



CITY OF CORNER BROOK

Dear Sir\Madam:

I have been directed by His Worship the Mayor to summon you to a Regular Meeting of the Corner Brook City Council, to be held on **Monday, April 8, 2019 at 7:00 PM. Council Chambers, City Hall.**

CITY CLERK

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**MINUTES OF A REGULAR MEETING OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 18 MARCH, 2019 AT 7:00 PM**

PRESENT:

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	B. Griffin	D. Park, Director of Finance & Administration
		D. Charters, Director Community Engineering
Councillors:	T. Buckle	Development and Planning
	J. Carey	T. Flynn, Director of Protective Services
	L. Chaisson	D. Burden, Director of Public Works, Water and Waste
	V. Granter	Water Services
	B. Staeben	M. Redmond, City Clerk
		B. Tibbo, Seargent-At-Arms

The meeting was called to order at 7:00 p.m.

19-46 Approval of Agenda

On motion by Councillor J. Carey, seconded by Councillor V. Granter, it is **RESOLVED** to approve the agenda for the Regular Meeting of Council, March 18, 2019, as circulated. **MOTION CARRIED.**

19-47 Approval of Minutes - Regular Council Meeting - 4 March 2019

On motion by Deputy Mayor Griffin, seconded by Councillor T. Buckle, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of March 4, 2019, as presented with the following amendment:

Record: Councillor L. Chaisson absent from meeting. **MOTION CARRIED.**

19-48 Confirmation of Minutes**Council in Committee - March 11, 2019**

On motion by Councillor L. Chaisson, seconded by Councillor B. Staeben, it is **RESOLVED** to approve the award of the contract, 2019-09 Vending Services, between the City of Corner Brook and the following:

- Browning Harvey Ltd. for the supply of beverage vending services at 36% commission to the City (includes a \$500 annual lump sum payment to the City).
- W&E Enterprises Ltd. for the supply of snack vending services at 15% commission to the City (includes a one-time lump sum payment of \$500 to the City). **MOTION CARRIED.**

19-49 Business Arising From Minutes

At the request of Councillor Chaisson, the Director of Community Engineering Development and Planning provided an update on the STAR consultation process. He advised the program is being very well received and the committee is moving forward on initiatives. It was recognized that we have significant tourism resources in our region and it is important we capitalize on the opportunities.

19-50 Proclamation - Talk to Our Kids About Money Day

Mayor Parsons advised that April 17th was proclaimed as Talk With Our Kids about Money Day.

19-51 Wastewater Treatment Plant - Amendment No. 1

On motion by Councillor V. Granter, seconded by Councillor L. Chaisson, it is **RESOLVED** that Corner Brook City Council approve the amended Standard Form of Agreement between the City of Corner Brook and Prime Consultant CBCL Ltd. for Contract — Wastewater Treatment Plant — Environmental Permitting and Infill Design additional geotechnical testing and reporting per attached site plan and cost tabulation in the amount of \$94,262.86 (HST Included). **MOTION CARRIED.**

19-52 Emergency Lighting Design Prime Consultant Agreement- City Hall

On motion by Councillor T. Buckle, seconded by Councillor J. Carey, it is **RESOLVED** that Corner Brook City Council approve the Proposal and subsequent Prime Consultant Agreement with SNC-LAVALIN to perform the Engineering work associated with the City Hall Emergency Lighting Design, with an estimated total cost of \$20,855.25 (HST included). **MOTION CARRIED.**

19-53 Bayview Heights Substandard Water Line Replacement - Proposals

On motion by Councillor V. Granter, seconded by Councillor T. Buckle, it is **RESOLVED** to approve the proposal by SNC-Lavalin Inc. to perform associated work with Bayview Heights Water Line Replacement, in the amount of \$31,627.30 (including HST). **MOTION CARRIED.**

19-54 Gale/Cochrane Street Substandard Water Line Replacement - Proposals

On motion by Councillor T. Buckle, seconded by Councillor B. Staeben, it is **RESOLVED** to approve the proposal by Wood Environmental & Infrastructure Solutions for a Prime Consultant to perform associated work with Gale/Cochrane Street Water Line Replacement, in the amount of \$45,920.65 (including HST). **MOTION CARRIED.**

19-55 Combined Sewer Separation Phase 2 - Change Order #20

On motion by Councillor V. Granter, seconded by Councillor J. Carey, it is **RESOLVED** to approve the Change Order for the Combined Sewer Separation Phase 2 Contract 2016-34 - Marine Contractors for the additional costs required to remove and backfill material in the amount of \$32,154.00 (HST included). **MOTION CARRIED.**

19-56 Prime Consultant Agreement - Corner Brook Regional Recreational Centre

On motion by Councillor T. Buckle, seconded by Councillor J. Carey, it is **RESOLVED** to execute the Prime Consultant Agreement with SNC-LAVALIN to undertake research and critical analysis to assess options of revitalizing the existing pool/gym at Grenfell Campus, with an estimated total cost of \$113,346.87 (HST included). **MOTION CARRIED.**

There was some discussion regarding the project. The Director of Community, Engineering Development and Planning will be looking at operating models, assessing the overall structure, and continuing with consultations.

19-57 O'Connell Drive Waterline Improvements

On motion by Councillor V. Granter, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** to award the contract for O'Connell Drive Waterline Improvements to Marine Contractors Inc. at the tender price of \$2,283,778.39 (HST included). **MOTION CARRIED.**

19-58 Bannister's Road Land Between 65/69

On motion by Councillor J. Carey, seconded by Councillor B. Staeben, it is **RESOLVED** to approve execution of the attached Purchase and Sale Agreement for approximately 233 m² (2,508 ft²) with the resident of Bannister's Road for the parcel of land located adjacent to 65 Bannister's Road for \$5,016. **MOTION CARRIED.**

19-59 Achievement in Community Excellence Awards 2019

On motion by Councillor L. Chaisson, seconded by Councillor V. Granter, it is **RESOLVED** to enter into a formal sponsorship agreement with The Western Star regarding the advertising for the 2019 Achievement in Community Excellence Awards. **MOTION CARRIED.**

19-60 Street Train

Mayor Parsons disclosed a Conflict of Interest as he is a member of the Board of Directors of the Corner Brook Port Corporation. Mayor Parsons abstained from voting and discussion on this agenda item.

On motion by Councillor J. Carey, seconded by Councillor B. Staeben, it is **RESOLVED** to authorize staff to negotiate an agreement with the Corner Brook Port Corporation and submit a proposal to Ambassadors to operate a Street Train within the City of Corner Brook from July 1st to October 15th, 2019. ***(Mayor Parsons abstained from voting).*** **MOTION CARRIED.**

The meeting adjourned at 7:42 p.m.

City Clerk

Mayor

REQUEST FOR DECISION

CEDP - Business Division

SUBJECT: Advertising Rights for Public Transit Shelter Advertising

DESCRIPTION: Based on the Proposal received from Digital Advertising Solutions (DAS) and further negotiations with same in response to an RFP issued by the City of Corner Brook, it is proposed that DAS be offered the exclusive rights (with necessary conditions) to manage all aspects of advertising at the Public Transit Bus Shelters for a periods of 3 (three) years.

PROPOSED MOTION: it is **RESOLVED** That Digital Advertising Solutions (DAS) be awarded the exclusive advertising rights for Public Transit Bus Shelters in Corner Brook for three (3) years commencing on the date of signature of the contract with terms and conditions as indicated in the RFP, and be it further resolved, that Council direct staff to draft an appropriate agreement to be signed by the proponent and City Council.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: It is recommended that Digital Advertising Solutions (DAS) be awarded the exclusive advertising rights for Public Transit Bus Shelters in Corner Brook for three (3) years commencing on the date of signature of the contract with terms and conditions as indicated in the RFP, and be it further resolved, that Council direct staff to draft an appropriate agreement to be signed by the proponent and City Council.

Legislative Authority:

- City of Corner Brook Act: **Section**
- Public Tendering Act: **Section:**
- Urban and Rural Planning Act: **Section:**
- Policy and/or Regulation:

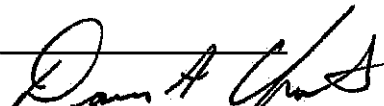
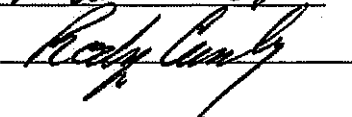
Estimated Cost: N/A

Budget Line Item: 0610-47250

Communication Strategy: To be posted on City website. Also to be publicized through social media channels

BACKGROUND:

Report/Document: The RFP, DAS proposal and DAS commitment email attached.

Submitted by: 	Date: _____
Director: _____	Date: <u>2019/03/29</u>
City Manager: 	Date: <u>2019/03/27</u>

Last update: 2017-06-20

REQUEST FOR PROPOSAL

**ADVERTISING RIGHTS FOR
PUBLIC TRANSIT BUS SHELTERS**



CITY OF CORNER BROOK
5 PARK STREET
CORNER BROOK, NL A2H 6E1

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1. REQUEST FOR PROPOSAL

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Sealed submissions clearly marked “**RFP – Advertising Rights for Public Transit Shelters**” will be received up to:

12:00 Noon Local Time

Date: 01 February, 2019 (Friday)

Proposals received after this time will not be considered. The proposals must be in a sealed envelope clearly marked “**RFP – Advertising Rights for Public Transit Shelters**” and delivered to:

Business Division

City of Corner Brook

5 Park Street

Corner Brook, NL, A2H 6E1

The highest or any submission is not necessarily accepted. The City of Corner Brook reserves the right to reject any or all bids without assigning any reasons, and to award the contract in the best interest of the City of Corner Brook.

The procurement process is subject to the *Access to Information and Protection of Privacy Act, 2015*. The financial value of a contract resulting from this process will be publicly released as part of the award notification process.

Procurement is subject to trade agreements, as applicable.

Any specific information in the bid that may qualify for an exemption from disclosure under subsection 39(1) of the *Access to Information and Protection of Privacy Act, 2015*, must be identified in the bid. If no specific information has been identified, it is assumed that, in the opinion of the bidder, there is no specific information that qualifies for an exemption under subsection 39(1) of the *Access to Information and Protection of Privacy Act, 2015*.

2. BACKGROUND

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- 2.01 The City of Corner Brook (hereafter, “City”) is currently accepting proposals from experienced and interested candidates for granting exclusive advertising rights **for 3 (three) years from the day of award of contract**, for the existing and future City public transit bus shelters (hereafter, “Bus Shelters”) all across Corner Brook.
- 2.02 The successful candidate (hereafter, “Supplier”) shall be responsible for all activities related to Bus Shelters advertisements in compliance with regulations. Typically, these will include procuring advertisements and finalizing contracts, designs and copywriting (where necessary); printing according to specifications and standards required by advertisers and placing the advertisements; and disposing old advertisements at end of contract.

2.03 The purpose of this Request for Proposal (RFP) is to solicit proposals from experienced candidates and conduct a fair and extensive evaluation to select the best candidate.

2.04 The City (www.cornerbrook.com), a municipality, was incorporated in 1956 and is governed by an elected council, with its day-to-day operations being managed by the City Manager and departmental directors. The City operates a public transit service that is contracted to a private operator. The Bus Shelters are owned and maintained by the City.

3. PROPOSAL GUIDELINES

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3.01 The Public Transit system in Corner Brook has a total of 21 (Twenty-One) Bus Shelters spread across various locations in the city. Typical dimensions are:

- a. 4' (W) x 8' (L): 17 Nos. (Standard)
- b. 4' (W) x 10' (L): 3 Nos. (Large)
- c. 4' (W) x 20' (L): 1 No. (Transfer Station)

3.02 Locations and respective dimensions of all the Bus Shelters are provided in Annex 2. In addition to the existing Bus Shelters, this proposal includes all Bus Shelters that City may install in future.

- 3.03 On their sides, the Bus Shelters are built with clear tempered glass slabs (except for the entry/exit opening) held in place by stainless steel columns. The ceiling is dome-shaped and is built of multi-wall polycarbonate. This makes the Bus Shelters well-lit at all times of the day.
- 3.04 The advertisements are to be placed on the wall (inside and/or outside) that is next to the entry/exit opening. This is to ensure that the approaching bus driver has a clear view of the people inside the Bus Shelters. This is explained in Annex 1, with the wall marked A, both in the isometric drawing as well as the side elevation. The drawings pertain to standard size Bus Shelters.
- 3.05 **The applicable area of the wall for advertising will be 44" x 82", for Bus Shelters of size 4' x 8' and 4' x 10'. For the only shelter at Transfer Station (4' x 20'), the size of advertising wall is 57" x 82".**
- 3.06 Based on this, total advertising space that is offered is around 533.57 sq. ft., if used on one side of the wall, and 1067.15 sq. ft. for both sides, spread all over the city. This represents a significant business opportunity for the Supplier.

3.07 City is willing to look at the possibility of allowing further advertising space/area on The Bus Shelters (in addition to the Wall “A” specified above) if it is convinced that this can be done safely and complying with all regulations. This possibility along with advertising opportunities on new (yet to be built) Bus Shelters will provide substantially higher business potential to the Supplier than that estimated in point 3.06.

4. SUPPLIER’S RESPONSIBILITIES

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- 4.01 The Supplier will coordinate end-to-end activities for successful advertising and space utilization at the Bus Shelters. These would typically include:
- a. generate and pursue advertisement leads and inquiries;
 - b. procure advertising orders;
 - c. develop and sign contracts including payment terms;
 - d. provide or procure ad design and copywriting services, as needed;
 - e. organize printing, if required;
 - f. place advertisements at the Bus Shelters (see point “I” below)
 - g. collect receivables and other payments on time;
 - h. ensure compliance with ethical, environmental and other relevant standards;
 - i. responsibly dispose old advertisements at the end of contract;
 - j. submit accounts to City every 6 (six) months;

- k. submit a copy of every advertising contract signed, within 3 (three) business days.

In addition,

- l. The Supplier must submit all advertisements to City and secure City's written approval before placing them on Bus Shelters;
- m. At any time during this contract, The Supplier shall not sell advertising space for a duration exceeding the remaining term of this contract. All contracts signed by the Supplier with the advertisers will become void on the last day of this contract, regardless of their specified or agreed duration of validity.
- n. The Supplier will work closely with City and provide professional advice as necessary for optimal use of advertising space, increase revenue and project a professional image in the community.

5. SUPPLIER'S RIGHTS

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The Supplier will have the right to:

- a. select or reject an advertiser's proposal;
- b. decide on the pricing and payment terms of every advertisement;
- c. decide on the duration of advertising contracts, subject to conditions specified under 4.01 l of "Supplier's Responsibility";
- d. offer discounts or other acceptable and viable incentives (such as a few weeks of free run, etc.) in order to secure a contract.

6. PROPOSAL SCOPE & BIDDER QUALIFICATIONS [Go to Contents](#)

6.01 The proposal must be complete in all respects and be delivered to reach the City before the time and date indicated. No extension of time will be considered unless confirmed in writing by City. The proposal must be written in English and easily comprehensible; It must include:

- a. Qualifications of the Supplier (individual or company background and track record in handling similar assignments, description of contracts, references, etc.);
- b. Company structure, authorize signatories with status;
- c. Details of plan and strategy to execute the assignment;
- d. Proposal for revenue sharing with City, which may include a minimum guaranteed payment per year, or a fixed share of profit earned per year, whichever is higher;
- e. City is willing to consider if there is a sound and viable alternative financial proposal;
- f. The proposal may include a suitable yearly escalation provision.

6.02 This RFP represents the requirements for an open and competitive process according to established procedure of City.

- 6.03 City will accept sealed bids that must carry signature of an authorized official. City shall not be liable for any loss or damage of any nature whatsoever if the proposal is not received by City prior to the designated time and date, due to work disruption or for any other reason.
- 6.04 Contract terms and conditions will be negotiated upon selection of the winning bidder. All contractual terms and conditions will be subject to review by City solicitor and will include scope, tenure, schedule, and other necessary items pertaining to the contract services. Standard Force Majeure clause will apply.
- 6.05 This RFP process does not create any binding obligations or claims on either party and does not form a contract for either the scope or the price, until execution of a written specific contract.

7. CITY'S RIGHTS

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- 7.01 City reserves the right to reject any or all proposals without assigning any reasons. City is under no obligation to accept the highest bid.

7.02 In the event and if in the opinion of City, the selected Supplier fails to comply with any condition of the Contract, or is guilty of misrepresentation of facts and information in its proposal or any other communication, written or otherwise, direct or indirect, City reserves the right to cancel the contract and award it to another supplier at its sole discretion.

7.03 City will reserve the right to place public notifications, schedules, etc. in the Bus Shelters after making sure that these do not interfere with the advertisements.

8. INFORMATION HANDLING

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8.01 For the sole purpose of evaluation of the proposal, City is free to use and internally circulate any information provided by the bidders, as is reasonably required. Proprietary information on both sides shall be treated with utmost care.

8.02 Any addenda or modifications can be submitted before the due date and time, in writing, with authorized signatures.

9. EVALUATION AND AWARD OF CONTRACT

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9.01 An Evaluation Committee constituted by City will assess all the valid proposals on the basis of a pre-decided matrix/criteria, based on the following parameters:

- a. Overall proposal suitability: the proposal must meet the goal, scope and needs, and inspire confidence;
- b. Supplier background: experience and track record of bidder on handling similar assignments
- c. Value to City: potential earning opportunity to City from the contract

9.02 All proposals will be ranked and City will engage in discussions with the top-ranked bidder to finalize the contract and formally appoint the Supplier. Unless formally appointed, the top rank does not guarantee the eventual offer of contract.

9.03 The decision of the evaluation committee is final and binding on all bidders.

10. TIME FRAME[Go to Contents](#)

Submission Deadline: 12:00 Noon Local NL Time

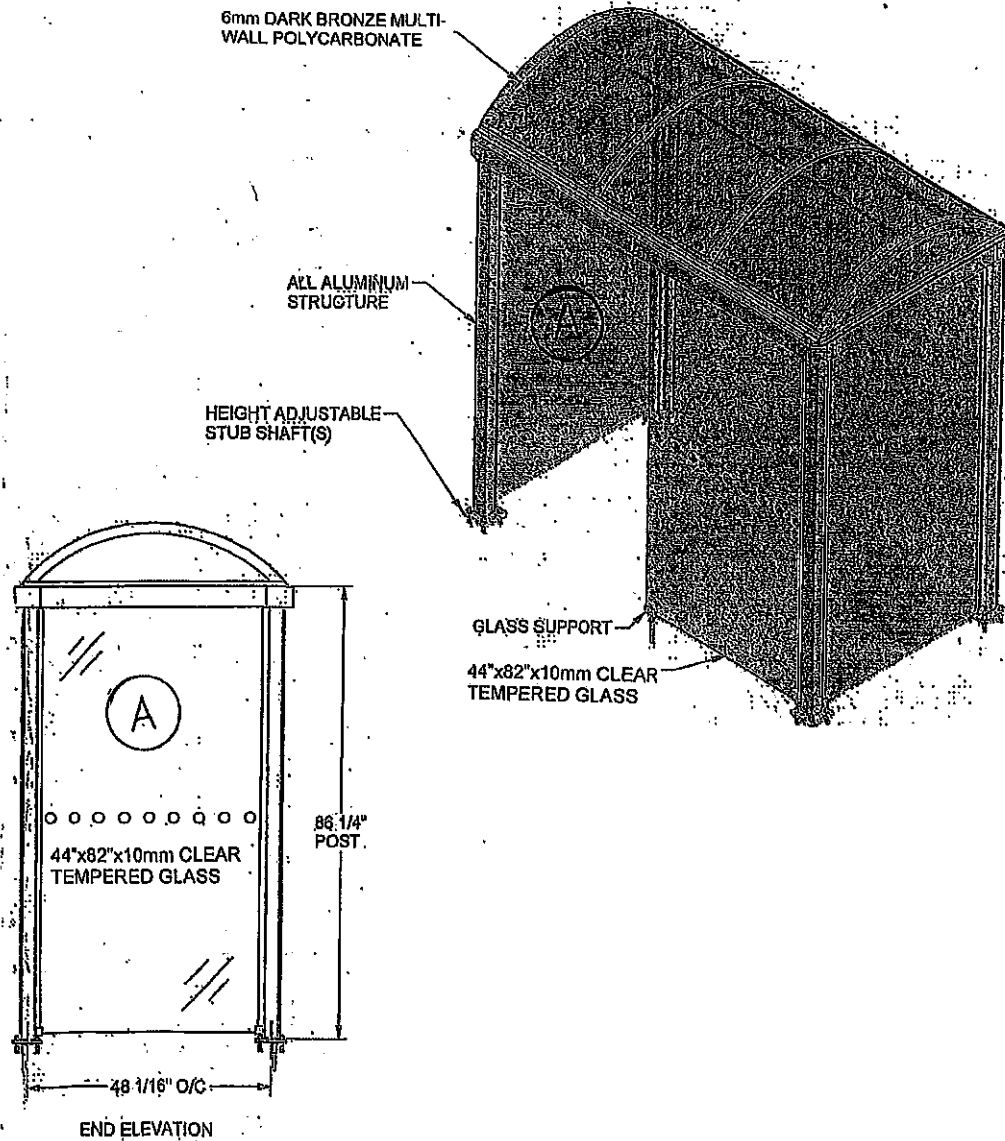
Date: 01 February, 2019 (Friday)

Proposed date for Notice of Award: 20 February, 2019

All queries relating to this RFP shall be directed to Business Division;

Telephone: (709) 637-1551

Email: business@cornerbrook.com

ANNEX 1[Go to Contents](#)

ANNEX 2[Go to Contents](#)**BUS SHELTER LOCATIONS**

Number	Location	Size
1	Petries St.	4' x 8'
2	Mt. Bernard Ave.	4' x 8'
3	Clarence St.	4' x 8'
4	Broadway	4' x 8'
5	Humber Road	4' x 8'
6	Windsor St.	4' x 8'
7	O'Connell Dr. (Interfaith)	4' x 8'
8	O'Connell Dr. (Dyke's)	4' x 8'
9	Elizabeth St.	4' x 8'
10	Elizabeth St. (Carter)	4' x 8'
11	Union St.	4' x 8'
12	Curling St. (Sheppard's)	4' x 8'
13	Curling St. (old Fire Station)	4' x 8'
14	Curling St. (Murray Clinic)	4' x 8'
15	University Dr. (Grenfell)	4' x 10'
16	Woodbine Ave. (school)	4' x 8'
17	Murphy Square	4' x 10'
18	WMR Hospital	4' x 10'
19	Herald Ave. (Smallwood bldg.)	4' x 8'
20	Birchy Cove	4' x 8'
21	Park Street Transfer Station	4' x 20'

LIST OF COMPANIES

Ray Brake

President, Digital Advertising Solutions

1 Westview Ave | Corner Brook, NL | A2H 3B7

Cell: (709) 640 7783

digitaladvertisingsolutions.ca

Pattison Outdoor Advertising

1 Church Hill St., Suite 201 – 103

St John's, NL A1C 3Z7

Telephone: 709 747-2203

Speedpro Signs

318 O'Connell Dr,

Corner Brook, NL A2H 6V9

Tel: 709-634-7446

Ray Creative Agency, Inc.

336 Water Street, 3rd Floor

St. John's, NL

Office: 709/722/2555

Cell: 709/699/4175

info@rayagency.ca

Water Weks Communications

96 LeMarchant Road

St. John's, NL A1C 2H2

Tel: 709-738-5090

info@waterwerkscommunications.com

Buckle Charters

8 White Lakes Rd.

Corner Brook, NL

A2H 6E3

Phone: (709) 639-7837

M5 Marketing Communications

42 O'Leary Avenue

P.O. Box 13305 Stn. A

St. John's, NL

A1B 4B7

709.753.5559

REQUEST FOR DECISION

[DIRECTOR OF COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING]

SUBJECT: Electrical Maintenance/Service for Buildings Contract 2019-14

DESCRIPTION: The Tender for the Electrical Maintenance/Service for Buildings Contract 2019-14 closed on April 2, 2019 with two (2) bids received:

Staples Electrical Limited	\$28,034.13 (HST Included) per annum
Vision Electrical Limited	\$43,671.25 (HST included) per annum

Staff have reviewed the bids and found them to be in order, and recommend awarding this Contract to the low bidder Staples Electrical Ltd.

PROPOSED MOTION: Be it **RESOLVED** to Award the Contract for **Electrical Maintenance/Service for Buildings Contract 2019-14** to Staples Electrical Ltd. at the Tender price of \$28,034.13 (HST Included) per annum.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: It is staff's recommendation to award the Contract for **Electrical Maintenance/Service for Buildings Contract 2019-14** to Staples Electrical Ltd. at the Tender price of \$28,034.13 (HST Included) per annum.

Legislative Authority:

- City of Corner Brook Act:
- Public Procurement Act:

Estimated Cost: \$28,034.13 (HST included) per annum

Budget Line Item:

Communication Strategy:

STANDING COMMITTEE COMMENTS:

Implication:

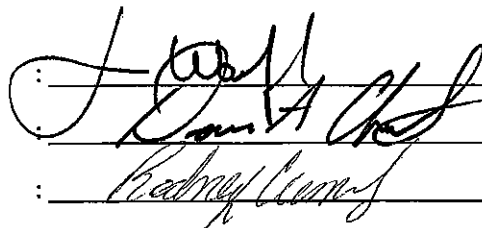
BACKGROUND:

Report/Document:

Division Manager

Director

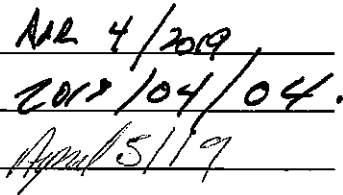
City Manager



Date:

Date:

Date:



REQUEST FOR DECISION

[DIRECTOR OF COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING]

SUBJECT: Electrical Maintenance/Service for Equipment Contract 2019-15

DESCRIPTION: The Tender for the **Electrical Maintenance/Service for Equipment Contract 2019-15** closed on April 2, 2019 with one (1) bid received:

Vision Electrical Limited \$39,155.20 (HST included) per annum

Staff have reviewed the bid and found it to be in order, and recommend awarding this Contract to the low bidder Vision Electrical Ltd.

PROPOSED MOTION: Be it **RESOLVED** to Award the Contract for **Electrical Maintenance/Service for Equipment Contract 2019-15** to Vision Electrical Ltd. at the Tender price of \$39,155.20 (HST Included) per annum.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: It is staff's recommendation to award the Contract for **Electrical Maintenance/Service for Equipment Contract 2019-15** to Vision Electrical Ltd. at the Tender price of \$39,155.20 (HST Included) per annum.

Legislative Authority:

- City of Corner Brook Act:
- Public Procurement Act:

Estimated Cost: \$39,155.20 (HST included) per annum

Budget Line Item:

Communication Strategy:

STANDING COMMITTEE COMMENTS:

Implication:

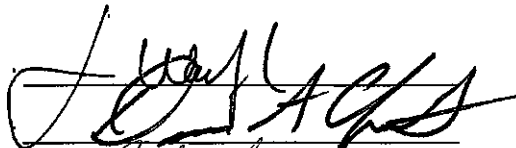
BACKGROUND:

Report/Document:

Division Manager

Director

City Manager

  	<p>Date: <u>APR 4 / 2019</u></p> <p>Date: <u>2019/04/04</u></p> <p>Date: <u>2019/04/05</u></p>
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REQUEST FOR DECISION

[DIRECTOR OF COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING]

SUBJECT: Overhead Door Inspection Maintenance/Service Contract 2019-16

DESCRIPTION: The Tender for the Overhead Door Inspection Maintenance/Service closed on April 2, 2019 with one (1) bid received:

Western Lock Inc. \$6,489.45 (HST Included) per annum

Staff have reviewed the bid and found it to be in order, and recommend awarding this Contract to the low bidder Western Lock Inc.

PROPOSED MOTION: Be it **RESOLVED** to Award the Contract for Overhead Door Inspection Maintenance/Service to Western Lock Inc. at the Tender price of \$6,489.45 (HST Included) per annum.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: It is staff's recommendation to award the Contract for Overhead Door Inspection Maintenance/Service to Western Lock Inc. at the Tender price of \$6,489.45 (HST Included) per annum.

Legislative Authority:

- City of Corner Brook Act:
- Public Procurement Act:

Estimated Cost: \$6,489.45 (HST included) per annum

Budget Line Item:

Communication Strategy:

STANDING COMMITTEE COMMENTS:

Implication:

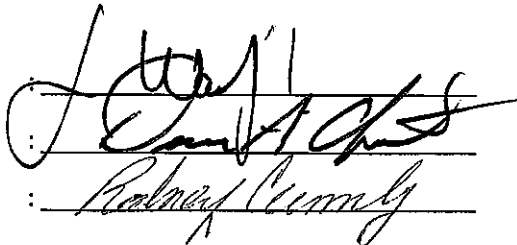
BACKGROUND:

Report/Document:

Division Manager

Director

City Manager



Date: APR. 4 / 2019

Date: 2019/04/04

Date: 2019/04/05

REQUEST FOR DECISION

[DIRECTOR OF COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING]

SUBJECT: Plumbing Services/Maintenance for Buildings Contract 2019-06

DESCRIPTION: The Tender for the Plumbing Services/Maintenance for Buildings Contract 2019-06 closed on April 3, 2019 with five (5) bids received:

R & R HVAC & Control Ltd.	\$21,332.50 (HST included) per annum
Northridge Plumbing & Heating	\$23,143.75 (HST included) per annum
Robo Plumbing & Heating Inc.	\$24,955.00 (HST included) per annum
Air-Tite Sheet Metal	\$25,739.88 (HST included) per annum
Duffy's Plumbing	\$26,162.50 (HST included) per annum

Staff have reviewed the bid and found it to be in order, and recommend awarding this Contract to the low bidder: R & R HVAC & Control Ltd.

PROPOSED MOTION: Be it **RESOLVED** to Award the Contract for Plumbing Services/Maintenance for Buildings Contract 2019-06 to R & R HVAC & Control Ltd. at the Tender price of \$21,332.50 (HST included) per annum.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: It is staff's recommendation to award the Contract for Plumbing Services/Maintenance for Buildings Contract 2019-06 to R & R HVAC & Control Ltd. at the Tender price of \$21,332.50 (HST included) per annum.

Legislative Authority:

- City of Corner Brook Act:
- Public Procurement Act:

Estimated Cost: \$21,332.50 (HST included) per annum

Budget Line Item:

Communication Strategy:

STANDING COMMITTEE COMMENTS:

Implication:

BACKGROUND:

Report/Document:

Division Manager : _____

Director : *D. Borden*

City Manager : *Carol Craig*

Date: _____

Date: *April 5/19*

Date: *April 5/19*



City of Corner Brook

MEMO

To: MAYOR AND COUNCIL

From: MANAGER OF COMMUNITY SERVICES

Subject: INNOVATION WEEK EVENT

Date: APRIL 5, 2019

Innovation Week 2019 for the Province of Newfoundland and Labrador will be taking place from April 29th to May 3rd. Led by NATI (Newfoundland and Labrador Association of Technology Industries) and hosted by regional stakeholders, a number of engaging events will be taking place across the province.

The City of Corner Brook with local partners will be hosting an Innovation Week Seminar on May 2nd, entitled "Innovation through Local Natural and Cultural Assets". The key message of the seminar is as follows:

There are endless opportunities to innovate and create businesses based upon our natural and cultural resources. We have rich resources and a skilled workforce in the Corner Brook and Bay of Islands region which have a tremendous potential for economic development opportunities, both large and small. Through combining our natural and cultural resources with ingenuity, empowerment, and passion, we can create a thriving and diverse modern industry in the region.

Taking place from 8:30am to 1:30pm at the Civic Centre, the event will consist of inspirational presentations that focus on developing our unique assets followed by a lunch and networking opportunity. Speakers include Rob Thomas from Saltbox/Geopark, Rita Hall from Turtle Technologies/BeeHighVE, and Memorial University Associate Professor Dr. Raymond Thomas. The Icelandic textile producer Atlantic Leather will also be presenting on their distinctive fish leather production process while a number of other local producers and craftspeople will be showcasing their unique and inspirational stories.

A full schedule for Innovation Week events can be found at www.innovationweek.ca. The *Innovation through Local Natural and Cultural Assets* seminar will be open for online registration beginning on April 9th.

Thank you,

Annette George, P.Eng

REQUEST FOR DECISION

Community, Engineering, Development and Planning

SUBJECT: Approval to initiate Section 14 – Public Consultation MP_DR19-02 – Organic Waste Treatment Facility

DESCRIPTION: This proposed land use relates primarily to the outdoor activity (non-building related) of storage and treatment of organic waste, with a maintenance building to service and store operations equipment. Organic waste includes food, garden, animal, plant based material and degradable carbon such as paper, cardboard, and wood wastes. Diverting organic waste from landfills is a waste management strategy to assist with greenhouse gas reduction. Organic waste treatment is a use never previously considered in Corner Brook and the Municipal Plan and Development Regulations requires text amendments to recognize and support this development type. This Council request is for permission to initiate Public Consultation by advertising the proposal in the Western Star newspaper to inform and request public comments be supplied to the City for consideration.

PROPOSED MOTION:

It is **RESOLVED** to authorize staff carry out a public consultation process, as per section 14 of the Urban and Rural Planning Act, 2000 (URPA) in order to seek public input with respect to the proposed Municipal Plan Amendment MP19-02 and Development Regulations Amendment DR19-02. The proposal, once approved, will amend text in both the 2012 Integrated Municipal Sustainability Plan and the 2012 Development Regulations.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: Initiate public consultation as per section 14 of the Urban and Rural Planning Act.

Legislative Authority:

- Urban and Rural Planning Act: **Section (s): 14**

Estimated Cost: Newspaper advertising – City Central ad

Budget Line Item: Municipal Plan Amendments #721210

Communication Strategy:

The proposed amendment(s) must be advertised as per the URPA s. 14 to satisfy public consultation requirements. A Notice of Public Consultation will be posted once in the Western Star requesting written comments/representations from the public that may support or oppose the amendments. The same will be advertised on the City's IMSP / Development Regulation Amendments web page, and posted in the lobby at City Hall. The next required public communication in the newspaper will follow Council's decision to adopt and advertise for a Public Hearing.

STANDING COMMITTEE COMMENTS: Implication:

BACKGROUND: Report/Document:

- 2012 IMSP Policy 4.10.1 (Existing and Proposed)
- 2012 IMSP Policy 4.10.3 (Existing and Proposed)
- 2012 Development Regulations Rural Use Zone Table (Existing and Proposed)
- Development Regulations – Schedule A Definitions (Existing and 3 Proposed definitions)
- Development Regulations – Schedule B Classification of Land Uses and Buildings (Existing and Proposed)
- Survey with site concept layout

Submitted by: _____

Date: _____

Director: _____

Date: _____

City Manager: _____

Date: _____

Last update: 2017-06-20

4.10 RURAL

4.10.1 Context

The Rural designation serves to protect the natural environment by only permitting land use activities that are compatible while still retaining the qualities of a rural setting. The primary uses of agriculture, forestry, recreational open space and limited rural industries which do not create a demand for municipal services nor encourage ribbon development along the road network are appropriate for these areas.

It is recognized that rural land suitable for agriculture is often also preferred by developers for residential subdivision and other large scale development because of more gentle topography and less challenging soil conditions; however, due to the limited regions of fertile, agricultural conditions in the province, Rural lands identified as suitable agricultural land by the Government of Newfoundland and Labrador shall be protected from non-agricultural uses

The Authority acknowledges that in some Rural Zones, older houses, or in some cases entire streets, are located in areas designated as Rural. Normally, the intent is that these uses would be considered as a non-conforming use and should not increase in intensity while these deficiencies exist or that the use would discontinue entirely in some cases. An exception to this is with respect to single dwellings that have been developed or are proposed to be developed in association with an agricultural or forestry operation in accordance with the requirements for that use.

Within the City of Corner Brook, there are houses located in Rural Zones that have not been developed in association with an agricultural or forestry operation but exist as a result of the historical or natural growth of the city. Factors such as amalgamation of the four original communities which make up the present day City of Corner Brook; municipal and planning area boundary expansions; development which occurred prior to formal planning processes; remote areas where municipal services are absent altogether or the where current municipal services, conditions or road standards are not able to be met, have resulted in dwellings that may be considered as a separate classification of use and can be assessed as a Discretionary Use of the Zone.

4.10 RURAL

4.10.1 Context

The Rural designation serves to protect the natural environment by only permitting land use activities that are compatible while still retaining the qualities of a rural setting. The primary uses of agriculture, forestry, recreational open space and limited rural industries ~~including solid waste management which do~~ not create a demand for municipal services nor encourage ribbon development along the road network are appropriate for these areas.

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EXISTING IMSP POLICY 4.10.3

- 06. Pet cemeteries may be located within the Rural areas at suitable locations which do not require water and sewer services nor create additional traffic or need for other municipal services such as fire protection or road maintenance/snow clearing.
- 07. Pet cemeteries operated as private facilities will be required, at the time of application, to prepare operating plans that identify and make provision for the removal or disposal of animal remains in the event of closure of the facility or as a result of a change of use at the site.
- 08. Scrap yards, including associated recycling operations, mineral workings and rural industries may be permitted at suitable locations within the Rural area subject to a Land Use Assessment Report. If the operation is deemed appropriate, the Authority shall impose conditions to ensure provisions are made for environmental protection, buffering, site maintenance, any aesthetic or view plane considerations, and proper site access.
- 09. The area of Tower Road, south of Lewin Parkway, has come under increasing development pressure and in order to consider development in this area, a Land Use Assessment Report will be required for all development proposals.
- 10. Development in the Watson's Pond area shall be confined to non-intensive uses such as agriculture and forestry and other uses that do not require water and sewer services until such time as a determination has been made whether to extend industrial development in the area or to permit more recreational use in the area. In this regard, a thorough review of water supply requirements must be conducted by the Engineering Services Division and the Fire Department.
- 11. Outdoor assembly, outdoor market, veterinary, animal, and service station uses may be permitted at appropriate locations within Rural areas where the operation is deemed appropriate and where a system of water and sewer services and fire protection services, acceptable to the Authority, can be made available.

6. Pet cemeteries may be located within the Rural areas at suitable locations which do not require water and sewer services nor create additional traffic or need for other municipal services such as fire protection or road maintenance/snow clearing.
7. Pet cemeteries operated as private facilities will be required, at the time of application, to prepare operating plans that identify and make provision for the removal or disposal of animal remains in the event of closure of the facility or as a result of a change of use at the site.
8. Scrap yards, including associated recycling operations, mineral workings and rural industries may be permitted at suitable locations within the Rural area subject to a Land Use Assessment Report. If the operation is deemed appropriate, the Authority shall impose conditions to ensure provisions are made for environmental protection, buffering, site maintenance, any aesthetic or view plane considerations, and proper site access.

9. Solid Waste management facilities, including Organic Waste Treatment facilities may be approved in suitable locations in the Rural area where uncertainty exists for potential impacts to surrounding land uses, the proposed development may be subject to the mitigation strategies identified in a Land Use Assessment Report (LUAR). The LUAR and/or the Authority may impose conditions to ensure provisions are made for environmental protection, buffering, site maintenance, aesthetic views/capes, odor control, animal/pest control and proper site access.

10. The area of Tower Road, south of Lewin Parkway, has come under increasing development pressure and in order to consider development in this area, a Land Use Assessment Report will be required for all development proposals.
11. Development in the Watson's Pond area shall be confined to non-intensive uses such as agriculture and forestry and other uses that do not require water and sewer services until such time as a determination has been made whether to extend industrial development in the area or to permit more recreational use in the area. In this regard, a thorough review of water supply requirements must be conducted by the Engineering Services Division and the Fire Department.
12. Outdoor assembly, outdoor market, veterinary, animal, and service station uses may be permitted at appropriate locations within Rural areas where the operation is deemed appropriate and where a system of water and sewer services and fire protection services, acceptable to the Authority, can be made available.

USE ZONE TABLE**158. RURAL**

<p>PERMITTED USE CLASSES - (see Regulation 127)</p> <p>Agriculture, forestry.</p>
<p>DISCRETIONARY USE CLASSES - (see Regulations 26 and 128)</p> <p>Outdoor assembly, single dwelling, single dwelling (existing), veterinary, outdoor market, general industry, service station, mineral working, recreational open space, conservation, transportation, animal, antenna, hazardous industry*, cemetery**</p> <p>*(See condition no. 8) **(See condition no. 9)</p>

CONDITIONS**1. Advertisements Relating to Onsite Uses**

The conditions which shall apply to the erection or display of an advertisement on any lot or site occupied by a use permitted or existing as a legal non-conforming use in this use zone, shall be as follows:

- (a) The size, shape, illumination and material construction of the advertisement shall meet the requirements of the Authority, having regard to the safety and convenience of users of adjacent streets and sidewalks, and the general amenities of the surrounding area.
- (b) No advertisement shall exceed five (5) square metres in area.

2. Advertisements Relating to Offsite Uses / Third Party Advertisements

The conditions to be applied to the erection or display of a Third Party advertisement on any site, relating to a use permitted in this or another zone, or not relating to a specific land use, shall be as follows:

- (a) Each advertisement shall not exceed three (3) square metres in area.
- (b) The location, siting and illumination of each advertisement shall be to the

- (iii) Separation distances shall be appropriate to maintain public safety, fire safety and land slope separation for the protection of the amenity of surrounding uses.
- (iv) The use does not abut or is sufficiently far removed from a residential neighbourhood, public assembly use, community service use or a street where an alternative route is not available.
- (v) The use may only be located where an adequate municipal water supply is available or where an alternative adequate water volume and water pressure can be obtained according to all regulating agencies.
- (vi) The authority may also impose other conditions as deemed necessary from an environmental, occupational health and safety, fire and life safety and aesthetic point-of-view.

9. Cemetery

Where permitted as a Discretionary Use, cemeteries shall be restricted to animal cemeteries. Any new human cemeteries shall be restricted in this zone to land located directly adjacent to or near Mt. Patricia Cemetery.

10. Accessory Buildings

Accessory buildings in this zone shall conform to the requirements of Regulation 60, Accessory Buildings - General, in Part II of these Development Regulations.

USE ZONE TABLE

158. RURAL

<p>PERMITTED USE CLASSES - (see Regulation 127)</p> <p>Agriculture, forestry.</p>
<p>DISCRETIONARY USE CLASSES - (see Regulations 26 and 128)</p> <p>Outdoor assembly, single dwelling, single dwelling (existing), veterinary, outdoor market, general industry, service station, mineral working, recreational open space, conservation, transportation, animal, antenna, hazardous industry*, cemetery**, Solid waste</p> <p>*(See condition no. 8) **(See condition no. 9) *** (See condition no. 14)</p>

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11. Solid Waste

A sanitary land fill in the Rural zone is subject to condition numbers 3, 4 and 5 of the Solid Waste / Scrap Yard use zone table.

EXISTING 'B' DEFINITIONS

SCHEDULE A: Definitions

Page 80

the exception of the necessary frontage, meeting with the satisfaction of the Authority. In the context of these regulations, this term is synonymous with the term "Comprehensive Development" or "Back lot Development.

BASEMENT: A habitable portion of a building which is partly or wholly underground, and has not more than half of the distance between the floor level and underside of the ceiling joists above the adjacent finished grade elevation.

BED AND BREAKFAST: A single, double or row dwelling, occupied by the property owner or the Bed and Breakfast host as a primary residence, in which at least one, and up to four rooms, offer overnight accommodation and a meal (breakfast) to registered guests, for a fee. The owner or tenant of the dwelling remains in residence for the duration of the rental period(s).

BOARDING HOUSE: A dwelling in which at least 2 rooms, but not more than four, are regularly rented to persons other than the immediate family of the owner or tenant and the owner or tenant resides at the dwelling while the rooms are being rented.

BUFFER: A berm, row of trees or shrubs, hedge, fence or distance separation that provides a barrier between incompatible sites, uses or districts.

BUILDING: means:

- (1) a structure, erection, alteration or improvement placed on, over or under land or attached, anchored or moored to land.
- (2) mobile structures, vehicles and marine vessels adapted or constructed for residential, commercial, industrial and similar uses.
- (3) a part of and fixtures on buildings referred to in subparagraphs (i) and (ii).
- (4) an excavation of land whether or not that excavation is associated with the intended or actual construction of a building or thing referred to in subparagraphs (i) to (iii).

PROPOSED B. DEFINITIONS

SCHEDULE A: Definitions

Page 80

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BIODEGRADABLE WASTE - any waste that is capable of undergoing anaerobic or aerobic decomposition, such as food, garden, paperboard, and paper waste, and includes agricultural, aquaculture, and forestry waste

BOARDING HOUSE: A dwelling in which at least 2 rooms, but not more than four, are regularly rented to persons other than the immediate family of the owner or tenant and the owner or tenant resides at the dwelling while the rooms are being rented.

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EXISTING 'O' DEFINITIONS

SCHEDULE A: Definitions

Page 92

consultation given but shall not include the manufacturing of any product or the retail selling of goods.

OUTDOOR MARKET: The sale of goods or products at an open property where temporary facilities or open stalls are used to hold and display the goods being sold. Examples may include farmer's markets, fish markets, flea markets or other types of goods.

OUTDOOR STORAGE: The storage of merchandise, goods, inventory, material or equipment which are not intended for immediate sale or use, by locating them on a lot exterior to a building.

OWNER: A person or an organization of persons owning or having the legal right to use the land under consideration.

PARTY WALL: A wall, jointly owned and jointly used by two parties under easement agreement or by right in law, and erected at or upon a line separating two parcels of land, each of which is, or is capable of being, a separate real-estate entity.

PASSIVE RECREATIONAL USE: Recreational use not requiring buildings and not altering the soil or topography, with the exception of walking or hiking trails, such as open space and environmental or natural areas.

PATIO: A recreation area that adjoins a dwelling which is often paved or covered with some other hard surface such as brick or stone and is adapted for outdoor dining or other leisure use.

PERMITTED USE: A use that is listed within the permitted use classes set out in the use zone tables of the Authority's development regulations.

PIT AND QUARRY WORKING: Carries the same meaning as Mineral Working.

PLANNING AREA: The Corner Brook Municipal Planning Area established under the Urban and Rural Planning Act.

PROPOSED DEFINITIONS

SCHEDULE A: Definitions

Page 92

consultation given but shall not include the manufacturing of any product or the retail selling of goods.

ORGANIC WASTE TREATMENT FACILITY: means a solid waste facility where biodegradable waste is treated.

OUTDOOR MARKET: The sale of goods or products at an open property where temporary facilities or open stalls are used to hold and display the goods being sold. Examples may include farmer's markets, fish markets, flea markets or other types of goods.

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EXISTING'S DEFINITIONS

SCHEDULE A: Definitions

Page 95

SIGN: A word, letter, model, placard, board, device or representation, whether illuminated or not, whether two dimensional or three dimensional, in the nature of or employed wholly or in part for the purpose of advertisement, announcement, or direction and excludes those things employed wholly as a memorial, advertisements of local government, utilities and boarding or similar structures used for the display of advertisements.

SHOWROOM: A building or part of a building in which samples or patterns are displayed and in which orders may be taken for goods, wares or merchandise, including vehicles and equipment, for later delivery and from which retail sales may occur.

SINGLE DWELLING: One building containing a single dwelling unit for the use of one family or household, placed on its own lot, and may include a subsidiary apartment/secondary suite.

STREET: A street, road, highway or other way designed for the passage of vehicles and pedestrians and which is accessible by fire department and other emergency vehicles.

STREET LINE: The edge of a street reservation as defined by the Authority having jurisdiction.

SUBDIVISION: The dividing of land, whether in single or joint ownership, into two or more pieces (including lots) for the purpose of development.

SUBSIDIARY APARTMENT/SECONDARY SUITE: A separate dwelling unit constructed within and subsidiary to a self-contained dwelling and shall conform to the conditions of the National Building Code of Canada.

SUITE: A single room or series of rooms of complementary use, operated under a single tenancy, and including dwelling units, individual guest rooms in motels, hotels, boarding houses, rooming houses and dormitories as well as individual stores and individual or complementary rooms for business and personal services occupancies.

TAKE-OUT FOOD SERVICE: A building in which the primary purpose is the preparation and

SCHEDULE A: Definitions

Page 95

SIGN: A word, letter, model, placard, board, device or representation, whether illuminated or not, whether two dimensional or three dimensional, in the nature of or employed wholly or in part for the purpose of advertisement, announcement, or direction and excludes those things employed wholly as a memorial, advertisements of local government, utilities and boarding or similar structures used for the display of advertisements.

SHOWROOM: A building or part of a building in which samples or patterns are displayed and in which orders may be taken for goods, wares or merchandise, including vehicles and equipment, for later delivery and from which retail sales may occur.

SINGLE DWELLING: One building containing a single dwelling unit for the use of one family or household, placed on its own lot, and may include a subsidiary apartment/secondary suite.

SOLID WASTE: means a use where garbage and waste is collected, stored, and/or treated permanently in open or covered pits or temporarily indoors or outdoors for further processing or treatment off-site and may include administrative functions associated with the use. Offices and indoor storage (warehouses) may be accessory uses.

STREET: A street, road, highway or other way designed for the passage of vehicles and pedestrians and which is accessible by fire department and other emergency vehicles.

STREET LINE: The edge of a street reservation as defined by the Authority having jurisdiction.

SUBDIVISION: The dividing of land, whether in single or joint ownership, into two or more pieces (including lots) for the purpose of development.

SUBSIDIARY APARTMENT/SECONDARY SUITE: A separate dwelling unit constructed within and subsidiary to a self-contained dwelling and shall conform to the conditions of the National Building Code of Canada.

SUITE: A single room or series of rooms of complementary use, operated under a single

EXISTING SCHEDULE B

SCHEDULE B: Classification of Uses of Land and Buildings

GROUP	DIVISION	CLASS	EXAMPLES
			mausoleum) • Animal Cemeteries (including crypts)
		(g) Scrap Yard	• Car Wrecking Yards • Junk Yards • Scrap Dealers • Recycling Facilities or Plants
	1. Uses not directly related to building (continued)	(h) Solid Waste	• Solid Waste Disposal • Sanitary Land Fill • Incinerators
		(i) Animal	• Animal Pounds • Kennels • Zoos • Animal Breeders (other than domestic dogs or cats)
		(j) Antenna	• TV, Radio and Communications Transmitting and Receiving Masts and Antennae
		(k) Transportation	• Airfields • Railway Yards • Docks and Harbours • Bus Terminals

SCHEDULE B: Classification of Uses of Land and Buildings

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		(g) Scrap Yard	<ul style="list-style-type: none"> • Car Wrecking Yards • Junk Yards • Scrap Dealers • Recycling Facilities or Plants
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		(i) Animal	<ul style="list-style-type: none"> • Animal Pounds • Kennels • Zoos • Animal Breeders (other than domestic dogs or cats)
		(j) Antenna	<ul style="list-style-type: none"> • TV, Radio and Communications Transmitting and Receiving Masts and Antennae
		(k) Transportation	<ul style="list-style-type: none"> • Airfields • Railway Yards • Docks and Harbours • Bus Terminals

REQUEST FOR DECISION

Community, Engineering, Development and Planning

SUBJECT: Adoption of Proposed Municipal Plan Amendment MP19-01 and Development Regulations Amendment DR19-01

DESCRIPTION:

The purpose of the proposed amendments is to allow the redevelopment of the former CBC lot to allow the development of a new five-storey apartment building and redevelopment of the former CBC building for a mix of commercial and personal care uses (pharmacy, walk-in clinic, gym/fitness area, restaurant/bistro, spa/beauty parlour, and homecare support services). The apartment building will be marketed to the +55 age group; the proposed uses for the redevelopment of the existing CBC building are primarily intended for the residents of the apartment building, but will also serve the public.

PROPOSED MOTION:

It is **RESOLVED** to:

- (1) Adopt proposed amendment MP19-01 to the City of Corner Brook's Integrated Municipal Sustainability Plan 2012, being a mapping amendment to Maps A & B of the Generalized Future Land Use Map;
- (2) Adopt proposed amendment DR19-01 to the City of Corner Brook's 2012 Development Regulations, being a mapping amendment to Map C2 of the Land Use Zoning Map;
- (3) Set May 2, 2019 at 7:00pm in Council Chambers of City Hall for the tentative Public Hearing;
- (4) Authorize staff to give statutory notice of adoption of the proposed amendments;
- (5) Authorize staff to cancel the Public Hearing in the event that no objections are received, or no member of the public expresses intent to attend the Public Hearing, 48 hours prior to the tentative Public Hearing; and
- (6) Appoint Gerard J Martin to preside over the scheduled Public Hearing.

IMPLICATIONS OF RECOMMENDATION:

The adoption of the proposed amendments would be an indication that Corner Brook City Council supports the proposal as presented, with the intent to hear any objections and representations of the public prior to rendering a final decision on the proposal. If Council is not supportive with the proposal as is, and would like staff to work further with the proponent in amending the submission, Council is advised to do so at this stage in the process.

Financial implications of adoption include advertising the proposal twice in the newspaper and retaining commissioner services to preside over the Public Hearing. The cost of commissioner services are anticipated to be substantially reduced in the event the Public Hearing is cancelled 48 hours prior to the scheduled date/time.

Staff Recommendation:

At a regular meeting of Council held on January 21, 2019 and pursuant to section 14 of the *Urban and Rural Planning Act, 2000* (henceforth the "Act"), Council resolved to proceed with public consultation for the above-noted proposed amendments to the Municipal Plan and Development Regulations. The amendments were initially published in the Western Star and on the City's website on January 23, 2019. Due to a clerical error, the notice was re-published on the City's website on March 25, 2019. The second notice extended the public consultation period to March 29, 2019. Members of the public were invited to inspect the proposal at City Hall; however, staff received no inquiries on the submission. In accordance with section 15 of the Act, the Local Governance and Planning Division of the Department of Municipal Affairs and Environment issued their release of the proposed amendments on April 5, 2019.

The policies of the GC future land use designation under the Integrated Municipal Sustainability Plan are as follows:

Commercial - General Commercial

21. Areas designated General Commercial shall include a range of shops including local convenience outlets, service facilities, offices, and other similar uses which will be of service to the adjacent residential neighbourhoods.

22. Proposed new commercial establishments and expansion of existing ones within General Commercial areas will be carefully examined to ensure that they do not conflict with the role and functioning of the Downtown. The applicant of an expansion or of a new commercial development may be required to produce a Land Use Assessment Report (Section 3.2) to the satisfaction of the Authority, in order to determine the effect that the overall development may have on the area (i.e. traffic generation, servicing needs, etc.).

23. The outdoor storage of goods, materials or equipment shall be conducted as neatly and orderly as possible giving consideration to the overall site appearance and visual or other impact upon adjoining commercial uses or nearby residential or other areas. Consideration will also be given as to the storage of materials and equipment with regard to the safety of authorized personnel and general public where applicable. Outdoor storage is prohibited in the building line setback.

Legislative Authority:

Urban and Rural Planning Act, 2000, sections 16, 17, 18, 19, and 21

Communication Strategy:

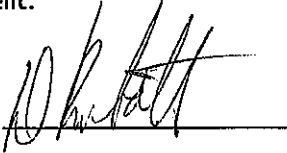
In accordance with section 17 of the Act, Notice of Adoption and Public Hearing must be advertised twice in a local newspaper (Western Star) prior to the Public Hearing. The first notice must be published no sooner than 14 days prior to the tentative Public Hearing; and the second notice must be posted any time between the first notice and the tentative date of the Public Hearing. As with the public consultation stage, the notices will request written comments/representations from the public that may support or oppose the proposed amendments. The same will be advertised on the City's Integrated Municipal Sustainability Plan / Development Regulations Amendments web page and posted in the lobby at City Hall.

If Council adopts and gives final approval of the proposed amendments, the next required public communication in the newspaper will include Notice of Registration in accordance with subsection 24(2) of the Act.

BACKGROUND:

Report/Document:

Submitted by:



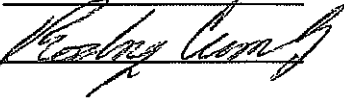
Date:

April 8, 2019

Director:

Date:

City Manager:



Date:

April 8/24/9



Integrated Municipal Sustainability Plan 2012

Municipal Plan Amendment No. MP19-01

March, 2019

Prepared by:



4. Provincial Release

TBD

5. Adoption by Council and Public Hearing

TBD

6. Approval by Council

TBD

7. Statement





The City of Corner Brook's Integrated Municipal Sustainability Plan 2012 is hereby amended by changing the future land use designations of the subject property at 162 Premier Drive from "Community Service (CS)" and "Open Space (OS)" to "Commercial General (GC)" as per the attached Generalized Future Land Use Map "A".



Page 2 of 2
City of Corner Brook MP19-01
SCP Project ID: MPA-01-2019-007





<p align="center">City of Corner Brook MP19-01</p>	<p align="center">City Approval Stamp / Seal</p>
<p>Integrated Municipal Sustainability Plan Generalized Future Land Use – Map A</p> <p>  From: Community Service (CS) To: General Commercial (GC) </p> <p>  From: Open Space (OS) To: General Commercial (GC) </p> <p>  </p> <p align="center"><small>Disclaimer: This map is not a land survey and is not intended to be used for legal descriptions.</small></p>	<p>Dated at _____ this ____ day of _____</p> <p>_____ City Representative</p>
<p align="center">Planner Certification Stamp / Seal</p>	<p align="center">Provincial Registration Stamp</p>
<p>I certify that this Municipal Plan amendment was prepared in accordance with the <i>Urban and Rural Planning Act, 2000</i>.</p> <p>  </p> <p>Project ID: _____ MPA-01-2019-007 Andrew C. Smith, MCIP</p>	

URBAN AND RURAL PLANNING ACT, 2000
RESOLUTION TO ADOPT
MUNICIPAL PLAN AMENDMENT NO. MP19-01

Under the authority of Section 16 of the *Urban and Rural Planning Act, 2000*, the City of Corner Brook adopts Municipal Plan Amendment No. MP19-01 to the City of Corner Brook's Integrated Municipal Sustainability Plan 2012.

Adopted by the City Council of Corner Brook on the ____ day of _____, 2019.

SIGNED AND SEALED this ____ day of _____, 2019.

Mayor: _____

City Clerk: _____

(Council Seal)

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Municipal Plan Amendment was prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

URBAN AND RURAL PLANNING ACT, 2000
RESOLUTION TO APPROVE
CITY OF CORNER BROOK
MUNICIPAL PLAN AMENDMENT MP19-01

Under the authority of Sections 16, 17, and 18 of the *Urban and Rural Planning Act, 2000*, the City Council of Corner Brook:

- a) Adopted Municipal Plan Amendment MP19-01 on the ____ day of _____, 2019;
- b) Gave notice of the adoption of Municipal Plan Amendment MP19-01 by advertisement inserted on the ____ day and the ____ day of _____, 2019 in the Western Star newspaper; and
- c) Set the ____ day of _____, 2019 at 7:00 p.m. at the Corner Brook City Hall for the holding of a public hearing to consider objections and submissions.

Now under the authority of Section 23 of the *Urban and Rural Planning Act, 2000*, the City Council of Corner Brook **approves** Municipal Plan Amendment MP19-01 as follows.

SIGNED AND SEALED this ____ day of _____, 2019.

Mayor: _____

Clerk: _____

(Council Seal)

March 25, 2019

Local Governance and Planning Division
 Department of Municipal Affairs and Environment
 4th Floor (West Block), Confederation Building
 P.O. Box 8700, St. John's, NL A1B 4J6
 Attn: Ms. Carol Hanlon



Dear Ms. Hanlon:

Re: Section 15 (Review/Release) Submission – City of Corner Brook Municipal Plan Amendment MP19-01 and Development Regulations DR19-01

In accordance with section 15 of the *Urban and Rural Planning Act, 2000*, (henceforth "the Act") please find enclosed the following documentation for review/release:

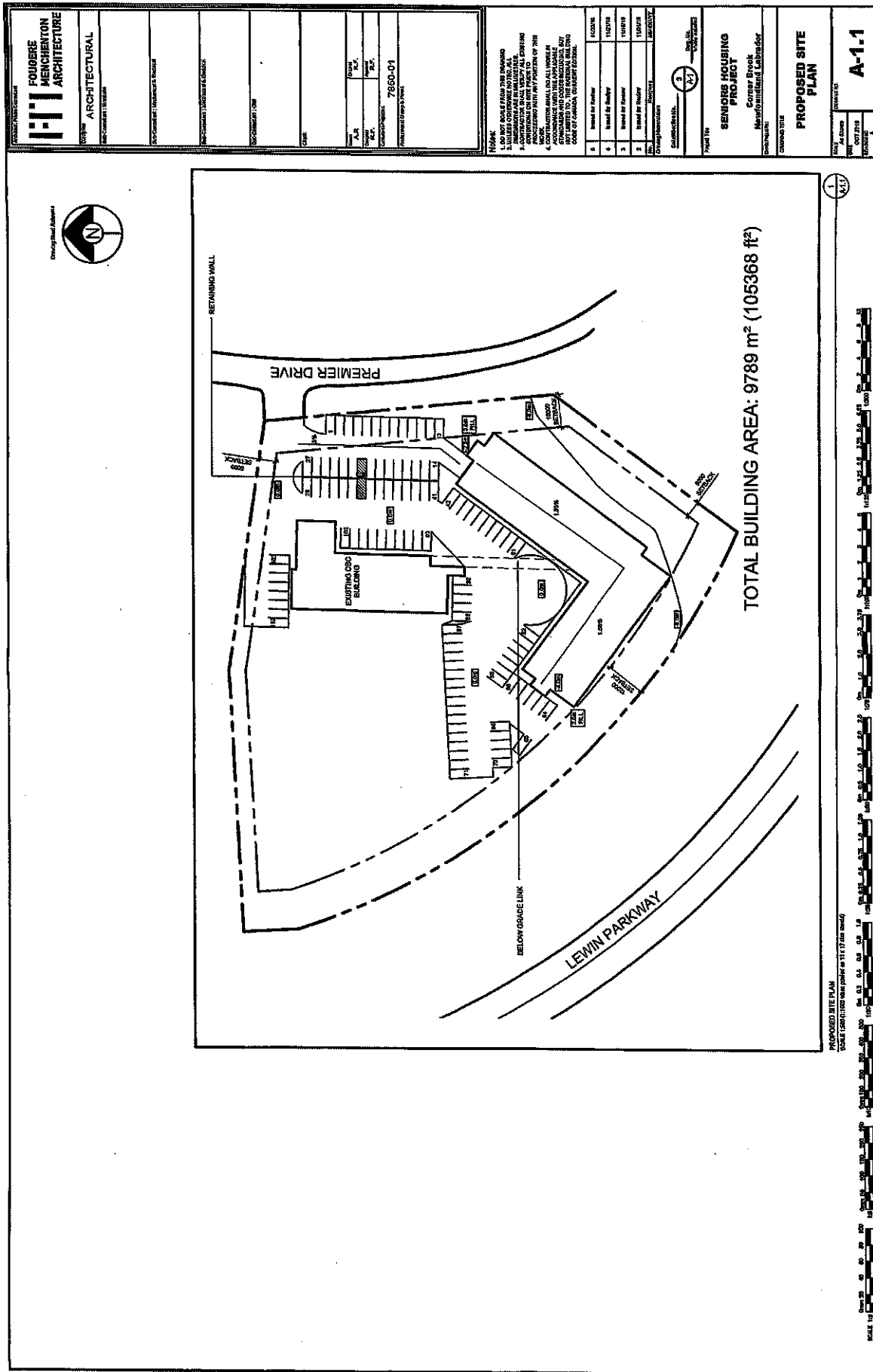
- Proposed amendment MP19-01 to the City's Integrated Municipal Sustainability Plan 2012 (including accompanying 'Map A' of the Generalized Future Land Use Map);
- Proposed amendment DR19-01 to the City's 2012 Development Regulations (including accompanying 'Map C2' of the Land Use Zoning Map);
- One each, Resolution to Adopt and Resolution to Approve templates for proposed amendments MP19-01 and DR19-01; and
- In accordance with section 14 of the Act, evidence of public consultation, including notice of the proposed amendments on January 23, 2019:
 - On the City's website; and
 - In the Western Star newspaper.

If you have any questions regarding this submission, please contact me directly at smithcommunityplanning@gmail.com or (709) 740-3262. Please CC Deon Rumbolt (City of Corner Brook, Manager of Planning and Development, drumbolt@cornerbrook.com) on any future correspondence associated with this file. We look forward to your reply.

Sincerely,

Andrew C. Smith, MCIP
 SCP Planner

(709) 740-3262 □ smithcommunityplanning@gmail.com
smithcommunityplan.wix.com/home □ 11 Birch Drive, Kippens, NL, A2N 3P2



REQUEST FOR DECISION

Finance and Administration

SUBJECT: MACDONALD BROWN AREA SUBDIVISION EXPROPRIATIONS

DESCRIPTION: The City of Corner Brook has been approached by the property owners who the City is in the process of expropriating land from. Fourteen expropriations were sent and multiple owners contacted the City and were displeased with the amount the City offered for the expropriated land. The property owners are requesting increase the amount from \$0.51/sqft to \$2.00/sqft.

PROPOSED MOTION: It is **RESOLVED** that Council increase the City's offer to \$2.00/sqft for the expropriated land located in MacDonald Brown Area Subdivision.

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation: Staff has recommended increasing the City's offer to \$2.00/sqft for the expropriated land located in MacDonald Brown Area Subdivision.

Legislative Authority:

- Policy and/or Regulation:

Estimated Return: \$0.00

STANDING COMMITTEE COMMENTS:

Implication:

BACKGROUND:

Report/Document: Surveys
 \$/sqft Table
 Memo

Submitted by: Brandon Duffy

Date: March 20, 2019

Reviewed by: _____

Date: _____



Government of Newfoundland and Labrador
 Department of Municipal Affairs and Environment
 Office of the Deputy Minister

JUN 22 2017

COR/2017/0228

Ms. Melissa Wiklund
 City Manager
 City of Corner Brook
 P.O. Box 1080
 Corner Brook, NL A2H 6E1

Dear Ms. Wiklund:

Re: Expropriation of Vacant properties near Boones Road, Reids Road, Dykes Road and Walbournes Road

Enclosed are the Notice of Expropriation and the duly executed Minister's Approval to Expropriate for the above noted expropriations. Each Notice of Expropriation must be signed the Town Clerk and, along with a copy of the Minister's Approval to Expropriate, served on the land owner and/or posted on the land. The server must then complete the attached Affidavit of Service and return it to this office along with the original Approval to Expropriate and Notice of Expropriation to be registered as a Crown Document with the Registry of Deeds.

The land will be vested with the Town ten (10) days after service and the owner must provide the City with his/her interest in the land within ninety (90) days.

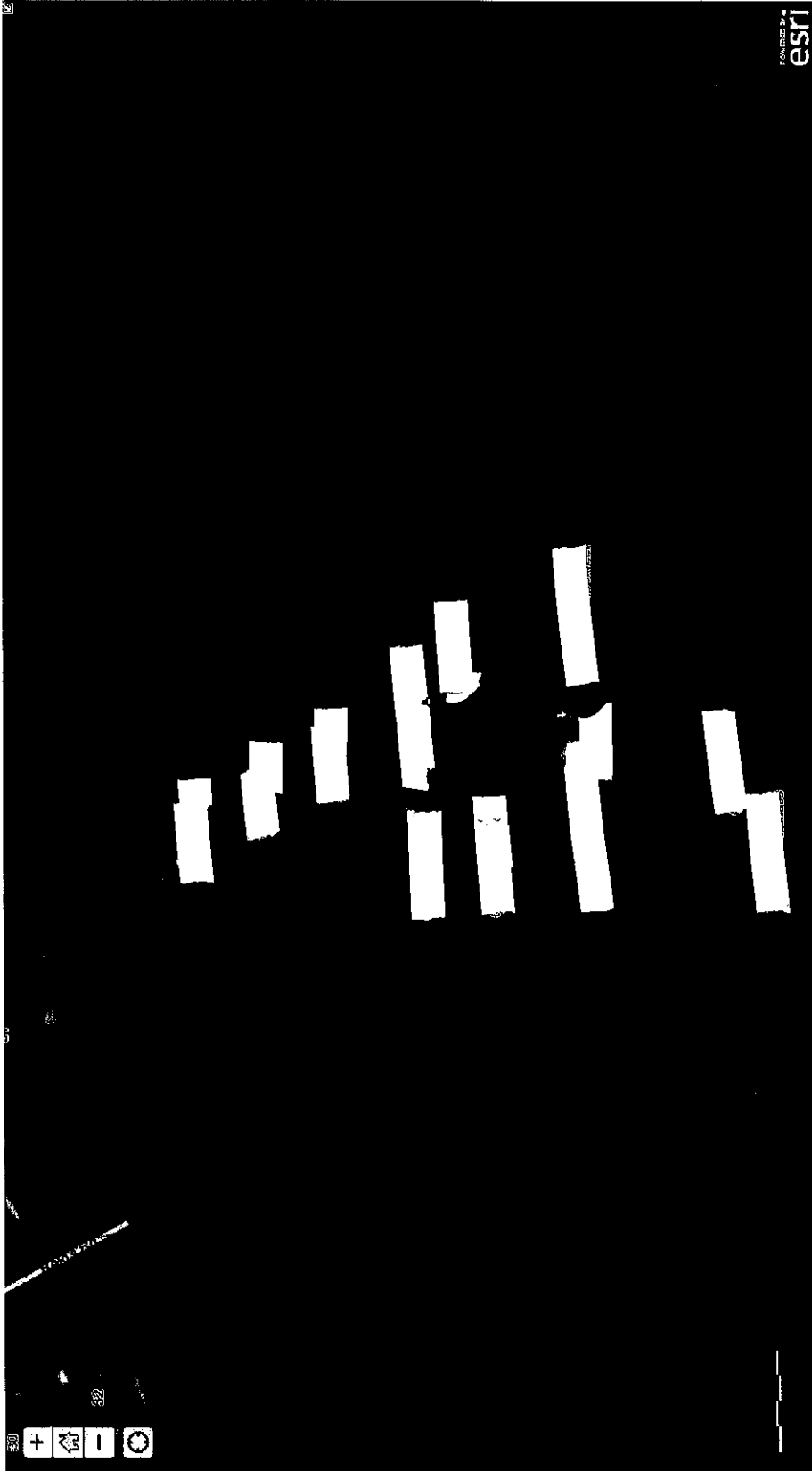
If you have any questions, please do not hesitate to contact me.

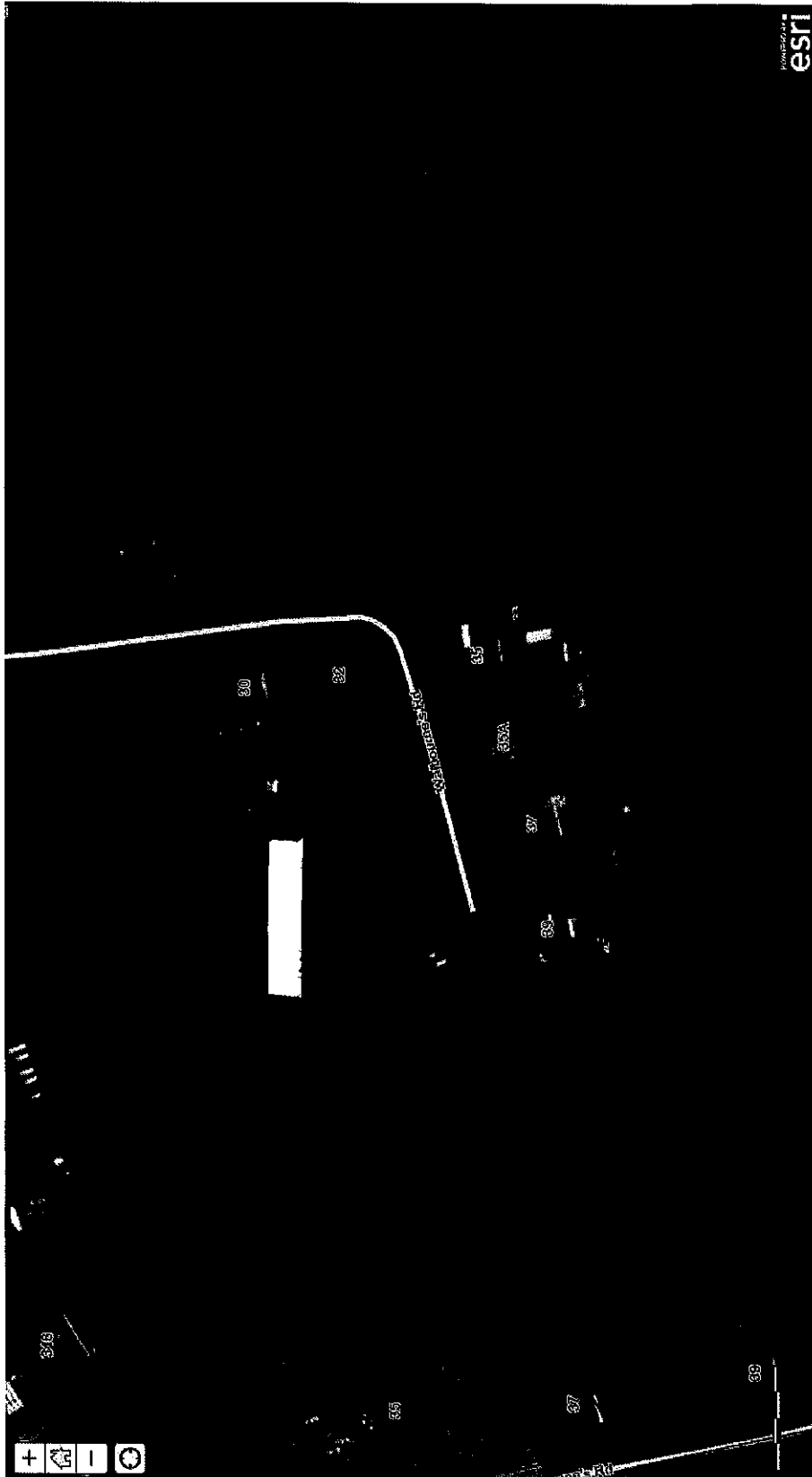
Yours truly,


JAMIE CHIPSETT
 Deputy Minister

Enclosures.

Last	First	Parcel	m2	ft2	\$ 0.51/SQFT	\$1.00/SQFT	\$1.50/SQFT	\$ 2.00/SQFT
		C&D	730.4	7861.95	\$4,000.00	\$7,861.95	\$11,792.93	\$15,723.91
		E	938.1	10097.61	\$5,100.00	\$10,097.61	\$15,146.42	\$20,195.23
		F	437.4	4708.13	\$2,400.00	\$4,708.13	\$7,062.19	\$9,416.26
		H	521.7	5615.53	\$2,850.00	\$5,615.53	\$8,423.29	\$11,231.05
		I	521.7	5615.53	\$2,850.00	\$5,615.53	\$8,423.29	\$11,231.05
		J	521.7	5615.53	\$2,850.00	\$5,615.53	\$8,423.29	\$11,231.05
		K	521.7	5615.53	\$2,850.00	\$5,615.53	\$8,423.29	\$11,231.05
		L	521.7	5615.53	\$2,850.00	\$5,615.53	\$8,423.29	\$11,231.05
		M	1010	10871.54	\$5,500.00	\$10,871.54	\$16,307.31	\$21,743.08
		N	1120	12055.57	\$6,150.00	\$12,055.57	\$18,083.35	\$24,111.14
		P	2970	31968.78	\$17,450.00	\$31,968.78	\$47,953.17	\$63,937.57
					Offered	Offered	Offered	
					May 6, 2016	August 7, 2018	Nov. 28, 2018	







**CITY OF
CORNER BROOK**

MEMORANDUM

TO: Dale Park, Director of Finance and Administration

FROM: Brandon Duffy, Supervisor of Land Management

DATE: March 20, 2019

RE: MacDonald Brown Area Subdivision Expropriations

Mr. Park,

On June 22, 2017 the Minister approved for the City to expropriate land in the Boones Rd, Reids Rd, Dykes Rd and Walbournes Rd area. Land Management has been working with the these properties owners to expropriate the land for the MacDonald Brown Area Subdivision. A total of 14 expropriations that were sent out on July 10, 2017, and multiple owners contacted me and where displeased with the amount the City offered for the expropriated land. This has been ongoing for a year and half now with only a few expropriations completed.

With the City of Corner Brook expanding and a need for affordable land/housing I believe the MacDonald Brown subdivision will fulfill this need. In order to do so these land issues need to be dealt with. Currently the City's offer stands at approximately \$0.51/sqft and the owners are requesting it being increased to \$2.00/sqft. The City countered offered with \$1.00/sqft on August 7, 2018 which was refused and then the City offered \$1.50/sqft which was also refused. Therefore I would recommend the City offer the \$2.00/sqft rather than going to a third party to assess the land which the City would have to pay for, also this will solve most of these issues and close these files allowing the MacDonald Brown Area Subdivision to continue. For comparison the City typically sells small pieces of land that currently has no access /land locked, no water/sewer/storm, no value/use for the City for \$2.00/sqft, therefore it wouldn't be unreasonable to settle this land issues at that price.

Please provide direction on how to proceed. I trust that the information above is satisfactory to be able to provide direction to Staff, however should there be any questions please feel free to contact me.

Recommendations:

It is my recommendation to increase the offer to \$2.00/sqft for expropriated land located in MacDonald Brown Area Subdivision in order to close these file in timely fashion.

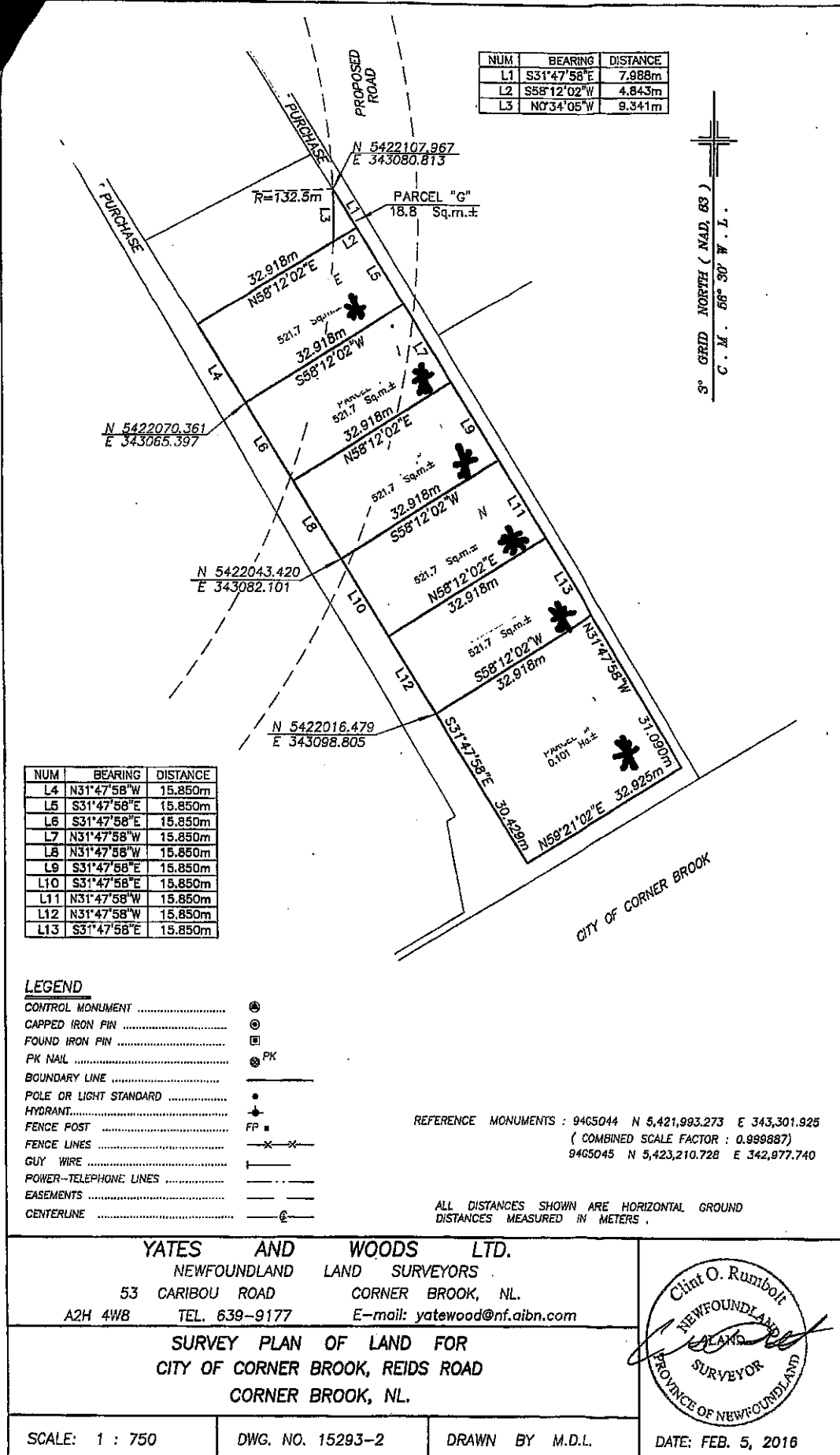
Sincerely,

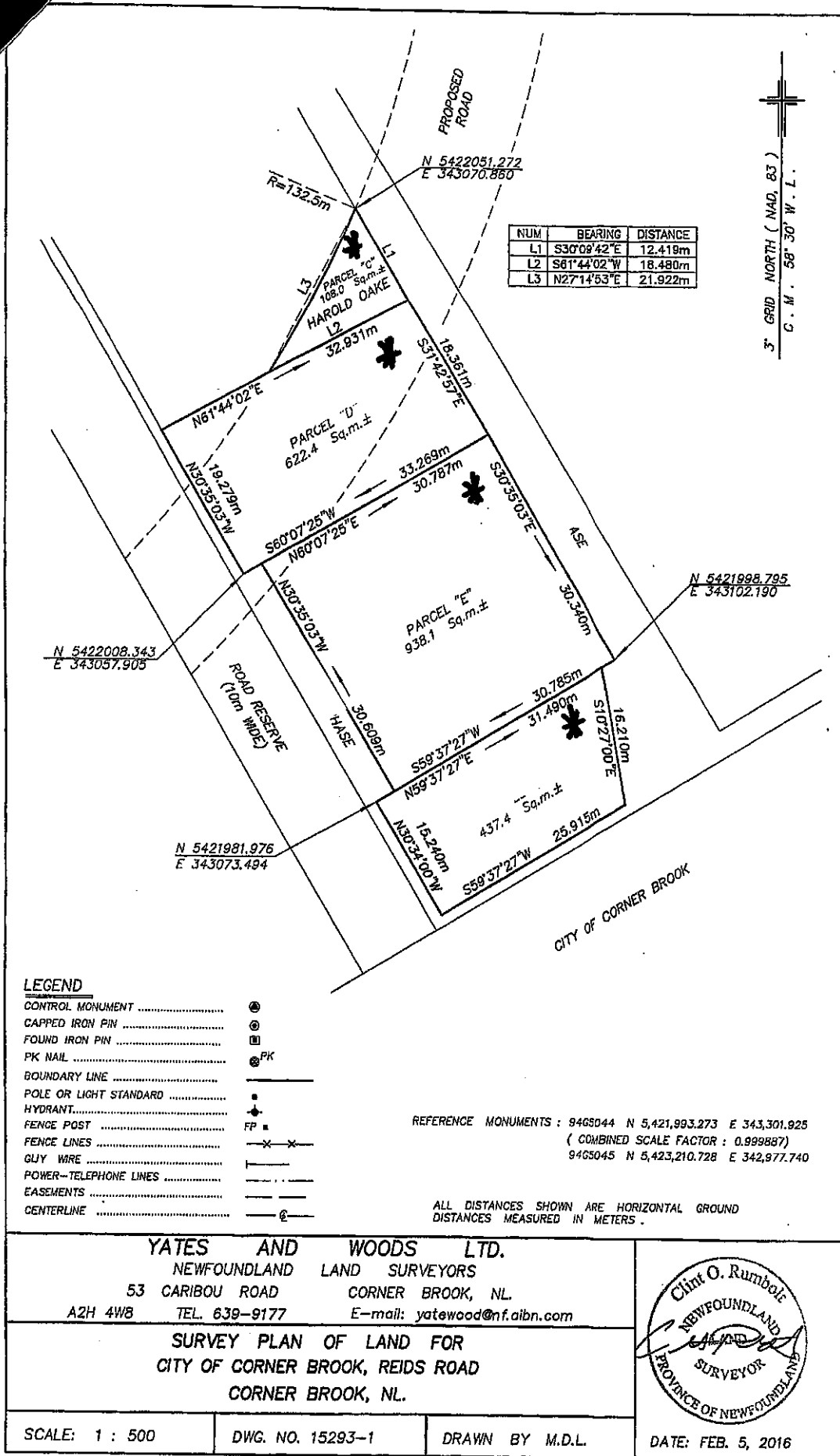
Brandon Duffy
Supervisor of Land Management

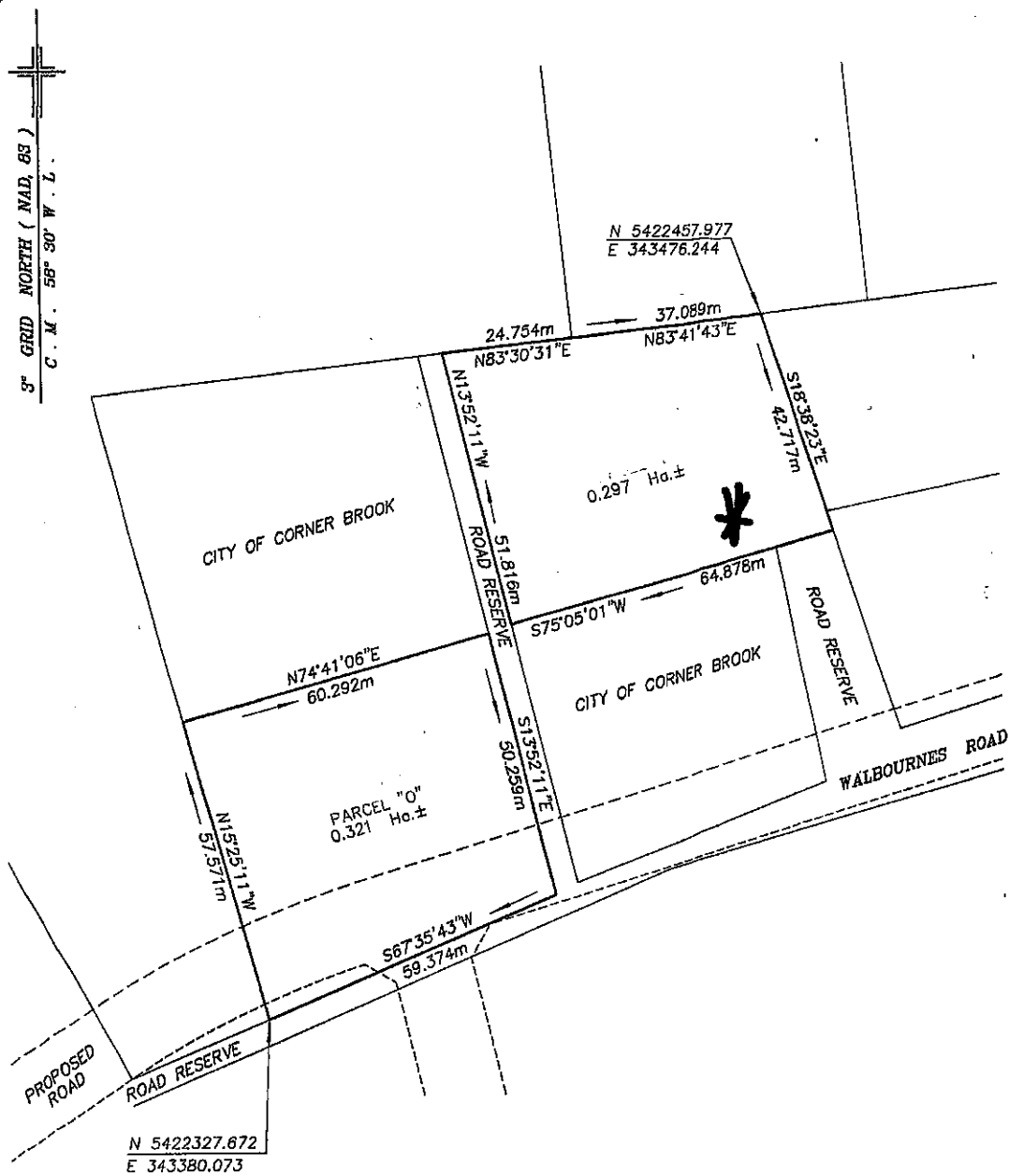


The City of Corner Brook

Page 1





**LEGEND**

CONTROL MONUMENT	⊙
CAPPED IRON PIN	⊙
FOUND IRON PIN	⊙
PK NAIL	⊙ PK
BOUNDARY LINE	—
POLE OR LIGHT STANDARD	•
HYDRANT	⊙
FENCE POST	FP
FENCE LINES	—x—x—
GUY WIRE	—
POWER—TELEPHONE LINES	—
EASEMENTS	—
CENTERLINE	—C—

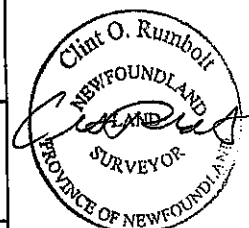
REFERENCE MONUMENTS : 94G5044 N 5,421,993.273 E 343,301.925
 (COMBINED SCALE FACTOR : 0.999887)
 94G5045 N 5,423,210.728 E 342,977.740

ALL DISTANCES SHOWN ARE HORIZONTAL GROUND
 DISTANCES MEASURED IN METERS.

YATES AND WOODS LTD.

NEWFOUNDLAND LAND SURVEYORS
 53 CARIBOU ROAD CORNER BROOK, NL.
 A2H 4W8 TEL. 639-9177 E-mail: yatesandwoods@bellaliant.com

**SURVEY PLAN OF LAND FOR
 CITY OF CORNER BROOK, WALBOURNES ROAD
 CORNER BROOK, NL.**

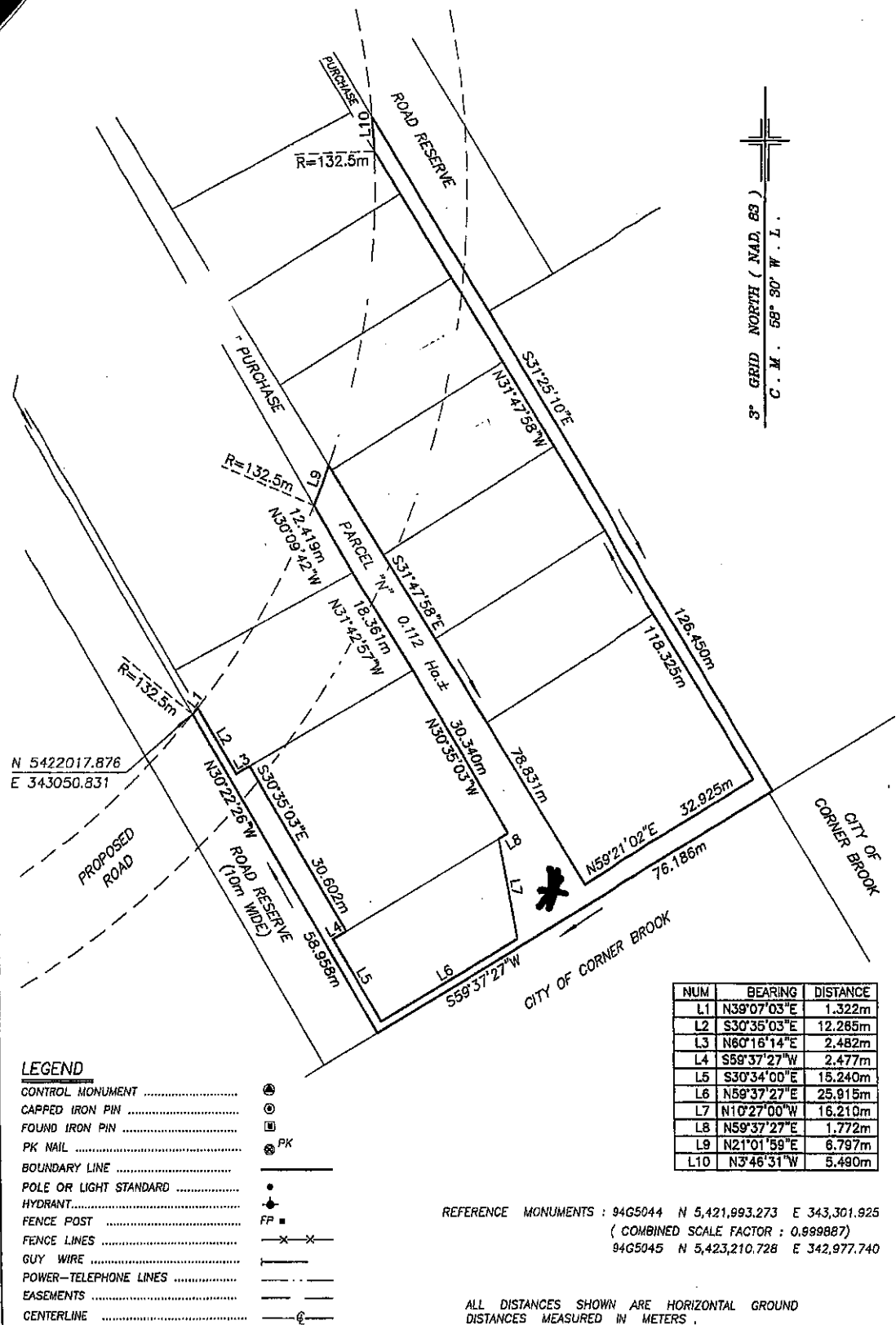


SCALE: 1 : 1000

DWG. NO. 15293-4

DRAWN BY M.D.L.

DATE: FEB. 5, 2016



YATES AND WOODS LTD.
 NEWFOUNDLAND LAND SURVEYORS
 53 CARIBOU ROAD CORNER BROOK, NL.
 A2H 4W8 TEL. 639-9177 E-mail: yatewood@nf.aibn.com

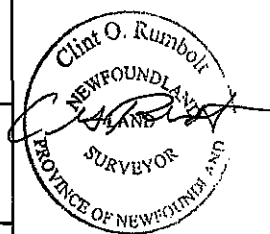
**SURVEY PLAN OF LAND FOR
 CITY OF CORNER BROOK, REIDS ROAD
 CORNER BROOK, NL.**

SCALE: 1 : 750

DWG. NO. 15293-3

DRAWN BY M.D.L.

DATE: FEB. 5, 2016



REQUEST FOR DECISION

Community, Engineering, Development & Planning

SUBJECT: CONFIRMATION OF ORDER

DESCRIPTION: Confirmation of Order 2019-01

Since the previous meeting of Council the following Order was issued by the Department of Community, Engineering, Development & Planning and therefore must be confirmed by Council pursuant to Section 109(4) of the Urban and Rural Planning Act:

Order #	Date of Issue	Civic Address	Violation/Section	Order
2019-01	March 29, 2019	200 Wheelers Rd	Section 45(1) of the Urban & Rural Planning Act	Stop Work Order

Section 109(4) of the Urban and Rural Planning Act 2000, requires that all orders issued by the Authority be confirmed by a majority of Council at the next meeting of the Council after the order is made. If the order is not confirmed by Council in this manner, it shall be considered to be cancelled.

PROPOSED MOTION:

In accordance with Section 109(4) of the Urban and Rural Planning Act the following order is hereby confirmed by Council:

IMPLICATIONS OF RECOMMENDATION:

Staff Recommendation:

Staff is recommending that this order be confirmed by council.

Legislative Authority:

Urban and Rural Planning Act (2000): Section 109(4)

STANDING COMMITTEE COMMENTS:

Implication:

BACKGROUND:

Report/Document: Order Number 2019-01

Submitted by: 

Date: April 3, 2019

Director: 

Date: 2019/04/03

City Manager: 

Date: April 3, 2019

Last update: 2015-03-13

Ork: 200 Wheelers Rd Confirmation of Orders.docx

S:\Community Services\Orders-Directives 2019\2019-01 Stop Work



2019-01

STOP WORK ORDER

To:

30 Stentafor Avenue
Pasadena, NL
A0L 1K0

WHEREAS you are identified as the property owner of 200 Wheelers Road, Corner Brook, NL;

AND WHEREAS the City of Corner Brook has concluded that you are currently constructing a two storey office building ("the Building") at 200 Wheelers Road, Corner Brook, NL ("the Property");

AND WHEREAS the City of Corner Brook has given Development Approval on August 27, 2018 for the Building and Subdivision Approval on March 11, 2019 for the Property;

AND WHEREAS appeals have been registered with the West Newfoundland Regional Appeal Board ("the Board") dated March 22nd, 2019 and March 25, 2019 by Noton Enterprises Limited regarding the development of the Building and the Subdivision of the Property;

AND WHEREAS the City of Corner Brook received notification from the Board on March 28th, 2019 that the Board has registered the above mentioned appeals pursuant to sections 7 & 8 of the Development Regulations (NL 3/01) under the *Urban and Rural Planning Act, 2000*;

THEREFORE YOU ARE HEREBY ORDERED under Section 45(1) of the *Urban & Rural Planning Act* to stop all work related to the development at 200 Wheelers Road, Corner Brook, NL immediately pending a decision from the West Newfoundland Regional Appeal Board.

Under Section 106 of the *Urban and Rural Planning Act, 2000* any person who contravenes an order made under the act is liable, upon summary conviction, as follows:

- (a) for a first offence, to a fine of not less than \$500 and not more than \$1,000 and in default of payment to imprisonment for a period not exceeding 3 months or to both the fine and imprisonment; and
- (b) for a subsequent offence, to a fine of not less than \$2,000 and not more than \$5,000 or to a period of imprisonment not exceeding 6 months or to both the fine and imprisonment.

You have the right to appeal this Order within fourteen (14) days of its receipt by completing and submitting the attached appeal form, the appeal fee of \$113 (\$100+HST) and supporting documentation to:

Regional Board of Appeal
P.O. Box 8700
St. John's, NL
A1B 4J6

Dated at the City of Corner Brook, this 29th day of March, 2019, A.D.

City Clerk
City of Corner Brook