



LABRADOR CITY

COUNCIL MEETING MINUTES

**September 22, 2022
4:30 pm**

- In Attendance:** Mayor Belinda Adams
Deputy Mayor Mitchell Marsh
Councillor Ryan Pike
Councillor Kim Hartery
Councillor Dawn Willcott
Councillor Junior Humphries
- Staff Present:** Cathy Etsell, CAO
Kim Conway, Director of Finance & Admin
Craig Purves, Director of Planning & Development
Tom Mihajlovic, Director of Public Works
Krista Hedlund, Deputy Clerk
Jackie Greenham, Communications
- Regrets:** Councillor Jonathan Riviere
Nick Miller, Director of Recreation & Community Events

1. Call Meeting to Order

1.1. Adoption and Approval of Agenda

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved the agenda for the meeting of September 22nd, 2022 be adopted as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

2. Delegations

Labrador West Inuit Drummers – this group was created by the Labrador West Indigenous Service Centre to carry on the traditional practice of Inuit drumming. This center organizes a number of activities for young people and adults in order to create links between cultures and strengthen people’s relationship with their own. The group includes Sydney Hedderson, Katie Simmonds, Keanna Reid, Jenna Rumbolt, and McKenna Penney.

3. Adoption and Signing of Minutes

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Pike

Be it resolved the minutes of the public meetings held July 19th, 2022 be adopted as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

4. Business Arising from Minutes

N/A

5. Correspondence

5.1 IOC External Business Brief – July & August 2022

IOC issues their External Stakeholder Business Brief for July and August 2022 outlining updates on their Health & Safety, as well as Business.

5.2 Drake Wastewater Treatment Plant Upgrade – Approval for Extension to Project Completion Deadline

Correspondence from the Department of Transportation & Infrastructure provides approval for an extension to the Drake Wastewater Treatment Plant Upgrade, Project No.: 17-SCF-19-00120. The Small Communities Fund expires March 31, 2024 with all work to be completed and all claims paid by November 30, 2023. Any work not completed and invoiced to Municipal Infrastructure by November 30, 2023 will be ineligible.

6. New Business

6.1 Prime Consultant Agreement – Street Reconstruction

Moved By: Councillor Humphries

Seconded By: Councillor Willcott

Be it resolved Council with the Town of Labrador City execute the Prime Consultant Agreement with Nova Consultants Inc. for the Street Reconstruction Program – Consolidated (A-B-C-D), Project Number 17-MYCW-23-00076 in the amount of \$134,440.50 inclusive of hst.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

6.2 Street Reconstruction Program 2021 – Consulting Services

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Hartery

Be it resolved we, the Ultimate Recipient, the Town of Labrador City, accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter titled ‘Notification of Project Approval – Investing in Canada Infrastructure Program’, Reference Number COR/2022/08611, dated 26th day of August 2022, as relates to the Project number 17-RNC-23-00002, Project name Street Reconstruction 2022 – Drake Avenue and Bartlett Avenue with a total project value of \$2,004,406 inclusive of hst.

This council agrees to provide the Ultimate Recipient share value of \$605,828 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Labrador City.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

6.3 Letter of Support – Housing & Homelessness Coalition

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Willcott

Be it resolved Council ratify the poll of August 3rd to provide a letter of support to the Labrador West Housing & Homelessness Coalition to accompany their application to expand their shelter.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

6.4 Letter of Support – Labrador City Fire Fighters Association

Moved By: Councillor Hartery

Seconded By: Councillor Pike

Be it resolved Council ratify the poll of August 6th to provide a letter of support to the Labrador City Fire Fighters Association to accompany their moose license application.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

6.5 Letter of Support – Iron Ore Company of Canada

Prior to discussion on this item Councillor Hartery and Councillor Pike declared a conflict of interest and exited the chambers.

Moved By: Councillor Willcott

Seconded By: Deputy Mayor Marsh

Be it resolved Council ratify the poll of September 20th to provide a letter of support to the Iron Ore Company of Canada to accompany their Star Award application to the St. John's Board of Trade.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Humphries, and Councillor Willcott all in favor. **Carried**

Councillor Hartery and Councillor Pike rejoin the meeting.

7. Committee Reports

7.1 Finance & Admin

a) Donations

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved Council approve a donation in the amount of \$100.00 to the Western Regional Hospital Foundation radiothon for new equipment; \$100.00 to CCPANL for their Drug Abuse Awareness Guide; \$300.00 to Kids Eat Smart Foundation NL for their breakfast program (\$100 to each school in the region); waiving of permit fees for MADD in the amount \$40.00 for signage; parking lot reinstatement for the Carol Orange Lodge to a maximum of \$10,000; and \$3,687.19 for sewer line repair for the Royal Canadian Legion.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

b) Taxation

Service Club Rebates

Moved By: Councillor Willcott

Seconded By: Deputy Mayor Marsh

Be it resolved Council approve Service Club Rebates for 2022 in the amount of \$4,018.69 as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Property Tax Rebates

Moved By: Councillor Hartery

Seconded By: Councillor Pike

Be it resolved Council approve Property Tax Rebates for 2022 in the amount of \$5,213.70 as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Tax Exemption – Medical Doctors

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Hartery

Be it resolved Council approve a business tax exemption for medical doctors to provide incentives to recruit and retain.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

c) Administration / Miscellaneous

Pension Plan Solvency Deficit Funding Plan

Correspondence was received from both TRIO and the Department of Municipal and Provincial Affairs advising that the current solvency exemption for municipalities will expire on December 31, 2023. Municipalities are required to create an action plan to fund the solvency deficit. Our pension plan with TRIO has been exempt since 2006.

If this directive is approved, Newfoundland and Labrador will be the only province which requires full solvency funding for municipal pension plan participants. The estimated increase for the Town of Labrador City is \$1.1 million per year for five years. It is recommended that Council contact our local MHA and members of the Cabinet to voice concerns with this proposed change as it will have a huge financial impact on our operating budget.

Statutory Holidays

Both federal and provincial government have announced that they will be taking a statutory holiday on September 19th in honour of Queen Elizabeth II and September 30th for Truth & Reconciliation Day. The Town Hall and all facilities will be closed on these days as per the Collective Agreement.

d) Policies & Procedures

Code of Conduct

Moved By: Councillor Pike

Seconded By: Councillor Humphries

Be it resolved Council approve amended Policy #1.1-8 Municipal Officials Code of Conduct as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved Council approve Policy #2.4-7 Councillor Code of Conduct as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Municipal Naming Policy

A policy is currently being drafted for naming of municipal buildings and facilities. It will be presented back to committee for review and adoption.

7.2 Planning & Development

a) Award of Land Sale Invitation – Tanya Crescent Development

Moved By: Councillor Willcott

Seconded By: Councillor Pike

Be it resolved Council ratify the poll of August 16th and accept the bids from Energy Lock Inc for 3048 Tanya Crescent in the amount of \$41,100 exclusive of hst, and 3061 Harrie Lake Drive in the amount of \$45,110 exclusive of hst.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

b) Agreement of Purchase & Sale – 3057 Harrie Lake Drive

Moved By: Councillor Hartery

Seconded By: Councillor Pike

Be it resolved Council ratify the poll of August 16th and enter into an agreement of purchase and sale with A&J Plastering & Painting Ltd for the sale of 3057 Harrie Lake Drive in the amount of \$44,500 exclusive of hst.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

c) Follow Up List

Enforcement Tracking – Civic Address

This summer 423 letters were issued to property owners who did not have civic addresses posted on their buildings/homes. The display of civic numbers is critical for first responders to arrive on scene of an emergency. 71% have proactively complied with the request, second notices will be issued to property owners who have not yet complied.

Enforcement Tracking – Exterior Wall Maintenance

Letters have been issued to property owners with unfinished building exteriors. We have seen a reasonable amount of compliance and the enforcement actions will carry over to the 2023 seasons.

d) Letters / Correspondence

Crown Land Application

Moved By: Councillor Hartery

Seconded By: Councillor Pike

Be it resolved Council execute the grant agreement for Crown Land Application No.: 158579 in the amount of \$1.00 as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Dept of Environment – EA Referral: Joyce Lake

The Department of Environment forwarded notice of the Environmental Impact Statement guidelines for the Joyce Lake Direct Shipping Iron Ore Project, located approximately 20 km northeast of the town of Schefferville, Quebec. The project will use a process involving the dry crushing and dry screening of ore to produce up to 2.5 million tonnes of product per year. Given the location of the project, the Town of Labrador City does not have comments or concerns to add to the statement.

Rear Land Disposal – 144 Raven

The Town received correspondence from the resident of 144 Raven regarding the disposal of municipal property. The resident is concerned that the Town acted contrary to the Municipalities Act.

The Committee reviewed the concerns raised, but believe that the sale of the subject lands were in accordance with the Municipalities Act, 1999. Following review the committee does recommend that on future sales, an independent agency/realtor be involved in assessing the market value land extensions prior to sale, and, issuing correspondence to the resident of 144 Raven detailing the Town's rationale for pursuing direct sale.

e) Staff Reports / Briefings

Labrador City Legacy Program

Initial draft of the Legacy Program was presented to the committee, which would allow members of the public to help enhance the beauty and enjoyment of the Town's parks and open spaces, while celebrating friends, family and memorable events. Residents would sponsor a new amenity, adopt an existing bench or seat, renew, or replace a previously sponsored item. It is proposed that each donation includes a commemorative plaque in recognition of the sponsorship.

The program is still being refined and new benches are being installed on the trail system in the coming weeks. Further work on this program will be directed through the Parks & Recreation Committee.

Request for Proposals – Bartlett Drive North & Waxwing

The Town issued two RFP's for the sale & development of real property. The invitations closed on August 5th & 12th with no submissions being received.

f) New Business

Request for Proposals – Strategic Planning Consultation Services

The Town issued a request for proposals for Strategic Planning Consultation Services in preparation of the 2023 Budget. Two responses were received; however, the committee recommends that no contract be awarded at this time and the invitation be cancelled.

Senior staff will facilitate a condensed, internal strategic planning session with Council and prepare a strategic planning report available to the public for 2023-27.

g) Unfinished Business

Land Purchase – 372 Tamarack Drive

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved Council execute the agreement of Purchase & Sale with Wabush Rent A Car Ltd for 372 Tamarack Drive in the amount of \$10,000 plus hst.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

7.3 Recreation & Community Services

a) Unfinished Business

Gordie Young Softball Field

Work on the field is nearing completion, the contractor should be finished the field in the coming weeks. We would like to let residents and leagues know we understand the frustration with the delays, but we are looking forward to a great 2023 season.

b) Special Events

Iron Festival

We want to thank all residents, volunteers, vendors, and sponsors for making IronFest 2022 a success. We have had some great discussions on improvement that can be made for 2023, to make it even bigger and better. One exciting change we will see is a Battle of the Bands during our winter carnival, where the winner will secure the local band slot in the IronFest 2023. Stay tuned, dates to be announced soon!

Summer Program

Committee received an overview of the 2022 Program, we would like to thank all participants for a great summer. We are already planning for 2023 and working hard to resolve the staffing issues seen this year, with hopes of returning to a full program.

Summer Students

We would like to thank our summer students, we had a great crew this year and would like to recognize their hard work in all Departments within the Town.

c) Facilities

Labrador City Arena

The Arena opened on September 6th and Minor Hockey & Polaris Figure Skating Club have started their seasons. We are looking forward to a great season.

Outdoor Facilities & Green Spaces

Both entryway signs are nearing completion, and we would like to thank IOC for the donation of iron ore to be located at each site. Crystal Falls Trail parking lot and road have been expanded to enhance the parking area and ease of pulling off the highway. The Curling Club has new accessible doors and the Arena has seen many improvements over the summer including work to the entryway, washrooms and emergency exits.

Trail Work

Work is ongoing on the trails this summer; Harrie Lake portion is essentially complete, garbage cans and surfacing left to put in place. Signage will be installed along the trail and will recognize sponsors. Loungers and benches will also be installed along the trails for users to enjoy.

d) New Business

Community Recognition Program

Committee discussed a Community Recognition Program for residents who achieve extenuatory accomplishments. Work will continue on the program, policy and intake form.

RFP for Arena Canteen

The Town is looking for a business or community group to operate the Labrador City Arena Canteen. The Town will advertise the RFP in the coming days.

8. Applications for Permits

8.1 22-235 Building – 208 Amherst Avenue

Moved By: Councillor Willcott

Seconded By: Councillor Pike

Be it resolved Council approve Building Permit 22-235 at 208 Amherst Avenue, subject to the conditions outlined on the permit.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

8.2 22-269 BIRA 874 Hudson Drive

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved Council approve BIRA Permit 22-269 at 874 Hudson Drive, subject to no objections being received, and the conditions outlined on the permit.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

8.3 Permit Ratification List #7

Moved By: Councillor Pike

Seconded By: Councillor Willcott

Be it resolved Council approve Permit Ratification List #8 as presented.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

9. Unfinished Business

N/A

10. Tenders

10.1 Reverse Tender

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Hartery

Be it resolved Council award the reverse tender for items as follows:

Item #1 – 7 Lawn Sweepers	Energy Lock	\$1850.00
Item #2 – 1 1991 DV 904 Vohl Snow Blower	Energy Lock	\$5400.00
Item #3 – 2 Roots Rotary Lobe Blower w/ Elec Motor	Energy Lock	\$51.00
Item #4 – 1 Score Clock	Energy Lock	\$51.00

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Item #5 – 1 Trackless Sweeper Attachment	Energy Lock	\$51.00
Item #6 – 2 Aluminum Bleachers (Damaged)	Energy Lock	\$159.00
Item #7 – 40 Mobile Radios & Base Stations	Energy Lock	\$280.00

All bids quoted above are HST exclusive.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

10.2 Town Hall / Fire Hall Emergency Generator

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Willcott

Be it resolved Council with the Town of Labrador City award the tender for Town Hall / Fire Hall Emergency Generator to Enercon Builders Inc. in the amount of \$572,065.20 inclusive of HST, subject to the Ministerial approval to borrow the funds.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

Maintenance Agreement During Years 2-5

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Willcott

Be it resolved Council with the Town of Labrador City award the maintenance agreement for the Town Hall / Fire Hall Emergency Generator during Years 2-5, to Enercon Builders Inc. in the total amount of \$28,750 inclusive of HST and payable as equal annual amounts of \$6,210.00 over the life of agreement.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

11. Approval of Accounts & Purchase Orders

Moved By: Councillor Humphries

Seconded By: Councillor Pike

Be it resolved Council approve Accounts & Purchase Orders totalling \$3,413,425.99 as presented noting abstentions on cheque # 18219 and 18377 for Deputy Mayor Marsh.

Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Humphries, Councillor Hartery and Councillor Willcott all in favor. **Carried**

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12. Date of Next Meeting & Adjournment

The date of the next Council Meeting will be Tuesday, October 25th, 2022. There being no further business to discuss, the meeting was adjourned at 6:30 pm by Deputy Mayor Marsh.

Kim Conway, Town Clerk

Belinda Adams, Mayor