

Town of Burin Regular Public Meeting – October 15, 2024

**TOWN OF BURIN
Public Council Meeting Minutes
October 15, 2024**

Members Present:	Kevin Lundrigan Howard Lundrigan Everett Farwell Mary Myles Rhonda Isaacs Shane Foote	Mayor Deputy Mayor Councillor Councillor Councillor Councillor
Also Present:	Leo Hartson Troy Hollett Joanne Jackman Resident	Town Manager Director of Public Works Town Clerk
Regrets:	Betty Francis	Councillor

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

ADOPTION OF AGENDA

Adoption of Agenda – October 15, 2024

The following item was added to the agenda:

Delegations or Visitors

1. Resident of Brushett’s Road

Motion #202410-158

Moved By: Councillor Foote
Seconded By: Deputy Mayor Lundrigan

Be it resolved that the agenda of the October 15, 2024 regular public meeting, with noted addition, be adopted as circulated.

Motion Carried Unanimously.

Town of Burin Regular Public Meeting – October 15, 2024

ADOPTION OF MINUTES

Adoption of Minutes of Regular Public Meeting – September 24, 2024

Motion #202410-159

Moved By: Deputy Mayor Lundrigan
Seconded By: Councillor Isaacs

Be it resolved that minutes of a regular public meeting held September 24, 2024 be adopted as circulated.

Motion Carried Unanimously.

DELEGATIONS OR VISITORS

Resident of Brushett's Road

A resident requested to attend the meeting to further address her concerns and provide an update regarding ongoing issues with the parking space located adjacent to the turnaround on Brushett's Road. Council advised that the issue is on the agenda to be discussed in the Public Works Committee Report. She was excused at 5:20 p.m.

BUSINESS ARISING OUT OF THE MINUTES

A report of items actioned since the last regular meeting of September 24, 2024 was circulated for review.

- **Softball Field Repairs** – This project is now completed. The field is now closed for the remainder of the year to allow the sods to grow and attach to the soil.
- **Capital Works Projects** – The rescue storage building and Port au Bras water supply projects are progressing, though very slowly.

COMMITTEE REPORTS

Planning & Development Committee

Councillor Farwell, Chairperson, advised that the Planning & Development Committee met on October 7, 2024 and presented the following recommendations:

- **Recruitment of Health Care Officials** – Councillor Farwell received permission to access a document created by the Burin Peninsula Health Care Foundation for the recruitment of health care officials to our area. The Town Clerk will forward a copy of the document to Councillor Ipads.

Town of Burin Regular Public Meeting – October 15, 2024

- **Dog Regulations** – The Committee reviewed an email submitted by a resident regarding dogs not being on a leash. Staff made a post to social media reminding residents to keep all dogs on a leash. The Town Manager will review policies of other Town's and bring back to the Committee for further review.
- **Dilapidated Buildings** – No action was taken on two buildings that owners were requested to remove. Two tenders were received for the removal of the former Appleby's Supermarket. A local real estate agent advised that paperwork is in the process for the sale of the building and the buyer is aware that it has to be removed. One tender was received for the removal of the property on Jorgenson's Road and a motion recommending approval to proceed will be brought forward during the Finance Committee report.
- **Public Pathway** – The Committee was advised that the Town has received several messages from residents voicing their concern to not close the foot path located between Union Road and Police Road. The Committee recommends that this foot path remain open.

Motion #202410-160

Moved By: Councillor Farwell

Seconded By: Councillor Isaacs

Be it resolved that the foot path located between Union Road and Police Road remain open for public use.

Motion Carried Unanimously.

- **Noise Regulations** – Staff have received telephone calls and inquiries regarding loud music at 12 Clearview Drive at various times of the day. A review and possibly a revision of the regulations may be needed. The Committee recommends a letter be written to the property owner.

Motion #202410-161

Moved By: Councillor Farwell

Seconded By: Deputy Mayor Lundrigan

Be it resolved that, in accordance with the Town's Noise/Nuisance Regulations, a letter be written to the owner of 12 Clearview Drive regarding complaints of loud noise from music at the residence at various times of the day/night.

Motion Carried Unanimously.

Town of Burin Regular Public Meeting – October 15, 2024

Public Works Committee

Councillor Foote, Chairperson, advised that the Public Works Committee met on October 8, 2024 and presented the following recommendations:

- **Brushett's Road** – The Committee reviewed an email regarding residents on Brushett's Road. Council installed a driveway for a resident in recent years to keep them from parking in the turnaround. Unfortunately, a resident located adjacent to the parking area states that she is being harassed by her neighbor. The Committee recommends removing the driveway that was installed by Council.

Motion #202410-162

Moved By: Councillor Foote
Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin remove the driveway installed by Council on Brushett's Road.

Motion Carried Unanimously.

- **Liftstation** – The lift station located adjacent to the hospital is now down two pumps. An emergency repair is required to have a new pump installed until the heavier pump is received in approximately six weeks. The Committee recommends purchasing a small pump to keep the lift station operating.

Motion #202410-163

Moved By: Councillor Foote
Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin purchase a small pump in order to keep the lift station operating adjacent to the hospital at an approximate cost of \$4,600.

Motion Carried Unanimously.

- **Heritage Square Tender Results** – Only one tender was received for work on the Heritage Square Phase IV project which is pending Government approval. As the prices are within budget of the project, the Committee recommends approval of CASA Construction Inc. for the Heritage Building III upgrades at a cost of \$168,000 plus HST and Courtyard Park Gazebo and Pathway at a cost of \$46,000 plus HST once the funding from government is approved.

Town of Burin Regular Public Meeting – October 15, 2024

Motion #202410-164

Moved By: Councillor Foote
Seconded By: Councillor Myles

Be it resolved that pending approval of funding from government for the Heritage Square Phase IV Project, the Town of Burin accept a tender from CASA Construction Inc. for Heritage Building III upgrades at a cost of \$168,000 plus HST and for the Courtyard Park Gazebo and Pathway at a cost of \$46,000 plus HST.

Motion Carried Unanimously.

- **Land - Augustus Drive** - The Town Manager contacted a property owner who attended a previous meeting to express concerns that the Town is diverting drain water on to his land located off of Augustus Drive. The owner requested \$17,000 to purchase the property but accepted an offer of \$13,500. The Committee recommends purchasing the land to allow the continuance of run-off.

Motion #202410-165

Moved By: Councillor Foote
Seconded By: Deputy Mayor Lundrigan

Be it resolved that the Town of Burin purchase a parcel of land located off of Augustus Drive to allow for the continuance of drain water run-off in the area at a cost of \$13,500.

Motion Carried Unanimously.

- **Snow Equipment Request** – The Public Works Director requested that the Town consider purchasing a truck and a loader for this upcoming snow season. As a loader is an expensive item, we would not be able to consider it, however, a new 5500 Series truck will be part of the 2025 budget.
- **Staffing Requirement** – Due to a position recently becoming vacant, the Committee recommends advertising to hire a new full-time labourer for the Public Works Department.

Motion #202410-166

Moved By: Councillor Foote
Seconded By: Councillor Myles

Be it resolved that the Town of Burin advertise to hire a new full-time labourer for the Public Works Department.

Motion Carried Unanimously.

Town of Burin Regular Public Meeting – October 15, 2024

- **Big Pond Flow Meter** – The second new flow meter is not working at Big Pond. Efforts are ongoing to determine what the issue is and to price a new one with surge protection on it. The Public Works Director will report back to the Committee with an update.
- **Clean Up Orders** – The Committee discussed the need to contact some residents and businesses regarding the clean-up of their properties. Also, one resident is required to have a boat removed as it will interfere with snow clearing.

Finance Committee

Deputy Mayor Lundrigan, Chairperson, advised that the Finance Committee met on October 8, 2024 and presented the following recommendations:

- **Liftstation Pump** – The Finance Committee concurs with Public Works that the emergency purchase of a pump for the Liftstation adjacent to the Hospital was necessary.

Motion #202410-166

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that the Town of Burin purchase a pump from Xylem at a cost of \$11,123.48 + HST for the Liftstation located adjacent to the Hospital.

Motion Carried Unanimously.

- **Augustus Drive Land** – The Committee recommends the purchase of the land for water run-off at a cost of \$13,500.00.

Motion #202410-167

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that the Town of Burin purchase privately owned land for water run-off on Augustus Drive at a cost of \$13,500.00.

Motion Carried Unanimously.

- **Jorgenson's Road Clean Up** – Black Duck Cove Construction was the successful bidder to remove the dilapidated building at 6 Jorgenson's Road. The Committee recommends awarding the contract at a cost \$7,650.00 plus HST.

Town of Burin Regular Public Meeting – October 15, 2024

Motion #202410-168

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that Black Duck Cove Construction be awarded the contract for the removal and disposal of a building located at 6 Jorgenson's Road at a cost of \$7,650.00 plus HST.

Motion Carried Unanimously.

PERMIT APPLICATIONS

The following permit applications were recommended for approval:

Application #OCT2024-01 – Resident – Construction of a 10x10 residential shed at 5 Darby's Road.

Motion #202410-169

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Isaacs

Be it resolved that Application #OCT2024-01 to construct a 10x10 residential shed at 5 Darby's Road be approved subject to Council's regulations & stipulations.

Motion Carried Unanimously.

Application #OCT2024-02 – Michael & Nataschia Wielink – Operation of an Air BnB at 17 Collin's Cove Drive.

Motion #202410-170

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Foote

Be it resolved that Application #OCT2024-02 to operate an Air BnB at 17 Collin's Cove Drive be approved subject to approval of applicable government departments and Council's regulations & stipulations.

Motion Carried Unanimously.

Town of Burin Regular Public Meeting – October 15, 2024

CORRESPONDENCE

Discussion		
From	Regarding	Action
1. Curtis Dawe Solicitors	Legal documents pertaining to The Baker's Table Café and Bakery	The Town Solicitor met with the Town Manager and Deputy Mayor to discuss to an offer for settlement of claim. They instructed the Solicitor to proceed with the offer.
2. Appleby Picco Law	Response to Curtis Dawe Solicitors – Offer of Settlement of Claim	Information.
Review		
1. Residents	Letters regarding foot path adjacent to Rocky Lane.	Dealt with in Planning & Development Committee.
2. Resident	Concerns regarding unleashed dogs.	Dealt with in Planning & Development Committee.
3. Resident	Concerns – Parking at Brushett's Road.	Dealt with in Public Works Committee.
4. Come Home Year 2025 Committee	Minutes of Meeting September 11, 2025	Information.

ACCOUNTS PAYABLE / INVOICES

Attached as Appendix "A"

A list of payments, (Cheque #'s 050206 – 050250), totalling \$160,888.01, were presented for review and approval.

Motion #202410-171

Moved By: Councillor Foote
Seconded By: Deputy Mayor Lundrigan

Be it resolved that a list of payments, attached as Appendix "A", totalling \$160,888.01, be approved as presented.

Motion Carried Unanimously.

Town of Burin Regular Public Meeting – October 15, 2024

NEW BUSINESS

Automatic Door Openers – Hollett Building

In order to meet the requirements of Service NL to obtain a capacity card, we need to install two automatic door openers at the Hollett Building. This can be supplied and installed by Shutters and Such at a cost of \$5,900 plus HST.

Motion #202410-172

Moved By: Deputy Mayor Lundrigan

Seconded By: Councillor Myles

Be it resolved that the Town of Burin approve the purchase and installation of two automatic door openers at the Hollett Building from Shutters and Such at a total cost of \$5,900.00 plus HST.

Motion Carried Unanimously.

MOTION OF ADJOURNMENT

Motion #202410-173

Moved By: Councillor Farwell

Seconded By: Councillor Myles


Be it resolved that the regular public meeting adjourn at 5:55 p.m.

Motion Carried Unanimously.



Joanne Jackman

Town Clerk



Kevin Lundrigan

Mayor