



**COUNCIL MEETING  
MINUTES**

**July 8, 2025  
3 pm**

**In Attendance:** Mayor Belinda Adams  
Deputy Mayor Mitchell Marsh  
Councillor Ryan Pike  
Councillor Kim Hartery  
Councillor Dawn Willcott

**Staff Present:** Michelle Newhook, Director of Finance & Administration  
Wayne Power, Director of Public Works  
Taylor Gambin, Director of Recreation & Community Services  
Krista Hedlund, Deputy Clerk

**Regrets:** Councillor Jonathan Riviere  
Councillor Junior Humphries  
Craig Purves, Director of Planning & Development  
Jackie Greenham, Communications  
Mark Brophy, Fire Chief

**1. Call Meeting to Order**

**1.1. Adoption and Approval of Agenda**

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Hartery

**Be it resolved** the agenda for the meeting of July 8<sup>th</sup>, 2025 be adopted as presented.

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

**2. Delegations**

N/A

**3. Adoption and Signing of Minutes**

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Pike

**Be it resolved** the minutes of the public meeting held June 3<sup>rd</sup>, 2025 be adopted as presented.

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

**4. Business Arising from Minutes**

All follow up items from the June 3<sup>rd</sup>, 2025 meetings have been actioned.

**5. Correspondence**

N/A

**6. New Business**

**6.1 Fire & Emergency Service Mutual Assistance Agreement**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Willcott

**Be it resolved** Council ratify the poll of June 10<sup>th</sup>, 2025 and approve the Town of Labrador City to enter into Mutual Assistance Agreement with the Iron Ore Company of Canada for the purposes of providing mutual aid and assistance to each other through the provision of personnel, equipment or material to one or the other during an emergency situation for the duration of the agreement, 5 years from date of execution.

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

**6.2 Fire Department SOP's**

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Willcott

**Be it resolved** Council approve amended Standard Operating Procedure, 32.0 Vehicle Extrication as presented.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Willcott

**Be it resolved** Council approve amended Standard Operating Procedure, 21.0 Out of Town Response as presented.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Hartery

**Be it resolved** Council approve Standard Operating Procedure, Hovercraft Operation as presented.

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

## **7. Committee Reports**

### **7.1 Finance & Administration**

#### **a) Donations**

Annual grant for the Labrador City Firefighters Association deferred to the next meeting, no quorum due to conflict of interest.

#### **b) Taxation**

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Willcott

**Be it resolved** Council approve Property Tax Rebates in the amount of \$81,142.35 as presented.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Pike

**Be it resolved** Council approve Write-Offs in the amount of \$1360.49 as recommended from the 2024 Financial Audit. This represents \$11.11 in Residential Tax, \$852.23 in Business Tax and \$497.15 in Sundry Receivable.

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

**c) Administration / Miscellaneous**

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Hartery

**Be it resolved** Council approve in accordance with Section 13(2) of the Municipal Elections Act, as amended, Ms. Christa MacDonald be appointed Alternate Returning Officer in the event the Returning Officer cannot perform the duties as required under the Act.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Hartery

**Be it resolved** Council approve in accordance with Section 14 of the Municipal Elections Act, Chapter M-20.2 as amended, Nomination Day shall be held on Tuesday, September 9, 2025 in Council Chambers between the hours of 8 am and 8 pm.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Pike

**Be it resolved** Council approve in accordance with Section 26 of the Municipal Elections Act, Chapter M-20.2 as amended, Advanced Poll shall be held on Tuesday, September 23, 2025 in Council Chambers between the hours of 8 am and 8 pm.

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Pike

**Be it resolved** Council approve in accordance with Section 62(1) or Section 62(2) of the Municipal Elections Act, Chapter M-20.2 as amended, a request for the returning officer to conduct a recount of ballots cast in the election shall be limited to not more than a ten (10) vote spread as determined by the difference between the number of votes received by the candidate elected with the lowest number of votes and the candidate defeated with the highest number of votes.

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

## **7.2 Planning & Development**

### **a) Rezoning Request**

Application received to rezone a portion of the Mining Reserve Rural, approximately five kilometers outside the Town Boundary. The proposal involves developing ten cabins and a 30-seat steakhouse, intended to serve mining workers and tourists.

The Director of Planning & Development will identify the subsurface rights holder in the area and confirm whether any objection exist regarding the proposed rezoning.

### **b) Barrier Free Business Grant – Salvation Army**

**Moved By:** Councillor Willcott

**Seconded By:** Deputy Mayor Marsh

**Be it resolved** Council approve the Barrier Free Business Grant application to the Salvation Army in the amount of \$2,926.00.

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

### **c) First Steps Family Resource Centre Lease Agreement**

**Moved By:** Councillor Willcott

**Seconded By:** Councillor Hartery

**Be it resolved** Council amend the lease agreement with First Steps Family Resource Centre for an additional five years for property situated on Tamarack Drive for the purposes of parking.

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

**8. Applications for Permits**

**8.1 Permit 25-015 Approval in Principle: Side Yard – 107 Drake Avenue**

**Moved By:** Councillor Hartery

**Seconded By:** Deputy Mayor Marsh

**Be it resolved** Council approve Approval in Principle permit 25-015 for a 10% Variance on a Side Yard located at 107 Drake Avenue, subject to conditions outlined on the permit.

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

**8.2 Permit 25-018 Approval in Principle: Antenna – 610 Tamarack Drive**

**Moved By:** Councillor Hartery

**Seconded By:** Councillor Willcott

**Be it resolved** Council approve Approval in Principle permit 25-018 for a 30 ft Motus Tower located at 610 Tamarack Drive, subject to conditions outlined on the permit.

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

**8.3 Permit 25-021 Approval in Principle: Side Yard – 903 Cashin Crescent**

**Moved By:** Councillor Hartery

**Seconded By:** Deputy Mayor Marsh

**Be it resolved** Council approve Approval in Principle permit 25-021 for a 10% Variance on Minimum Side Yard located at 903 Cashin Crescent, subject to conditions outlined on the permit.

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

**8.4 Permit 2025-0105 BIRA: Cleaning Service – 303 Tamarack Drive**

**Moved By:** Councillor Hartery

**Seconded By:** Deputy Mayor Marsh

**Be it resolved** Council approve BIRA permit 2025-0105 for a Cleaning Service located at 303 Tamarack Drive, subject to no objections being received and conditions outlined on the permit.

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

**8.5 Permit 25-0145 Approval in Principle: Education Centre – 221 Humber Avenue**

**Moved By:** Councillor Hartery

**Seconded By:** Councillor Willcott

**Be it resolved** Council approve Approval in Principle permit 25-0145 for an Education Centre located at 221 Humber Avenue, subject to conditions outlined on the permit.

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

**8.6 Permit 2025-0160 Approval in Principle: Subdivision of Land – 3029 Mills Crescent**

**Moved By:** Councillor Hartery

**Seconded By:** Councillor Pike

**Be it resolved** Council approve Approval in Principle permit 2025-0160 to subdivide a parcel of land located at 3029 Mills Crescent, subject to conditions outlined on the permit.

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

**8.7 Permit 2025-0161 Approval in Principle: Consolidation of Land – 3031 Mills Crescent**

**Moved By:** Councillor Hartery

**Seconded By:** Councillor Pike



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**Be it resolved** Council approve Approval in Principle permit 2025-0161 to consolidate a parcel of land located at 3029 Mills Crescent and assemble to land located at 3031 Mills Crescent, subject to conditions outlined on the permit.

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

**9. Unfinished Business**

N/A

**10. Tenders**

**10.1 TLC-14-25 Supply of Swing P Gates**

**Moved By:** Councillor Pike

**Seconded By:** Deputy Mayor Marsh

**Be it resolved** Council award TLC-14-25 Supply of Swing P Gates to Single Source Supply Inc., for the price of \$20,700 hst inclusive.

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

**10.2 TLC-15-25 Snow Clearing / Gravel Street Grading**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Willcott

**Be it resolved** Council award TLC-15-25 Snow Clearing / Gravel Street Grading to H&H Enterprises Ltd., for the price of \$4,140,000.00 hst inclusive. The tender is based on an estimated 2400 hours per annum, and costs will be adjusted based on actual time.

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

**10.1 TLC-16-25 Street & Sidewalk Repairs**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Hartery

**Be it resolved** Council award TLC-16-25 Street & Sidewalk Repairs to Grey Rock Services Inc., for the price of \$811,003.64 hst inclusive.

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

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

**Moved By:** Deputy Mayor Marsh

**Seconded By:** Councillor Pike

**Be it resolved** Council approve Account & Purchases Orders in the amount of \$2,676,624.25 as presented.

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

**12. Community Recognition & Reminders**

- a) Congratulations to Rachel Hardy (Women's U20) & Adam Pinksen (Men's U23) who both represented Canada at the World Ball Hockey Championships in Slovakia and Czechia a few weeks ago. Both teams brought home silver.
- b) Congratulations to Meredith Wells on winning Bronze at the World Dance in Spain
- c) Congratulations to the Special Olympics Bocce Team and a great showing in Gander earlier this month. They are bringing home many medals as well.
- d) Sending out a thank you to the Town employees working on the trail system; positive comments being heard all around Town
- e) Don't forget Ironfest is coming up on Saturday, Aug 9, get your tickets!!

**13. Date of Next Meeting & Adjournment**

The date of the next Council Meeting will be Tuesday, August 12<sup>th</sup>, 2025 at 4 pm. There being no further business to discuss, the meeting was adjourned at 3:40 pm by Councillor Hartery.

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Michelle Newhook, Town Clerk

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Belinda Adams, Mayor