



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, November 4, 2019 at 7:00 PM. Council Chambers, City Hall.**

CITY CLERK

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1 CALL MEETING TO ORDER

2 APPROVALS

2.1 Approval of Agenda

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2.2 Approval of Minutes

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2.3 Confirmation of Minutes

3 BUSINESS ARISING FROM MINUTES

3.1 Business Arising From Minutes

4 CORRESPONDENCE/PROCLAMATIONS/PETITIONS/

11 - 15

4.1 Proclamations

- Small Business Week, October 21-25, 2019

- Newfoundland and Labrador Stuttering Association, Stuttering Awareness Day, October 22, 2019

- Remembrance Day - November 11, 2019

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4.2 Report on Petition - Rosedale Street

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4.3 Guy Fawkes Night Bonfires 2019

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4.4 Crown Land Approval - Snowmobile Trail

5 TENDERS/RFPs

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	7	ADJOURNMENT

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

PRESENT:

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

ABSENT WITH REGRETS: Councillor L. Chaisson and R. Cumby, City Manager

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m.

19-186 Approval of Agenda

On motion by Councillor V. Granter, seconded by Councillor B. Staeben, it is **RESOLVED** to approve the agenda as presented **MOTION CARRIED.**

19-187 Approval of Minutes

On motion by Councillor J. Carey, seconded by Deputy Mayor, it is **RESOLVED** to approve the Minutes of the Regular Meeting of Council, September 16, 2019, as presented. **MOTION CARRIED.**

19-188 Confirmation of Minutes

On motion by Councillor T. Buckle, seconded by Councillor B. Staeben, it is **RESOLVED** to ratify Minute CC19-066 - Approval of for the Council in Committee meeting, September 23, 2019, as presented. **MOTION CARRIED**

On motion by Councillor T. Buckle, seconded by Councillor V. Granter, it is **RESOLVED** to ratify Minute CC19-070 - Funding Request for Participark Project. **MOTION CARRIED.**

On motion by Councillor T. Buckle, seconded by Councillor V. Granter, it is **RESOLVED** to ratify minute CC19-071 - Approval of Agenda **MOTION CARRIED.**

On motion by Councillor T. Buckle, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** to ratify minute CC19-073 — Todd Street Improvements. **MOTION CARRIED.**

BUSINESS ARISING FROM MINUTES**19-189 Business Arising From Minutes**

No items were brought forward.

CORRESPONDENCE/PROCLAMATIONS/PETITIONS/**19-190 Petition - Rosedale Street and Mayfair Ave Residents**

A petition was read from residents in the Rosedale Street and Mayfair Ave. area. The petition outlined concerns with the condition of the streets and requested new pavement in the area.

Mayor Parsons commented that a follow-up to the petition will come forward to the next Public Council meeting.

19-191 Proclamations

Mayor Parsons advised that he signed proclamations for the following events:

- October 6-12, 2019 - Fire Prevention Week;
- October - Disability Employment Awareness Month

19-192 Library Emergency Exit Steps

On motion by Councillor V. Granter, seconded by Councillor B. Staeben, it is **RESOLVED** to award the quotation to Etheridge's Maintenance for the price of \$7,670.50 (HST Included) for the Library Fire Exit Steps Replacement.

On motion by Councillor T. Buckle, seconded Councillor J. Carey, it is **RESOLVED** to postpone the motion to the next Council Meeting. **MOTION POSTPONED TO NEXT COUNCIL MEETING.**

19-193 Marine Contractors - Change Order for Paving Contract

On motion by Councillor B. Staeben , seconded by Councillor J. Carey, it is **RESOLVED** to approve contract change order no. 1 between the City of Corner Brook and Marine Contractors in the amount of \$254,430.37 (HST included) for the asphalt paving program required for additional work to the Todd Street area **MOTION CARRIED.**

19-194 Climate Change Local Action Plan

On motion by Councillor J. Carey, seconded by Councillor T. Buckle , it is **RESOLVED** that the Council of the City of Corner Brook adopt the City of Corner Brook Climate Change Local Action Plan issued September 2019. **MOTION CARRIED.**

19-195 113 Country Rd - Discretionary Use
Councillor B. Staeben declared a Conflict of Interest and abstained from discussion and voting on this agenda item.

On motion by Councillor J. Carey, seconded by Councillor T. Buckle, it is **RESOLVED** upon consideration that Council, in its Authority, approve the application for the proposed use, "Apartment Building", to be constructed at 113 Country Road, Corner Brook, NL. **MOTION CARRIED.**

19-196 Property- Quinton Street

On motion by Councillor J. Carey, seconded by Councillor T. Buckle, it is **RESOLVED** to approve execution of the lease agreement between the City of Corner Brook and the property owner at 7 Quinton Street for City land on Quinton Street. **MOTION CARRIED.**

19-197 Sale of Lot 24 Lundrigan Drive to the Western Sno-Riders Inc.

On motion by Councillor B. Staeben, seconded by Councillor J. Carey, it is **RESOLVED** to approve execution of the Purchase and Sale agreement to sell lot 24 Lundrigan Drive, Corner Brook, NL, to the Western Sno-Riders Inc. for the sum of \$1.00, plus HST subject to Newfoundland & Labrador Housing Corporation also agreeing to waive their mortgage fee of \$16,250.

Be it FURTHER RESOLVED to waive the annual water, sewer and property taxes for 24 Lundrigan Drive as long as the property is used by the Western Sno-Riders Inc. exclusively for a storage building and main office. **MOTION CARRIED.**

19-198 Request to Lease City Land on Griffin Drive

On a motion by Councillor V. Granter seconded by Councillor J. Carey, it is **RESOLVED** to approve execution of the lease agreement between the City of Corner Brook and the property owner at 353 Griffin Drive for City land on Griffin Drive. **MOTION CARRIED.**

19-199 Appointment of Standing Committees of Council

On motion by Councillor T. Buckle, seconded by Deputy Mayor B. Staeben, it is **RESOLVED** that the Council of the City of Corner Brook to approve the Committee Appointments for 2019-2020, as follows:

Departmental Oversight

- **Finance:** Councillor B. Staeben
- **Protective Services:** Councillor J. Carey
- **CEDP:** Councillor L. Chaisson
- **PWWW:** Councillor V. Granter

Outside Appointments

- **WRWM**: Councillor B. Staeben; Councillor J. Carey
- **Rotary Arts**: Councillor V. Granter
- **Great Humber Joint Council**: Councillor J. Carey; Councillor T. Buckle
- **Port Corporation**: Mayor J. Parsons
- **Airport Authority**: Deputy Mayor B. Griffin

Advisory Committees

- **Accessibility**: Councillor L. Chaisson
- **Community Partners**: Mayor J. Parsons
- **Youth**: Councillor L. Chaisson
- **Business**: Councillor B. Staeben

Working Groups

- **Summer 2020 Festival**: Councillor T. Buckle
- **Civic Centre Efficiency Plan**: Councillor B. Staeben
- **Downtown Revitalization**: Deputy Mayor B. Griffin


MOTION CARRIED.**19-200 Election of Deputy Mayor**

Councillor J. Carey nominated Councillor B. Griffin for the position of Deputy Mayor. There were no further nominations. Bill Griffin was declared Deputy Mayor by acclamation.

The meeting adjourned at 7:55 p.m.

 City Clerk

 Mayor

	<p style="text-align: center;">City of Corner Brook Request for Decision (RFD)</p>
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Subject Matter: Ratification of Decisions	
Report Information	
Department: City Clerk's Office	Attachments: N/A
Prepared By: Marina Redmond	Council Meeting Date: Nov. 4, 2019

Issue: To ratify decisions made in a privileged meeting in accordance with the *City of Corner Brook Act*.

Proposed Resolution:

October 21, 2019 – Council in Committee Meeting

It is **RESOLVED** to ratify minute CC19-074 – Approval of Agenda

On motion by Councillor B. Staeben, seconded by Councillor L. Chaisson, it is **RESOLVED** to waive the twenty-four hour notice and approve the agenda for the Council in Committee meeting, October 21st, 2019 to consider the following:

1. Main Street Bridge Change Order No. 11
2. Library Emergency Exit Steps
3. Home Based Business – 1 Westview Avenue
4. Participark Redevelopment Project.

MOTION CARRIED.

It is **RESOLVED** to ratify minute CC19-076 – Main Street Bridge Change Order No. 11

On motion by Councillor T. Buckle, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** to ratify Minute CC19-076 – to approve contract Change Order No. 11 between the Owner (City of Corner Brook) and Contractor (Brook Construction (2007) Inc.) for the Main Street Bridge Replacement for an increase in the Contract of \$42,506.43 (HST Included). **MOTION CARRIED.**

It is **RESOLVED** to ratify minute CC19-077 – Library Emergency Exit Steps

On motion by Councillor V. Granter, seconded by Councillor B. Staeben, it is **RESOLVED** to ratify Minute CC19-077 – to award the Quotation for the replacement of the Library Fire Exit Steps to Etheridge's Maintenance for the price of \$7,670.50 (HST Included). **MOTION CARRIED.**

It is **RESOLVED** to ratify minute CC19-078 – Participark Redevelopment

On motion by Councillor J. Carey, seconded by Councillor L. Chaisson, it is **RESOLVED** to ratify Minute CC19-078 – to approve a revision to Council's commitment toward the Participark Redevelopment project as follows:



**City of Corner Brook
Request for Decision (RFD)**

- Approve a contribution of 17% (after HST) of the total project cost to a maximum of \$112,000. **MOTION CARRIED.**

It is **RESOLVED** to ratify minute CC19-079 – Home Base Business – 1 Westview Ave.

Mayor Parsons declared a Conflict of Interest and vacated the room during discussion and voting on this agenda item. Deputy Mayor B. Griffin assumed the Chair.

On motion by Councillor B. Staeben, seconded by Councillor L. Chaisson, it is **RESOLVED** to ratify Minute CC19-079 – that the Council of the City of Corner Brook approve the application to operate a home based business office from the dwelling located at 1 Westview Avenue in accordance with Regulation 11 – Discretionary Powers of Authority. **MOTION CARRIED.**

October 28, 2019 – Council in Committee Meeting

It is **RESOLVED** to ratify minute CC19-080 – Approval of Agenda

On motion by Deputy Mayor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** to ratify Minute CC19-080 – to approve the agenda for the Council in Committee meeting, October 28, 2019, as presented. **MOTION CARRIED.**

It is **RESOLVED** to ratify minute CC19-081 – Combined Sewer Separation Phase 3 – Change Order No. 11

On motion by Councillor J. Carey, seconded by Councillor L. Chaisson, it is **RESOLVED** to ratify Minute CC19-081 – to approve the Change Order between Owner (City of Corner Brook) and Contractor (Bulldog Contracting Ltd.) for Combined Sewer Separation Phase 3 for a deduction from the contract in the amount of \$52,948.20 (HST Included). **MOTION CARRIED.**

It is **RESOLVED** to ratify minute CC19-082 – Combined Sewer Separation Phase 3 – Change Order No. 10

On motion by Councillor V. Granter, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** to ratify Minute CC19-082 – to approve the Change Order between Owner (City of Corner Brook) and Contractor (Bulldog Contracting Ltd.) for Combined Sewer Separation Phase 3 for a deduction from the contract in the amount of \$83,327.10 (HST Included). **MOTION CARRIED.**



**City of Corner Brook
Request for Decision (RFD)**

It is **RESOLVED** to ratify minute CC19-083 – Combined Sewer Separation Phase 3 – Change Order No. 8

On motion by Councillor B. Staeben, seconded by Councillor T. Buckle, it is **RESOLVED** to ratify Minute CC19-083 – to approve the Change Order between Owner (City of Corner Brook) and Contractor (Bulldog Contracting Ltd.) for Combined Sewer Separation Phase 3 for a deduction from the contract in the amount of \$24,022.35 (HST Included). **MOTION CARRIED.**





It is **RESOLVED** to ratify minute CC19-084 – Combined Sewer Separation Phase 3 – Change Order No. 9

On motion by Councillor J. Carey, seconded by Councillor B. Staeben, it is **RESOLVED** to ratify Minute CC19-084 – to approve the Change Order between Owner (City of Corner Brook) and Contractor (Bulldog Contracting Ltd.) for Combined Sewer Separation Phase 3 in the amount of \$23,811.90 (HST Included). **MOTION CARRIED.**

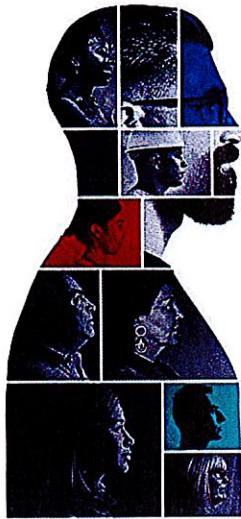
It is **RESOLVED** to ratify minute CC19-085 – Combined Sewer Separation Phases 2 & 3 – Amendment No. 18

On motion by Councillor L. Chaisson, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** to ratify Minute CC19-085 – to approve the PCA Amendment No. 16 for the Combined Sewer Separation Phase 3 2017-22 for Newfoundland Design Civil Limited in the amount of \$27,022.76 (HST Included). **MOTION CARRIED.**

Governance Implications: In accordance with section 41 (3) of the *City of Corner Brook Act*, "Where a decision is made by the councillors at a privileged meeting, the decision, in order to be valid, shall be ratified at a public meeting of the council."

Prepared by: Marina Redmond
Director:  
City Manager: Rodney Cumby 
Date:  Nov 4/19

Additional Comments by City Manager:



BDC Small Business Week™

Showcasing the people behind the business

October 20 - 26, 2019

WHEREAS, Small Business Week is a significant moment in the year to salute our small businesses for their countless contributions to our community; and

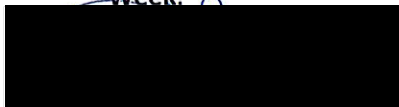
WHEREAS, small businesses are at the heart of every city, preserving traditional values while providing new ideas, new jobs and increased sustainability; and

WHEREAS, small businesses represent a tradition of hard-working, dedicated individuals, striving to provide for their families, create job opportunities for their neighbors and make invaluable contributions to their community; and

WHEREAS, small businesses are a vibrant and vital segment of our economy and an influential economic force; and

WHEREAS, the City of Corner Brook, the Greater Corner Brook Board of Trade, and the Business Development Bank of Canada (BDC) recognize and value of small businesses within our community and their priceless contributions.

NOW, THEREFORE, we, and our fellow members of the Corner Brook business community, do hereby proclaim the week of October 20 - 26, 2019 as **Small Business Week**.



Jim Parsons
Mayor, City of Corner Brook



Renée Wheeler
BDC



Keith Goulding
GCBBT

As valued business owners,
in celebration of Small Business Week, we will continue to strive to:

- ✓ Recognize the importance of the customer service experience offered.
- ✓ Maintain a productive, positive and safe employee environment.
- ✓ Prepare for growth and changes in a developing marketplace.
- ✓ Understand our products/services to remain relevant to consumers.
- ✓ Market our products/services through innovative and effective ways.

The Newfoundland and Labrador Stuttering Association (NLSA) formally requests that the City of Corner Brook, Newfoundland and Labrador, Declare October 22, 2019 as:

International Stuttering Awareness Day (ISAD)

WHEREAS, today is intended to raise public awareness of stuttering, which affects about 1% of the population, totaling approximately 70 million worldwide and approximately 350,000 Canadians; and

WHEREAS, today, millions of children, adolescents, and adults face the daily physical, emotional, and psychological challenges of living with a stutter, including stereotyping and discrimination; and

WHEREAS, today, we must ensure that these children, adolescents, and adults who stutter can access affordable and effective speech therapy if they wish, and find help through the combined efforts of speech-language professionals and consumer support organizations; and

WHEREAS, today is an opportunity to support speech-language pathologists and allied health professionals who work with those who stutter; and

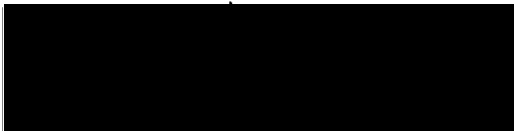
WHEREAS, today is an opportunity to ensure that the 'VOICE' of people who stutter is heard by influencing and advancing issues relevant to people who stutter at all political levels; and

WHEREAS, today marks an international commitment to educate people about this complex disorder, to work toward the prevention of stuttering in children, and to support continued research to find the causes of stuttering.

NOW, THEREFORE, I, Jim Parsons, Mayor of Corner Brook, Newfoundland and Labrador do hereby proclaim October 22, 2019:

INTERNATIONAL STUTTERING AWARENESS DAY

WITNESS MY HAND and the Official Seal of Corner Brook, Newfoundland and Labrador, Canada



Mayor Jim Parsons

Oct. 21, 2019
Date



The Royal Canadian Legion

Poppy/Remembrance Proclamation



Whereas the purposes and objects of the Legion, as contained in the "ACT TO INCORPORATE", the Royal Canadian Legion, Chapter 84 of the Statutes of Canada 1948, as amended by Chapter 86 of the Statutes of Canada 1951; Chapter 72 of the Statutes of Canada 1959; Chapter 83 of the Statutes of Canada 1961; Chapter 112 of the Statutes of Canada 1975; Chapter 47 of the Statutes of Canada 1977 - 1978 and by the Statutes of Canada 1980 - 1981, include:

- e) perpetuate the memory and deeds of the fallen and those who die in the future;
- f) to promote and care for memorials to their valour and sacrifice... to keep an annual Memorial Day, to preserve the records and memorials of their service and to see that such service shall not be forgotten by the nation;
- g) to educate public opinion regarding national duties to the dead;
- h) to foster loyalty among the public and educations in the principles of patriotism, duty and unstinted public service; AND

Whereas every person who has been initiated into membership in the Royal Canadian Legion has sworn to uphold and advance the aims and objectives of the Legion; AND

Whereas the Provincial Poppy/Remembrance Committee has recommended that the observance of a "REMEMBRANCE PERIOD" immediately prior to November 11th would do a great deal to encourage greater interests on the part of the public; AND

Whereas by decree of caucus, the Government of Newfoundland & Labrador fully support the Legion's efforts to promote Remembrance by flying the Legion's "Flag of Remembrance" from November 1st to the 11th November each year;

Know Ye that we, by and with the approval of the Provincial Command of The Royal Canadian Legion do designate the eleven days commencing November 1st and ending November 11th as:

"Remembrance Period"

And we do recommend to all loyal members of The Royal Canadian Legion and to all other citizens of the Province of Newfoundland Labrador:

1. Remembrance Period is a time for each one of us to reflect and recall to mind the sacrifices made by our Veterans to ensure the peace we now enjoy.
2. The Poppy is the symbol of Remembrance, Peace and Hope for the future.

Dated at Come Brook

This 25th day of October

Two thousand nineteen





MEMORANDUM

To: Mayor Parsons and City of Corner Brook Council

CC: Rodney Cumby, City Manager

From: Darren Charters, P.Eng, Director of CEDP

Subject: Rosedale Street – Mayfair Avenue Petition

Date: 2019-10-30

This memo is in response to the petition from residents of Rosedale Street and Mayfair Avenue, officially received on Monday, October 7th, 2019, regarding the state of repair of the concrete streets.

The condition of the streets has been reviewed again in 2019 and it was determined that a complete rebuild of the streets is required given the condition of the underground infrastructure (water and sanitary sewer pipes), the poor condition of the road base and the lack of a storm water drainage system. As a result, the project has been submitted to the Investing in Canada Infrastructure Program (ICIP) for funding on October 25th, 2019. Staff will present alternatives to Council for consideration in the event that the project is not selected for funding under the ICIP program.

As an interim measure, the City will complete asphalt patching on the street to address the immediate need and will continue to monitor the condition of the roadway until a more permanent solution can be implemented.

 **City of Corner Brook** shared an event. 23 hrs · 

EVENT: Bonfire Night--Guy Fawkes night
 A community event hosted by Appalachian Chalets in support of the Toy Drive & Food Bank Network.
 Nov 5
 6-8 pm
 Bring your donations of new toys, non-perishable food items...
[See More](#)



TUE, NOV 5 AT 6 PM
Community Bonfire Night
 Appalachian Chalets & RV · Corner Brook
 Causes · 527 people



Bonfire Night Safety Tips

Remember Safety on the 5th of November

Ensure Guy Fawkes Night Bonfires are Safe



CORNERBROOK

BONFIRE NIGHT

YOUR GUIDE TO A SAFER EVENT

Bonfire Safety Tips

If you have a bonfire, follow these simple guidelines:

- **Obtain a FREE permit at the Corner Brook Fire Department prior to your event**
- **Maintain control** of your bonfire at all times. No more than six feet high or six feet wide
- **Check the weather** forecast
- Have an **alternative plan** just in case.
- **Light the bonfire away** from houses, garages, sheds, fences, overhead cables, trees and shrubs AND ALWAYS AWAY FROM FIREWORKS
- **Only burn dry material**, do not burn anything which is wet or damp, this causes more smoke
- Build the stack so that it is stable and will not collapse outwards or to one side
- **Do not use petrol or paraffin** to start the fire it can get out of control quickly

Once the bonfire is lit, make sure you:

- **Keep a garden hose** nearby - in case of emergencies
- **Don't leave the bonfire unattended**
- Keep **pets away** from the bonfire
- **Don't throw any fireworks** into the fire
- **Don't burn aerosols, tyres, canisters** or anything containing foam or paint - this could produce toxic fumes and some containers may explode, causing injury
- Once the bonfire has died down, **spray the embers** with water to stop it



DO

stand far away from the fire and any fireworks

wear gloves when holding sparklers & only hold one at a time

make sure your pets are inside during fireworks or bonfires

keep a Bonfire First Aid Kit on you at all times in case of any accidents

supervise children at all times

have a bucket of water and hose near the fireworks or bonfire at all times

DON'T

go too close to the bonfire or fireworks, keep your distance

allow a bonfire to get in the pathway of trees, buildings, wires

let children light fireworks or start a bonfire

go anywhere near a firework after it has been lit

give sparklers to children under the age of 5, they are just too dangerous
light fireworks after 11pm

Remember Remember

...the fifth of November

You need a Bonfire **PERMIT**

BONFIRE NIGHT



IF YOU ARE PLANNING A BONFIRE — visit the

Corner Brook Fire Department for a **PERMIT**

QUESTIONS: 24/7 CUSTOMER SERVICE LINE: 709-637-1666

[Skip to Main Content](#)

Fisheries and Land Resources
Tourism, Culture, Industry and Innovation
 November 1, 2019



Minister Byrne Announces Snowmobile Trail Extension to Improve Access

The Honourable Gerry Byrne, Minister of Fisheries and Land Resources, today announced an extension to the Western Sno-Riders Trail Network that will enable snowmobile operators to access trails in the western region without having to bypass the City of Corner Brook.

An amendment to the club's Crown Lands Licence to Occupy (LTO) for its trail network will enable construction of a four-kilometre trail section from Lundrigan Drive to Watson's Pond Road, marking the first time the club has been able to access a LTO within city boundaries. The amendment was made possible due to a recent change in City of Corner Brook bylaws that permit all-terrain vehicle use within designated areas of the city.

The new trail will allow snowmobilers to bypass boggy and rocky sections of the existing trail. Improved ability to groom the new section of trail is expected to extend the snowmobiling season by three to four weeks. The new trail will also offer multi-purpose use for all-terrain vehicles, mountain bikes, and hikers in the off-season. Construction of the new trail section is expected to be completed before the upcoming snowmobile season. A map of the trail extension is below.

Quotes

"This new trail extension will open access to a key area of the city that will ensure safe snowmobiling and tap new tourism and economic potential. I am pleased to collaborate with the City of Corner Brook and the Newfoundland and Labrador Snowmobile Federation and Western Sno-Riders, and I applaud the efforts of a proactive and engaged business community that has been working tirelessly to build a vibrant snowmobile tourism sector in western Newfoundland."

Honourable Gerry Byrne
 Fisheries and Land Resources

"Snowmobiling is a key activity for the province's winter season as residents and visitors alike come out to enjoy the trails. This is a great addition to the Western Sno-Riders Trail Network not only for winter activities, but for biking, walking and hiking enthusiasts in the spring and summer seasons as well. Season extension is an important area of focus for our government, in partnership with the tourism industry. This approach helps tourism business operators, services and attractions stay open beyond the province's peak tourism season."

Honourable Bernard Davis
 Tourism, Culture, Industry and Innovation

“The new multi-purpose trail will be a great benefit to the local business community and recreational users, and will allow Western Sno-Riders and other users to safely access the City of Corner Brook and bring new economic activity into the city. We’re proud of the work our members and partners have done with the City of Corner Brook and the Provincial Government to achieve this milestone.”

Keith Goodyear

Vice-president, Western Sno-Riders

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Learn more

Western Sno-Riders 

Follow us on Twitter: [@GovNL](#) , [@FLR_GovNL](#)  and [@TCII_GovNL](#) 



A map of the trail extension.

Media contacts

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Fisheries and Land Resources

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lindaskinner@gov.nl.ca

Eric Humber

Tourism, Culture, Industry and Innovation

709-729-4819, 725-9655

erichumber@gov.nl.ca

Keith Goodyear

Western Sno-Riders

709-632-1652

keith.goodyear@aon.ca

2019 11 01

1:00 p.m.

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Government of Newfoundland and Labrador
Fisheries and Land Resources

AMENDMENT TO CROWN LICENCE 131239

This Amendment made this 31 day of Oct Anno Domini Two Thousand and Nineteen at Corner Brook, in the Province of Newfoundland and Labrador, Canada.

Between THE HONOURABLE THE MINISTER OF FISHERIES AND LAND RESOURCES for and on behalf of Her Majesty the Queen in Right of Newfoundland and Labrador (the "Minister")

OF THE ONE PART

And Newfoundland and Labrador Snowmobile Federation Inc. in the Province of Newfoundland and Labrador, (the "Licence Holder")

OF THE OTHER PART

WHEREAS by a Licence for Occupancy under Section 6 and other provisions of the *Lands Act*, dated June 16, 2018 made between the Crown as Licencor and Newfoundland and Labrador Snowmobile Federation Inc. as Licence Holder and registered in the Registry of Crown titles for the Province of Newfoundland and Labrador as Licence for Occupancy number 131239 **ALL THAT** piece or parcel of land therein described situated at Western Region **TOGETHER** with the appurtenances thereto belonging or in anywise appertaining thereto was demised unto the Licence Holder, therein for the full term of five (5) years from June 16, 2018, **SUBJECT TO** the rents, covenants and conditions in the said Licence for Occupancy contained and on the part of the Licence Holder to be paid, observed and performed;

AND WHEREAS it has become necessary to amend the said Licence as hereinafter described;

AND WHEREAS this amendment is supplemental to the said Licence;

NOW THEREFORE THIS AMENDMENT WITNESSETH that, in consideration of \$1.00 (the receipt of which is hereby acknowledged), the said Crown Licence number 131239 is hereby amended in the following manner:

1. That the additional land contained in Schedule A of this amendment is supplementary to Schedule A contained in the said Licence to Occupy.

AND the Licence is hereby confirmed in every other respect.

IN WITNESS WHEREOF the Parties have executed this Indenture.

SIGNED AND SEALED

by the Minister of Fisheries and Land Resources and
the Seal of the Department of Fisheries and Land Resources
was affixed on the 31 day of October, A.D. 2019,
in the presence of:

[Redacted Signature]

Witness

[Redacted Signature]

Minister



SIGNED AND SEALED by the Licence Holder
on the 25th day of October, A.D. 2019,
in the presence of:

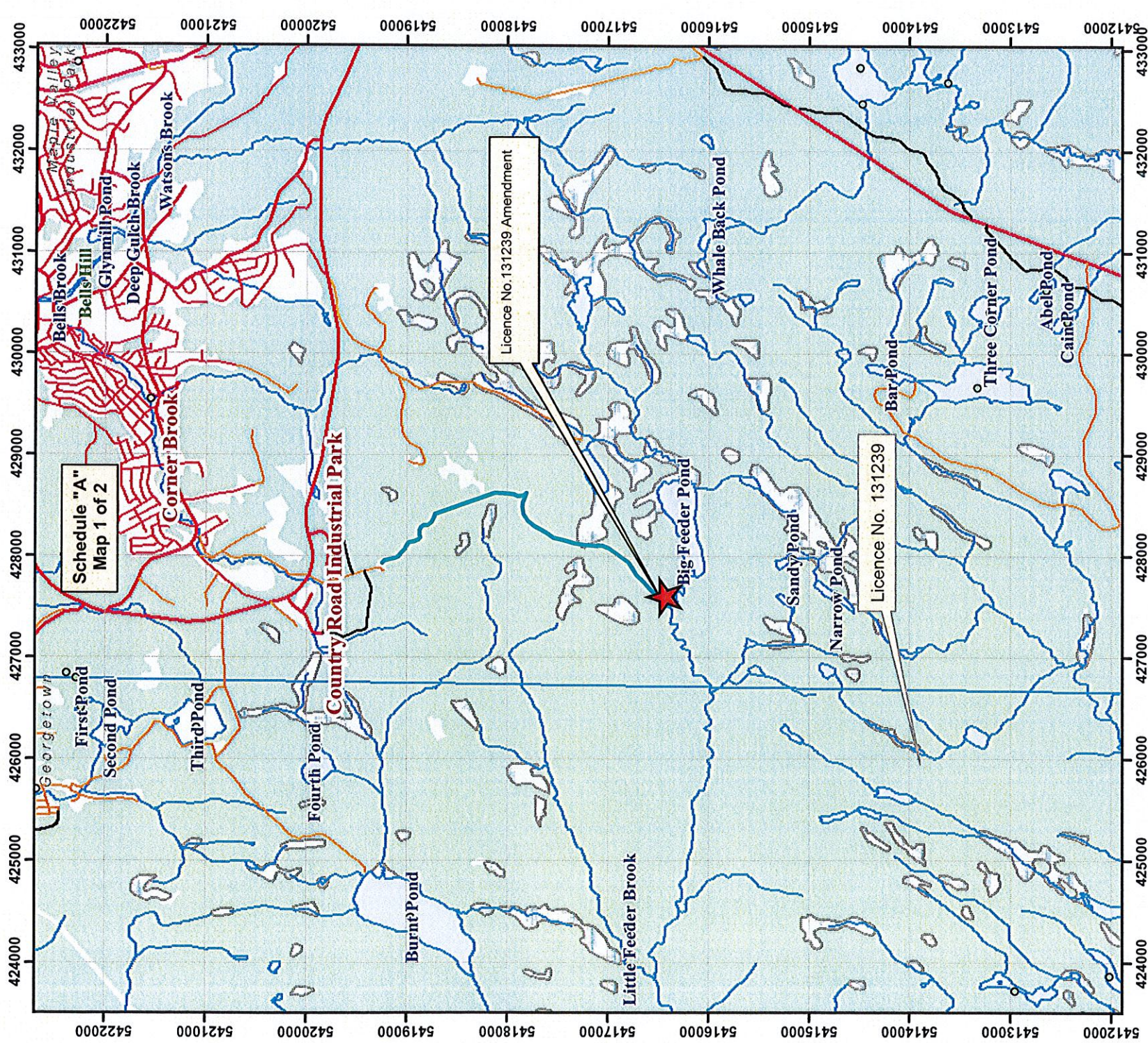
[Redacted Signature]

Witness

[Redacted Signature]

Licence Holder





**GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR**
Department of Fisheries and Land Resources
Crown Lands Administration Division

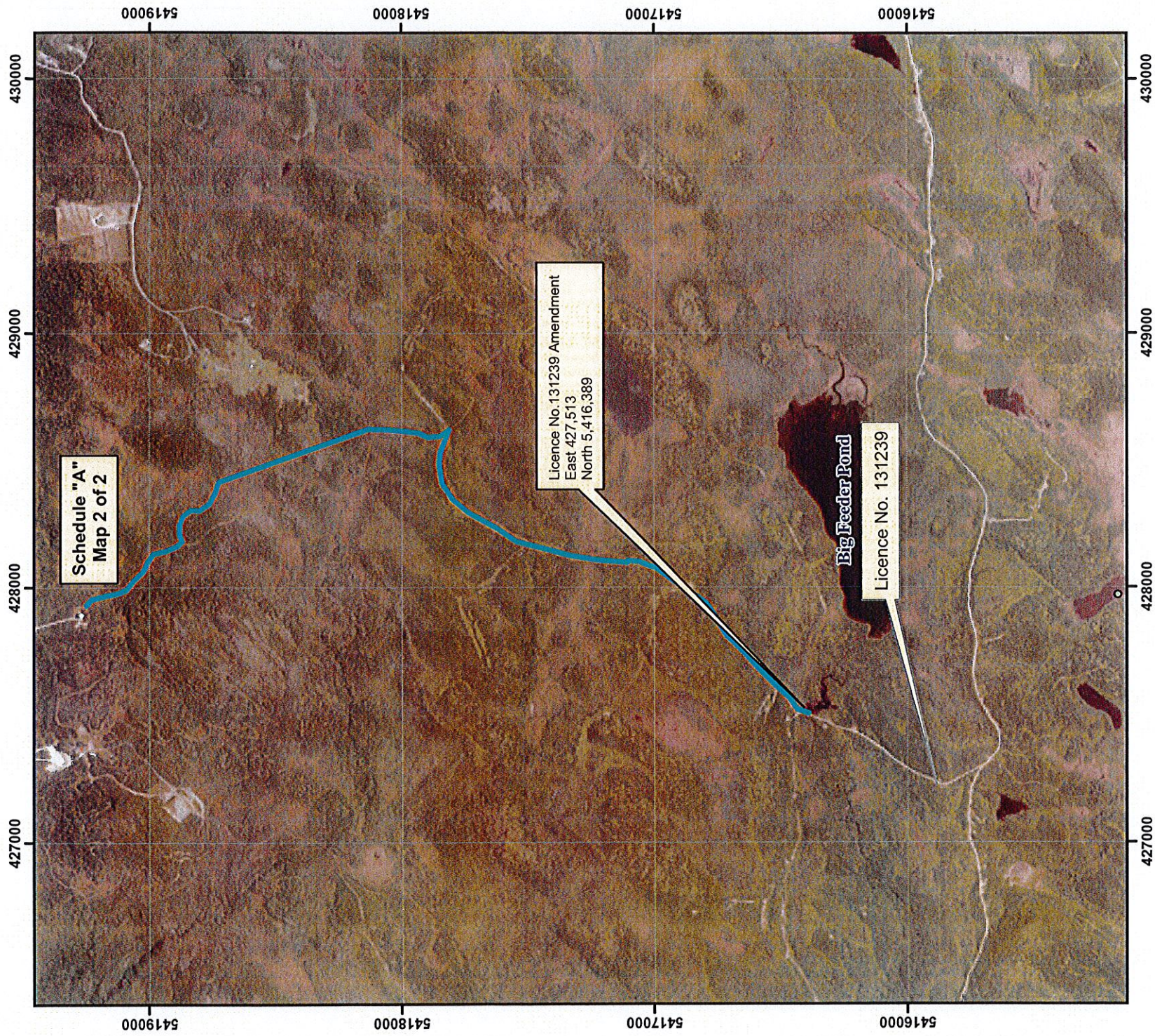
Western Regional Lands Office
P.O. Box 2006
Corner Brook, NL
Telephone: 833 801 3249
Facsimile: (709) 637-2032

**Newfoundland
Labrador**

Newfoundland & Labrador
Snowmobile Federation Inc.
Licence No. 131239 Amendment
Location: Corner Brook
Map No. 12A 13
NAD 83
UTM Zone 21

1:50,000
1 grid square = 1000 m
Boundaries and positions of features are approximate

Location



Schedule "A"
Map 2 of 2

Licence No. 131239 Amendment
East 427,513
North 5,416,389

Big Feeder Pond
Licence No. 131239

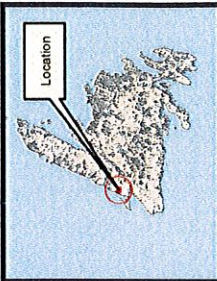
GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR
Department of Fisheries and Land Resources
Crown Lands Administration Division


Newfoundland
Labrador

Western Regional Lands Office
P.O. Box 2000
Corner Brook, NL
Telephone 1 833 881 3249
Facsimile (709) 637-2032

Newfoundland & Labrador
Snowmobile Federation Inc.
Licence No. 131239 Amendment
Location: Corner Brook
Map No. 12A 13
NAD 83
UTM Zone 21

1:20,000
1 grid square = 100 m
Boundaries and positions of features are approximate



	<p style="text-align: center;">City of Corner Brook Request for Decision (RFD)</p>
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Subject Matter: Supply of Phosphates for Corrosion Control 2019-44	
Report Information	
Department: Community, Engineering, Development & Planning	Attachments: Tender Submission
Prepared By: Jim Warford	Council Meeting Date: October 21, 2019

Issue: The City of Corner Brook has requested bids for the supply of phosphates for corrosion control on a standing offer basis.

Background: This is a 1 year Contract from December 1, 2019 to November 30, 2020 with an option of a 1 year extension. The product has proven to be effective in controlling corrosion in the water distribution system.

Recommendation: Tenders for the Supply of Phosphates for Corrosion Control 2019-44 closed on October 15, 2019 with the following three (3) bids received:

Shannon Chemical Corporation	\$38,040.00 USD
Alpha Chemical Limited	\$72,000.00 USD
Univar Solutions	\$82,800.00 USD


Tenders were reviewed by staff and recommend Option 1 and that the following motion be supported:

Be it resolved that the Council of the City of Corner Brook award the tender to Shannon Chemical Corporation for the Tender price of \$38,040.00 USD for the Supply of Phosphates for Corrosion Control 2019-44.

Options:

1. That the Council of the City of Corner Brook award the tender to Shannon Chemical Corporation for the Tender price of \$38,040.00 USD for the Supply of Phosphates for Corrosion Control 2019-44.
2. That the Council of the City of Corner Brook not award the tender to Shannon Chemical Corporation for the Tender price of \$38,040.00 USD for the Supply of Phosphates for Corrosion Control 2019-44.
3. That the Council of the City of Corner Brook give other direction to Staff.

Legal Review:

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Budget/Financial Implications: Tendered price is approximately 52% less than the previous Contract. Staff feel that the cost can be covered with the budget for chemicals at the water treatment plant.

Prepared by: Jim Warford	[Redacted Signature Area]	
Director: Darren Charters		
City Manager: Rodney Cumby		
Date: October 16, 2019		

Additional Comments by City Manager:

PROJECT: **SUPPLY OF PHOSPHATES FOR CORROSION CONTROL**

PROJECT NUMBER: **2019-44**

TENDER ADDRESS: **City Clerk
City of Corner Brook
2nd Floor, City Hall
P.O. Box 1080
5 Park Street
Corner Brook, NL A2H 2W8**

OWNER: **THE CITY OF CORNER BROOK**

CONTRACTOR: Shannon Chemical Corporation
P.O. Box 376, Malvern, PA 19355

1. TENDER AND CONTRACT AGREEMENT

Having carefully examined the attached materials, specifications, and all drawings listed in the specifications, WE, THE UNDERSIGNED, hereby offer to supply on a 'Standing Offer' basis all the materials as per contract conditions, for unit prices shown in Appendix 'A' in United States funds. Excise taxes, duty, Province of Newfoundland and Government of Canada sales taxes will be considered extra to the contract.

The Contractor agrees that this Tender/Contract Form, subject to all provisions contained herein, when accepted and executed on behalf of the Owner shall constitute a binding Contract between the Contractor and the Owner.

2. TENDER PRICES

The Contractor declares that the rates and prices variously set forth in the Schedule of Quantities and Prices (Appendix 'A') have been correctly computed for the purposes of the Tender and that they include and cover all contingencies and provisional sums and all, handling charges and all transportation and all other charges, with the exception of brokerage fees, excise taxes and duty, Province of Newfoundland and Government of Canada sales taxes.

3. GENERAL AGREEMENT

The Contractor also agrees that:

- 3.1 this tender shall remain effective for a period of 30 days from the closing date;
- 3.2 the Owner may reject any and all tenders and that the lowest tender may not necessarily be accepted;

- 3.3 the prices herein tendered include all, royalties, transportation, travelling costs, all overhead and profit, all co-ordination fees, insurance premiums, and all other charges;
- 3.4 failure to enter into a contract with the Owner if this Tender is accepted may necessitate forfeiture of the Tender security, if such security is required.
- 3.5 Within 48 hours of tender closing, if requested by the Owner, submit evidence that the material to be supplied is certified as suitable for contact with treated drinking water by an accredited certification organization in accordance with ANSI/NSF Standard 60 Drinking Water Treatment Chemicals – Health Effects and must meet AWWA Standards.
- 3.6 this procurement process is subject to the Access to Information and Protection of Privacy Act, 2015 and agree that the financial value of a contract resulting from this procurement process will be publicly released as part of the award notification process.
- 3.7 the procurement is subject to trade agreements, if applicable.

3 ADDENDA

The Contractor acknowledges receipt of the following Addenda:
Numbers _____

4 PAYMENT

Subject to applicable legislation respecting hold back percentages and in accordance with the provisions of the Terms and Conditions for Purchasing, the Owner shall make payments to the Contractor under such arrangements as may be agreed to by both the Contractor and the Owner.

CONTRACTOR'S SIGNATURE

Shannon Chemical Corporation

Contractor's Name

P.O. Box 376, Malvern, PA 19355

Contractor's Address

Signed by

Daniel C. Flynn, V.P.-Operations

Signed by

Witnessed by

10/07/19

Date

Phone: 610-363-9090

(Seal)

OWNER'S ACCEPTANCE

Accepted on behalf of the Owner

Witnessed by

Date

INON CHEMICAL CORPORATION
P. O. BOX 376
MALVERN, PA 19355

APPENDIX 'A'

SCHEDULE OF QUANTITIES AND PRICES FOR STANDING OFFER AGREEMENT

The supplier agrees to sell and supply the goods listed at the prices set out herein subject to the terms and conditions stated in the contract.

The unit price bid price shall include all labour, plant, materials, freight, overhead and profit and all other obligations and liabilities under the Contract including any shipping and handling charges related to the return of the empty cylinders, containers, pallets etc. to the Contractors site. The unit price bid is based on the percentage (% w/w) of orthophosphate content, where the orthophosphate content is that stipulated on the CERTIFICATE OF ANALYSIS. The bulk product shall not contain less than 50% (w/w) orthophosphate.

Prices shall be F.O.B. destination City of Corner Brook, Water Treatment Plant.

The quantities shown are only estimates of the City of Corner Brook's annual requirements; the City does not guarantee purchase of these amounts. Payment will be made on the basis of the unit prices included herein applied to the actual quantities supplied in accordance with the Specifications.

The City of Corner Brook reserves the right to increase or decrease total annual consumption at the quoted unit price.

Prices shall be in U.S DOLLARS, ALL TAXES EXCLUDED

	DESCRIPTION	UNIT	ESTIMATED ANNUAL QUANTITY (ORTHOPHOSPHATE PORTION)	UNIT PRICE ¹ ₂	TOTAL
1.	Zinc Orthophosphate (bulk)	Kg	12,000	\$3.17	\$38,040.00

Total Tender Amount **U.S DOLLARS** \$38,040.00

¹ The unit price bid is based on the percentage (% w/w) of the bulk product which is orthophosphate where the orthophosphate content is that stipulated on the CERTIFICATE OF ANALYSIS. The bulk product shall not contain less than 50% (w/w) orthophosphate.

Example: if a product is 50% orthophosphate with a bulk product price of \$5/kg, the unit price bid shall be calculated as follows:

$$\text{Bid Unit Price} = \frac{\$5/\text{kg}}{50\% \text{ Orthophosphate}} = \frac{\$10}{\text{kg Orthophosphate}}$$


\$10 is therefore the bid unit price.

The total bid price is therefore calculated as follows:

$$\text{Total Bid Price} = \frac{\$10}{\text{kg Orthophosphate}} * 12,000 \text{ kg Orthophosphate} = \$120,000$$

The total bid price is therefore \$120,000.

² Payment shall be based on the orthophosphate content of each delivery as documented by a CERTIFICATE OF ANALYSIS.

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Subject Matter: Assessment Review Commissioner	
Report Information	
Department: Finance & Administration	Attachments:
Prepared By: Dale Park	Council Meeting Date: November 4, 2019

Recommendation:

It is staff recommendation to appointment Mr. Waterman as the Assessment Review Commissioner for the 2020 tax year.

It is **RESOLVED** to appoint Mr. Dennis Waterman as the Assessment Review Commissioner for 2020.

Issue:

Pursuant to Section 31(1) of the *Assessment Act*, the City of Corner Brook is required to appoint a person to the position of Assessment Review Commissioner for 2020. The city has solicited expressions of interest in the position of Assessment Review Commissioner and one submission was received.

Background:

Mr. Waterman has held a number of positions in his career in which he was responsible for property acquisition and disposition. He has served on several panels and hearing in relation to statutes and regulations. He has served as the City's commissioner for the past six years.


Options:

1. Approve the appointment of Mr. Waterman as Assessment Review Commissioner
2. Reject the appointment, and advertise

Governance Implications:


Policy and Regulation: per Section 31(1) of the *Assessment Act*.

Budget/Financial Implications: The cost is variable based on the number of hearings and prep that is required. The proposed rate for 2020 \$ 650 per day and includes all administrative and secretary support. This rate is the same as 2019. It is proposed that the \$ 5,000 be carried in the 2020 budget for this service.

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Prepared by: Dale Park	
Director: Dale Park	
City Manager: Rodney Cumby	
Date: Nov 11 / 19	

Additional Comments by City Manager:

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Subject Matter: Request for Proposals – Provision of Insurance Services	
Report Information	
Department: Finance & Administration	Attachments:
Prepared By: Dale Park	Council Meeting Date: November 4, 2019

Recommendation:

It is staff recommendation to award the request for proposals for the provision of insurance services to Cal Legrow Insurance and Financial Group.

It is **RESOLVED** to award the request for proposals for the provision of insurance services to Cal Legrow Insurance and Financial Group.

Issue:

The City of Corner Brook issued a Request for Proposals for the Provision of Insurance Services on September 30, 2019 and a closing date of October 18, 2019. The RFP required the specified insurance coverage for the City of Corner Brook effective November 15, 2019.

Background:

There were eight groups that had requested a copy of the RFP, however the City only received one submission. Cal Legrow has been the City's broker for the past three years, and they also service 95% of the municipalities within Newfoundland and Labrador. Staff have reviewed the response from Cal Legrow and are confident that they can continue to provide the City with the required coverage and services required.


Options:

1. Approve the awarding of the RFP to Cal Legrow Insurance and Financial Group.
2. Rejecting the awarding of the RFP to Cal Legrow would result in the City not having proper and adequate coverage to protect the City's needs.

Governance Implications:

Policy and Regulation:

Budget/Financial Implications: The 2019 budget for insurance was \$220,000. The RFP proposal response from Cal Legrow is \$239,004 plus retail sales tax. The RFP contained a number of enhancement coverage improvements that can be reviewed in order to ensure our premium and coverage matches our 2020 budget.

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Prepared by: Dale Park		
Director: Dale Park	[Redacted]	
City Manager: Rodney Cum		
Date: Nov 1/1/9		

Additional Comments by City Manager:



**City of Corner Brook
Request for Decision (RFD)**

Subject Matter: Wastewater Co-Treatment Study

Report Information

**Department: Community, Engineering,
Development & Planning**

Attachments: CBCL Study Proposal

Prepared By: Darren Charters

**Council Meeting Date: September 23rd,
2019**

Issue: Engineering staff require Council approval to move forward with a supplemental study to the original *City of Corner Brook Wastewater Strategic Plan (2017)* regarding the potential co-treatment of Corner Brook Pulp and Paper Ltd. (CBPP) and City wastewater.

Background: Staff was approached by CBPP officials regarding the potential to study whether it would be possible to co-treat wastewater. As this could potentially benefit both parties, staff requested a proposal from CBCL Ltd. to determine if there are advantages to treating the effluent (wastewater) in some form of combined process. The proposal submitted by CBCL is attached.

The full cost of the study is estimated to be \$112,500 (Plus HST). CBPP intends to apply for funding through a Federal Green Fund that would cover 50% of the study expenses. Staff would propose that the City and CBPP cost share the remaining portion of the study. In the event that the application for funding is not approved, staff would recommend that the study be funded 25% by the City and 75% by CBPP which would keep the portion of funding by the City at the same amount (\$28,125 Plus HST).

Recommendation: Staff recommend Option 1 and that the following motion be supported:

Be it resolved that the Council of the City of Corner Brook authorize staff to move forward with a partnership with Corner Brook Pulp and Paper to investigate whether there are advantages to treating effluent in some form of combined process at a cost of \$28,125 (plus HST).

Options:

1. That the Council of the City of Corner Brook authorize staff to move forward with a partnership with Corner Brook Pulp and Paper to investigate whether there are advantages to treating effluent in some form of combined process at a cost of \$28,125 (plus HST).
2. That the Council of the City of Corner Brook not authorize staff to move forward with a partnership with Corner Brook Pulp and Paper to investigate whether there are advantages to treating effluent in some form of combined process at a cost of \$28,125 (plus HST).
3. That the Council of the City of Corner Brook give other direction to Staff.



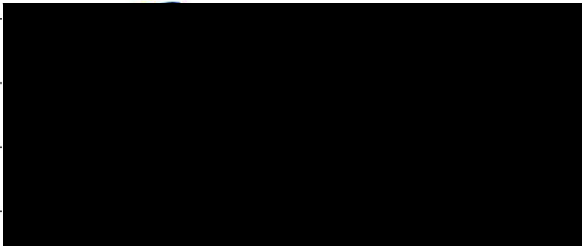
**City of Corner Brook
Request for Decision (RFD)**

Legal Review: *NA*

Governance Implications: *NA*

Budget/Financial Implications: Capital Budget

Environmental Implications: *NA*

Prepared by: Darren Charters		
Director: Darren Charters		
City Manager: Rodney Cumby		
Date: September 19, 2019		

Additional Comments by City Manager:


CBCL LIMITED

Consulting Engineers

Suite 901
 1505 Barrington Street
 PO BOX 606
 Halifax, Nova Scotia
 B3J 2R7

 T: 902 421 7241
 F: 902 423 3938
 info@cbcl.ca
 www.cbcl.ca

**Solving
 today's
 problems
 with
 tomorrow
 in mind**



August 9, 2019

Mr. Jim Warford
 Manager of Engineering Services
 City of Corner Brook
 5 Park Street
 Corner Brook, NL, A2H 6E1

Dear Mr. Warford:

RE: *PROPOSAL: Municipal and Mill Wastewater Co-treatment Investigation with CBP&P*

The following is our proposal for Engineering Services to investigate co-treatment possibilities for municipal and Corner Brook Pulp & Paper Mill process wastewater.

PROJECT OBJECTIVE

Both Corner Brook Pulp & Paper (CBP&P) and the City of Corner Brook are required to provide wastewater treatment. There may be possibilities for co-treatment of the effluent which the City wishes to evaluate to determine if there are advantages to treating the effluent in some form of a combined process.

PROJECT SCOPE

We propose to complete the following scope of work in order to complete this investigation:

1. Analyse data provided by CBPPL:

- Historical flow and loading data to calculate current process operational data by unit process
- Proposed future changes to flow and loads at the mill
- Mill production cycle data (daily, weekly and annually) to understand effect on flows and loads
- Effluent data to assess current performance

2. Mill Capacity:

- Review mill capacity using existing design reports, operations manuals, and drawings of site provided by CBPPL
- Sampling and data gathering to fill in data gaps
- Discussion with operators to understand bottlenecks or site-specific characteristics
- Calculate the current capacity of each unit operation of the existing mill WWTP

3. Regulations:

- Regulatory review of existing and proposed regulations
- Liaise with EC, DFO, and MAE for clarifications as required

4. Discuss Stakeholder Perspectives:

- Liaise with City and CBPPL to incorporate views and priorities
- Develop understanding of future impacts should substantial changes occur in wastewater production either from City or CBPPL

- c) Consider ownership models and related impacts on operations and/or cost contributions (capital vs operating)

5. Investigate and develop three technical options for combining the two WWTPs, with the following preliminary options:

- a) Separate WWTPs with separate or combined effluent
- b) Mill WWTP with mill effluent polishing at City WWTP
- c) Fully combined WWTP

6. Develop preliminary design schematics and cost estimate of preferred option

7. Prepare report on the above items

8. Present report to CBPPL and the City

We appreciate that Kruger have an existing consultant relationship with Mr. Alain Durocher who provides technical analysis and engineering support at other facilities. We propose to work with Mr. Durocher as a partner or peer-reviewer in the analysis. The exact scope delineation between CBCL and Mr. Durocher would be clarified upon initiation of the assignment.

As an additional task to the above items we can also complete process software modelling of various co-treatment options. At this scale of blending, co-treatment of municipal and pulp waste is not common. The modelling can be used to fill technical gaps in performance knowledge that will come from the assessment. BioWin is the most common industry software tool for this type of assessment. If desired, particularly if there is a promising option following the above tasks, we can also carry out the following modelling.

9. BioWIN model confirmation:

- a) Literature review to identify appropriate rate constants and model inputs for combined treatment elements
- b) Sampling program to characterize wastewater
- c) Prepare BioWIN model of preferred mill-based option and run model to confirm treatment performance

SCHEDULE

We anticipate delivering this study (Tasks 1–8) within 6 months of approval to proceed, with confirmatory modelling following this if desired.

COMMERCIAL TERMS

We have attached our standard terms and condition which we propose to use for this project. Our fee to complete the work in Tasks 1–8 is estimated at **\$62,500**, lump sum, including fees and expenses. For confirmatory Biowin modelling (Task 9), our proposed fee is an additional **\$50,000**. Applicable taxes are extra.



Mr. James Warford

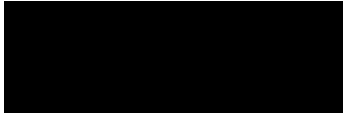
August 8, 2019

Page 3 of 3

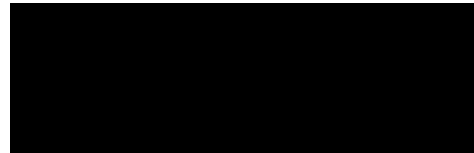
Thank you for the opportunity to provide this proposal. Please do not hesitate to contact the undersigned if you have any questions or comments.

Yours very truly,

CBCL Limited



Sarah Ensslin, M.Sc., P.Eng.
 Process Engineer
 Phone: 902-421-7241, Ext.2238
 E-Mail: sensslin@cbcl.ca



Mike Chaulk, M.A.Sc., P.Eng.
 Practice Lead – Water Treatment

Attachments: CBCL Limited Standard Terms and Conditions

Proposal No: 600504-PR051

