

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 26 JUNE, 2023 AT 5:30 PM**

PRESENT:

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Charters, Director Community Engineering Development and Planning
Councillors:	V. Granter	T. Flynn, Director of Protective Services
	P. Keeping	S. Maistry, Director of Finance and Administration
	C. Pender	K. Patten, Director of Recreation Services
		G. Manning, Legislative Assistant
		J. Alexander, Sergeant-At-Arms

Absent with regrets: Councillor P. Gill, Councillor B. Griffin, D. Burden, Director of Public Works, Water and Wastewater, J. Smith, Acting City Clerk

COW23-67 Land Acknowledgement

Deputy Mayor L. Chaisson read the Land Acknowledgement.

COW23-68 Approval of Agenda

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

COW23-69 Approval of Minutes

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the minutes of the Regular Meeting on June 12, 2023. **MOTION CARRIED.**

COW23-70 Business Arising From Minutes

- Councillor Pender requested an update on when the Asphalt Paving Program would begin. The Director of Community, Engineering, Development and Planning advised it is expected to start early to mid July.
- Councillor Pender asked for confirmation that business would not be charged for utilizing City sidewalks and/or roads for outdoor patio area. The Mayor confirmed that a motion was made at the previous Council Meeting of June 19 to waive any charges.
- Councillor Pender expressed concerns regarding the O'Connell Drive/McLeod's Lane intersection being the new ATV Route. The Director of Community, Engineering, Development and Planning indicated that staff will be placing cones to mitigate safety concerns at that intersection.

COW23-71 Capital Project and Engineering Committee Updates

Councillor C. Pender presented an update on Capital Projects and Engineering as follows:

- **Recreation Centre** - Project is 70% complete, work is ongoing for the pool areas, drywall is being installed throughout, interior masonry nearing completion, electrical and mechanical work is ongoing, structural steel for reinforced bays is near completion and the exterior fascia brick and steel siding work has started.
- **Mt Bernard Avenue Reconstruction** - Work includes new underground infrastructure, curb/gutter, side walk (1 side) and asphalt. Piping and milling work has been completed in areas and curb work is ongoing. Base course asphalt to be done in next 2 weeks for completed sections. Anticipated completion date of November 2023.
- **Great Trail Enhancement Phase 1** - Work commenced May 23rd, 2023 and so far the trail has been scarified, ditched and had subgrade installed from Hilliard's Road to McLeod's Lane and next will be the section from Curling Street to Petries Brook. The two bridge abutments are excavated and prepped for the footing. Anticipated completion date is the end of August 2023.
- **Bell's Brook Culvert** - The concrete headwall is now complete. The contractor is in the process of site remediation. Top soil is being placed this week. Project is on schedule to be completed by June 30th.
- **Asphalt Paving Program**- Contract is awarded to Marine Contractors. Pre-construction meeting was held on June 22nd and paving is expected to start early to mid-July.

COW23-72 Protective Services Statistics for month of May 2023

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

- Municipal Enforcement received 121 calls for services;
- Corner Brook Fire Department received 33 calls for service;
- The Public Safety Answering Point (PSAP) received 6,607 calls, of which 2,963 were transferable.

COW23-73 2023 Public Works Summary June 26, 2023

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

- Two street sweepers working on day shift, one on evening and night shift;
- Line painting was completed in the five day period of June 13th-June 17, 2023;

- Playground and field maintenance is underway;
- General Maintenance and repairs in progress including curb and manholes, grass cutting and guide rails;
- received 150 service requests in May for Lawn (52), Curb (19) and Sweeper (15) and 61 service requests so far in June for Road Repair (27), Pothole (14) and Curb (12).

COW23-74 Water and Wastewater Work Summary April 25th to June 20th, 2023

Deputy Mayor L. Chaisson presented an update on Water and Wastewater Operations from April 25th to June 20th as follows:

- received a total of 154 complaints;
- there were 38 media releases for emergency water outages and road closures;
- recoverable works totaled \$27147.47;
- completed 17 water & wastewater repairs (3 curb stop repair, 2 new services, 3 sewer lateral repairs, 1 sewer main repair, 1 sewer tie in, 2 water main leaks, 6 water service leaks, and 3 lift station repairs);
- Splash Pad – Completed spring start-up and was opened June 21st;
- Pressure Reducing Stations – Completed annual service on six stations. with one station remaining;
- Annual Hydrant Maintenance – Started first round on May 23rd and 285 hydrants have been done to date;
- Annual Watermain Flushing – Started May 23rd and 5 zones have been completed
- completed;
- Annual Sanitary Sewer Flushing – Completed 3 areas on the Eastside and are currently working on the Westside;
- Chlorination Stations (Trout Pond) – Completed annual maintenance and installed new insertion flow meter;
- Provided support to Capital Works Projects - commissioning of Citadel Dr. PRV Station (new piping switch over) and Mt. Bernard Ave. reconstruction (valves installation on Westside feeder);
- Completed Scada system upgrade at Public Works Depot;
- Upcoming maintenance includes: Bio-Green Wastewater Treatment Station (Riverside Dr.) upgrade – two treatment cells, 17 watermain valves are scheduled for repair, annual servicing for 10 sanitary sewer lift stations and installation of new flow meter on the waterline to the Corner Brook Pulp & Paper Mill.
- Water Treatment Plant maintenance is ongoing as follows: Annual service of Chlorination Equipment, Inspection of Fall Protection Equipment, Annual service of Chlorine Analyzers, Cleaning of media filter #3 (Sodium hypochlorite scrub) and Inspection of Flash Mix Chamber.

COW23-75 Development, Planning and Community Services

Deputy Mayor L. Chaisson presented an update from Development and Planning and Community Services as follows:

Development and Planning

- **8 Grenfell Drive (Gas Station)** - drawings submitted, permits to be issued this week;
- **18 Park Street (Parkwest Restaurant - Old Sorrentos)** - permit issued for outdoor patio space at rear of building and staff are waiting for drawings of the interior work;
- **21 Mount Bernard Ave (Apartment Building/Old Presentation School)** - development approval has been granted, traffic impact assessment has been requested from the building owner, drawings to be submitted for review;
- **4a Herald Avenue (Robins Donuts)** - all permits issued, building is nearing completion, site work has begun to create new access to Herald Ave and occupancy should be issued within a month;
- **106 West Street (Western Star Building – Conversion to Apartment Building)** - permit issued for foundation upgrades to accommodate multiple stories, permits issued for structural steel which is now complete and framing has started;
- **1 Mount Bernard Avenue (Sobeys)** - interior renovation work is progression and permits have been issued;
- **71 Humber Rd – Partially Vacant Building** - major renovation proposed, 6 Unit apartment building and 1 commercial space, foundation permit issued.

New IMSP and Development Regulations

- Council has now been given the opportunity to see the draft report and has provided excellent input on the document;
- Next steps will be for staff to review comments submitted by Council and to prepare a response;
- Staff will request that the consulting team provide an information session for Council to discuss the draft document and to answer any questions.

Business Development

- **YOLO Nomads Project (Remote Working)** - Destination Hub is now active (<https://www.yolonomads.com>);
- **Façade Appeal Comprehensive Enhancement (FACE) Program** - several projects were approved and program funding was exhausted in April and program has been successful, staff are hoping to have increased funding for the 2024 program;
- **Assistance for Women Entrepreneurs of Small or Medium Enterprises (AWESOME)** - two applications have been received so far and business are being encourage to reach out to our Business Development officer for program details.

Sustainable Development

- the position for Sustainability Coordinator is currently vacant and needs to be filled;
- The Geodesic Greenhouse construction is now complete and public are encouraged to visit;
- will house programs and education surrounding community food, local growing practice as well as new innovations in growing technology in Northern regions.

COW23-76 Recreation and Tourism Update

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

- Ice was removed from the Main arena on May 8th and finished on the Kinsmen arena on June 4th;
- Minor Ball Hockey league started for U9, U11, U13 and U15. and will continue until the last week of July, as will Senior Ball Hockey;
- the Civic Centre has hosted many graduations and events including a partnership with the Association for New Canadians to host the Philippines Independence Day event, The Special Olympics Corner Brook for Law Enforcement Torch Run and the FMX Moto Cross World Tour which entertained a near capacity crowd;
- Public Events for the Summer at the Civic Centre include: Psychic Medium Michelle Russell July 6th, Benjamin Circus in the parking lot July 21-23, Ultimate Championship Wrestling July 27, Autocross in the parking lot July 29th and Thomas Amusements Aug 18-21 and Aug 22-27;
- Kinsmen arena will have ice for the first skate of summer on Friday, July 14th. The main arena will have the first skate of the season on August 4th for Hockey NL's High-Performance Program (HPP) for male and female provincial team selections. Ice will continue to be busy with the return of summer hockey and figure skating camps;
- Grenfell Summer camps will be running in the Studio throughout the summer along with Pickleball scheduled for Sundays 9:30 am – noon and Thursday 7:00-9:00pm;
- The City has partnered with the Community Youth Network to offer basketball for Youth age 11-18. The first evening in this series was held on June 10th, the next event will be held on Saturday July 15th and August 26th from 6:30-8pm.
- Regular Scheduled Active Tots finished on June 22nd. The Recreation Department is planning to offer "pop up" style Active Tots throughout the summer in Margaret Bowater Park;
- June is Recreation month! Residents had a chance to win a \$300 gift card by submitting a photo doing an activity or hiking challenge from our calendar;
- Recreation Improvements include the installation of 4 outdoor pickleball courts on the Corner Brook Tennis Courts, installation of

some new playground equipment at Carberry's Playground, new nets for Basha Field, and poured rubber for the Margaret Bowater Park accessible swing;

- Splash Pad is currently open from 9:00am – 7:00pm and the pool is slated to open for the July 1st festivities, hours of operation will be 11am – 7:00pm.
- The Park canteen services will be provided again this year by the Humber Valley Employment Corporation;
- The Canada Day schedule of events is now available on the City's Facebook page and website and includes entertainment and activities throughout the day, ending with Fireworks in Margaret Bowater Park.
- The Sounds of Summer Series is happening tonight at Margaret Bowater Park, June 26th after having to be postponed from yesterday due to weather;
- Ribfest will return with live music on Aug 11-13th;
- The Visitors information Centre opened officially for the season on June 5th;
- The Mill Whistler Train started for the Season on Friday June 23rd with a Schools Out Bash.
- 2023 Cruise ship season is expected to be a record breaking season and while we have had a few cancellations thus far due to icebergs, we have 32 ships scheduled to call with our next ship arriving on June 30th.;
- Jiggs and Wheels Festival planning is in full swing and only a little over a month away, being held July 28th – August 6th.

COW23-77 Finance & Administration Financial Reports

The Director of Finance and Administration presented the financial reports for May 2023 as follows:

- revenue year to month end of May was \$33,676,859;
- expenses year to month end of May was \$11,904,983;
- total number of accounts outstanding is 1907 for a total of \$5,723,456;
- total number of business taxes outstanding is 299 for a total of \$923,257.

COW23-78 Youth Advisory Committee Report

Deputy Mayor L. Chaisson presented an update from the Youth Advisory Committee as follows:

- The Youth Advisory Committee have started their planting at their plot at the Community Gardens and the plot will be maintained over the summer by members of the Committee and the crops will be harvested and donated to a local organization;
- The Committee was contacted by a representative from the YMCA regarding the Atlantic Summer Institute (ASI). The Institute is

hosting a Youth Leadership Program for their annual policy forum for mental health and research on August 21-23, 2023 in Charlottetown, PEI and will fully subsidize at least 5 youth, ages 18-25, from each Atlantic province to participate in this year's program. The program will provide for various opportunities for youth to network, share resources and ideas, promote mental health and participate in youth leadership focused activities. Deadline to apply is June 30, 2023;

- The Youth Advisory Committee will be looking at opportunities to be involved in events happening over the summer in the City and will resume regular meetings in the fall.

COW23-79 Agreement with Corner Brook Baseball Association

On motion by Councillor P. Keeping, seconded by Councillor V. Granter, it is **RESOLVED** to enter into a formal agreement with the Corner Brook Baseball Association to supply maintenance and programming services to the Jubilee Field Complex for the calendar year of 2023 as per the agreed upon terms and conditions proposed. **MOTION CARRIED.**

COW23-80 Corner Brook Minor Soccer - Mowing Contract

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** to enter into a formal agreement for the calendar year of 2023 with The Corner Brook United Soccer Club to supply mowing services for the Ambrose O'Rielly, Monarch Complex and George "Daddy" Dawe soccer fields. **MOTION CARRIED.**

COW23-81 Wellington Street Complex Maintenance

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** to approve the agreement with Corner Brook Minor Soccer Association for the supply of maintenance services to the Wellington Street Complex as presented. **MOTION CARRIED.**

COW23-82 Discretionary Use - 173A Reid Street - Home Based Business Office

On motion by Councillor C. Pender, seconded by Councillor V. Granter, it is **RESOLVED** to approve the application to operate a home based business office from the dwelling located at 173 Reid Street in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

COW23-83 Discretionary Use - 46 Petries Street - Home Based Business Office

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the application to operate a home based business office from the dwelling located at 46 Petries Street in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

COW23-84 Discretionary Use - Home Based Business Office - 10 Tudor Street
On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the application to operate a home based business office from the dwelling located at 10 Tudor Street in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

COW23-85 2022 Tax Recovery Plan
On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the 2022 Tax Recovery Plan as attached. **MOTION CARRIED.**

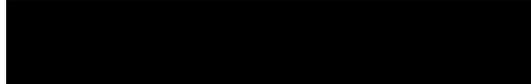
COW23-86 2022 Consolidated Financial Statements: City of Corner Brook
On motion by Councillor C. Pender, seconded by Councillor V. Granter, it is **RESOLVED** to approve the 2022 audited financial statements of the City of Corner Brook as attached. **MOTION CARRIED.**

ADJOURNMENT

The meeting was adjourned at 8:02 p.m.



City Clerk



Mayor