

**LABRADORCITY** 

COUNCIL MEETING MINUTES

December 3, 2024 4 pm

In Attendance:	Mayor Belinda Adams Deputy Mayor Mitchell Marsh Councillor Ryan Pike Councillor Dawn Willcott Councillor Junior Humphries Councillor Jonathan Riviere Councillor Kim Hartery
Staff Present:	Kim Conway, CAO Michelle Newhook, Director of Finance & Administration Wayne Power, Director of Public Works Craig Purves, Director of Planning & Development Taylor Gambin, Director of Recreation & Community Services Krista Hedlund, Deputy Clerk Jackie Greenham, Communications

Regrets:

# 1. Call Meeting to Order

# 1.1. Adoption and Approval of Agenda

Moved By: Councillor Humphries Seconded By: Deputy Mayor Marsh

**Be it resolved** the agenda for the meeting of December 3<sup>rd</sup>, 2024 be adopted as presented.

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

# 2. Delegations

N/A

# 3. Adoption and Signing of Minutes

Moved By: Councillor Willcott Seconded By: Councillor Hartery

**Be it resolved** the minutes of the public meetings held November 12<sup>th</sup>, 2024 be adopted as presented.

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

#### 4. Business Arising from Minutes

All follow up items from the November 12<sup>th</sup>, 2024 meeting have been actioned.

#### 5. Correspondence

# 5.1 Department of Municipal Affairs – Capital Investment Plan Approval – Implementation of SCADA System

Correspondence dated November 29, 2024 was received from the Department of Municipal and Provincial Affairs providing approval of the Town of Labrador City's Canada Community Building Fund application under the Town's Capital Investment Plan for the Implementation of the SCADA System; Project Number 129-2024-8400 with a value of \$634,004.00.

The Town has \$1,182,936.00 remaining in Canada Community Building Funding to be allocated towards a project(s). To access these funds, a Capital Investment Plan application must be submitted with a resolution of Council and a quote for the proposed cost of the eligible project(s).

## 6. New Business

## 6.1 Budget 2025

Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that the Town of Labrador City 2025 Municipal Budget as presented by the Finance and Administration Committee, showing total revenues of \$39,462,827 and total expenditures of \$39,462,827 for a balanced budget be adopted.

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

a) Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that in accordance with provisions of Section 112(2) of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, a Real Property Tax be set at the rate of 6.62 mils for residential properties and 17.22 mils for commercial properties effective January 1, 2025.

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

b) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that in accordance with provisions of Section 114(b) of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, the minimum Residential & Commercial Property Tax be set at the rate of \$500.00 per annum, effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried**  c) Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that in accordance with provisions of Section 114 (c) of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, the minimum Commercial Property Tax for Vacant Land be set at the rate of \$5,040.00 per annum, effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

d) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that in accordance with provisions of Section 130 and Section 131 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, the annual Water and Sewage Tax be set at a rate of \$650.00 per residential unit, subsidiary apartment and serviced attached or detached accessory buildings, effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

e) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that in accordance with provisions of Sections 120 to 124 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, Business Tax rates effective January 1, 2025 be set as follows:

- Class 1.0 90.00 mils of assessed value
- Class 1.1 45.00 mils of assessed value
- Class 2 22.00 mils of assessed value
- Class 3 22.00 mils of assessed value
- Class 4 20.00 mils of assessed value
- Class 5 7.00 mils of assessed value
- Class 6 10.00 mils of assessed value
- Class 6.1 7.50 mils of assessed value
- Class 8 6.50 mils of assessed value
- Class 9 Greater of \$600.00 or 3% of Gross Revenue
  - up to a maximum of \$5,500 per annum
- Class 10 56.65 mils of assessed value
- Class 11 29.50 mils of assessed value

f) Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that in accordance with provisions of Section 5 of the Act Respecting the Taxation of Utilities and Cable Television Companies, Chapter T-0.1, SNL1992, a business tax (Class 7) be set at the rate of 2.5% effective January 1, 2025, on the gross revenue of the utility for the preceding year derived within the municipality of Labrador City. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

g) Moved By: Councillor Riviere
Seconded By: Councillor Hartery

**Be it resolved** that in accordance with provisions of Section 124 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, different classes of businesses shall be established in accordance with Schedule "C", effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

h) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that in accordance with provisions of Section 125 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, the minimum Business Tax effective January 1, 2025 be set as follows:

Class 3	\$5,500 per annum
Class 9	\$ 600 per annum
Class 11	\$1,000 per annum
All other classes	\$ 300 per annum

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

i) Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that in accordance with provisions of Section 131 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, Water Rates for Special Users effective January 1, 2025 be set as follows:

Industrial:	\$ 3.65 per 1000 gallons metered
Commercial:	
Regular	\$ 2.77 per 1000 gallons metered
Temporary Workers Housing	\$ 2.77 per 1000 gallons metered
	Minimum \$650 / unit
Institutional:	\$ 2.77 per 1000 gallons metered
Flat Rate:	\$ 650.00 per annum (fixed rate)
Commercial Vacant Land	\$ 650.00 per annum (fixed rate)

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

j) Moved By: Councillor Riviere
Seconded By: Councillor Humphries

**Be it resolved** that in accordance with provisions of Section 136 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, the fee for Tax Certificates be set at \$125.00; Letters of Compliance be set at \$150.00; and Tax Information to be set at \$75.00, effective January 1, 2025.

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

k) Moved By: Councillor Riviere
Seconded By: Councillor Pike

**Be it resolved** that Municipal Fees shall be set in accordance with Schedule "A" and as described in the 2025 Budget, effective January 1, 2025.

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

Moved By: Councillor Riviere
Seconded By: Councillor Hartery

**Be it resolved** that Recreational Recoveries shall be set in accordance with Schedule "B" and as described in the 2025 Budget, effective January 1, 2025.

- m) Moved By: Councillor Riviere
  - Seconded By: Councillor Willcott

**Be it resolved** that Emergency Response Recoveries, for responses outside of the Town of Labrador City Municipal Boundaries, and not otherwise covered through mutual aid or other partnership agreements, shall be set in accordance with Schedule "D" and as described in the 2025 Budget, effective January 1, 2025.

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

n) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that Equipment Rental Recoveries shall be set in accordance with Schedule "E" and as described in the 2025 Budget, effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

o) Moved By: Councillor Riviere Seconded By: Councillor Willcott

**Be it resolved** that Town of Labrador City Taxi Rates shall be set in accordance with Schedule "F" and as described in the 2025 Budget, effective January 1, 2025. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

p) Moved By: Councillor Riviere
Seconded By: Councillor Humphries

**Be it resolved** that in accordance with provisions of Section 101(2) of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, all taxes shall be due and payable thirty (30) days from the date invoiced, effective January 1, 2025.

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

q) Moved By: Councillor Riviere
Seconded By: Councillor Pike

**Be it resolved** that in accordance with provisions of Section 111 of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, that Council set the Family Income threshold for 90% Residential Property Tax Rebate at \$37,122 and \$7,381 per dependent for a total of \$44,503, effective January 1, 2025. The Family Income threshold for 50% Residential Property Tax Rebate shall be a maximum of \$43,102 and \$7,381 per dependent for a total of \$50,483 per household effective January 1, 2025.

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

r) Moved By: Councillor Riviere
Seconded By: Deputy Mayor Marsh

**Be it resolved** that in accordance with provisions of Section 107(1) of the Municipalities Act, Chapter M-24, S.N. 1999 as amended, simple interest on taxes unpaid on or before the due date be set at prime plus 3% effective January 1, 2025, with the allowance to round to the nearest two decimal places for the monthly rate.

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

s) Moved By: Councillor Riviere Seconded By: Councillor Willcott

**Be it resolved** that sundry receivables unpaid after thirty days from date of invoicing shall be charged simple interest at the rate of prime plus 3% effective January 1, 2025, with the allowance to round to the nearest two decimal places for the monthly rate. Question called; Mayor Adams, Deputy Mayor Marsh, Councillor Pike, Councillor Willcott, Councillor Riviere, Councillor Humphries and Councillor Hartery all in favor. **Carried** 

t) Moved By: Councillor Riviere Seconded By: Councillor Humphries

**Be it resolved** that a credit limit of \$130,000 be established at the US Bank Canada for the Town of Labrador City.

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

u) Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that the borrowing arrangements for a temporary operating credit in the amount of \$500,000 be made with the Canadian Imperial Bank of Commerce, Labrador City for the 2025 fiscal year to assist with operating expenses pending receipt of revenues. Any and all advances made on the loan to be paid in full on or before December 31, 2025.

# 6.2 Motion to Borrow – Arena Storage Building

Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$2,524,573 for Arena Storage Building for a term of 2 years, amortization period of 17 years. Rate will be fixed at 4.41%. Semi-Annual principal payment of \$74,252.15 plus interest calculated at 4.41%, as per the discussion paper dated November 28, 2024.

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

# 6.3 Motion to Borrow – Baseball Diamond

Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** that the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$1,073,832 for the Baseball Diamond for a term of 2 years, amortization period of 15 years. Rate will be fixed at 4.41%. Semi-Annual principal payment of \$35,794.40 plus interest calculated at 4.41%, as per the discussion paper dated November 28, 2024.

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

# 6.4 Motion to Borrow – Fire Hall Emergency Generator

Moved By: Councillor Riviere Seconded By: Councillor Willcott

**Be it resolved** that the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$594,370 for Fire Hall Emergency Generator for a term of 2 years, amortization period of 7 years. Rate will be fixed at 4.41%. Semi-Annual principal payment of \$42,455 plus interest calculated at 4.41%, as per the discussion paper dated November 28, 2024.

#### 6.5 Motion to Borrow – Willow Drive Infrastructure Phase I

Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** that the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$1,485,125 for Willow Drive Infrastructure Phase I for a term of 2 years, amortization period of 15 years. Rate will be fixed at 4.41%. Semi-Annual principal payment of \$49,504.17 plus interest calculated at 4.41%, as per the discussion paper dated November 28, 2024.

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

# 6.6 Town Manager Vacation

Moved By: Councillor Pike Seconded By: Deputy Mayor Marsh

**Be it resolved** Council approve annual leave for Town Manager Kim Conway for the period December 5-17 inclusive, during this time Town Clerk, Michelle Newhook will be acting Town Manager.

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

# 6.7 Salvation Army Kettle Campaign

Salvation Army Week is December 9-15, 2024, and a proclamation was signed to highlight the event in Labrador City which included the kettle campaign.

# 6.8 MineX 2025 Sponsorship

Prior to discussion on this item Councillor Humphries stepped away from Council Chambers.

Moved By: Deputy Mayor Marsh Seconded By: Councillor Riviere

**Be it resolved** Council approve a \$15,000 Gold sponsor for the upcoming 2025 MineX Convention & Tradeshow in February.

# 6.9 Labrador West Rotary Auction

Moved By: Deputy Mayor Marsh Seconded By: Councillor Willcott

**Be it resolved** Council ratify the poll of November 20<sup>th</sup> to donate one seasonal driveway snow clearing contract to the Labrador West Rotary for their annual auction.

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

# 7. Committee Reports

- 7.1 Finance & Admin
- a) Taxation

Moved By: Councillor Riviere Seconded By: Councillor Willcott

**Be it resolved** Council approve Service Club rebates for 2023 & 2024 in the amount of \$600.00 as presented.

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

#### b) Policies & Procedures

Moved By: Councillor Riviere Seconded By: Councillor Humphries

**Be it resolved** Council approve amended Policy #1.1-3 Attendance & Absenteeism Policy dated December 3, 2024.

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

Moved By: Councillor Riviere Seconded By: Councillor Willcott

**Be it resolved** Council approve amended Policy #1.1-4 Attendance Support Policy dated December 3, 2024.

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

Moved By: Councillor Riviere Seconded By: Deputy Mayor Marsh

**Be it resolved** Council approve amended Policy #1.1-9 Workplace No Gossip Policy dated December 3, 2024.

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

#### 8. Applications for Permits

#### 8.1 Permit 24-0179 BIRA: 139 Cabot Crescent

Moved By: Deputy Mayor Marsh Seconded By: Councillor Pike

**Be it resolved** Council approve BIRA Permit 2024-0179 for a Snow Clearing business located at 139 Cabot Crescent, subject to no objections being received and conditions outlined on the permit.

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

#### 8.2 Permit 24-0180 BIRA: 250 Avalon Drive

Councillor Humphries re-joined the meeting.

Moved By: Deputy Mayor Marsh Seconded By: Councillor Riviere

**Be it resolved** Council approve BIRA Permit 2024-0180 for a Cleaning & Janitorial business located at 250 Avalon Drive, subject to no objections being received and conditions outlined on the permit.

# 8.3 Permit 24-0182 BIRA: 4013 Ashuanipi Crescent

Moved By: Deputy Mayor Marsh Seconded By: Councillor Hartery

**Be it resolved** Council approve BIRA Permit 2024-0182 for a Seasonal Outdoor Work business located at 4013 Ashuanipi Cresent, subject to no objections being received and conditions outlined on the permit.

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

# 9. Unfinished Business

N/A

# 10. Tenders

# 10.1 TLC-21-24 Supply of Landfill Cover on Demand

Moved By: Councillor Pike Seconded By: Deputy Mayor Marsh

**Be it resolved** Council award TLC-21-24 Supply of Landfill Cover on Demand to Hodge Bros. Ltd for the price of \$6.19/tonne inclusive of hst.

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

#### 10.2 TLC-22-24 Supply of Manhole Frames & Covers

Moved By: Councillor Pike Seconded By: Councillor Humphries

**Be it resolved** Council award TLC-22-24 Supply of Manhole Frames & Covers to NASA Specialty Metals Supply Co. for the price of \$10,189.00 inclusive of hst.

# 10.3 TLC-23-24 RFP Biological Control of Biting Flies

Moved By: Councillor Pike Seconded By: Councillor Willcott

**Be it resolved** Council award TLC-23-24 RFP Biological Control of Biting Flies to GDG Environmental Ltd. for the total price of \$236,880.09, for the year 2025 inclusive of hst.

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

# 10.4 TLC-26-24 Supply of Water & Sewer Line Material

Moved By: Councillor Pike Seconded By: Deputy Mayor Marsh

**Be it resolved** Council award TLC-26-24 Supply of Water & Sewer Line Materials to Wolseley Waterworks for the price of \$39,771.88 inclusive of hst.

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

# 10.5 TLC-27-24 Supply of Fire Hydrants

Tender was called for the Supply of Fire Hydrants with no bidders. This will be readvertised and will close on December 20, 2024.

#### 11. Approval of Accounts & Purchase Orders

Moved By: Councillor Riviere Seconded By: Councillor Pike

**Be it resolved** Council approve Accounts & Purchase Orders in the amount of \$2,424,466.61 dated December 3<sup>rd</sup>, 2024 noting abstentions by Deputy Mayor Marsh with EFT #0342 and Councillor Humphries on cheque # 22313.

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

#### 12. Community Recognition & Reminders

1. Congratulations to Charlotte Winsor of Menihek Nordic Ski Club as she embarks on a 10-day training camp with the XCNL Provincial Team. She will train at Silver Star Lake, BC before attending the 2024 Nordiq Cup. Good luck Charlotte.

2. Carol Curling Club – 2024 Everest Canadian Seniors Curling Championship – two teams are currently representing the Carol Curling Club in Moncton, NB; Team Ryan and Team Dunne. Good luck to both teams.

3. Tuesday, December 3<sup>rd</sup> is International Day of Persons with Disabilities. The theme for 2024 is "Empowering Persons with Disabilities for an Inclusive and Sustainable Future."

4. Lion's Club Santa Parade was held on Saturday, Nov 30; congratulations to all involved, it was a wonderful, well attended event once again this year.

5. Congratulations to all recipients of the 75<sup>th</sup> Confederation Awards, especially our very own, Councillor Junior Humphries.

# 13. Date of Next Meeting & Adjournment

The date of the next Council Meeting will be Tuesday, January 14<sup>th</sup>, 2024. There being no further business to discuss, the meeting was adjourned at 5:10 pm by Councillor Riviere.

Michelle Newhook, Town Clerk

Belinda Adams, Mayor