### **Motion # 202604-041**

**Moved by:** Councillor Foote

**Seconded by:** Councillor Isaacs

Be it resolved that the Terms of Reference for the Public Works Committee be accepted as presented.

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### Motion Carried Unanimously.

- **Road Standard Policy** – As part of the Town’s commitment to update by-laws, regulations and policies on the Town of Burin website, the Road Standard Policy was updated to the new format and the Committee recommends approval for the site.

### Motion # 202604-042

**Moved by:** Councillor Foote  
**Seconded by:** Councillor Isaacs

Be it resolved that the Road Standard Policy be adopted in its new format.

### Motion Carried Unanimously.

- **Snow Clearing Regulations** – As part of the Town’s commitment to update by-laws, regulations, and policies on the Town of Burin’s website, the Snow Clearing Regulations were updated to the new format and the Committee recommends approval for the site.

### Motion # 202604-043

**Moved by:** Councillor Foote  
**Seconded by:** Councillor Inkpen

Be it resolved that the Snow Clearing Regulations By-Law be adopted in its new format.

### Motion Carried Unanimously.

- **16” Waterline Clamps** – During preparation for the 2025 inventory audit, Public Works realized that we do not have any spare 16” clamps in inventory, if we were unfortunate to have a water leak on the 16” line. The Committee refers to Finance for the approval to purchase.
- **Streetlight – Big Pond Access Road** - Public Works staff approached the Director looking for a new street light on the Big Pond access road. The Committee refers to Finance for consideration.
- **Crosswalks** – The Committee advised that a local Salt Pond resident inquired about increasing crosswalks in the Salt Pond area. As the area of the crosswalk requests are on Transportation and Infrastructure roads, the request will be forwarded to Transportation and Infrastructure, Black Brook.

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## ***Finance Committee***

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on March 24, 2026 and presented the following recommendations:

- **Terms of Reference** – A draft was presented for the Terms of Reference for the Committee. The Committee recommends acceptance as presented.

### **Motion #202604-044**

**Moved by:** Councillor Isaacs

**Seconded by:** Councillor Foote

Be it resolved that the Terms of Reference for the Finance Committee be accepted as presented.

**Motion Carried Unanimously.**

- **Public Works Requests** – The Committee concurs with the request for two 16’ clamps to be purchased for inventory for water line repairs.

### **Motion #202604-045**

**Moved by:** Councillor Isaacs

**Seconded by:** Councillor Foote

Be it resolved that the Town of Burin purchase two 16’ clamps for inventory.

**Motion Carried Unanimously.**

- **Streetlight – Big Pond Access Road** - The Committee concurs with the request to add a new street light on the Big Pond access road.

### **Motion #202604-046**

**Moved by:** Councillor Foote

**Seconded by:** Councillor Noseworthy

Be it resolved that the Town of Burin add a new street light to the Big Pond Access Road.

**Motion Carried Unanimously.**

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

Appendix “A” - Cheque #051260– #051315 Totalling \$ **64,559.71**.

### **Motion #202604-047**

**Moved by:**Councillor Isaacs

**Seconded by:** Councillor Inkpen

Be it resolved that the Town of Burin approve to pay Invoices as attached as Appendix “A”, in the amount of \$64,559.71.

**Motion Carried Unanimously.**

### **STAFF REPORTS**

- **Municipal Plan Amendment No. 4, 2025 and Development Regulations No. 8 2025 for Approval**

Municipal Plan Amendment No. 4, 2025 and the corresponding Development Regulations Amendment No. 8, 2025 concerns changes to areas of the town designated and zoned Comprehensive Development. The amendments were adopted by Council at its meeting of March 4, 2026. A public hearing, scheduled for March 26th was cancelled as there were no objections received by the advertised deadline. In accordance with the Urban and Rural Planning Act, 2000, the amendments may now be considered by Council for final approval.

The following Amendment is presented for Council's consideration:

**BE IT RESOLVED** that Municipal Plan Amendment No. 4, 2025, and Development Regulations Amendment No. 8 2025 be approved as adopted.

**AND FURTHERMORE, BE IT RESOLVED** that in accordance with the Urban and Rural Planning Act, 2000, that the amendments be submitted to the Minister of Municipal Affairs and Community Affairs for Registration.

### **Motion #202604-048**

**Moved by:** Councillor Isaacs

**Seconded by:** Councillor Kavanaugh

Be it resolved that Municipal Plan Amendment No. 4, 2025, and Development Regulations Amendment No. 8 2025 be approved as adopted.

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And furthermore, be it resolved that in accordance with the Urban and Rural Planning Act, 2000, that the amendments be submitted to the Minister of Municipal Affairs and Community Affairs for Registration.

### **Motion Carried Unanimously.**

- **Civic Address By-Law** – Council reviewed and discussed the new Civic Address By-Law.

### **Motion #202604-049**

**Moved by:**Councillor Isaacs

**Seconded by:** Councillor Kavanaugh

Be it resolved that the Town of Burin adopt the Civic Address By-Law.

### **Motion Carried Unanimously.**

- **Special Meeting with MHA Paul Pike-** A Special meeting with MHA Paul Pike was held on March 25, 2026. The following recommendations were discussed:
  - **Special Grant Funding**
    - Special Grant Funding for the 50+ Club was discussed.
    - MHA Pike advised that he will review the matter and follow up with Minister Craig Parady, Minister responsible for seniors.
  - **Asphalt- Winterland Road, Black Brook, Eagle Road, and Salmonier Bridge**
    - The Town identified Salmonier Bridge and Eagle Road as priority safety concerns.
    - MHA Pike noted additional concerns regarding Winterland Road and Lords Cove to Lamaline route.
    - MHA Pike committed to working toward a solution to address these issues.
  - **Fortune Head Ecological Site**
    - MHA Pike had raised this issue in the House of Assembly.
    - The site is anticipated to undergo remediation within the year.
    - The Town of Burin expressed its support for the future development of this site.
  - **Fox Cove- Mortier Fire Protection**
    - Discussion took place regarding the due date for the fire protection invoice for the Town of Fox Cove-Mortier.

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- **Cottage Development**
  - Concerns were brought forward regarding the applications for the construction of new affordable living cottages in the area.
  - MHA Pike committed to working toward a solution to address this issue.
  
- **Capital Works**
  - The Town has submitted applications for a 1.5 million capital works project.
  - MHA Pike indicated that, given the Towns size, approval is not expected to present an issue.
  
- **Crosswalk Installation**
  - The Town has not yet received a response from The Department of Transportation and Infrastructure regarding its proposal to install a crosswalk with flashing amber lights on Main Street, adjacent to the school and seniors cottages.
  - Although funding has been allocated in the Towns budget, approval is still pending as it is a provincial road.
  - A resident of the Town has also inquired about crosswalk installations in other areas of Salt Pond. The Town Manger referred the issue to the Department of Transportation and Infrastructure.
  
- **Ambulance Depot**
  - Concern was brought forward concerning the usage of the Ambulance Depot.
  - MHA Pike committed to working toward a solution to address this issue.

### **PERMIT APPLICATIONS**

The Town Manager recommended approval of the following permit application:

**Application # Apr2026-01 – Resident** – Extension to residence located at 73 Church Street.

**Motion #202604-050**

**Moved by:** Councillor Isaacs

**Seconded by:** Councillor Foote

Be it resolved that Application # Apr2026-01 to construct an extension at 73 Church Street be approved subject to Council’s regulations and stipulations.

**Motion Carried Unanimously.**

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## **CORRESPONDENCE**

From	Regarding	Action
1. Dept. Of Municipal & Community Affairs	Summary of 2026/27 Available Grant Programs	
2. Government Services- Labour Relations Division	Conciliation Officer appointed re Collective Agreement	
3. Mayor Kevin Lundrigan	Letter to MHA Jeff Dwyer	
4. Resident	Request for Crosswalks	Discussed in Public Works Committee
5. Dept. Of Forestry, Agriculture and Lands	Community Wildfire Resiliency Plan \$25 000 Grant	
6. Dept. Of forestry, Agriculture and Lands	2024/2025 Fire Protection Vehicles Cost Shared Program	

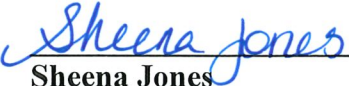
## **MOTION OF ADJOURNMENT**

### **Motion #202604-051**

**Moved by:**Councillor Isaacs  
**Seconded by:** Councillor Kavanaugh

Be is resolved that the regular public meeting adjourn at 6:55 pm.

**Motion Carried Unanimously.**

  
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**Sheena Jones**  
Town Clerk

  
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**Kevin Lundrigan**  
Mayor