

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 26 FEBRUARY, 2024 AT 7:00 P.M.**

**PRESENT:**

Mayor	J. Parsons	R. Cumby, City Manager D. Charters, Director Community Engineering Development and Planning
Councillors:	V. Granter B. Griffin P. Keeping	S. Maistry, Director of Finance and Administration P. Robinson, Director of Recreation Services J. Smith, City Clerk J. Alexander, Sergeant-At-Arms

Absent with regrets: Deputy Mayor L. Chaisson, Councillor C. Pender, Councillor P. Gill, T. Flynn, Directory of Protective Services, D. Burden, Director of Public Works, Water and Wastewater Services.

**COW24-16 Land Acknowledgement**

Councillor V. Granter read the land acknowledgement.

**COW24-17 Approval of Agenda**

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

**COW24-18 Approval of Minutes- Regular Meeting February 5, 2024**

On motion by Councillor V. Granter, seconded by Councillor B. Griffin, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of February 5, 2024. **MOTION CARRIED.**

**COW24-19 Proclamations and Events**

The Mayor declared the following proclamations were made:

- February was declared Wear Red Canada Day
- February 19 was declared Heritage Day and February 19-25 as Heritage Week.

**COW24-20 Protective Services Statistics for month of January 2024**

Councillor V. Granter presented the statistics for the Month of January 2024 from the Protective Services Department as follows:

- Municipal Enforcement received 191 calls for services;
- Animal Control received 16 calls for services;
- There were 108 Parking related violations issued;
- Corner Brook Fire Department received 50 calls for service;
- Fire Inspection conducted 26 inspections;

- The Smoke Alarm Project included 11 installations and 26 appointments scheduled;
- "Request for Fire Station Tour" program has been launched. Applications are on the City website;
- PSAP received a total of 5583 calls of which 3303 were transferable.

**COW24-21 Public Works Summary**

Councillor V. Granter presented an update on the Public Works operation for the period of January 18, 2023 to February 23, 2024 as follows:

- Snow blowers were active for 15 days with 86% of the first round completed;
- Crews have been working to keep cul de sacs clear and removing snow at intersections;
- Crews were plowing snow 10 days during this period;
- Crews have been making and patching potholes with cold patch when weather permits;
- Water & Sewer cuts are being maintained and topped up when required;
- 436 calls were received with the top categories being snow clearing, potholes & salt/sand requests.

**COW24-22 Water & Wastewater Summary**

Councillor V. Granter presented an update from the Water and Wastewater Division from January 15, 2024 to February 19, 2024 as follows:

- 48 Water and Wastewater Complaints were received with the top two requests being for Water Leaks (15 requests) and hydrant snow clearing (7 requests);
- issued a total of 27 Water and Wastewater Media Releases;
- the Water and Wastewater Recoverable Works totaled \$17,885.72;
- completed a total of 15 Water and Wastewater Repairs;
- additional maintenance includes 2 rounds of hydrant snow clearing, annual service on Lundrigan Drive and Elizabeth Street chlorination stations, & 4 hydrant repairs;
- upcoming maintenance includes snow clearing as needed, remaining chlorination stations, & leak detection in Curling and Upper Townsite;
- Water Treatment maintenance included service on clear well inlet analyzer, service on UV system #1, upgraded lighting in administration and process area. Upcoming maintenance includes installing coupon testing system, install island in lab, replace seals in soda ash screw conveyor, install trial online streaming current analyzer, service of process ph probes, replace exhaust fan in chlorination room.

**COW24-23 Capital Project and Engineering Committee Updates**

Councillor B. Griffin presented an update from Capital Works and Engineering as follows:

- Recreation Centre - the project is 92% complete with substantial completion expected at the end of March;
- Deep Gulch Brook Culvert Replacement - the project is out to tender (closing February 29);
- Curling Street Retaining Wall Replacement - the project is out to tender (closing February 29);
- Transportation Study - the project has been awarded to Harbourside Transportation Consultants and the final report is expected in August 2024;
- Transit Accessibility Study and Implementation Plan - RFP closed February 15th and the three proposals received are being reviewed;
- Elizabeth Street/O'Connell Drive intersection improvements - design is underway and a spring tender is anticipated;
- Curling Street Storm Sewer- the project is in the early design stage with construction planned for 2024;
- Old Humber Road Retaining Wall - waiting on award to consultant, construction planned for 2024;
- 2024 Paving Program - list is generated but will be re-evaluated and confirmed in the spring;
- STAR Trail Design & Construction Services - Man in the Mountain and Cape Blow Me Down Hiking Trails RFP for design and assessment services only to be released in early March;
- City Hall Atrium Lighting - RFQ being created to invite bidders for installation in Spring 2024.

**COW24-24 Development, Planning and Community Services**

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

**Development and Planning**

- New Business Occupancy Permits Issued - 396 O'Connell Drive - Total Energy Solutions, 22 Murphy Square - The Supplementary King, and 39 West Street - Plants & Things;
- 29 Lundrigan Drive (Office/Warehouse) - New building - Partial permits issued, foundation complete, needs discretionary use approval required at next meeting for office;
- 40 North Shore Highway (Mt. Patricia Cemetery Extension) - permits issued, new access road being constructed, new storage building being constructed;
- 4 St. Marks Avenue - Fillatre's Funeral Home (Extension) - permit issued;
- 339 O'Connell Drive - Repair Garage (Extension) - permit issued;
- 12A Tipping Place (Office / Warehouse) - stop work order lifted, foundation permit issued;

- Industrial Park Study - staff are putting together an RFP for consulting services to determine where and how industrial park land can be developed and to determine costs for such development;

### **Business Development**

- Downtown Business Improvement Association (BIA) - Survey data analysis shows a significant interest in the new BIA, new map is being created, legislation review of City of Corner Brook Act ongoing;
- New Economic development program - being developed exclusively for indigenous youth persons (<35 years) in the City, it is expected that this program will be finalized and released in the spring;

### **Sustainable Development**

- Grenfell Environmental Policy Class- final projects (Urban Beekeeping Bylaw, class recycling policy, tree planting policy) were presented to City staff on February 8;
- Green Roof Planning- staff are planning to enhance the garden area and pursue "butterfly friendly" plants as staff are trying to address the lack of pollinator friendly plants;
- EcoNext Ideathon- Grenfell Campus is hosting an ideathon from March 1st to March 3rd, teams to present novel ideas for Clean Growth in Newfoundland and Labrador and staff to participate by being on the panel of judges for the event.

### **COW24-25 Finance & Administration Update**

The Mayor presented an update from the Finance and Administration Department for the month of January 2024, as follows:

- total revenues was \$32,410,025 against a budget of \$30,772,469;
- total expenses was \$2,723,029 against a budget of \$3,278,586;

### **COW24-26 Recreation Department Update**

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

#### **Recreation**

- Studio has a full schedule of programming and renters 7 days a week;
- Active Tots is seeing increased numbers;
- Nora's Fitness class was highlighted on CBC and there is an increase in members;
- Winter Carnival took place February 16-25 and was a success;

#### **Civic Centre**

- February as a busy month for adult, senior, and youth programming;

- Silver Blades hosted the Skate NL Provincial Figure Championships Feb 9-11;
- Corner Brook Minor Hockey Association hosted weekend tournaments;
- Corner Brook Royals hosted 2 regular season games and the semi-finals start February 24.

**COW24-27 Tourism Updates**

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

- The RFP for branding and marketing was released. Closing date Feb 28th. Tourism committee reps will meet to review submissions along with City staff;
- Jigs and Wheels itinerary will be released in March and will include events such as the Kinsmen's Antique Car show, Western Speedparks Car races, Parties in the Park, family fun and Healthy living activities. Jiggs and Wheels is scheduled to run from July 26th to August 4th;
- staff are busy getting the train prepped with new weather screens for the 2024 season;
- a record number of 38 cruise ships with over 50,000 passengers is scheduled for 2024;
- staff will be attending Sea Trade Cruise Global 2024 conference as a member of Cruise NL to assist in selling our province, the western region and our Port to cruise companies and tour companies.

**COW24-28 Old Humber Road Retaining Wall - Consultant Fee Request**

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal submitted by Englobe Corp. for the Old Humber Road Retaining Wall in the amount of \$68,222.53 (HST Included). 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.**

**COW24-29 Regional Recreation Center - Change Order No. 53**

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** that the City of Corner Brook Council approve Change Order No. 53 for the Regional Recreation Center in the amount of \$31,514.52 HST included to Pomerleau Inc. **MOTION CARRIED.**

**COW24-30 Regional Recreation Center Change Order No. 54**

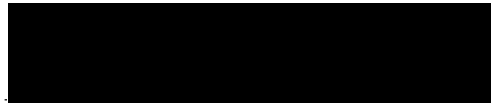
On motion by Councillor V Granter, seconded by Councillor P. Keeping, it is **RESOLVED** that the City of Corner Brook Council approve Change order No. 54 for the Corner Brook Regional Recreation Center in the amount of \$47,763.36 HST included for Pomerleau Inc. **MOTION CARRIED.**

**COW24-31 Accessible Communities Grant Submission 2024**

On motion by Councillor P. Keeping, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook supports the application as attached for the Accessible Communities Grant through the Department of Municipal and Provincial Affairs. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 7:42 p.m.



City Clerk



Mayor