

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 1 MAY, 2023 AT 7:00 P.M.**

PRESENT:

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Charters, Director Community Engineering Development and Planning
Councillors:	P. Gill	T. Flynn, Director of Protective Services
	V. Granter	D. Burden, Director of Public Works, Water and Waste Water Services
	B. Griffin	S. Maistry, Director of Finance and Administration
	P. Keeping	K. Patten, Director of Recreation Services
		J. Smith, Acting City Clerk
		J. Alexander, Sergeant-At-Arms

Absent with regrets: Councillor C. Pender

COW23-49 Approval of Agenda

On motion by Councillor V. Granter, seconded by Councillor P. Gill, it is **RESOLVED** to approve the agenda as circulated. **MOTION CARRIED.**

COW23-50 Approval of Minutes- Regular Meeting April 17, 2023

On motion by Councillor P. Gill, seconded by Councillor V. Granter, it is **RESOLVED** to approve the minutes of the Regular Meeting on April 17, 2023. **MOTION CARRIED.**

COW23-51 Business Arising From Minutes

Deputy Mayor L. Chaisson asked for an update on minute #23-51 - Virtual Meeting Attendance. The City Manager advised that prior to any implementation of virtual meeting attendance, a policy must be adopted and that staff are conducting a jurisdictional scan for policies adopted by other municipalities and reviewing options to proceed.

COW23-52 Proclamations and Events

The Mayor announced the following proclamations:

- The month of May was declared as Huntington Disease Awareness Month;
- May 1-7 was declared as Heart Failure Awareness Week;
- May 1-7 was declared as Mental Health Week;
- May 8-12 was declared Municipal Awareness Week.

COW23-53 Council Meeting Schedule

The Mayor presented a council meeting schedule for July to December 2023. The Mayor also advised that the Committee of the Whole Meeting scheduled on May 29, 2023 will be cancelled as several of the Councillors will not be in attendance.

COW23-54 Protective Services Statistics for month of March 2023

Councillor V. Granter provided an update for Protective Services Statistics for the month of March 2023 as follows:

- Municipal Enforcement received 65 calls for services;
- Corner Brook Fire Department received 32 calls for service;
- The fire prevention inspector conducted 46 commercial inspections, 2 home oxygen inspections and 1 public education session;
- The Public Safety Answering Point (PSAP) received 6,507 calls, of which 2,970 were transferable.

COW23-55 ATV Season Begins May 15th, 2023

Councillor V. Granter provided an update from Protective Services regarding the ATV season as follows:

- season is starting May 15th, 2023;
- 2021-2022 deviated permits are in effect until June 13, 2023, new permits can be applied for online starting May 15th;
- the \$20 processing fee will not be issued this year;
- staff are continuing to work on options for Lewin Parkway and Northshore Highway access.

COW23-56 CBFD Aerial Replacement – Ladder 9

Councillor V. Granter provided an update from the Corner Brook Fire department regarding their plan to replace the Aerial Truck Ladder 9. The funding for the ladder truck has already been received from the Province and staff are pursuing the purchase of the Aerial Fire Truck through the CANOE purchasing program.

COW23-57 2023 Public Works Winter Summary To April 24, 2023

Deputy Mayor L. Chaisson provided an update on the Public Works Operations as follows:

- Snow clearing stopped as of April 14, 2023;
- Salt and sand is being examined to determine what is needed for winter 2024;
- Spring Clean-up started as of April 17, 2023;
- Equipment for clean-up - two street sweepers and two skid steer units;
- Wash down of downtown sidewalks will start soon and will take up to 4 weeks to complete;
- Clean up of grass spaces has been assigned to crews and will start in the next few weeks.
- Parks and recreation - playground inspections and repairs on bleachers in Jubilee Field are underway;
- Review of complaints have been received and are prioritized by staff for resolution;
- Reclaimer - repairs of sections of intersection of Corporal Pinksen and Grenfell Drive have been completed;

- Deadline to report Lawn Damage is May 26, 2023. Lawns can be repaired by owners and reimbursed. Residents can call 709-637-1666.

COW23-58 Water and Wastewater Work Summary March 21 to April 24, 2023

Deputy Mayor L. Chaisson presented an update on Water and Wastewater Operations from March 21st to April 24th as follows:

- received a total of 54 complaints;
- there were 4 media releases for emergency water outages and road closures;
- recoverable works totaled \$2,067.84;
- completed 2 water & wastewater repairs (1 curb stop repair and 1 water service leak);
- repairs underway and replacement of parts at pump stations (Station Road and Cobb Lane);
- 3 rounds of hydrant snow clearing in Winter 2023;
- work on leak detection and repairs in the Curling area is ongoing;
- annual operational check completed for 4 pressure reducing stations (13 stations remaining) and repairs conducted for the pressure station on Barret's Road;
- upcoming annual maintenance programs for hydrants, water main flushing and sanitary sewer flushing;
- raw water quality was stable throughout the month of March;
- water usage dropped by an average of 2 million litres/day as a result of water leaks that were repaired;
- maintenance was completed including the replacement of a faulty pull station, full service on UV #2, installation of hot water supply for soda ash system, cleaned soda ash batching tank and piping system, install degassing chamber on UVT analyzer and repaired faulty cable for UVT analyzer;
- scheduled maintenance to come including upgrading security camera system, installment of new coagulant pump and cleaning of spaces, grounds and some equipment at treatment plant.

COW23-59 Development, Planning and Community Services

Councillor B. Griffin presented an update from Development and Planning and Community Services as follows:

Development and Planning

- permits have been issued and construction is underway for a variety of new developments and renovations in the City including a new Warehouse (43 Lundrigan Drive), Tin Man (27 Union Street), New Office Space (10 Main Street), New Recreation Centre, Robin's Donuts (4a Herald Avenue), Physio Therapy (3 Herald Avenue), New office and repair garage - Kenworth Transport (18 White Lakes Road), Western Star Building (Conversion to Apartment Building), Bank of Montreal, New Western Motor Sports Location (22 Confederation Drive), New Self-Storage Building (33 Lundrigan

Drive), The Shoe Company (Corner Brook Plaza), reconstruction and repairs to 4 Unit Apartment building (2 Armstrong Avenue), Sobeys Renovations, Canada Post Expansion (43 Maple Valley Road) and more;

- potential new projects awaiting approval and drawing include: Gas Station and Fast Food Restaurant (8 Grenfell Drive), Mount Patricia Cemetery Expansion (42 Northshore Highway), Apartment building and commercial space (71 Humber Road) and more;
- IMSP is ready for review by executive staff and will be coming forward to Council for review soon.

Business Development

- 3 FACE applications have been approved, 3 Blade Sign applications have been approved - 1 application was denied for a total approved amount of \$29,928.75 (which is 96.5%) of the budget for the 2023 program and therefore the program will be closed soon;
- Downtown Business Association (DBA) - staff are working on a plan to have it in place in 2023, work is ongoing and staff are in consultation with other downtown associations and the Downtown's Atlantic Canada;
- New program for Women Entrepreneurs (AWESOME) - program was approved by council on April 17, 2023 and the guidelines and application form are being finalized with an expected roll out in early May.

Sustainable Development

- Earth Day Repair Cafe Event - April 27th at the Centre for Research and Innovation, people were available to repair and restore to items that would normally be thrown out;
- Community Clean-up will be May 22-29 and staff are reaching out to engage other community groups and looking at offering prizes for each areas of town.

COW23-60 Capital Project and Engineering Committee Updates

The Director of Community Services, Engineering, Development and Planning presented an update on Capital Projects and Engineering as follows:

- Recreation Centre - pool masonry wall complete and interior locker rooms are approximately 98% complete, structural steel complete and steel studs nearly complete, drywall being installed, spray on fire proofing complete and mechanical and electrical work is ongoing. Project is currently \$2300 over budget and staff are working with contractor to find cost saving measures, estimated completion early 2024;
- Citadel Drive PRV Upgrades - project is 80% complete to date;
- Bell's Brook Culvert Phase 2 - tender awarded for phase 2, project is 75% complete, road subgrade being stalled April 24th and the curb and asphalt to be completed by June 2023;

- upcoming projects include Great Trail Enhancement Phase 1 (contract awarded to West Cost Excavating and Equipment Co. Ltd. and construction to start May 23, 2023), O'Connell Drive at Crestview Ave Pedestrian Crossing Improvements (contract awarded to ECO Contracting and project schedule is being finalized pending equipment delivery), Mount Bernard Avenue Reconstruction (Work Zone 2 commenced April 24th and will continue until November), Great Trail Enhancement Phase 2 (waiting on funding agreement from Infrastructure Canada), Deep Gulch Brook Storm Sewer Replacement (prime consultant agreement being prepared with construction scheduled for 2024), Asphalt Patching (tender closed April 26th), Asphalt Paving Program (tender to be called May 2nd), University Drive Pedestrian Crossing (equipment on order with 6 month delivery) and City Hall Green Roof (work is being done by Cangro Services and started April 24th, should be completed within 2 weeks);
- engineering studies - water system audit (funding not available, looking at phased approach) and transportation study (RFP for engineering consultant to be released tentatively spring 2023).

COW23-61 Finance & Administration Update - March

Councillor P. Gill presented a report from Finance and Administration as follows:

- revenue as of March 2023 have amounted to \$32.8 million against the year to date budget of \$31.7 million
- Civic Centre revenue amounted to \$428K against the year to date budget of \$322K;
- waiting on revenue from Gas Tax and 911 PSAP;
- expenses amounted to \$7.1 million against the year to date budget of \$9.2 million;
- total outstanding accounts amounted to \$7.2 million, of which \$4.8 million is the current year outstanding balance from 2,269 account holders.
- business taxes outstanding amounted to \$1.6 million from 387 accounts, of which \$1.2 million pertains to the current years outstanding balance
- grant was approved for Blow Me Down Cross Country Ski Club for trail accessibility in the amount of \$2000;
- \$1,783.68 was provided to the Corner Brook Winter Carnival for expenses related to the preparation of the Fest on West Event, which did not proceed due to weather.

COW23-62 Recreation and Tourism Update

Councillor P. Keeping presented an update from Recreation and Tourism as follows:

- Civic Centre hosted provincial tournaments for Saltos Gymnastics and Silver Blades Figure Skating which seen over 350 competitors and brought in an estimated 1,500 visitors to the area;
- Regular Ice programming for Public Skating, adult recreational hockey leagues, Broom Ball, Humber Valley Speed Skating and Corner Brook Minor Hockey (following the Hockey NL provincial tournament) has concluded for 2022-2023 season;
- Civic Centre hosted the U13B and U11A mini-mega tournament which seen 17 teams, 370 participants which subsequently brought in 1,500 visitors to the area;
- Civic Centre held the Silver Blades annual Ice Show that held 1000 plus audience members;
- assessment underway for playgrounds and fields, which may include removal of equipment that is beyond its lifespan, such as equipment on Bronsan Avenue;
- STAR - terms of reference have been approved by the implementation committee and includes the adoption of the name "Lower Humber Bay of Islands Tourism Committee", draft RFP for branding/marketing/wayfinding is being reviewed and plans to release the RFP in late May;
- Jiggs and Wheels - work is ongoing to finalize events, sponsorships and not-for-profit involvement and will include events in collaboration with other municipalities in the Lower Humber Bay of Islands Tourism Committee region. Event is taking place from July 28th - August 6th with a complete list to present to council coming soon;
- Cruise Ships 2023 has an anticipated 34 ships with upwards of 60,000 passengers and crew visiting Corner Brook and the first one is set to dock on May 16th;
- 2023 Atlantic Indigenous Tourism Summit taking place from May 10-11th of which the 2nd day will be held at the Civic Centre.

COW23-63 Accessibility and Inclusiveness Committee Meeting

Deputy Mayor L. Chaisson presented an update from the Accessibility and Inclusivity Committee Meeting as follows:

- need to ensure accessibility at Events in the City, as well as accessibility at the parks including wheelchair accessible picnic tables;
- need for access to the accessible swing at bowaters and accessibility for the parks in general, staff are looking at pricing for a rubber pour in the swing area;
- need to increase accessibility at the Community Gardens including raised wheelchair accessible garden beds;
- looking at making recreational areas more accessible such as Disc Golf;

- need to ensure accessibility for patios and of the sidewalk with patios;
- audible system on traffic lights - staff advised that there is audible feature on any new lights that will be done in the City, including the lights that are to be installed at the Mill Road/Griffin Drive/Lewin Parkway intersections and the new lights at the West Street/Main Street intersection which are currently on maximum volume.

COW23-64 FCM-Table Officers Nomination

Councillor P. Gill abstained from debate and voting on this item.

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** to approve the nomination of Councillor Pamela Gill for the position of First Vice President of Federation of Canadian Municipalities (FCM) Table Officers. **MOTION CARRIED.**

COW23-65 Asphalt Patching 2023-09

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **RESOLVED** that the City of Corner Brook Council award the Contract to Marine Contractors Inc. for the Asphalt Patching 2023-09 in the amount of \$402,212.50, HST Included. **MOTION CARRIED.**

COW23-66 Land Acknowledgement

On motion by Deputy Mayor L. Chaisson, seconded by Councillor V. Granter, it is **RESOLVED** to approve the land acknowledgement as presented and proceed with the presentation of a land acknowledgement at all public council meetings. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:41p.m.



City Clerk



Mayor