



LABRADOR CITY

COUNCIL MEETING MINUTES

May 23, 2023
5 pm

In Attendance: Mayor Belinda Adams
Deputy Mayor Mitchell Marsh
Councillor Ryan Pike
Councillor Kim Hartery
Councillor Dawn Willcott
Councillor Junior Humphries
Councillor Jonathan Riviere

Staff Present: Cathy Etsell, CAO
Kim Conway, Director of Finance & Admin
Craig Purves, Director of Planning & Development
Wayne Power, Director of Public Works
Krista Hedlund, Deputy Clerk
Jackie Greenham, Communications

Regrets: N/A

1. Call Meeting to Order

1.1. Adoption and Approval of Agenda

Moved By: Councillor Pike

Seconded By: Councillor Hartery

Be it resolved the agenda for the meeting of May 23rd, 2023 be adopted as presented.

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

2. Delegations

N/A

3. Adoption and Signing of Minutes

Moved By: Councillor Willcott

Seconded By: Deputy Mayor Marsh

Be it resolved the minutes of the public meetings held April 25th, 2023 be adopted as presented.

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

4. Business Arising from Minutes

All follow up items from the April 25th, 2023 meeting have been actioned.

5. Correspondence

5.1 Department of Transportation & Infrastructure

The Department of Transportation and Infrastructure sends correspondence providing approval to award the contract for Project No.: 17-RNC-23-00002 Street Reconstruction 2022 – Drake Avenue and Bartlett Drive in the amount of \$2,067,181.98 hst inclusive.

5.2 IOC External Stakeholder Business Brief – April 2023

IOC issued their External Stakeholder Business Brief for March 2023 outlining updates on their Health & Safety, Environment as well as Business.

5.3 Municipal Assessment Agency – Board Update

The Municipal Assessment Agency Board of Directors met in Corner Brook April 27, 23, topics discussed included: Accounts Receivable Report as of March 31, 2023; the Agency has welcomed three new clients and discussions are ongoing with several other municipalities; aerial imagery reviews are now complete for the Towns of Pouch Cove, Stephenville and Pasadena; and review of human resources in terms of 2023-2024 goals, among other topics. The next board meeting is scheduled for June 1 in St. John's.

5.4 Municipal Assessment Agency – Assessment Roll for Tax Year 2024

The Municipal Assessment Agency has completed the valuation for the 2024 tax year. The assessed values are based on market values as of January 1, 2023, as required by the Assessment Act, 2006. Assessment rolls are currently in the process of being sent to all municipalities. The average increase in Labrador City is 7%.

5.5 Department of Municipal & Provincial Affairs – ATV Regulations, 2023

The Department of Municipal & Provincial Affairs sends acknowledgement of receipt of the ATV Regulations, 2023 as submitted by the Town. They also suggest that the Town forward the regulations to the Department of Digital Government and Service NL as their approval may be required prior to adopting by the Town.

6. New Business

6.1 Gateway Labrador – Request for Letter of Support

Moved By: Councillor Willcott

Seconded By: Deputy Mayor Marsh

Be it resolved Council provide a letter of support to Gateway Labrador to accompany their application for a job creation partnership position – Heritage Project Manager.

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

6.2 Town Manager Vacation

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Riviere

Be it resolved Council approve the annual leave for Cathy Etsell, Town Manager for the period June 12-30, and appoint Kim Conway as Acting Town Manager during this period.

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

At this time, Council would also like to announce and congratulate Cathy Etsell on her retirement effective July 1, 2023. Cathy has worked with the Town for 32 years, working her way through the Administration Department. We thank her for the dedication she has shown throughout the years and wish her well in her retirement.

6.3 Cemetery MOU

Moved By: Councillor Pike

Seconded By: Deputy Mayor Marsh

Be it resolved Council execute the Cemetery Memorandum of Understanding (MOU) as presented between the Town of Labrador City, Temple's Funeral Home and the Labrador West Ministerial Association.

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

6.4 Municipal Naming Policy

Moved By: Councillor Pike

Seconded By: Councillor Hartery

Be it resolved Council adopt Policy 5.2-4 Municipal Naming Policy as presented.

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

7. Committee Reports

N/A

8. Applications for Permits

8.1 Permit 23-029 BIRA: 814 Hudson Drive

Moved By: Councillor Willcott

Seconded By: Councillor Pike

Be it resolved Council approve BIRA permit 23-029 for a home-based business located at 814 Hudson Drive, subject to no objections being received and stipulations outlined on the permit.

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

8.2 Permit 23-038 Approval in Principle: 500 Vanier Avenue

Moved By: Councillor Willcott

Seconded By: Deputy Mayor Marsh

Be it resolved Council approve Approval in Principle permit 23-038 for an Illuminated Sign, subject to stipulations outlined on the permit.

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

8.3 Permit 23-049 Approval in Principle: 834 Hudson Drive

Moved By: Councillor Willcott

Seconded By: Councillor Humphries

Be it resolved Council approve Approval in Principle permit 23-049 for Building Line Set Back, subject to stipulations outlined on the permit.

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

8.4 Permit Ratification List #5

Moved By: Deputy Mayor Marsh

Seconded By: Councillor Humphries

Be it resolved Council approve Permit Ratification List #5 as presented.

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

9. Unfinished Business

9.1 Regional Recreation

Moved By: Councillor Pike

Seconded By: Councillor Hartery

Be it resolved Council extend the Regional Recreation timeline of June 1, 2023 previously set to June 30, 2023.

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

9.2 Soccer Turf

Council discussed the requests received from a couple of groups regarding the soccer turf and its use this summer. While Council has not made a final decision on whether the turf would be laid this season or not in the Labrador City Arena, they have indicated that all things will be considered once the regional recreation committee has finalized the operational documents, which is scheduled to be completed late June. Regional Recreation will allow better use of all facilities in Labrador West for resident and groups, and Council is excited to see how it rolls out.

10. Tenders

10.1 TLC-07-23 Supply of New 2023 Light Duty Truck

Moved By: Councillor Pike

Seconded By: Deputy Mayor Marsh

Be it resolved Council award the tender TLC-07-23 Supply of New 2023 Light Duty Truck to Carol Auto Ltd., for the total amount of \$73,186.00 incl of hst.

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

11. Approval of Accounts & Purchase Orders

Moved By: Councillor Pike

Seconded By: Councillor Willcott

Be it resolved Council approve Accounts & Purchase Orders totalling \$767,019.61 as presented, noting abstention by Councillor Humphries on cheque # 19560.

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

12. Community Recognition

a) May is Mental Health Awareness Month

This month is for creating awareness about mental illness and how it can affect people in different ways. It is about encouraging people to talk about it, to break the stigma and to understand that mental health is just as important as your physical health and the strong connection between the two.

Conditions like Anxiety, Depression, ADHD, Bi-Polar Disorder, Eating Disorders, Borderline Personality Disorder, OCD, PTSD, are all common conditions that every day people experience, and it does not discriminate. Conditions like these can affect your mood, your ability to focus and communicate, your relationships and your physical health.

People need to be able to feel safe to open up and start a dialogue about mental illness without having to fear about being judged and we as a community need to support that.

b) Municipal Awareness Week: May 8th – 12th

This week we celebrated our community and the Town employees for all they do for our community. We hosted several activities throughout the week including Mayor for a Day with students from JRSC and a Community Clean up and we would like to thank our employees for doing their part to keep our Town, clean and tidy. It's not easy to keep on top of the litter around town all summer and when efforts are made to clean it up only to see the same state again in a couple of days is disheartening. We encourage residents to do their part to keep our town neat and tidy. That may mean, keeping your property free of debris and keeping lawns mowed, or picking up after your pets, taking a trash bag with you on a walk to pick up any litter you may see along the way or just simply saving your trash until you can dispose of it properly. Whatever you choose to do, every bit helps and please, let us know if you do make a special effort to clean up around town so we can thank you for your efforts.

c) National Police Week: May 14th – 20th

National Police Week offers honor, remembrance, and peer support, while allowing law enforcement, survivors, and citizens to gather and pay homage to those who gave their lives in the line of duty.

The RNC has executed a campaign to increase awareness for the understanding of the role of police and their relationships and responsibilities to the communities they serve. It's about recognizing the commitment and sacrifices of officers and their families so that these individuals can do the work they do, to keep our communities safe.

d) Recognition: The Be-Kind Project and the 50+ Seniors Club for "Once Upon a Prom". This event was such a success and well attended. We have an active group of seniors in our community and it's great to see organizations hosting seniors' activities like this as these projects are great fun for all who attend and promotes, health and wellness and active living. Thank you to everyone who came and to everyone who helped organize this event.

e) Congratulations to Natasha Mansfield, Senior Safety Coordinator for Processing Operations, Projects and Engineering at the Iron Ore Company of Canada for being awarded the Safety Leader Award at the 2023 NL Occupational Health & Safety Association Conference.

f) Congratulations going out to 2 Special Olympics athletes, Joey Dwyer & Colin Rumbolt, on being selected to attend the Canada Winter Games in Calgary in February 2024 on behalf of NL.

13. Date of Next Meeting & Adjournment

The date of the next Council Meeting will be Tuesday, May 23rd, 2023. There being no further business to discuss, the meeting was adjourned at 5:30 pm by Deputy Mayor Marsh.

Kim Conway, Town Clerk

Belinda Adams, Mayor