



**COUNCIL MEETING  
MINUTES**

**December 9, 2025  
5:30 pm**

**In Attendance:**

Mayor Jordan Brown  
Deputy Mayor Kim Hartery  
Councillor Reilly Farrell  
Councillor Julia Anne Manstan  
Councillor Ryan Pike  
Councillor Jonathan Riviere  
Councillor Matthew White

**Staff Present:**

Jody Murray, CAO  
Michelle Newhook, Director of Finance & Administration  
Krista Hedlund, Deputy Clerk  
Pete Boland, Superintendent of Public Works  
Craig Purves, Director of Planning & Development  
Taylor Gambin, Director of Recreation & Community Services  
Mark Brophy, Fire Chief

**Regrets:**

N/A

**1. Call Meeting to Order**

**1.1. Adoption and Approval of Agenda**

**Moved By:** Councillor Pike

**Seconded By:** Deputy Mayor Hartery

**Be it resolved** the agenda for the meeting of December 9<sup>th</sup>, 2025 be adopted as presented.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**2. Delegations**

N/A

**3. Adoption and Signing of Minutes**

**Moved By:** Councillor White

**Seconded By:** Councillor Pike

**Be it resolved** the minutes of the public meeting held November 4<sup>th</sup>, 2025 be adopted as presented.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**4. Business Arising from Minutes**

All follow up items from the November 4<sup>th</sup>, 2025 meetings have been actioned.

**5. Correspondence**

N/A

**6. New Business**

**6.1 Municipal Assessment Agency – Urban Regional Director Ballot**

**Moved By:** Deputy Mayor Hartery

**Seconded By:** Councillor Pike

**Be it resolved** Council cast a vote for Ms. Kimberley Street for the position of Urban Regional Director with the Municipal Assessment Agency.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.2 White Wolf Snowmobile Club – Trail Grooming Agreement**

**Moved By:** Councillor White

**Seconded By:** Councillor Riviere

**Be it resolved** Council approve the Addendum to the Trail Grooming Service Agreement between the Town of Labrador City and the White Wolf Snowmobile Club, increasing the annual compensation to \$14,000 and updating the service boundary as shown in Schedule C of the agreement.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.3 Sponsorship: Labrador MINEx 2026**

Prior to discussion on this item, Councillor Manstan declared a conflict of interest and left the table.

**Moved By:** Councillor White

**Seconded By:** Councillor Farrell

**Be it resolved** Council approve an Iron tier sponsorship for the Labrador MineX 2026.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

Councillor Manstan re-joined the meeting.

**6.4 Tourist Accommodation Tax**

**Moved By:** Councillor White

**Seconded By:** Councillor Pike

**Be it resolved** Council adopt By-Law No. A-002 Tourist Accommodation Tax as presented, pursuant to Section 129 of the Towns and Local Service District Act, SNL 2023, c.T-6.2, and that Council direct staff to prepare the necessary administrative forms, remittance templates, and communication materials required to implement the tax effective April 1, 2026, as outlined in the By-Law.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.5 TMH Mechanical – Curb Installation**

**Moved By:** Councillor White

**Seconded By:** Councillor Riviere

**Be it resolved** Council reimburse TMH Mechanical Inc the amount of \$11,356.00 plus HST for the installation of low-back curb along 74 Avalon Drive, upon confirmation that the invoice has been paid in full by the owner.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.6 Labrador City Fire Services – Fire Services Agreement with Tshiuetin Rail Transportation Inc**

**Moved By:** Councillor Farrell

**Seconded By:** Councillor White

**Be it resolved** Council execute the Service Agreement with Tshiuetin Rail Transportation Inc., for fire service response at the Emeril Junction Camp Facility as per Option 2, which includes entering into legal binding agreement which better benefits both parties and creates an upfront revenue for the Town, and covers any expenses with responding to the property. Year 1 \$20,000 and \$1,800 for any service calls; Year 2 \$15,000 and \$1,800 for any service calls; flexibility also built into the agreement to renegotiate cost after year two.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.7 Fire Response to Tshiuetin Rail Camp at Emeril Junction SOP**

**Moved By:** Councillor Farrell

**Seconded By:** Councillor Pike

**Be it resolved** Council adopt Tshiuetin Rail Camp at Emeril Junction SOP No. 35 as presented.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.8 Budget 2026**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Pike

**Be it resolved** that in accordance with the TOWNS AND LOCAL SERVICE DISTRICTS ACT, SNL 2023 CHAPTER T-6.2, the Town of Labrador City approve and adopt the 2026 Municipal Budget showing total revenues of \$31,211,190 and total expenditures of \$31,211,190 for a balanced budget.

And the Town of Labrador City approve and adopt the following Tax Rates for the 2026 taxation year, effective January 1, 2026:

Property Tax

6.62 mils for residential properties and 17.22 mils for commercial properties, and the minimums be set at the rate of \$500.00 per annum; and the minimum commercial property tax for vacant land be set at the rate of \$5,040.00 per annum.

Business Tax

Class 1	90.00 mils of assessed value (minimum \$300 per annum)
Class 1.1	45.00 mils of assessed value (minimum \$300 per annum)
Class 2	22.00 mils of assessed value (minimum \$300 per annum)
Class 3	22.00 mils of assessed value (minimum \$5,500 per annum)
Class 4	20.00 mils of assessed value (minimum \$300 per annum)
Class 5	7.00 mils of assessed value (minimum \$300 per annum)
Class 6	10.00 mils of assessed value (minimum \$300 per annum)
Class 6.1	7.50 mils of assessed value (minimum \$300 per annum)
Class 7	2.5% on the gross revenue of the utility
Class 8	6.50 mils of assessed value (minimum \$300 per annum)

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- Class 9 Greater of \$600.00 or 3% of Gross Revenue  
up to a maximum of \$5,500 per annum (minimum \$600 per annum)
- Class 10 56.65 mils of assessed value (minimum \$300 per annum)
- Class 11 29.50 mils of assessed value (minimum \$1,000 per annum)

### Water and Sewer Fee

Water and Sewage Fee be set at a rate of \$650.00 per residential unit, subsidiary apartment and serviced attached or detached accessory buildings.

Industrial Water Fee \$3.65 per 1000 gallons metered

#### Commercial Water Fee

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)

And the Town of Labrador City approve and adopt the attached 2026 Schedule of Fees A - F to take effect January 1, 2026 and be advertised accordingly.

And the Town of Labrador City apply simple interest at a rate of prime plus 3% on all outstanding taxes and on all outstanding sundry receivables effective January 1, 2026.

And the Town of Labrador City set the Family Income threshold for 90% Residential Property Tax Rebate at \$37,827 and \$7,521 per dependent for a total of \$45,348; and the threshold for 50% Residential Property Tax Rebate shall be a maximum of \$43,921 and \$7,521 per dependent for a total of \$51,442 per household effective January 1, 2026.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.9 Motion to Borrow: 2024 Street Reconstruction (17-MYCW-25-00060)**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor White

**Be it resolved** the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$2,091,887 for 2024 Street Reconstruction, Project No.: 17-MYCW-25-00060 for a term of 2 years, amortization period of 15 years. Rate will be fixed at 3.59%. Semi-Annual principal payment of \$90,960.91 plus interest calculated at 3.59%, as per the discussion paper dated December 5, 2025.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**6.10 Motion to Borrow: Storm Sewer Upgrades**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Pike

**Be it resolved** the Town of Labrador City borrow from the Canadian Imperial Bank of Commerce located in Labrador City, NL, \$464,360 for Storm Sewer Upgrades, Project No.: 17-GI-24-00024 for a term of 2 years, amortization period of 7 years. Rate will be fixed at 3.56%. Semi-Annual principal payment of \$37,801.16 plus interest calculated at 3.56%, as per the discussion paper dated December 5, 2025.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**7. Committee Reports**

**7.1 Finance & Admin**

**a) Donations**

**Moved By:** Councillor Riviere

**Seconded By:** Deputy Mayor Hartery

**Be it resolved** Council ratify the poll of November 18<sup>th</sup> and approve an in-kind donation to Smokey Mountain Ski Club to waive the septic waste dumping fees at the Labrador West Regional Landfill for the 2025/26 season, with the Town of Wabush in agreement.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Farrell

**Be it resolved** Council ratify the poll of November 6<sup>th</sup> and approve a donation of \$250.00 to the United Steelworkers, Local 5795 for the Christmas Senior Meal Program.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Manstan

**Be it resolved** Council ratify the poll of November 20<sup>th</sup> and approve a donation of \$2000.00 to the Labrador West Ministerial Association Christmas Hamper Appeal.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

b) Taxation

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Pike

**Be it resolved** Council approve property tax rebates for 2025 in the amount of \$2,549.76 as presented.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Farrell

**Be it resolved** Council approve service club rebates for 2025 in the amount of \$16,485.47 as presented.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**



**8. Applications for Permits**

**8.1 Permit 2025-0301 BIRA: 609 Tamarack Drive**

Deferred to next meeting, more information is required.

**8.2 Permit 2025-0304 BIRA: 413 Jackson Avenue**

**Moved By:** Councillor White

**Seconded By:** Councillor Riviere

**Be it resolved** Council approve BIRA permit 2025-0304 for a 3D Printing business located at 413 Jackson Avenue, subject to no objections being received and stipulations outlined on the permit.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**8.3 Permit 2025-0305 BIRA: 830 Lakeside Drive**

**Moved By:** Councillor White

**Seconded By:** Councillor Pike

**Be it resolved** Council approve BIRA permit 2025-0305 for a Home-based Sourdough Micro Bakery business located at 830 Lakeside Drive, subject to no objections being received and stipulations outlined on the permit.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**8.4 Permit 2025-0310 BIRA: 825 D'Aigle Crescent**

**Moved By:** Councillor White

**Seconded By:** Councillor Farrell

**Be it resolved** Council approve BIRA permit 2025-0310 for a Baked Goods business located at 825 D'Aigle Crescent, subject to no objections being received and stipulations outlined on the permit.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**8.5 Permit 2025-0313 BIRA: 4011 Bartlett Drive**

**Moved By:** Councillor White

**Seconded By:** Councillor Manstan

**Be it resolved** Council approve BIRA permit 2025-0313 for a Knitting business located at 4011 Bartlett Drive, subject to no objections being received and stipulations outlined on the permit.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**8.6 Permit 2025-0314 BIRA: 729 Bartlett Drive**

**Moved By:** Councillor White

**Seconded By:** Deputy Mayor Hartery

**Be it resolved** Council approve BIRA permit 2025-0313 for a Home Repair business located at 729 Bartlett Drive, subject to no objections being received and stipulations outlined on the permit.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**9. Unfinished Business**

**9.1 GDG Final Report – Control of Biting Flies in Labrador West**

GDG Environment have submitted the final report - 2025 Control of Biting Flies in Labrador City & Wabush. Full report details can be found on [www.labradorwest.com](http://www.labradorwest.com).

**10. Tenders**

**10.1 TLC-23-25 Supply & Installation of Asphalt Roofing Shingles**

**Moved By:** Councillor Pike

**Seconded By:** Councillor White

**Be it resolved** Council award tender TLC-23-25 Supply & Installation of Asphalt Roofing Shingles to Northern Pipe & Plumbing Services Ltd., for the total cost of \$18,022.80 hst inclusive.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**10.2 TLC-24-25 Concrete Wall Repairs**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Farrell

**Be it resolved** Council award tender TLC-24-25 Concrete Wall Repairs to Grey rock Services, for the total cost of \$33,508.70 hst inclusive.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**10.3 TLC-25-25 Supply & Installation of Asphalt Roofing Shingles**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Riviere

**Be it resolved** Council award tender TLC-25-25 Installation of Emergency Door to Northern Pipe & Plumbing Services Ltd., for the total cost of \$29,792.95 hst inclusive.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**10.4 TLC-26-25 Supply & Installation of Asphalt Roofing Shingles**

**Moved By:** Councillor Pike

**Seconded By:** Councillor Riviere

**Be it resolved** Council award tender TLC-26-25 Supply of New 2026 Model Year Wheel Loader to SMS Equipment, for the total cost of \$9,396.31 hst inclusive per month for the 60 month term.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

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

**Moved By:** Councillor Riviere

**Seconded By:** Councillor Pike

**Be it resolved** Council approve Account & Purchases Orders in the amount of \$2,461,666.48 as presented, noting abstentions by Councillor Manstan on cheque # 22954 and EFT 1663, and Councillor White on cheque #22964.

Question called; Mayor Brown, Deputy Mayor Hartery, Councillor Farrell, Councillor Manstan, Councillor Pike, Councillor Riviere, and Councillor White all in favor. **Carried**

**12. Community Recognition & Reminders**

- Phenomenal job to all participants in the annual Santa Parade and Tree Lighting; the event was well attended and enjoyed by all
- Congratulations to the dance show participants, it was a fantastic show once again showcasing the great talent here in Labrador West
- Homegrown Variety Show – another fantastic event in our community, hats off to all involved
- Congratulations to the Labrador west Minor Hockey teams that took to the ice in Baie Comeau & Goose Bay this past weekend, we hear there is some hardware coming home
- Recognizing the USW, Local 5795 annual Christmas Senior Meal Program; this is an exceptional program welcomed by all seniors in our community; thank you & merry Christmas to all involved
- Sending a thank you out to all employees with the Town of Labrador City for a great year. We hope you have a very Merry Christmas and a Happy New Year.

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

The date of the next Council Meeting will be Wednesday, January 14<sup>th</sup>, 2026 at 4 pm. There being no further business to discuss, the meeting was adjourned at 6:25 pm by Councillor Pike.

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Michelle Newhook, Town Clerk

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Jordan Brown, Mayor