



CITY OF CORNER BROOK

Dear Sir\Madam:

I have been directed by His Worship the Mayor to summon you to a Regular Meeting of the Corner Brook City Council, to be held on **Monday, April 27, 2020 @ 5:00 p.m.**

Note: Due to COVID-19, this meeting will be conducted virtually. A broadcast of the meeting will be available via Rogers Television, Bay of Islands Radio and on The City of Corner Brook's facebook page.

CITY CLERK

Page

1 CALL MEETING TO ORDER

2 APPROVALS

2.1 Approval of Agenda

3 - 5

2.2 Approval of Minutes - Public Council Meeting - 13 April 2020

3 BUSINESS ARISING FROM MINUTES

3.1 Business Arising From Minutes

4 CORRESPONDENCE/PROCLAMATIONS/PETITIONS/

7

4.1 Proclamation- Canadian Mental Health Association Proclamation

9

4.2 Land Management Opportunities

5 TENDERS

11 - 12

5.1 Rubber Tire Mounted Loaders Tender

6 AGREEMENT

13 - 16

6.1 Change Order- Gale Cochrane Waterline Replacement

7 CAPITAL WORKS

17 - 18

7.1 Multiyear Balances

8 REGULATION/POLICY

19 - 20

8.1 Taxi Regulation - Amendment

9 REPORTS

9.1 COVID-19 UPDATE

ADJOURNMENT

The meeting adjourned at

**MINUTES OF A REGULAR MEETING OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 13 APRIL, 2020 AT 5:00 PM**

PRESENT:

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

CALL MEETING TO ORDER: The meeting was called to order at 5:00 p.m. Mayor Parsons and the City Clerk were present in Council Chambers. The remainder of Council and senior staff participated virtually via ZOOM videoconferencing.

20-39 Approval of Agenda

On motion by Councillor J. Carey, seconded by Councillor B. Staeben, it is **RESOLVED** to approve the agenda as circulated **MOTION CARRIED.**

20-40 Approval of Minutes- March 2, 2020

On motion by Councillor V. Granter, seconded by Councillor T. Buckle, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of March 2, 2020. **MOTION CARRIED.**

20-41 Confirmation of Minutes

it is **RESOLVED** to ratify minutes:

CC19-089 - 2020 Tax Sale City Bids (**Granter/Carey**)

CC19-097 - Request to Purchase City Land Adjacent to 192 Wheeler's Road(**Granter/Staeben**)

CC20-007 - Approval of Agenda(**Granter/Carey**)

CC20-009 - Award of Contract - Jigs & Wheels Music Performance(**Granter/Buckle**)

CC20-010 - Support to Host Mountain Bike Atlantic Summit(**Granter/Griffin**)

CC20-011 - Approval of Agenda(**Granter/Carey**)

CC20-013 - Multi-Year Capital Works Funding Re-allocation(**Granter/Carey**)

CC20-014 - Approval of Agenda(**Granter/Chaisson**)

CC20-015 - Tax Relief Plan (**Granter/Staeben**)

MOTION CARRIED.

20-42 Business Arising From Minutes

No items were brought forward.

20-43 Proclamations

Mayor Jim Parsons reported that he signed off on the following proclamations:

- Talk With Our Kids About Money Day - April 8, 2020
- Child Abuse Prevention Month - April 2020

20-44 Annual Expenditure Report - Ultimate Gas Tax Agreement 2019 DRAFT

On motion by Councillor B. Staeben, seconded by Councillor J. Carey it is **RESOLVED** to approve the 2019 Gas Tax Funding Annual Expenditure Report as presented. **MOTION CARRIED.**

20-45 VEHICLES (CONTRACT 2020-08)

On motion by Councillor V. Granter, seconded by Councillor , it is **RESOLVED** to award the contract to Terra Nova GMC Buick for the amount of \$82,445.80 (taxes included) for the supply of two (2) NEW 1/2 Ton 4x4 Trucks. **MOTION CARRIED.**

20-46 Municipal Plan & Development Regulation Amendment (19-03) - 701 O'Connell Dr

On motion by Councillor L. Chaisson, seconded by Councillor , it is **RESOLVED** that the Council of the City of Corner Brook:

- (1) Approve proposed map amendments MP19—O3 to the City of Corner Brook's Integrated Municipal Sustainability Plan 2012;
- (2) Approve proposed map amendments DR19-O3 to the City of Corner Brook's 2012 Development Regulations;
- (3) Authorize staff to submit proposed amendments MP 19-03 and DR 19-03 to Municipal Affairs for registration as per section 24 of the URPA;
- (4) Authorize staff to submit the amendments immediately following registration release by Municipal Affairs, to the Queens Printer for advertising in the Newfoundland Gazette to finalize the amendment process. **MOTION CARRIED.**

20-47 Municipal Infrastructure

On motion by Councillor L. Chaisson, seconded by Deputy Mayor B. Griffin, it is **RESOLVED** that the Council of the City of Corner Brook accept the cost-sharing funding as outlined in the Municipal Affairs and Environment project approval letter dated April 8th, 2020, to offset costs the Combined Sewer Separation Project (17-CWWF-1700125) for \$635,045. The City of Corner

Brook agrees to provide \$190,514 in funding for this project and authorizes the Mayor and City Clerk to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the City of Corner Brook **MOTION CARRIED.**

20-48 Purchase and Sale Agreement- Caribou Road

On motion by Deputy Mayor B. Griffin, seconded by Councillor J. Carey it is **RESOLVED** to approve execution of the purchase and sale agreement between the City of Corner Brook and the owners of 108 Caribou Road for City land located adjacent 110 Caribou Road. **MOTION CARRIED.**

20-49 Purchase and Sale Agreement- Clarence Street

On motion by Councillor B. Staeben, seconded by Deputy Mayor B. Griffin it is **RESOLVED** to approve execution of the purchase and sale agreement between the City of Corner Brook and the owners of 143 Clarence Street for City land adjacent 143 Clarence Street. **MOTION CARRIED.**

20-50 Taxi Regulations

A notice of motion was brought forward regarding Taxi Regulations as follow

Pursuant to the powers vested in it by virtue of Section 229 of the City of Corner Brook Act, 1990 and all other enabling powers, the Council of the City of Corner Brook hereby amends Section 10 Taxi Regulations, 2018, and thereby extends the year 2020 renewal period for Taxi relicensing for a period of up to 90 days past April 30th, 2020.

20-51 Rental Relief Request

On motion by Councillor B. Staeben, seconded by Councillor L. Chaisson, it is **RESOVLED** to approve rent relief to tenants of the Corner Brook Civic Centre from mid-March until the civic centre is open to the public.

On motion by Councillor B. Staeben, seconded by Councillor J. Carey it is **RESOLVED** to approve rent relief to the Corner Brook Curling Club from mid-March until April 15, 2020. **MOTION CARRIED.**

ADJOURNMENT: The meeting adjourned at 5:55 p.m.

City Clerk

Mayor



**Canadian Mental
Health Association**
Newfoundland & Labrador
Mental health for all



*years of
community*

Mental Health Week 2020 Proclamation

WHEREAS, mental health is an essential part of everyone's health and well-being;

WHEREAS, Mental Health Week has been hosted by the Canadian Mental Health Association in communities across Canada for 69 years;

WHEREAS, all people in Canada need to promote, protect and nurture their mental health; and

WHEREAS, promoting social connection is an important aspect of human life and an effective way to protect mental health

WHEREAS, in these days of the COVID-19 pandemic, our community members may be experiencing further difficulties maintaining their mental health; and

WHEREAS, in these days of social distancing, we as a community are experiencing great challenges to maintaining our social connections;

and **WHEREAS**, the municipality of Corner Brook, has a responsibility to promote mental wellness particularly at a time of increased social distancing and social isolation;

NOW THEREFORE BE IT RESOLVED THAT The City of Corner Brook hereby proclaims the week of May 4 to 10, 2020, as CMHA **MENTAL HEALTH WEEK**.

I encourage all citizens to join me in underlining the importance of social connection for mental health.

Mayor Jim Parsons
City of Corner Brook



TO: Mayor & Council
CC: Rodney Cumby, City Manager; Brandon Duffy, Supervisor of Land Management
FROM: Dale Park, Director of Finance & Administration
DATE: April 24, 2020
SUBJECT: City property acquisition opportunities

The City of Corner Brook is proceeding with providing opportunities for residents and developers to acquire City land for development opportunities.

The City has issued the following:

- Request for Proposal for land on the corner of Corporal Pinksen Memorial Drive and Grenfell Drive,
- Request for Proposal for land located at the intersection of Hilliard's Road and O'Connell Drive, and
- Seal Bid Auction for land located at the intersection of Old Humber Road and Lynches Lane.

Each of these opportunities have a closing date of May 29, 2020.

More information on each of these opportunities can be found at cornerbrook.com or by contact Brandon Duffy at 637-1544 or bduffy@cornerbrook.com.

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

Legal Review: *Legal reviewed each tender submission and supports staff recommendation.*

Governance Implications: No policy/bylaw implications. No additional bylaws required.

Budget/Financial Implications: Annual snow clearing budget and practices will have to be reviewed by Director of PWWW to accommodate the approximately \$100,000 per year increase over the last lease loader contract.

Environmental Implications: There are no environmental implications.

Prepared by: D. Burden

Director: D. Burden

City Manager: Rodney Cumby

Date: April 3, 2020

Additional Comments by City Manager:



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

Subject Matter: Gale Cochrane Street Waterline Replacement Change Order 1

Report Information

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

Attachments: Change Order 1

Prepared By: Jim Warford

Council Meeting Date: April 6, 2020

Issue: Work is to include, supply and installation of 6" minus material, estimated quantity 490 tonnes. Roadway excavation estimated quantity of 252 m³. Supply and install class B, estimated quantity 210 tonnes.

Background: Unsuitable material was encountered on Gale Street which required removal and replacement with 6" minus rock and additional class "B"

Recommendation: Approve the contract Change Order No. 1 between the Owner (City of Corner Brook) and Contractor (Marine Contractors Inc.) for the Gale Cochrane Waterline Replacement for an increase in Contract for \$21,235.90 (HST Included).

Be it resolved that the Council of the City of Corner Brook approve the contract Change Order No. 1 between the Owner (City of Corner Brook) and Contractor (Marine Contractors Inc.) for the Gale Cochrane Waterline Replacement for an increase in Contract for \$21,235.90 (HST Included).

Options:

1. That the Council of the City of Corner Brook execute the change order for Marine Contractors Inc.
2. That the Council of the City of Corner Brook not execute the change order for Marine Contractors Inc.
3. That the Council of the City of Corner Brook give other direction to Staff.

Legal Review: NA


Governance Implications:

Budget/Financial Implications: 17-MYCW-18-00024

Budget: \$495,000.00

Contract Price: \$498,209.90

Environmental Implications: NA

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Prepared by: Jim Warford	[Redacted]	
Director: Darren Charters		
City Manager: Rodney Cumby		
Date: March 10, 2020		

Additional Comments by City Manager:

Dept. of Municipal & Intergovernmental Affairs
Municipal Water Sewer & Roads Specification
CONTRACT CHANGE ORDER NOTICE

Page 1 of 2

Form #5

March 2016

PROJECT NAME: Gale & Cochrane St.
Water Line Replacement

PROJECT NO.: 17-MWLN-18-00024
2019-41

CHANGE ORDER NUMBER: 01DATE: Oct 22/19Contractor: Marine Contractors.1 NOTICE

A change to the Contract is contemplated as indicated herein.

.2 PROCEDURE

The Contractor shall stipulate the effect of the contemplated change of the contract amount in Item 4 below. Where the change increases the amount of the contract, a complete cost breakdown will be returned with each copy of the document. The Contractor shall return three signed copies of this document to the Engineer for approval. Should it be decided to proceed with the work, an approved copy will be returned to the Contractor. Work shall not proceed until the written authorization is received.

.3 DESCRIPTION OF CHANGE

Supply & Install 6" minus rock, estimated quantity 490
Roadway excavation estimated quantity 252 m³
Supply & Install class B, estimated quantity 210 ft

.4 EFFECT OF CHANGE ON CONTRACT

This change order (will) will NOT affect the approved completion date (circle correct statement). Additional days estimated by Marine to complete only these items

If the completion date will be affected, the requested increase in time to the approved completion date is:

WORKING DAYS: 5 REVISED COMPLETION DATE: TBD

The change described in Item 3 above will affect the current contract amount as follows:
AMOUNT

() No Change

HST

() Addition to Contract including GST payable by the Owner

\$21,235.90

() Deduction from Contract including GST payable by the Owner

\$

CONTRACTOR: _____

(Signature)

Authorized Contract Amount

\$ 498,209.90

**Dept. of Municipal & Intergovernmental Affairs
Municipal Water Sewer & Roads Specification
CONTRACT CHANGE ORDER NOTICE**

Page 2 of 2

Form #5

March 2016

Previous Change Orders	\$ 0
This Change Order	\$ 21,235.90
New Approved Contract Amount	\$ 519,445.80

.5 AUTHORIZATION TO PROCEED

The Contractor is authorized to proceed with the changes for the amounts stated in Item 4 above.

DATE: Oct 22/14 CONSULTANT: [REDACTED]
DATE: _____ OWNER:

.6 CANCELLATION OF CONTEMPLATED CHANGE

It has been decided not to proceed with this change which is hereby cancelled.

DATE: _____ CONSULTANT: _____

.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES

The Bonding Company and Insurance Company shall each be immediately notified by the Contractor of this change to the contract by being issued copies of the Change Order.



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

Subject Matter: Multiyear balances

Report Information

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

Attachments:

Prepared By: James Warford

Council Meeting Date: April 20, 2020

Issue: This RFD is intended to address reallocation of balances remaining from the 2017-20 capital works program.

Background: There were a number of projects from the 2017-20 multiyear capital works programs that were under budget and surplus funding remains (approximately \$1,030,000).

17-MYCW-18-00022 Dunbar Ave substandard waterline replacement	\$72,190
17-MYCW-18-00025 Hilliard's Road waterline looping	\$289,232
17-MYCW-18- Unallocated	\$670,354

This funding can now be reallocated to cover off projects that have went over budget as well as be reallocated to other projects that require additional funding to complete.

Recommendation: Staff recommend Option 1, that the Council of the City of Corner Brook approve the reallocation of a balance of funds from the 2017-2020 multiyear programs towards the following projects:

17-MYCW-18-00014 Retaining walls replacement	\$39,400
17-MYCW-18-00016 Georgetown Road at Burtons culvert	\$8,300
17-MYCW-18-00017 Regional Aquatic Centre feasibility study	\$45,200
17-MYCW-18-00021 PRV stations upgrade	\$65,500
17-MYCW-18-00023 Elizabeth Street water quality improvements	\$56,600
17-MYCW-18-00017 Gale / Cochrane substandard waterline replace	\$50,000
17-CCR-20-00009 Jubilee Field baseball building	\$12,000
17-MYCW-18-00020 O'Connell Dr. at Woodman's culvert replace	\$750,000



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

Staff recommend and that the following motion be supported:

Be it resolved that the Council of the City of Corner Brook approve the reallocation of approximately \$1,030,000 of surplus funding from the 2017-20 multiyear capital works programs towards other capital works projects as listed.

Options:


1. That the Council of the City of Corner Brook approve the reallocation of approximately \$1,030,000 of surplus funding from the 2017-20 multiyear capital works programs towards other capital works projects as listed.
2. That the Council of the City of Corner Brook not approve the reallocation of approximately \$1,030,000 of surplus funding from the 2017-20 multiyear capital works programs towards other capital works projects as listed.
3. That the council of the City of Corner Brook give other direction to staff.

Legal Review: NA

Governance Implications:

Budget/Financial Implications:

Environmental Implications: NA

Prepared by: Jim Warford	
Director: Darren Charters	
City Manager: Rodney Cumby	
Date: April 7, 2020	

Additional Comments by City Manager:

	<p align="center">City of Corner Brook Request for Decision (RFD)</p>
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Subject Matter: Taxi Regulations 2018 – Extension of Inspection period	
Report Information	
Department: Protective Services	Attachments: Copy of Metered Parking Regulations 2019
Prepared By: Todd Flynn, Director	Council Meeting Date: April 27th, 2020

Issue: *Due to COVID19 limitations and risks, City staff are recommending to delay the Annual Taxi Inspections for relicensing of Taxicabs and Drivers for 90 days from April 30th, 2020. This delay will allow inspections to occur later in the year and hopefully occur pass the current COVID19 pandemic limitation period.*

Background: *As the inspection period is scheduled to occur midst the COVID19 pandemic, discussion has been had with the Taxi Industry to delay the inspection period so to safer conduct the inspections outside this pandemic period. This will eliminate potential of virus transmission by delaying this work, which would require close contact between inspectors and drivers.*

Proposed Resolution:

Be it RESOLVED that pursuant to the powers vested in it by virtue of Section 229 of the City of Corner Brook Act, 1990 and all other enabling powers, the Council of the City of Corner Brook hereby amends Section 10 Taxi Regulations, 2018, and thereby extends the year 2020 renewal period for Taxi relicensing for a period of up to 90 days past April 30th, 2020.

Recommendation: *Staff recommends delaying Taxi inspections for 90 days due to COVID19.*

Options: *Options: Three options to respond to this request and corresponding implications are as follows:*

- 1. No change in regulation: Will result in inspection staff and taxi drivers having to risk endangering themselves by having close contact with each other during the inspection process.*
- 2. Adopting proposed legislation will eliminate risks of virus transmission amongst staff and taxi drivers, as is intended by Public Health Orders.*

Legal Review: *Reviewed by City legal and meets all legal requirements.*

Governance Implications: N/A

	<p style="text-align: center;">City of Corner Brook Request for Decision (RFD)</p>
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Budget/Financial Implications: *Delay in taxi revenues but received but no impact on overall budget.*

Environmental Implications: N/A

Prepared by: Todd Flynn
Director: Todd Flynn
City Manager: Rodney Cumby
Date:

Additional Comments by City Manager:

COVID-19 - CITY SERVICES

#	Business Unit	Service Description
1	Animal Services	We are currently only responding to emergency calls. Applications for Dog Licences and Dog Tags are now available online
2	ATIPPA Requests	ATIPPA requests are still being processed. Due to COVID 19 there may be a delay in response.
3	Building Inspections	Inspection Services can be scheduled by contacting one of our building inspectors by phone or email. Modified Procedures are in place for carrying out building inspections.
4	Building Permits	Permits are continuing to be processed. Applications are now being accepted online.
5	Business Tax Relief	The City is offering a two-month tax holiday for some businesses and some interest relief for all businesses. The Business Facilitator is available by email or phone to provide information on federal and provincial programs offering financial support to businesses and individuals to help ease the economic impact of COVID-19.
6	Communications	Communication Services continued to be provided. Website and Social Media Channels are continuously being updated daily.
7	Customer Service	Customer Service line continues to be manned 24/7.

#	Business Unit	Service Description
8	Enforcement	Parking enforcement is suspended in the downtown area, however may be enforced in exceptional circumstanced. Officers are monitoring parks and trails to ensure compliance with physical distancing orders.
9	Engineering	Construction of Jubilee Field Clubhouse continuing. Other planned infrastructure projects are continuing to progress.
10	Facilities	All City buildings have been closed to public access.
11	Fire Department	The Fire Hall closed to the public. Normal emergency services are operating at normal capacity.
12	Garbage Collection	Curbside waste collection is operating as normal. Spring cleanup initiatives have been postponed for now. Western Regional Waste Management has suspended public access to Wild Cove for residential drop off. "Spring Clean-Up is temporarily deferred. We are working with Murphy Brothers and staff to evaluate options for Bulk Clean-Up
13	Parks, Playgrounds and Trails	All sports fields are closed. City parks and trails remain open for walking as long as physical distancing is maintained; however, all outside play structures are closed.
14	Planning and Development	Plan review of applications is continuing.

#	Business Unit	Service Description
15	Property Tax Relief	Interest waived for unpaid 2020 residential and commercial property tax for the months of March and April. Outstanding balances for prior year taxes will still be charged.
16	Public Meetings	Council will continue to meet via online and telephone meetings. Public meetings will be done via video conference broadcast via Rogers Television, BOIR community radio and the City's Facebook page.
17	Recreational Facilities	The Civic Center and all sports fields have been closed including the Dog Park and the Skateboard Park
18	Roads	Maintenance and repair operations are continuing. This includes pothole repairs and snow clearing.
19	Social Support	The City of Corner Brook is in communication with community agencies to connect residents to resources, service programs and support during COVID-19.
20	Tax Payment Options	While payments cannot be made in person at this time, payments can be sent by mail, through telephone banking, online banking, or by pre-authorized payments. We are currently pursuing an option whereby residents will be able to make payments using a credit card. Announcement will be forthcomine once it has been finalized.
21	Taxi Operators	Taxi services are operating and continue to provide vital transportation for many residents to access essential services. The City has been in communication with Taxi operators to provide guidance while operating during this crisis.

#	Business Unit	Service Description
22	Tourism	Planning continues for Tourism events, however, staff are monitoring the situation and may move to cancel events.
23	Transit	Transit is operating and will continue to provide vital transportation for many residents to access essential services. Riders exhibiting flu-like symptoms will not be permitted aboard the bus Seats within six feet of the driver have been blocked off In order to more easily facilitate social distancing, a new passenger limit of 4 has been put in place
24	Water and Waste Water	Operations continuing as per normal. Processes modified so that employees are deployed from their homes to work site.

Grid view

#	Name	Description	Contact	Attachments
1	BOI Ministerial Association	The Food Bank is continuing to offer hampers. Call to order and arrange pickup.	639-1719	
2	Salvation Army	The Salvation Army can provide emergency food, clothing and lodging. It can also provide emotional and ...	634-5398	
3	Community Mental Health Initiative	CMHI provides housing support to individuals with complex needs.	634-4117 388-4000 (Housing)	
4	Corner Brook Status of Women’s C...	The Women's Centre is closed to drop-in service, please contact them for emotional support services and ...	639-8522	
5	AIDS Committee	The Safe Works Access Program (SWAP) is continuing its needle exchange program. Hours have been red...	634-7927	
6	Willow House	Willow House provides emergency shelter for women and children in crisis.	Office: 634-4199 Crisis: 634-4198 T...	
7	Qalipu First Nation	Qalipu First Nation provides a number of services to members, including coordination of medical transpor...	mblanchard@qalipu.ca	
8	Pharmacy Services	Most pharmacies are providing full services with some new procedures. Some are providing free delivery. ...		
9	Canadian Red Cross COVID-19 help...	For anyone having non-medical issues or concerns regarding self-isolation.	1-800-863-6582	
10	Mental Health Support	This can be a particularly stressful time for adults and children. A good resource for contact information a...	www.bridgethegapp.ca or 1-855-7...	



To: Corner Brook City Council
CC:
From: Todd Flynn, Director of Protective Services
Subject: **Outdoor Fireplaces**
Date: April 24, 2020

MEMORANDUM

Outdoor Fireplaces

City Requirements for Use of Freestanding-Outdoor Fireplaces

1. An outdoor fireplace must be designed for that type of use.
2. A responsible adult must supervise the fire at all times.
3. Persons must burn only what is referred to as normal combustibles. (ie-wood, paper)
**No petroleum-based material is to be burned in these appliances (ie. Plastic, fuel, etc.)
4. The Fireplace must have a device at the top of the vent pipe that prevents sparks and embers from being released.
5. The Fireplace must be placed to allow for minimum for two-metre clearance on three sides and three metres from the wood loading door from the nearest combustibles.
6. Extinguishers must be kept within easy access, at all times. This may be in the form of approved Class A extinguishers or a garden hose.
7. These outdoor fireplaces shall not be used when wind conditions are such that they may cause embers to ignite surrounding material.
8. If the device is placed on a wooded patio deck they must sit on a non-combustible pad such as patio blocks. The blocks must extend 18 inches beyond (In front of) the wood loading door.
9. All fire must be extinguished before leaving the fireplace unattended.
10. These devices may not be used during times when the Provincial fire weather index is in the high or extreme range. This information can be obtained by telephoning the Provincial Forestry Service at (709) 637-2408.

The responsibility of safe use of the outdoor fireplace lies with the homeowner. This responsibility also applies to any inconvenience to neighbours. Any complaint regarding the use of the device will be investigated by the Corner Brook Fire Department and or Municipal

Enforcement.

Todd Flynn, MA DEM
Director, Protective Services