

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 22 JANUARY, 2024 AT 5:30 PM**

**PRESENT:**

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Charters, Director Community Engineering
Councillors:	P. Gill	Development and Planning
	V. Granter	T. Flynn, Director of Protective Services
	B. Griffin	S. Maistry, Director of Finance and Administration
	P. Keeping	Director of Recreation Services - vacant
	C. Pender	J. Smith, City Clerk
		J. Baines, Sergeant-At-Arms

Absent with regrets: D. Burden, Director of Public Works, Water and Wastewater Services

**COW24-01    Land Acknowledgement**

Councillor P. Gill read the land acknowledgement.

**COW24-02    Approval of Agenda**

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

**COW24-03    Approval of Minutes- Regular Meeting January 8, 2024**

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of January 8, 2024. **MOTION CARRIED.**

**COW24-04    Business Arising From Minutes**

Councillor P. Gill asked what happens with residents who did not avail of the Christmas Tree Pick Up program and still had their Christmas trees. The Director advised that the program has ended and that residents would be responsible for disposal of any remaining Christmas trees.

**COW24-05    Water & Wastewater Summary**

Deputy Mayor L. Chaisson presented an update from the Water and Wastewater Division from December 5, 2023 to January 14, 2024 as follows:

- received a total of 69 Water and Wastewater Complaints with the top two requests being for Water Leaks (35 requests) and Water Shut off and/or On (11 requests);
- issued a total of 13 Water and Wastewater Media Releases;
- the Water and Wastewater Recoverable Works totaled \$27,240.91;
- completed a total of 13 Water and Wastewater Repairs;

- additional maintenance includes repairing a ruptured water pipe at the Lundrigan Drive Chlorinator station, snow clearing access roads to remote stations and hydrants, annual Chlorination station service.
- Water Treatment Plant completed LED lighting upgrade in office area and staff completed SCBA (Self Contained Breathing Apparatus) training.

**COW24-06 Public Works Summary**

The Deputy Mayor L. Chaisson presented an update on the Public Works operation for the period of December 7, 2023 to January 17, 2024 as follows:

- City Crews were busy with 125mm of rain in less than 48 hours followed by a heavy snow fall. Damages were minor;
- City crews plowed 10 times;
- Crews have been marking potholes and cold patching as conditions permit;
- Water & Sewer cuts are being maintained until recycled asphalt can be placed when weather permits;
- Crews are working on the outdoor ice ring and are hoping to have it open soon;
- total of 306 calls received with the top three requests being snow clearing, salt/sand requests, and potholes.

**COW24-07 Protective Services Statistics**

Councillor V. Granter presented the statistics for the Month of December 2023 from the Protective Services Department as follows:

- Municipal Enforcement received 37 calls for services;
- Animal Control received 22 calls for services;
- There were 31 Parking related violations issued;
- Corner Brook Fire Department received 45 calls for service;
- Over 200 homes in the Corner Brook area have had smoke alarms installed by the CBFD. The project was put on hold for the month of December so the CBFD could facilitate Christmas Toy Drive activities;
- Fire Inspection conducted 25 commercial business inspections and follow-up inspections;
- Adopt A Hydrant program has 72 registrations so far;
- PSAP received a total of 6082 calls of which 3576 were transferable

**COW24-08 Capital Project and Engineering Committee Updates**

Councillor C. Pender presented an update from Capital Works and Engineering as follows:

- Recreation Centre - project is 90% complete with substantial completion expected at the end of March;

- Deep Gulch Culvert Replacement - tender documents received and will go to tender in the near future, RV Anderson is the Consultant for the project;
- Curling Street Retaining Wall Replacement - design continues, boreholes completed, Anderson Engineering is Consultant, ICIP funding 1/3 ratio, tender call in spring 2024;
- Great Trail Enhancement Phase 2 - Anderson Engineering is Consultant, tender call spring 2024;
- Transportation Study - Harbourside Transportation Consultants is recommended for the project
- Transit Accessibility Study and Implementation Plan - Request for proposals issued closing on February 15, 2024;
- Main Street Pedestrian Bridge - Design Services Awarded to Anderson Engineering, spring tender anticipated;
- Intersection Improvements (Elizabeth Street/O'Connell Drive) - Design Services Awarded to Harbourside Transportation Consultants, spring tender anticipated;
- Curling Street Storm Sewer - Englobe Consultants is recommended for the project;
- Old Humber Road Retaining Wall - Consultant fee request is under review, spring tender anticipated.

**COW24-09 Finance & Administration Report**

Councillor Gill presented an update from the Finance and Administration Department up to December 2023, as follows:

- total revenues was \$37,800,000 against a budget of \$37,400,00;
- total expenses was \$36,300,000 against a budget of \$37,400,000;
- total outstanding receivables was \$3.0M, with \$1.6M in current year (503K - Business taxes).

**COW24-10 Development, Planning and Community Services**

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

**Development and Planning**

- 167 Country Rd (Crematorium) - All permits issued, Supreme Court hearing is complete, City is awaiting outcome;
- 101 Healthcare Crescent (CB Acute Care Hospital) - conditional occupancy issued, small outstanding issues being addressed, building is scheduled to be occupied by Spring to Summer of 2024;
- 106 West Street (Western Star Building – Conversion to Apartment Building) - construction is well underway, all permits issued;
- 1 Mount Bernard Avenue (Sobeys) - work nearing completion, final Inspection completed and a deficiency list being formulated;
- 8 Grenfell Drive (Gas Station/Fast Food) - interior fit-up permit issued, site work complete;

- 71 Humber Rd – Partially Vacant Building - major renovation proposed, 6 Unit Apartment Building and 1 Commercial Space, all permits issued;
- 1 Ariceen Place (Murphy Brothers – New Industrial Building) - permits issued, work progressing;
- 16 Confederation Drive (McDonalds) - major renovation and extension, permits issued;
- 22 Confederation Drive (Western Motorsports )- occupancy permit issued;
- 40 North Shore Highway (Mt. Patricia Cemetery Extension) - permits issued, sitework – new access road being constructed;
- 44 Maple Valley Road – Anytime Fitness Gym- permits issued, work underway.

### **Business Development**

- Downtown Business Improvement Association (BIA) - survey data analyzed, there is a significant interest in the new BIA, meeting set up with the two downtown malls, discussion session planned to finalize strategy, working with other Downtown associations to utilize their experience and suggestions.
- New economic development program - the program is being developed exclusively for indigenous youth persons (<35 years) in the City, draft program is now being finalized;
- Assistance for Women Entrepreneurs of Small or Medium Enterprises (AWESOME) - one application approved in 2024, program details have been shared with Navigate for further outreach, encouraging anyone interested in the program to reach out to our Business Development officer for program details;
- FACE and Blade Sign Programs - two inquiries received, City website is being updated.

### **Sustainable Development**

- Grenfell Policy Class - staff are working with Grenfell to explore the development of sustainability policies, topics being explored include: storm water management, glass recycling, bee keeping, tree planting;
- 2 Billion Trees Project - preparing a public survey to understand the thoughts, perceptions, and co-benefits of urban forests in Corner Brook, educating, encouraging, and empowering residents through the program to participate in tree planting initiatives and providing access to these forested areas to improve mental and physical well-being.
- Transit Digital Payment System (M-Card) - cards are available at City Hall, Visa and MC now accepted online.

**COW24-11 Recreation Department Update**

Councillor P. Keeping presented an update from the Recreation Department as follows:

**Recreation**

- Civic Centre has a full schedule of programming and renters 7 days a week;
- Fitness with Nora was so successful a new class has been added (Pilates with Nora);
- Winter Carnival is taking place February 16-25, the City is working on a few extra events that will be fun for the whole family

**Civic Centre**

- Activity at the Civic Centre resumed on January 2nd for all adult, senior and youth programming including Corner Brook Minor Hockey, Silver Blades Figure Skating, adult recreation, daily skating for the general public and the walking track;
- The Corner Brook Royals Senior hockey club will host the Deer Lake Red Wings on Saturday January 27th, minor programming continued to build on the busy schedule from the 2023 ice season, Silver Blades hosted their first major figure skating competition of the year in January and will also host the Provincial Figure Championships in February;
- Minor hockey programming, tournaments and jamborees throughout the month include: U18 Western Regional Rep tournament with Stephenville – Jan 5-6-7, Western Male Winter Games hockey tryouts – Jan 6 & 7; U18 Female AAA – Provincial league play games: Jan 6 & 7 Vs Central, Jan 19-20-21 vs Eastern, U7 & U9 Western Regional Jamboree – January 20th, U18 Male AAA Year End Tournament – All teams from U18 AAA provincial league participating;
- Baseball Program is returning in January;
- Two shows announced as follows: Shanneyganock and friends (March 16<sup>th</sup>), Premier Comedy Hypnotist (February 22).

**COW24-12 Tourism Department Update**

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

- Jigs and Wheels Festival 2024 - planning has begun and includes family focused entertainment, inclusion of local talent, opening night on West Street, car show, and car races;
- Mill Whistler Road Train - New parts including window weather shields have been ordered, the new train is still in the planning/design stage, an event for the reveal is being planned.

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**COW24-13    Discretionary Use Approval - 1.5km North West from the Lewin Parkway Industrial Park exit and TCH interchange.**

On motion by Councillor B. Griffin, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook approve the use application for "mineral working use" (quarrying) for an extension of the existing quarry owned by Marine Contractors in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

**COW24-14    Transportation Study Proposal**

On motion by Councillor C. Pender, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal submitted by Harbourside Transportation Consultants in the amount of \$74,175.00 (HST included) for the Transportation Study.

It is **FURTHER RESOLVED** that the Corner Brook City Council authorizes the City Manager to sign the PCA Agreement with the Consultant, Harbourside Transportation Consultants, on behalf of the City of Corner Brook. **MOTION CARRIED.**

**COW24-15    Curling Street Storm Sewer Proposal**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal submitted by Englobe Corp. in the amount of \$65,058.51 (HST Included) for the Curling Street Storm Sewer.

It is **FURTHER RESOLVED** that The Corner Brook City Council authorizes the City Manager to sign the PCA agreement with the Consultant, Englobe Corp., on behalf of the City of Corner Brook. **MOTION CARRIED.**

**ADJOURNMENT**

The meeting adjourned at 7:49 p.m.



City Clerk



Mayor