



## CITY OF CORNER BROOK

**Dear Sir\Madam:**

I have been directed by His Worship the Mayor to summon you to a Committee of the Whole Meeting of the Corner Brook City Council, to be held on **March 24, 2025** at **7 pm.** **City Hall Council Chambers.**

---

CITY CLERK

---

Page

**1 CALL MEETING TO ORDER**

3

1.1 Land Acknowledgement

**2 APPROVALS**

2.1 Approval of Agenda

5 - 8

2.2 Approval of Minutes- Regular Meeting March 10th, 2025

**3 BUSINESS ARISING FROM MINUTES**

3.1 Business Arising From Minutes

**4 PROTECTIVE SERVICES REPORT**

9 - 11

4.1 Protective Services Statistics for the month of February 2025

**5 PUBLIC WORKS, WATER AND WASTEWATER REPORT**

13 - 16

5.1 Operational Services Summary from January 18 to March 14, 2025

**6 COMMUNITY SERVICES, DEVELOPMENT & PLANNING REPORT**

17 - 18

6.1 Development, Planning and Community Services

**7 FINANCE & ADMINISTRATION REPORT**

19 - 42

7.1 Finance & Administration Report - February

**8 CAPITAL PROJECTS AND ENGINEERING REPORT**

43 - 44

8.1 Corner Brook Recreation Centre Budget Update

45 - 48

8.2 Capital Project and Engineering Updates

**9 RECREATION, TOURISM SERVICES REPORT**

49 9.1 Recreation Update

51 9.2 Tourism Update

**10 COUNCIL DECISIONS**

53 - 59 10.1 Broadway Storm Sewer 2025-01 - 17-MYCW-24-00008

61 - 64 10.2 Discretionary Use - 7A Snow Street - Home Based Business Office

65 - 73 10.3 Mount Bernard Avenue Reconstruction 17-GI-23-00001 - Change  
Order No. 34

75 - 79 10.4 Canada's Rural Transit Solutions Fund

81 - 83 10.5 Multi-Year Capital Works - 3 Year Allocation 2023-2026 Schedule 'A'  
Amendment

**11 OTHER BUSINESS**

11.1 In Camera Items (If Required)

**12 ADJOURNMENT**

## Land Acknowledgement

We respectfully acknowledge the City of Corner Brook as the ancestral homeland of different populations of Indigenous people. We also acknowledge with respect, the rich histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of the Province of Newfoundland and Labrador



**MINUTES OF A REGULAR MEETING OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 10 MARCH, 2025 AT 7:00 PM**

**PRESENT:**

Mayor	J. Parsons	D. Charters, City Manager
Deputy Mayor	L. Chaisson	T. Flynn, Director of Protective Services
		S. Maistry, Director of Finance and Administration
Councillors:	P. Gill	A. O'Brien, Assistant Director of Engineering
	V. Granter	<i>J. Smith, City Clerk</i>
	B. Griffin	<i>R. Teliz, Sergeant-At-Arms</i>
	P. Keeping	
	C. Pender	

*Absent with regrets: D. Burden, Director of Engineering, Development and Operations and P. Robinson, Director of Recreation Services*

**25-026 Land Acknowledgement**

Deputy Mayor L. Chaisson read the Land Acknowledgement.

**25-027 Approval of Agenda**

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

**25-028 Approval of Minutes- Regular Meeting February 17, 2025**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Gill, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of February 17, 2025. **MOTION CARRIED.**

**25-029 Business Arising From Minutes**

Councillor C. Pender inquired about his previous inquiry regarding feeding pigeons. The Director of Protective Services advised that he has done some research on other municipalities that have bylaws that prevent the feeding of wildlife, with the exception of songbirds. He advised that staff are currently looking at how we can potentially implement something similar under one of the City's bylaws. The Mayor advised that there are currently no complaints in the system regarding pigeon feeding and advised residents that they should call to report any complaints regarding this so that they can be dealt with in the meantime.

**25-030 Proclamations and Events**

The Mayor declared the following proclamations were made:

- March was declared Amyloidosis Awareness Month;
- March 3-7 was declared Swim of Hope Week;
- The Mayor also announced that March 8 was International Women's Day.

**25-031 Corner Brook Regional Recreation Center Change Order No. 66**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** that the City of Corner Brook Council approve Change Order No. 66 in the amount of \$47,212.30 (HST Included) for Pomerleau Inc. for the Corner Brook Regional Recreation Center **MOTION CARRIED.**

**25-032 Borrowing Resolution**

On motion by Councillor P. Gill, seconded by Councillor C. Pender, it is **RESOLVED** that the Council of the City of Corner Brook approve to borrow \$5,000,000 for a 5 year term with a 5 year amortization at the lowest quoted rate by RBC Bank at 3.62% (subject to change as per market rate while final approvals are obtained for the New Recreational Centre – 17-CCR-21-00005). **MOTION CARRIED.**

**25-033 RFP - Water Audit and Leak Analysis**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor C. Pender, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal submitted by CBCL for the Water Audit and Leak Analysis in the amount of \$239,396.60 HST included. The Corner Brook City Council authorizes the City Manager to sign the PCA Agreement with the Consultant, CBCL, on behalf of the City of Corner Brook. **MOTION CARRIED.**

**25-034 Riverside Drive Embankment Risk Assessment**

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 Stantec for the Riverside Drive Embankment Risk Assessment in the amount of \$103,193.46 (HST included). The Corner Brook City Council authorizes the City Manager to sign the PCA Agreement with the Consultant; Stantec on behalf of the City of Corner Brook. **MOTION CARRIED.**

**25-035 Special Olympics Fundraiser**

On motion by Councillor P. Keeping, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook hereby authorizes the Director of Protective Services to match the sponsorships of up to \$500.00 per staff member participating in the 2025 West Coast Polar Plunge fundraising event for the Special Olympics of Newfoundland and Labrador. **MOTION CARRIED.**

**25-036 Municipal Awareness Week 2025**

Councillor Keeping presented a report regarding Municipal Awareness Week 2025 as follows:

Municipal Awareness Week is May 6-10, 2024. To raise awareness and celebrate the week, staff have arranged the following:

- **Poster Contest** - all elementary school students in the City were invited to create a poster that illustrates the important roles and duties of City workers and what Corner Brook means to them. The winner will receive a \$100 gift card, and the winning poster will be used to promote events during the week.
- **Essay Contest**- All grade 6 students were invited to write a one-page essay outlining their campaign plan if they were running for Mayor. The winner will receive a \$100 gift card and a special recognition opportunity to be determined. The second and third place winners will receive \$50 gift cards.
- **Municipal Awareness Day**- Staff are preparing an event at the Civic Centre Studio on May 9th, 2025. Various departments will be on-site to showcase their responsibilities. The event will include outdoor equipment displays, indoor information booths, and a fun zone in the gym. There will be a BBQ and an opportunity to win some prizes.
- **Registration**- Schools have been invited to consider a field trip to the May 9th event, and the classes who register by April 11th will be included in a draw for \$250 to be used as a class for supplies, pizza party etc. We received an overwhelming response from the schools wishing to register, which speaks to the success of last year's event. 194 students are registered to attend, and the invitation will be extended to the public as well.

#### 25-037 **Spring Cleanup**

Deputy Mayor L. Chaisson presented a report regarding Spring Cleanup process for 2025. Residents will have two options for disposing of their spring cleanup waste:

1. During the month of May, Corner Brook residents can take advantage of the City paid tipping fees at the Wild Cove landfill site. Proof of residency within City limits will be required, and residents can dispose of their waste at no charge. Only residential waste will be accepted, similar to the Christmas bulk program.
2. City staff will also be collecting bulk waste from curbsides in May. Residents will need to schedule an appointment using an online form or by calling the City's customer service team. Additional details on this process will be provided in the coming weeks, appointment bookings are not open yet.

#### 25-038 **2025 Integrated Municipal Sustainability Plan and Development Regulations**

Councillor B. Griffin presented a report regarding the 2025 Integrated Municipal Sustainability Plan and Development Regulations as follows:

The City of Corner Brook is in the final stages of developing an Integrated Municipal Sustainability Plan (IMSP) and Development Regulations. The

City's planning consultant, Upland Planning and Design Studios, is finalizing the draft documents for the final public review before they proceed with the official adoption process through the Province of Newfoundland and Labrador.

The public consultation phase is a vital part of the process, offering residents, stakeholders, and community groups the chance to provide feedback, share ideas, and ensure the plan reflects the needs and goals of the community. The official consultation is scheduled to take place the weeks of April 7 – 18, 2025.

**25-039      Sidewalk Cafe Policy**

On motion by Councillor V. Granter, seconded by Councillor C. Pender, it is **RESOLVED** that the City of Corner Brook Council adopt the attached policy for Sidewalk Cafes. **MOTION CARRIED.**

**25-040      Election Sign Policy**

On motion by Councillor V. Granter, seconded by Councillor C. Pender, it is **RESOLVED** to rescind the current Election Sign Policy 02-07-12 and replace it with the attached Election Sign Policy 02-07-12. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 7:53 p.m.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor





# Information Report (IR)

**Subject:** Protective Services Statistics for the month of February 2025

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Protective Services

**Staff Contact:** Todd Flynn, Director of Protective Services

**Topic Overview:** Protective Services Statistics for the month of February 2025

## BACKGROUND INFORMATION:

On a monthly basis, Protective Services compiles its statistics to report them to Council and residents.

### 1. MUNICIPAL ENFORCEMENT

Our Municipal Enforcement Officers received 110 calls for services including as follows:

- **By-Law Enforcement received 32 calls for service:**

- 4 Abandoned Vehicle
- 9 Assistance
- 1 Assistance - Bank deposit
- 1 Assistance - Council meeting
- 1 Assistance – Document service
- 3 Garbage issues - Other
- 1 Garbage issues - Uncovered
- 1 Mobile Vending Permit
- 1 Snow issues: other
- 8 Snow issues: depositing on road
- 1 Snow issues: impeding snow clearing
- 1 Snow issues: Piled up/Obstructing/Hazard

- **Taxi Regulation received 6 requests for service:**

- 6 Taxi driver permits issued.

- **Animal Control received 14 calls for service:**

- 4 Assistance
- 1 Pet Safekeeping Program
- 1 Missing cat

- 2 Cat roaming
- 1 Dog - noise
- 3 Dog – Roaming
- 1 Citation - Dog roaming
- 1 Other animals - injured / dead

○ **Parking Enforcement:**

58 Parking-related violations where citations were issued that included:

- 8 Illegal Parking
- 1 Meter Collection
- 1 Meter Damaged
- 8 Meter Installation
- 32 Meter Stolen / Vandalized
- 3 Expired Parking Meter
- 3 Failure to remove vehicle from highway or crown land HTA 149(3)
- 3 Void

**Note:** The City has been dealing with a rash of its parking meters being destroyed by thieves trying to break open the parking meters for the coin boxes. Approximately 30% of its parking meters are destroyed and will need replacement. Because of the actual parking meters age, replacement parts are difficult to find. The Protective Services Department is assessing the replacement strategy and hopes to bring a recommendation to council in the coming months. Notably there will be a drop in parking revenues until this situation is resolved.

## 2. CORNER BROOK FIRE DEPARTMENT

The CBFD received 37 calls for service that included:

# of Incidents	Type
0	Structure Fire Residential
0	Structure Fire Commercial
4	Residential Alarm
2	Residential Alarm – Smoke Visible
14	Commercial Alarms
2	Commercial Alarms – Smoke Visible
0	Emergency Medical Call
0	Petroleum Spill / Propane Leak- Small
1	Vehicle Fire
7	MVC – Injury/Entrapment
1	MVC – fuel spill
2	Extra Service
1	Extra Service – Medical assist
0	Chimney Fire
0	Carbon Monoxide Alarm
1	Dumpster/Garbage Fire
1	Odor

1	HazMat
37	Total

- Fire Prevention and Inspection report is unavailable for February.

### 3. PUBLIC SAFETY ANSWERING POINT (PSAP)

The total volume of calls received by the Corner Brook PSAP for February was 7141. The calls are broken out as follows:

Primary Agency	Number of Transferred Calls
Ambulance	3520
Crisis	1
Fire	313
MRSC	1
Natural Resources	4
Northern911	4
Parks Canada	0
Poison Control	4
Police	1049
RoCP	16
TBD*	0
<b>Total*</b>	4908

Volume of Non-Transferred 911 Calls: 2233

---

City Manager





# Information Report (IR)

**Subject:** Operational Services Summary from January 18 to March 14, 2025

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Public Works

**Staff Contact:** Donny Burden, Director of Engineering, Development and Operational Services

**Topic Overview:** Operational Services Summary from January 18 to March 14, 2025

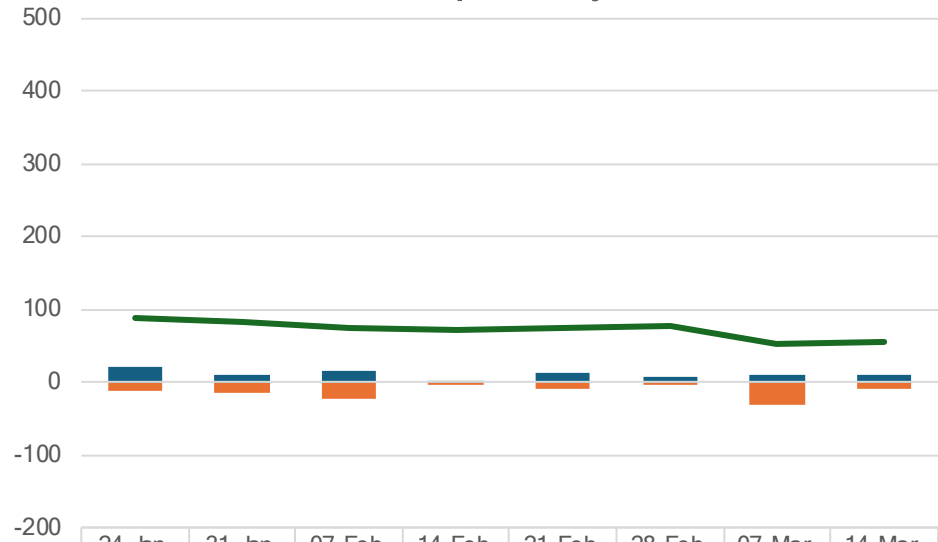
## BACKGROUND INFORMATION:

### Water and Wastewater - Work Summary January 18th to March 14th, 2025

#### 1. Service Requests

Water & Wastewater Service Requests	
Top Three Categories	
Alarms (Internal Systems)	28
Water Leaks	20
Request for Water Shut Off and/or On	13
<b>Total Service Requests Received</b>	<b>89</b>

### Water and Wastewater - Service Requests by Week



	24-Jan-25	31-Jan-25	07-Feb-25	14-Feb-25	21-Feb-25	28-Feb-25	07-Mar-25	14-Mar-25
Water and Waste Water Closed	-11	-16	-22	-3	-10	-2	-32	-9
Water and Waste Water New	20	10	15	2	12	7	11	11
Water and Waste Water Total Open	88	83	73	72	73	78	53	55

#### Water & Wastewater Repairs

Water Main	9
Service Leak	4
Sewer Lateral	2
<b>Total</b>	<b>15</b>

#### Water & Wastewater Recoverable Works

Request to Turn Water Off and/or On	11
Rod Sewer	1
<b>Total Recoverable</b>	<b>\$ 1909.18</b>
<b>Total Cost</b>	<b>\$ 2809.48</b>

## 2. Current Maintenance and Projects

- **Hydrant Snow Clearing (746 hydrants/5 areas)** – 3 full rounds of hydrant clearing has been completed through the winter months.
- **Water Distribution Leak Detection** – Curling area ongoing – exploring possibility for thermal imaging leak detection. This will aid in identifying difficult to find leaks and enabling repairs to reduce water consumption and increase system reliability.
- **Flow Meter Installation** – 4 of 6 distribution flow meters installed. Integration into the remote monitoring system to occur after all meters are installed.

- **Old City Hall Lift Station** – Back-up generator failed February 13. A temporary generator was installed until repairs to be completed. Repairs were completed on February 21.

### 3. Upcoming Maintenance and Projects

- **Woodcrest Pressure Reducing Station (PRV)** – Installation of new valves will provide the ability to reduce pressure at night (12am to 6am), in turn this will reduce water loss through leakage and water breaks.
- **Splash Pad** – Installation of new features pump & motor to be completed prior to 2025 summer season.

## Water Treatment Plant Summary January 18th to March 14th, 2025

### 1. Overview

Water Production Rates (Million L/day)	
Current Period Average	21.6
February 2024 Average	23.8
2024 Overall Average	22.1

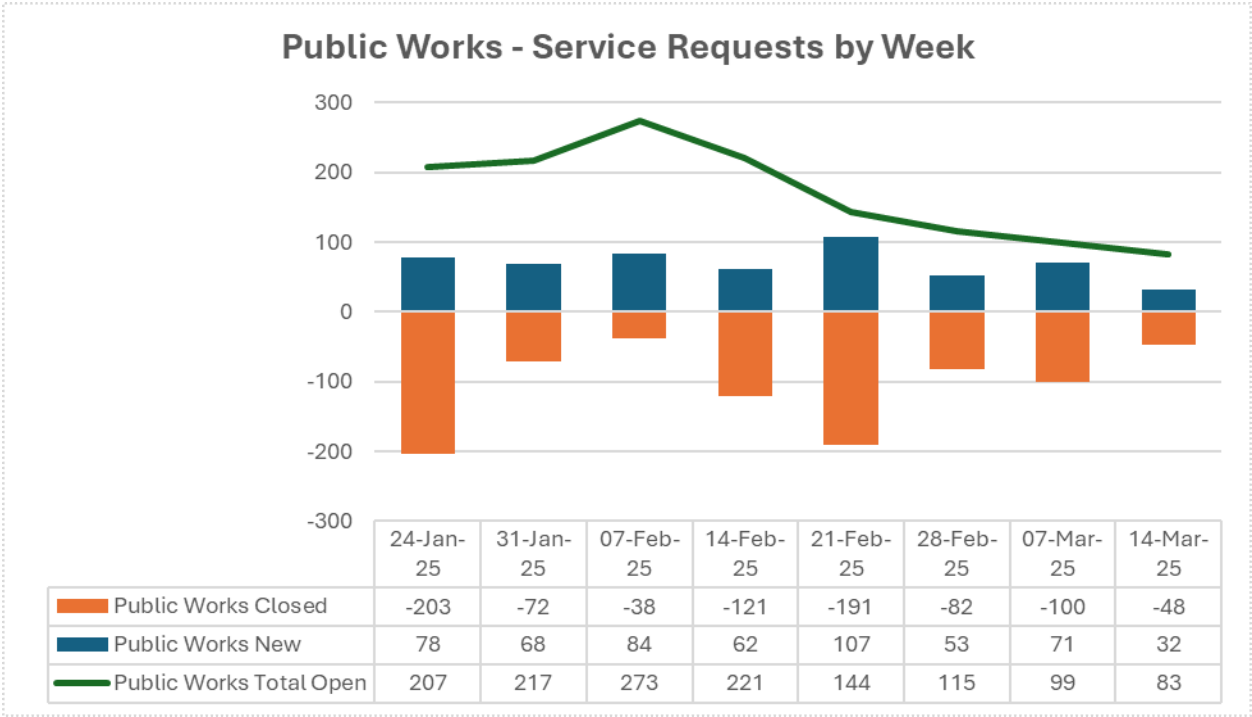
Water consumption continues to decline, thanks to efforts of water distribution management including leak detection and repairs. These efforts continue and we encourage all residents and businesses to be conscious of and reduce any unnecessary water consumption.

**Treatment chemicals supplied from the US** – Only one chemical is currently sourced directly from a US supplier. Currently we have sufficient quantity on hand to treat water through to the end of 2025. We are exploring alternative options outside of US suppliers to mitigate risk imposed by potential tariffs.

## Public Works – Work Summary January 18th to March 14th, 2025

### 1. Service Requests

Public Works Service Requests	
Top Three Categories	
Snow Clearing	389
Salt/Sand Requests	107
Potholes	59
<b>Total Service Requests Received</b>	<b>615</b>



2. Ongoing Services

- **Snow Clearing:** Staff were consistently plowing from the second last week of January to the last week of February. From January 20th, 2025 to March 17th, 2025 our plows have cumulatively travelled 26,686 kms, enough to cover all of Corner Brook’s roads 182 times.
- **Snow Blower:** City snowblowers were out between the dates of February 11th to March 11th.
- **Pothole Repairs / New Reclaimer:** Staff have been using the asphalt reclaimer weather permitting. The reclaimer has been the most active over the past three weeks with it being used 11 out of 15 working days.
- **Ice Rink:** The ice rink has been open since late January and will remain as long the weather will allow.

\_\_\_\_\_  
City Manager





# Information Report (IR)

**Subject:** Development, Planning and Community Services

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Development and Planning

**Staff Contact:** Donny Burden, Director of Engineering, Development and Operational Services

**Topic Overview:** This report is intended to serve as an update to Council and the public regarding the various Development, Planning and Community Services activities.

## BACKGROUND INFORMATION:

The current project updates are as follows:

### **2 Hemlock Avenue (Motorcycle and Power Equipment Dealership)**

- Permit Issued

### **74 West Street (KFC)**

- Interior Exterior Renovations
- Permit Issued

### **29 Lundrigan Drive (Office/Warehouse)**

- New building – work ongoing

### **40 North Shore Highway (Mt. Patricia Cemetery Extension)**

- Permits Issued- work ongoing
- Project progressing forward, likely completion this summer

### **336 Curling Street – 4 Unit apartment building**

- Occupancy Permit Issued

#### **4 St. Marks Avenue- Fillatre's Funeral Home (Extensions)**

- Permit issued for two extensions.
- One extension complete, second one is progressing (Anticipate to be completed in a couple of months).

#### **4 Herald Avenue – Annex converted to Apartment Building.**

- Architectural drawings received – Exterior work is slated to start this fall or spring of 2025.

#### **44 Confederation Drive**

- New Car Dealership – Permit Complete for Phase #1 (Civil/Site Works). Anticipated to start spring of 2025.

#### **55 Lundrigan Drive**

- Warehouse Expansion
- Permits Issued for foundation and structural steel.
- Permits Issued for Interior Fit-up and Mechanical

#### **21 Mt. Bernard Avenue (33 unit apartment building)**

- Partial permit issued for siteworks, foundation, & exterior shell- Work Ongoing

#### **12 Confederation Drive – Cosmetic Hotel Renovation**

- Permit Issued

#### **24 Murphy Square – Significant Interior Renovation**

- Permit Issued, Work Ongoing

#### **Industrial Park Study**

- Dillon Consulting has been hired to complete this work.
- Project is progressing forward

#### **IMSP – New Municipal Plan**

- Upland have submitted the final documents.
- Public Consultation of the draft plan and regulations will begin in April.

---

City Manager



# Information Report (IR)

**Subject:** Finance & Administration Report - February

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Finance and Administration

**Staff Contact:** Sievendra Maistry, Director of Finance and Administration

**Topic Overview:**

## BACKGROUND INFORMATION:

### Financial Update:

Revenues for the two months to February 2025 are detailed below:

\$ MILLION	YTD FEBRUARY 2025		
	BUDGET	ACTUALS	VAR
Taxation	33.14	35.77	2.63
Government transfers	0.11	-	- 0.11
Sales of goods and services	0.32	0.66	0.00
Interest income	0.05	0.15	- 0.01
Other revenue	0.01	0.01	- 0.00
	<b>33.63</b>	<b>36.59</b>	<b>2.51</b>

Expenses for the two months to February 2025 per department are detailed below:

\$MILLION	YTD FEBRUARY 2025		
	BUDGET	ACTUAL	VARIANCE
Executive & Legislative	0.07	0.04	0.03
City Manager	0.28	0.20	0.08
Finance & Admin	0.38	0.29	0.09
Engineering, Planning & Development	0.39	0.33	0.05
Protective Services	0.98	0.91	0.07
Public Works, Water & Wastewater	2.66	2.68	-0.02
Garbage Collection	0.27	0.23	0.03
Recreation	0.61	0.67	-0.06
Transit	0.10	0.06	0.04
Grants	0.07	0.06	0.01
COOR	0.39	0.05	0.34
Funding	0.29	-	0.29
Reserves	-	-	0.00
	<b>6.5</b>	<b>5.5</b>	<b>0.96</b>

**ACCOUNTS RECEIVABLE**

The Accounts Receivable number of accounts and outstanding balance is in line with prior years comparative periods.

For Business taxes, it should be noted that there were some material outstanding balances from large corporates as at February that were settled in March month.

---

City Manager

Income Statement Detail - Revenues 2025

City of Corner Brook

1 of 3  
2025-03-18  
10:32 AM

	February 2025 BUDGET	February 2025 ACTUAL	MTD VARIANCE	February 2025 YTD BUDGET	February 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Tax revenues, Municipal tax residential	\$0	(\$31,213)	(\$31,213)	\$14,853,222	\$16,711,882	\$1,858,660	\$15,312,600	\$1,399,282
Tax revenues, Unit charge residential	0	-2,120	-2,120	5,134,782	5,337,940	203,158	5,293,590	44,350
Tax revenues, Water levy residential	0	0	0	0	0	0	0	0
Tax revenues, Sewer levy residential	0	0	0	903,652	930,500	26,848	931,600	-1,100
Gross Residential Tax	0	-33,333	-33,333	20,891,656	22,980,322	2,088,666	21,537,790	1,442,532
Tax revenues, Municipal tax commercial	0	0	0	4,100,384	4,235,795	135,411	4,227,200	8,595
Tax revenues, Unit charge commercial	0	0	0	641,130	692,800	51,670	660,960	31,840
Tax revenues, Water levy commercial	0	0	0	0	0	0	0	0
Tax revenues, Sewer levy commercial	0	0	0	95,933	98,100	2,167	98,900	-800
Gross Commerical Tax	0	0	0	4,837,447	5,026,695	189,248	4,987,060	39,635
Gross Property Tax	0	-33,333	-33,333	25,729,103	28,007,017	2,277,914	26,524,850	1,482,167
Tax revenues, Seniors discount	-10,000	-118,270	-108,270	-150,000	-145,759	4,241	-200,000	54,241
Tax revenues, Municipal tax discount	0	-12,300	-12,300	0	-14,173	-14,173	0	-14,173
Tax revenues, New Home Incentives Discount	0	0	0	0	0	0	0	0
Total Property Tax Discounts	-10,000	-130,570	-120,570	-150,000	-159,932	-9,931	-200,000	40,069
Net Property Tax	-10,000	-163,903	-153,902	25,579,103	27,847,085	2,267,983	26,324,850	1,522,236
Tax revenues, Business tax levy	0	-8,187	-8,187	6,026,610	6,349,980	323,370	6,213,000	136,980
Tax revenues, Business tax discount	0	0	0	0	0	0	0	0
Tax revenues, Business credit - COVID	0	0	0	0	0	0	0	0
Tax revenues, Business Restoration credit	0	0	0	0	0	0	-60,000	60,000
Tax revenues, Business tax surcharge	0	0	0	0	0	0	0	0
Business Tax	0	-8,187	-8,187	6,026,610	6,349,980	323,370	6,153,000	196,980
Tax revenues, Poll tax	0	0	0	0	0	0	0	0
Tax revenues, School water levy	0	0	0	0	0	0	0	0
Tax revenues, Meter supply levy	6,900	168,035	161,135	13,800	168,035	154,235	690,000	-521,965
Other Taxes	6,900	168,035	161,135	13,800	168,035	154,235	690,000	-521,965
Utility tax, NF Power	965,000	1,032,130	67,130	965,000	1,032,130	67,130	965,000	67,130
Utility tax, Matrix	0	0	0	0	0	0	0	0
Utility tax, Aliant	210,000	153,943	-56,057	210,000	153,943	-56,057	210,000	-56,057
Utility tax, Rogers	79,000	87,765	8,765	79,000	87,765	8,765	79,000	8,765
Utility tax, Telus	30,000	38,456	8,456	30,000	38,456	8,456	30,000	8,456
Utility tax, Other	500	2,527	2,027	500	2,527	2,027	500	2,027
Utility Taxes	1,284,500	1,314,821	30,321	1,284,500	1,314,821	30,321	1,284,500	30,321
Contributions, Federal Govt	108,000	0	-108,000	108,000	0	-108,000	108,000	-108,000
Contributions, Prov of NL	0	0	0	0	0	0	166,100	-166,100
Contributions, Prov of NL- Debt	0	0	0	0	0	0	0	0
Contributions, CBC	0	0	0	0	0	0	5,500	-5,500
Contributions, CBP&P Water	0	0	0	0	90,000	90,000	90,000	0
Contributions, CBP&P Grant	0	0	0	0	0	0	1,055,000	-1,055,000
Contributions, Contributions - Memorial Uni	235,000	-1,565	-236,565	235,000	-1,565	-236,565	235,000	-236,565
Contributions, Secondary Fire	0	0	0	0	0	0	0	0
Contributions, Western Health	0	0	0	0	0	0	0	0
Contributions, Federal Gas Tax Program	0	0	0	0	0	0	885,200	-885,200
Contributions, Jigs & Wheels Sponsorships	0	0	0	0	0	0	25,000	-25,000
Contributions	343,000	-1,565	-344,565	343,000	88,435	-254,565	2,569,800	-2,481,365
Permits and licenses, Mobile vending	0	50	50	0	200	200	1,350	-1,150

**Income Statement Detail - Revenues 2025**

City of Corner Brook

2 of 3  
2025-03-18  
10:32 AM

	February 2025 BUDGET	February 2025 ACTUAL	MTD VARIANCE	February 2025 YTD BUDGET	February 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Permits and licenses, Dog Licenses	83	105	22	166	330	164	1,000	-670
Permits and licenses, Bldg Permits	1,800	9,368	7,568	3,600	17,845	14,245	90,000	-72,155
Permits and licenses, Parking Meter Collections	2,500	6,750	4,250	5,000	7,143	2,143	50,000	-42,857
Permits and licenses, Impounding charges	0	75	75	0	75	75	600	-525
Permits and licenses, Taxi Licenses	0	150	150	0	525	525	9,000	-8,475
Permits and licenses, Develop application	500	750	250	1,000	1,600	600	10,000	-8,400
Permits and licenses, Compliance Letters	1,620	2,200	580	3,240	4,600	1,360	27,000	-22,400
Permits and licenses, Occupancy Permits	0	0	0	0	0	0	0	0
<b>Permits &amp; Licenses</b>	<b>6,503</b>	<b>19,448</b>	<b>12,944</b>	<b>13,006</b>	<b>32,318</b>	<b>19,312</b>	<b>188,950</b>	<b>-156,632</b>
Fines/Tickets, Parking tickets	292	192	-100	584	692	108	3,500	-2,808
Fines/Tickets, Parking tickets - Courts	2,083	576	-1,507	4,166	901	-3,265	25,000	-24,099
Fines/Tickets, Municipal ticketing	0	0	0	0	0	0	1,500	-1,500
<b>Fines &amp; Tickets</b>	<b>2,375</b>	<b>768</b>	<b>-1,607</b>	<b>4,750</b>	<b>1,593</b>	<b>-3,157</b>	<b>30,000</b>	<b>-28,407</b>
Interest, Tax Interest	24,000	130,409	106,409	39,000	151,628	112,628	300,000	-148,372
Interest, Bank Interest	8,000	0	-8,000	13,000	0	-13,000	100,000	-100,000
<b>Interest</b>	<b>32,000</b>	<b>130,409</b>	<b>98,409</b>	<b>52,000</b>	<b>151,628</b>	<b>99,628</b>	<b>400,000</b>	<b>-248,372</b>
Facility Rentals, Curling Club Rental	0	9,000	9,000	9,000	9,000	0	9,000	0
Facility Rentals, Curling Club Electricity	4,167	4,944	777	8,334	9,387	1,053	25,000	-15,613
Facility Rentals, City Hall Rental	16,667	16,472	-195	33,334	32,945	-389	200,000	-167,055
Facility Rental, Rotary Arts	417	1,308	891	834	1,308	474	5,000	-3,692
<b>Facility Rentals</b>	<b>21,251</b>	<b>31,724</b>	<b>10,473</b>	<b>51,502</b>	<b>52,640</b>	<b>1,138</b>	<b>239,000</b>	<b>-186,360</b>
<b>Facility Agreement - 911 PSAP</b>	<b>0</b>	<b>224,535</b>	<b>224,535</b>	<b>0</b>	<b>224,535</b>	<b>224,535</b>	<b>920,800</b>	<b>-696,265</b>
Civic Centre, Ice Rental	80,500	68,978	-11,522	161,000	142,136	-18,864	575,000	-432,864
Civic Centre, Room Rental Civic Centre	1,500	1,599	99	3,000	1,599	-1,401	30,000	-28,401
Civic Centre, Annex Rental	1,667	2,250	583	3,334	2,250	-1,084	20,000	-17,750
Civic Centre, Skybox	0	0	0	0	0	0	5,300	-5,300
Civic Centre, Studio Rec. Usage	16,333	10,284	-6,049	32,666	20,806	-11,860	196,000	-175,194
Civic Centre, Catering	0	2,113	2,113	0	2,113	2,113	145,000	-142,887
Civic Centre, Concessions	833	2,000	1,167	1,666	2,000	334	10,000	-8,000
Civic Centre, Holding Seats	0	0	0	0	80	80	1,500	-1,420
Civic Centre, Indoor Advertising	0	2,905	2,905	0	8,885	8,885	60,000	-51,115
Civic Centre, Outdoor Advertising	0	0	0	0	0	0	10,000	-10,000
Civic Centre, Leases Civic Centre	10,692	10,106	-586	21,384	22,213	829	128,300	-106,087
Civic Centre, Security	292	146	-146	584	146	-438	3,500	-3,354
Civic Centre, Electricity	208	186	-22	416	390	-26	2,500	-2,110
Civic Centre, Building Maintenance	0	0	0	0	0	0	0	0
Civic Centre, Special Events	0	0	0	0	0	0	130,000	-130,000
Civic Centre, Home Show	0	0	0	0	0	0	0	0
Civic Centre, Royals Hockey Games	10,000	65,806	55,806	20,000	132,013	112,013	60,000	72,013
Civic Centre, Royals Settlement	0	0	0	0	0	0	0	0
Civic Centre, General Skating	0	2,362	2,362	0	8,775	8,775	0	8,775
Civic Centre, Silver Blades	0	0	0	0	0	0	0	0
Civic Centre, Sponsorship - Hospitality NL	0	0	0	0	0	0	0	0
Civic Centre, Misc Revenue	250	26	-224	500	-60	-560	3,000	-3,060
<b>Civic Centre</b>	<b>122,275</b>	<b>168,761</b>	<b>46,486</b>	<b>244,550</b>	<b>343,346</b>	<b>98,795</b>	<b>1,380,100</b>	<b>-1,036,755</b>
Revenues, Recreation Centre, General Admin and Punch Cards	0	0	0	0	0	0	205,000	-205,000
Recreation Centre, Memberships	0	0	0	0	0	0	955,000	-955,000
Recreation Centre, Mun Recreation Fee	0	0	0	0	0	0	145,000	-145,000

Income Statement Detail - Revenues 2025

City of Corner Brook

3 of 3  
2025-03-18  
10:32 AM

	February 2025 BUDGET	February 2025 ACTUAL	MTD VARIANCE	February 2025 YTD BUDGET	February 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Recreation Centre, Program Registrations	0	0	0	0	0	0	50,000	-50,000
Recreation Centre, Facility Rentals	0	0	0	0	0	0	20,000	-20,000
Recreation Centre, User Groups	0	0	0	0	0	0	30,000	-30,000
Recreation Centre, Daycare Subsidy	0	0	0	0	0	0	50,000	-50,000
Recreation Centre, Daycare Lease	0	0	0	0	0	0	12,000	-12,000
Recreation Centre, Parking Revenue	0	0	0	0	0	0	1,000	-1,000
EV Charging Station	0	0	0	0	0	0	500	-500
Recreation Centre, Merchandise Sales	0	0	0	0	0	0	15,000	-15,000
Recreation Centre	0	0	0	0	0	0	1,483,500	-1,483,500
Land Revenues, Sales - Land	0	0	0	0	0	0	20,000	-20,000
Land Revenues, Land Leases	292	372	80	584	4,669	4,085	3,500	1,169
Land Reserves	292	372	80	584	4,669	4,085	23,500	-18,831
Revenue from Reserves, Cap Rev fr reserves	0	0	0	0	0	0	0	0
Revenue from Reserves, Oper Rev fr reserves	0	0	0	0	0	0	0	0
Revenue from Reserves	0	0	0	0	0	0	0	0
Fees, Tax Certificates	2,083	2,300	217	4,166	4,300	134	25,000	-20,700
Fees, Tender documents	0	0	0	0	0	0	0	0
Fees, Appeal fees	208	0	-208	416	0	-416	2,500	-2,500
Fees, Insurance User Groups	42	0	-42	84	0	-84	500	-500
Fees	2,333	2,300	-33	4,666	4,300	-366	28,000	-23,700
Park revenue, Summer Program	0	0	0	0	0	0	0	0
Park revenue, Corner Brook Day Revenue	0	0	0	0	0	0	0	0
Park revenue, Field Rentals	0	0	0	0	0	0	16,500	-16,500
Park revenue, Ball Field Lighting	0	1,640	1,640	0	3,117	3,117	20,000	-16,883
Park revenue, Canada Day Revenue	0	0	0	0	0	0	7,000	-7,000
Park revenue, Vendor Registrations	250	0	-250	500	0	-500	3,000	-3,000
Park revenue, Event Sponsorship	708	0	-708	1,416	0	-1,416	8,500	-8,500
Park revenue, Recreation Grants	1,667	0	-1,667	3,334	0	-3,334	20,000	-20,000
Park revenue, Misc Revenue	0	0	0	0	0	0	0	0
Park & Recreation Revenue	2,625	1,640	-985	5,250	3,117	-2,133	75,000	-71,883
Misc revenue, Garbage tags	0	56	56	0	148	148	900	-752
Misc revenue, Tipping fees	0	0	0	0	0	0	0	0
Misc revenue, Bus Passes	2,083	1,451	-633	4,166	3,068	-1,098	25,000	-21,932
Misc revenue, Bus Shelter Advertising	833	0	-833	1,666	4,815	3,149	10,000	-5,185
Misc revenue, Recycling metal	0	0	0	0	50	50	0	50
Misc revenue, Train revenue	0	0	0	0	0	0	80,000	-80,000
Misc revenue, Rounding	0	0	0	0	0	0	0	0
Misc revenue, Misc Revenue	0	185	185	0	360	360	1,500	-1,140
Misc revenue, Vendor Discounts	0	0	0	0	0	0	0	0
Misc revenue, Vendor Tables- City Hall	0	0	0	0	0	0	2,500	-2,500
Misc Revenue	2,916	1,692	-1,224	5,832	8,441	2,609	119,900	-111,459
<b>Total Revenues</b>	<b>1,816,970</b>	<b>1,890,850</b>	<b>73,881</b>	<b>33,629,153</b>	<b>36,594,943</b>	<b>2,965,791</b>	<b>41,910,900</b>	<b>-5,315,956</b>

City of Corner Brook  
For the Two Months Ending February 28, 2025

1 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Council, Salary & Related Cost	\$20,027	\$19,294	\$733	\$40,054	\$38,588	\$1,466	\$240,320	\$201,732
Council, Business Travel	1,250	0	1,250	2,500	0	2,500	15,000	15,000
Council, Meeting expenses	833	0	833	1,666	252	1,414	10,000	9,748
Council, Public Receptions	417	0	417	834	0	834	5,000	5,000
Council, Promo materials	667	407	260	1,334	407	927	8,000	7,593
Council, Advertising	1,250	404	846	2,500	495	2,005	15,000	14,505
Council, Donations	417	0	417	834	0	834	5,000	5,000
Council, Telephone	63	0	63	126	0	126	750	750
Council, Cell phone	42	0	42	84	0	84	500	500
Council, Election	6,667	0	6,667	13,334	110	13,225	80,000	79,891
Council, Municipal Associations	2,083	0	2,083	4,166	0	4,166	25,000	25,000
Council, Staff recognition	333	527	-194	666	527	139	4,000	3,473
Council, Conference fees	583	0	583	1,166	0	1,166	7,000	7,000
Council, Municipal Awareness Day	250	0	250	500	0	500	3,000	3,000
Total Council	34,882	20,632	14,250	69,764	40,379	29,386	418,570	378,192
Early Retirees, Salary	2,125	0	2,125	4,250	0	4,250	25,500	25,500
Total Early Retirees	2,125	0	2,125	4,250	0	4,250	25,500	25,500
CM Admin, Salary & Related Cost	46,342	43,418	2,924	92,684	86,166	6,518	556,120	469,954
CM Admin, Business Travel	1,667	1,136	531	3,334	1,136	2,198	20,000	18,864
CM Admin, Document Mgmt	1,417	0	1,417	2,834	0	2,834	17,000	17,000
CM Admin, Special Projects	5,417	0	5,417	10,833	0	10,833	65,000	65,000
CM Admin, Membership fees	125	0	125	250	0	250	1,500	1,500
CM Admin, Conference fees	292	0	292	584	0	584	3,500	3,500
CM Admin, Consulting fees	5,000	0	5,000	10,000	0	10,000	60,000	60,000
CM Admin, Other Cost	3,376	1,724	1,652	6,752	2,160	4,592	40,500	38,340
Total City Manager Admin	63,636	46,278	17,358	127,271	89,462	37,809	763,620	674,158
Legal, Salary Related Cost	9,717	8,971	746	19,434	17,942	1,492	116,600	98,658
F&A Legal, Legal fees	667	104	563	1,334	104	1,230	8,000	7,896
F&A Legal, Subscriptions	205	0	205	410	0	410	2,460	2,460
Total Legal	10,589	9,075	1,514	21,178	18,046	3,132	127,060	109,014
HR, Salary & Related Cost	45,925	35,595	10,330	91,850	71,032	20,818	551,100	480,068
HR, Business Travel	417	0	417	834	0	834	5,000	5,000
HR, Safety Program	208	0	208	416	0	416	2,500	2,500
HR, City Equip	500	0	500	1,000	563	437	6,000	5,437
HR, HR Program	1,167	0	1,167	2,334	0	2,334	14,000	14,000



City of Corner Brook  
For the Two Months Ending February 28, 2025

2 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
HR, Staff Social Events	0	0	0	0	-1,350	1,350	5,000	6,350
HR, Recruitment	833	0	833	1,666	9,225	-7,559	10,000	775
HR, Staff Recognition	500	0	500	1,000	0	1,000	6,000	6,000
HR, Wellness	833	0	833	1,666	0	1,666	10,000	10,000
HR, Training	1,667	0	1,667	3,334	240	3,094	20,000	19,760
HR, Medicals	83	0	83	166	0	166	1,000	1,000
HR, Consulting fees	2,500	0	2,500	5,000	0	5,000	30,000	30,000
Total HR	54,633	35,595	19,038	109,266	79,710	29,557	660,600	580,891
Business, Salary & Related Cost	9,099	8,398	701	18,198	16,796	1,402	109,200	92,404
Business, Promo materials	333	0	333	666	0	666	4,000	4,000
Business, Cell phone	63	0	63	126	0	126	750	750
Business, Special Projects	1,000	0	1,000	2,000	0	2,000	12,000	12,000
Business, Business Facilitating	667	0	667	1,334	0	1,334	8,000	8,000
Total Business Resource Centre	11,162	8,398	2,764	22,324	16,796	5,528	133,950	117,154
Total City Manager	140,020	99,346	40,674	280,039	204,014	76,025	1,685,230	1,481,216
F&A Admin, Salary & Related Cost	20,926	18,129	2,797	41,852	36,214	5,638	251,100	214,886
F&A Admin, Business Travel	1,500	0	1,500	3,000	0	3,000	18,000	18,000
F&A Admin, Office supplies	2,050	277	1,773	4,100	1,218	2,882	24,600	23,382
F&A Admin, Other supplies	100	0	100	200	407	-207	1,200	793
F&A Admin, Photocopier expenses	917	379	538	1,834	2,353	-519	11,000	8,647
F&A Admin, Subscriptions	278	0	278	556	0	556	3,340	3,340
F&A Admin, Telephone	2,083	449	1,634	4,166	893	3,273	25,000	24,107
F&A Admin, Cell phone	417	0	417	834	0	834	5,000	5,000
F&A Admin, Postage/Courier	2,083	5,214	-3,131	4,166	5,214	-1,048	25,000	19,786
F&A Admin, Membership fees	1,000	0	1,000	2,000	3,491	-1,491	12,000	8,509
F&A Admin, Training	1,333	0	1,333	2,666	1,466	1,200	16,000	14,534
F&A Admin, Insurance Claims Deductible	2,083	0	2,083	4,166	4,724	-558	25,000	20,276
F&A Admin, Assessment fees	0	0	0	62,000	60,775	1,225	248,000	187,225
F&A Admin, Audit fees	4,583	0	4,583	9,166	0	9,166	55,000	55,000
F&A Admin, Consulting fees	1,833	24,436	-22,603	3,666	28,871	-25,205	22,000	-6,871
F&A Admin, Insurance	24,233	0	24,233	48,466	0	48,466	290,800	290,800
F&A Admin, Local appeal board	1,000	0	1,000	2,000	0	2,000	12,000	12,000
Total Finance & Admin	66,419	48,884	17,535	194,838	145,626	49,213	1,045,040	899,415
F&A Treasury, Salary & Related Cost	37,541	23,397	14,144	75,082	49,296	25,786	450,500	401,204
Total Treasury	37,541	23,397	14,144	75,082	49,296	25,786	450,500	401,204

City of Corner Brook  
For the Two Months Ending February 28, 2025

3 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
F&A IT, Salary & Related Cost	21,100	12,495	8,605	42,200	22,664	19,536	253,200	230,536
F&A IT, Comp software maint	19,575	21,372	-1,797	39,150	27,092	12,058	234,900	207,808
F&A IT, Comp network costs	1,500	0	1,500	3,000	0	3,000	18,000	18,000
<b>Total F&amp;A IT</b>	<b>42,175</b>	<b>33,867</b>	<b>8,309</b>	<b>84,350</b>	<b>49,756</b>	<b>34,594</b>	<b>506,100</b>	<b>456,344</b>
F&A CSR, Salary & Related Cost	11,483	33,272	-21,789	22,966	42,520	-19,554	137,800	95,280
<b>Total F&amp;A CSR</b>	<b>11,483</b>	<b>33,272</b>	<b>-21,789</b>	<b>22,966</b>	<b>42,520</b>	<b>-19,554</b>	<b>137,800</b>	<b>95,280</b>
<b>Total Finance &amp; Administration</b>	<b>157,618</b>	<b>139,420</b>	<b>18,198</b>	<b>377,236</b>	<b>287,198</b>	<b>90,039</b>	<b>2,139,440</b>	<b>1,852,243</b>
CEDP Admin, Salary & Related Cost	17,140	4,489	12,651	34,280	10,215	24,065	205,700	195,485
CEDP Admin, Business Travel	2,083	408	1,675	4,166	408	3,758	25,000	24,592
CEDP Admin, Office supplies	1,250	922	328	2,500	1,934	566	15,000	13,066
CEDP Admin, Other supplies	0	0	0	0	112	-112	0	-112
CEDP Admin, Photocopier expenses	333	496	-163	666	913	-247	4,000	3,087
CEDP Admin, Subscriptions	292	0	292	584	0	584	3,500	3,500
CEDP Admin, Cell phone	417	0	417	834	0	834	5,000	5,000
CEDP Admin, Membership fees	167	0	167	334	1,181	-847	2,000	819
CEDP Admin, Training	0	0	0	0	1,966	-1,966	0	-1,966
CEDP Admin, Consulting fees	2,083	0	2,083	4,166	0	4,166	25,000	25,000
CPD Admin, Comp software maint	1,667	0	1,667	3,334	0	3,334	20,000	20,000
CEDP Admin, Other Cost	0	0	0	0	190	-190	0	-190
<b>Total CEDP Admin</b>	<b>25,432</b>	<b>6,315</b>	<b>19,118</b>	<b>50,864</b>	<b>16,919</b>	<b>33,946</b>	<b>305,200</b>	<b>288,282</b>
CEDP Planning, Salary & Related Cost	19,491	10,008	9,483	38,982	19,708	19,274	233,900	214,192
CEDP Planning, Advertising	83	0	83	166	35	131	1,000	965
CEDP Planning, Special Projects	0	0	0	0	11,367	-11,367	0	-11,367
CEDP Planning, Professional fees	417	0	417	834	0	834	5,000	5,000
CPD Land, Salary & Related Cost	8,374	7,614	760	16,748	15,227	1,521	100,500	85,273
CPD Land, Professional fees	1,250	0	1,250	2,500	3,129	-629	15,000	11,871
<b>Total CEDP Planning</b>	<b>29,615</b>	<b>17,622</b>	<b>11,993</b>	<b>59,230</b>	<b>49,466</b>	<b>9,764</b>	<b>355,400</b>	<b>305,934</b>
CEDP Bldg Inspect, Salary & Related Cost	36,609	32,863	3,746	73,218	65,008	8,210	439,300	374,292
CEDP Bldg Inspect, City Equip	1,000	0	1,000	2,000	1,464	536	12,000	10,536
<b>Total Building Inspection</b>	<b>37,609</b>	<b>32,863</b>	<b>4,746</b>	<b>75,218</b>	<b>66,472</b>	<b>8,746</b>	<b>451,300</b>	<b>384,828</b>
CEDP - Sust Develop, Salary & Related Cost	5,526	5,020	506	11,052	10,040	1,012	66,300	56,260
CEDP - Sust Develop, Special Projects	1,250	0	1,250	2,500	0	2,500	15,000	15,000

City of Corner Brook  
For the Two Months Ending February 28, 2025

4 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
CEDP - Sust Develop, Recycling bins	417	0	417	834	0	834	5,000	5,000
CEDP - Sust Develop, Fall Leaf	250	0	250	500	0	500	3,000	3,000
CEDP - Sust Develop, Water conservation	250	0	250	500	0	500	3,000	3,000
CEDP - Sust Develop, Community Education	3,333	25,000	-21,667	6,666	25,000	-18,334	40,000	15,000
CEDP - Sust Develop, Clean up Corner Brook	833	0	833	1,666	0	1,666	10,000	10,000
<b>Total Sustainable Development</b>	<b>11,859</b>	<b>30,020</b>	<b>-18,161</b>	<b>23,718</b>	<b>35,040</b>	<b>-11,322</b>	<b>142,300</b>	<b>107,260</b>
CEDP - Eng, Salary & Related Cost	74,367	69,996	4,371	148,734	139,263	9,471	892,400	753,137
CEDP- Eng, Clothing/uniforms	0	282	-282	0	282	-282	0	-282
CEDP - Eng, City Equip	2,125	0	2,125	4,250	2,700	1,550	25,500	22,800
<b>Total Engineering</b>	<b>76,492</b>	<b>70,278</b>	<b>6,214</b>	<b>152,984</b>	<b>142,245</b>	<b>10,739</b>	<b>917,900</b>	<b>775,655</b>
CEDP - GIS, Salary & Related Cost	7,534	11,353	-3,819	15,068	21,437	-6,369	90,400	68,963
CEDP - GIS, Professional fees	4,583	0	4,583	9,166	0	9,166	55,000	55,000
<b>Total GIS</b>	<b>12,117</b>	<b>11,353</b>	<b>764</b>	<b>24,234</b>	<b>21,437</b>	<b>2,797</b>	<b>145,400</b>	<b>123,963</b>
<b>Total Community, Engineering, Development &amp;</b>	<b>193,124</b>	<b>168,451</b>	<b>24,675</b>	<b>386,248</b>	<b>331,579</b>	<b>54,670</b>	<b>2,317,500</b>	<b>1,985,922</b>
PS MEO, Salary & Related Cost	28,341	22,389	5,952	56,682	47,188	9,494	340,100	292,912
PS MEO, Clothing/uniforms	417	0	417	834	60	774	5,000	4,940
PS MEO, City Equip	1,833	0	1,833	3,666	1,706	1,960	22,000	20,294
PS MEO, Maint supplies	417	0	417	834	0	834	5,000	5,000
PS MEO, Office supplies	333	0	333	666	0	666	4,000	4,000
PS MEO, Inventory	417	1,048	-631	834	1,048	-214	5,000	3,952
PS MEO, Hired contractor	833	782	51	1,666	3,470	-1,804	10,000	6,530
PS MEO, Training	500	0	500	1,000	0	1,000	6,000	6,000
PS MEO, Professional fees	292	0	292	584	0	584	3,500	3,500
PS MEO Other Cost	359	0	359	718	1,060	-342	4,300	3,240
PS Animal, Maint supplies	292	0	292	584	287	297	3,500	3,213
PS Animal, Inventory	83	0	83	166	0	166	1,000	1,000
PS Animal, Electrical	583	1,147	-564	1,166	2,122	-956	7,000	4,878
PS Animal, Hired equipment	1,500	0	1,500	3,000	0	3,000	18,000	18,000
<b>Total Municipal Enforcement</b>	<b>36,200</b>	<b>25,366</b>	<b>10,834</b>	<b>72,400</b>	<b>56,941</b>	<b>15,459</b>	<b>434,400</b>	<b>377,459</b>
Fire Admin, Salary & Related Cost	28,925	27,201	1,724	57,850	45,750	12,100	347,100	301,350
Fire Admin, Business Travel	1,000	882	118	2,000	882	1,118	12,000	11,118
Fire Admin, Fire Prevention and Education	1,250	0	1,250	2,500	1,144	1,356	15,000	13,856

City of Corner Brook  
For the Two Months Ending February 28, 2025

5 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Fire Admin, Clothing/uniforms	250	0	250	500	0	500	3,000	3,000
Fire Admin, Maint supplies	625	0	625	1,250	0	1,250	7,500	7,500
Fire Admin, Office supplies	167	0	167	334	0	334	2,000	2,000
Fire Admin, Photocopier expenses	333	159	174	666	288	378	4,000	3,712
Fire Admin, Recruitment	417	0	417	834	0	834	5,000	5,000
Fire Admin, Special Projects	1,333	0	1,333	2,666	17,308	-14,642	16,000	-1,308
Fire Admin, Membership fees	167	0	167	334	0	334	2,000	2,000
PS Fire Admin, EMO Excercise	208	0	208	416	0	416	2,500	2,500
	1,284	0	1,284	2,568	0	2,568	15,400	15,400
Total Fire Department Admin	35,959	28,242	7,716	71,918	65,372	6,546	431,500	366,128
PS Fire Operations, AP Severance	0	0	0	0	100,000	-100,000	0	-100,000
Fire Operations, Salary & Related Cost	303,691	250,377	53,314	607,382	524,962	82,420	3,644,300	3,119,338
Fire Operations, Clothing/uniforms	2,917	0	2,917	5,834	0	5,834	35,000	35,000
Fire Operations, Furniture and Equip	333	0	333	666	94	572	4,000	3,906
Fire Operations, Maint supplies	5,833	0	5,833	11,666	35	11,631	70,000	69,965
Fire Operations, Inventory	417	295	122	834	577	257	5,000	4,423
Fire Operations, Hired contractor	2,500	0	2,500	5,000	988	4,012	30,000	29,012
Fire Operations, Out of Jurisdiction	-833	0	-833	-1,666	0	-1,666	-10,000	-10,000
Fire Operations, Meal Vouchers	833	0	833	1,666	0	1,666	10,000	10,000
Fire Operations, Training	4,167	0	4,167	8,334	75	8,259	50,000	49,925
Fire Operations, Lease	3,183	0	3,183	6,366	0	6,366	38,200	38,200
Fire Operations, Medicals	2,500	0	2,500	5,000	0	5,000	30,000	30,000
Total Fire Department Operations	325,541	250,672	74,869	651,082	626,731	24,351	3,906,500	3,279,769
Fire Bldg Maint, Salary & Related Cost	900	0	900	1,800	0	1,800	10,800	10,800
Fire Bldg Maint, City Equip	250	0	250	500	0	500	3,000	3,000
Fire Bldg Maint, Maint supplies	2,500	249	2,251	5,000	667	4,333	30,000	29,333
Fire Bldg Maint, Cleaning services	1,000	1,351	-351	2,000	2,703	-703	12,000	9,297
Fire Bldg Maint, Hired contractor	4,167	1,757	2,410	8,334	7,611	723	50,000	42,389
Fire Bldg Maint, Electrical	3,667	4,986	-1,319	7,334	9,592	-2,258	44,000	34,408
Total Fire Department Building Maintenance	12,484	8,343	4,140	24,968	20,573	4,396	149,800	129,228
Fire Dept Equipment, Salary & Related Cost	1,841	1,704	137	3,682	2,037	1,645	22,100	20,063
Fire Dept Equipment, Maint supplies	3,000	6,577	-3,577	6,000	6,672	-672	36,000	29,328
Total Fire Department Equipment Cost	4,841	8,281	-3,441	9,682	8,709	973	58,100	49,391
Total Fire Department Expense	378,825	295,538	83,284	757,650	721,385	36,266	4,545,900	3,824,516

City of Corner Brook  
For the Two Months Ending February 28, 2025

6 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
911 Operations, Salary & Related Cost	71,775	65,659	6,116	143,550	133,715	9,835	861,300	727,585
911 Operations, Computer Supplies	500	0	500	1,000	0	1,000	6,000	6,000
911 Operations, Meeting expenses	83	0	83	166	28	138	1,000	972
911 Operations, Office supplies	500	0	500	1,000	0	1,000	6,000	6,000
911 Operations, Computer Supplies	500	0	500	1,000	0	1,000	6,000	6,000
PS 911 Operations, Promo materials	83	0	83	166	0	166	1,000	1,000
911 Operations, Comp software maint	500	0	500	1,000	0	1,000	6,000	6,000
911 Operations, Comp network costs	500	0	500	1,000	0	1,000	6,000	6,000
911 Operations, Cleaning services	208	136	72	416	273	143	2,500	2,227
911 Operations, Telephone	1,250	0	1,250	2,500	0	2,500	15,000	15,000
911 Operations, Training	833	0	833	1,666	0	1,666	10,000	10,000
Total 911 Operations	76,732	65,795	10,937	153,464	134,016	19,447	920,800	786,783
Total Protective Services	491,757	386,699	105,055	983,514	912,342	71,172	5,901,100	4,988,758
CEDP Recreation , Salary & Related Cost	34,308	43,496	-9,188	68,616	95,874	-27,258	411,700	315,826
CPD Recreation, Administration	125	0	125	250	0	250	1,500	1,500
CEDP Recreation, City Equip	1,417	0	1,417	2,834	0	2,834	17,000	17,000
CEDP Recreation, Inventory	833	629	204	1,666	629	1,037	10,000	9,371
CEDP Recreation , Activity Guide	0	0	0	0	417	-417	5,000	4,583
CEDP Recreation , Recreation improvements	2,250	25,388	-23,138	4,500	16,176	-11,676	225,000	208,824
CEDP Recreation , Margaret Bowater Park	0	4,476	-4,476	0	6,360	-6,360	0	-6,360
CEDP Recreation , Special Events Grants	8,333	1,378	6,955	16,666	1,358	15,308	100,000	98,642
CPD Recreation, Training	333	0	333	666	0	666	4,000	4,000
CPD Recreation, Business Travel	1,167	0	1,167	2,334	0	2,334	14,000	14,000
CPD Recreation, Maint supplies	3,750	0	3,750	7,500	0	7,500	45,000	45,000
CEDP MBP, Salary & Related Cost	0	0	0	0	0	0	53,000	53,000
CPD MBP, Maint supplies	0	0	0	0	0	0	5,000	5,000
CEDP MBP, Security	0	0	0	0	0	0	45,000	45,000
CPD MBP, Margaret Bowater Park Canteen	0	0	0	0	0	0	28,000	28,000
CEDP Activity Staffing, Salary & Related Cost	0	4,187	-4,187	0	7,538	-7,538	0	-7,538
Total Recreation Services	52,516	79,554	-27,038	105,032	128,352	-23,320	964,200	835,848
Tourism, Salary & Related Cost	17,651	14,900	2,751	35,302	27,306	7,996	211,800	184,494
Tourism, Business Travel	1,000	0	1,000	2,000	0	2,000	12,000	12,000
Tourism, Promo materials	917	0	917	1,834	0	1,834	11,000	11,000
Tourism, Advertising	750	0	750	1,500	0	1,500	9,000	9,000
Tourism, Cell phone	25	0	25	50	0	50	300	300

City of Corner Brook  
For the Two Months Ending February 28, 2025

7 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Tourism, Special Projects	1,667	0	1,667	3,334	0	3,334	20,000	20,000
Tourism, Jigs and Wheels	0	0	0	0	0	0	75,000	75,000
Tourism, Membership fees	625	2,500	-1,875	1,250	2,500	-1,250	7,500	5,000
Tourism, Conference fees	208	0	208	416	0	416	2,500	2,500
Tourism, Business Facilitating	1,667	269	1,398	3,334	269	3,065	20,000	19,731
Tourism other cost	58	10	48	116	300	-184	700	400
Train, Salary & Related Cost	0	0	0	0	0	0	14,000	14,000
Train, Gas/Oil	0	0	0	0	0	0	5,000	5,000
Train, Maint supplies	0	0	0	0	146	-146	800	654
Train, Special Projects	0	0	0	0	0	0	2,500	2,500
<b>Total Tourism</b>	<b>24,568</b>	<b>17,679</b>	<b>6,888</b>	<b>49,136</b>	<b>30,521</b>	<b>18,615</b>	<b>392,100</b>	<b>361,579</b>
Civic Centre Admin, Salary & Other Cost	40,341	28,664	11,677	80,682	47,418	33,264	484,100	436,682
Civic Centre Admin, Office supplies	542	0	542	1,084	78	1,006	6,500	6,422
Civic Centre Admin, Photocopier expenses	350	539	-189	700	1,005	-305	4,200	3,195
Civic Centre Admin, Promo materials	3,333	3,250	83	6,666	3,250	3,416	40,000	36,750
Civic Centre Admin, Subscriptions	300	0	300	600	0	600	3,600	3,600
Civic Centre Admin, Comp network costs	1,667	0	1,667	3,334	0	3,334	20,000	20,000
Civic Centre Admin, Telephone	367	0	367	734	0	734	4,400	4,400
Civic Centre Admin, Cell phone	250	0	250	500	0	500	3,000	3,000
Civic Centre Admin, Training	833	0	833	1,666	0	1,666	10,000	10,000
Civic Centre Admin, Bank Charges	2,083	0	2,083	4,166	0	4,166	25,000	25,000
Civic Centre Operations, Salary & Other Cost	73,350	65,330	8,020	146,700	136,768	9,932	880,200	743,432
Civic Centre Operations, Cleaning Supplies	2,500	2,543	-43	5,000	4,540	460	30,000	25,460
Civic Centre Operations, Clothing/uniforms	583	0	583	1,166	1,810	-644	7,000	5,190
Civic Centre Operations, City Equip	2,083	0	2,083	4,166	2,299	1,867	25,000	22,701
Civic Centre Operations, Catering	9,583	0	9,583	19,166	0	19,166	115,000	115,000
Civic Centre Operations, Fire Alarm	417	0	417	834	86	748	5,000	4,914
Civic Centre Operations, Propane/Nitrogen	1,542	2,070	-528	3,084	4,391	-1,307	18,500	14,109
Civic Centre Operations, Heating Oil	4,167	0	4,167	8,334	0	8,334	50,000	50,000
Civic Centre Operations, Maint supplies	6,667	2,024	4,643	13,334	7,038	6,296	80,000	72,962
Civic Centre Operations, Elevator Maintenance	1,167	2,144	-977	2,334	3,194	-860	14,000	10,806
Civic Centre Operations, Repairs Recreation Equip	833	0	833	1,666	0	1,666	10,000	10,000
Civic Centre Operations, Snowclearing	5,833	0	5,833	11,666	13,912	-2,246	70,000	56,088
Civic Centre Operations, Hired equipment	667	0	667	1,334	0	1,334	8,000	8,000
Civic Centre Operations, Service Contracts	8,333	0	8,333	16,666	0	16,666	100,000	100,000
Civic Centre Operations, Hired contractor	5,417	36,584	-31,167	10,834	66,546	-55,712	65,000	-1,546
Civic Centre Operations, Senior Hockey expenses	8,333	54,172	-45,839	16,666	109,438	-92,772	50,000	-59,438
Civic Centre Operations, Electrical	30,833	44,476	-13,643	61,666	87,244	-25,578	370,000	282,756
Civic Centre Operations, Security	5,958	7,069	-1,111	11,916	14,590	-2,674	71,500	56,910
Civic Centre Operations, Special Events	4,167	529	3,638	8,334	2,251	6,083	50,000	47,749
Civic Centre Building Maint, Maint supplies	6,250	0	6,250	12,500	0	12,500	75,000	75,000

City of Corner Brook  
For the Two Months Ending February 28, 2025

8 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Total Civic Centre	228,749	249,394	-20,645	457,498	505,858	-48,359	2,695,000	2,189,143
Recreation Centre, Salary & Related Cost	0	5,267	-5,267	0	5,795	-5,795	1,428,000	1,422,205
Recreation Centre, Cleaning Supplies	0	0	0	0	0	0	15,000	15,000
Recreation Centre, Clothing/uniforms	0	0	0	0	0	0	10,000	10,000
Recreation Centre, Branded Clothing	0	0	0	0	0	0	10,000	10,000
Recreation Centre, Other chemicals	0	0	0	0	0	0	100,000	100,000
Recreation Centre, Maint supplies	0	0	0	0	4,201	-4,201	50,000	45,799
Recreation Centre, Office supplies	0	0	0	0	0	0	10,000	10,000
Recreation Centre, Program supplies	0	0	0	0	0	0	10,000	10,000
Recreation Centre, First Aid Supplies	0	0	0	0	0	0	9,000	9,000
Recreation Centre, Access Cards	0	0	0	0	0	0	5,000	5,000
Recreation Centre, Administration	0	0	0	0	0	0	1,500	1,500
Recreation Centre, Civic Centre Rec Usage	0	0	0	0	0	0	116,000	116,000
Recreation Centre, Other supplies	0	0	0	0	0	0	6,000	6,000
Recreation Centre, Photocopier expenses	0	0	0	0	0	0	4,000	4,000
Recreation Centre, Promo materials	0	0	0	0	0	0	5,000	5,000
Recreation Centre, Cleaning services	0	0	0	0	0	0	100,000	100,000
Recreation Centre, Snowclearing	0	0	0	0	0	0	35,000	35,000
Recreation Centre, Service Contracts	0	0	0	0	0	0	10,000	10,000
Recreation Centre, Hired contractor	0	0	0	0	0	0	25,000	25,000
Recreation Centre, Telephone	0	0	0	0	0	0	5,000	5,000
Recreation Centre, Cell phone	0	0	0	0	0	0	2,000	2,000
Recreation Centre, Meal Vouchers	0	0	0	0	0	0	6,000	6,000
Recreation Centre, Postage/Courier	0	0	0	0	0	0	500	500
Recreation Centre, Electrical	0	0	0	0	0	0	350,000	350,000
Recreation Centre, Training	0	0	0	0	0	0	15,000	15,000
Total RAC	0	5,267	-5,267	0	9,996	-9,996	2,328,000	2,318,004
Total Recreation & Civic Centre	305,833	351,894	-46,062	611,666	674,727	-63,060	6,379,300	5,704,574
PWWW - Admin, Salary & Related Cost	13,617	12,882	735	27,234	25,764	1,470	163,400	137,636
PWWW - Admin, Business Travel	1,000	0	1,000	2,000	0	2,000	12,000	12,000
PWWW - Admin, Safety Program	208	0	208	416	0	416	2,500	2,500
PWWW - Admin, City Equip	12,500	0	12,500	25,000	15,976	9,024	150,000	134,024
PWWW - Admin, Maint supplies	83	148	-65	166	148	18	1,000	852
PWWW - Admin, Office supplies	625	551	74	1,250	1,598	-348	7,500	5,902
PWWW - Admin, Photocopier expenses	208	135	73	416	814	-398	2,500	1,686
PWWW - Admin, Tools and minor equip	417	492	-75	834	435	399	5,000	4,565
PWWW - Admin, Telephone	417	0	417	834	0	834	5,000	5,000
PWWW - Admin, Cell phone	583	0	583	1,166	0	1,166	7,000	7,000
PWWW - Admin, Membership fees	167	0	167	334	0	334	2,000	2,000
PWWW - Admin, Conference fees	83	0	83	166	0	166	1,000	1,000
PWWW - Admin, Training	417	0	417	834	0	834	5,000	5,000

City of Corner Brook  
For the Two Months Ending February 28, 2025

9 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Training	2,083	0	2,083	4,166	0	4,166	25,000	25,000
Total PWWW Admin	32,408	14,208	18,201	64,816	44,735	20,081	388,900	344,165
PWWW - P/W Admin, Salary & Related Costs	74,084	81,467	-7,383	148,168	157,626	-9,458	889,000	731,374
PWWW - P/W Admin, Office supplies	583	674	-91	1,166	2,255	-1,089	7,000	4,745
PWWW - P/W Admin, Photocopier expenses	167	499	-332	334	499	-165	2,000	1,501
Total Public Works Payroll	74,834	82,640	-7,806	149,668	160,380	-10,711	898,000	737,621
Special Events, Maint supplies	0	171	-171	0	171	-171	0	-171
Total Special Events Salary	0	171	-171	0	171	-171	0	-171
PWWW - W/S Admin, Salary & Related Cost	36,808	36,960	-152	73,616	77,022	-3,406	441,700	364,678
PWWW - W/S Admin, Office supplies	42	0	42	84	0	84	500	500
Total Water & Sewer Salary	36,850	36,960	-110	73,700	77,022	-3,322	442,200	365,178
Clothing allowance, Inventory	1,667	2,755	-1,088	3,334	5,816	-2,482	20,000	14,184
Total Clothing Allowance	1,667	2,755	-1,088	3,334	5,816	-2,482	20,000	14,184
PWWW - Other payroll, Salary & Related Cost	52,135	23,481	28,654	104,270	70,257	34,013	625,600	555,343
PWWW - Other payroll, PPE	333	806	-473	666	886	-220	4,000	3,114
PWWW - Other payroll, Inventory	167	31	136	334	204	130	2,000	1,796
PWWW - Other payroll, Medicals	125	75	50	250	300	-50	1,500	1,200
TotalPWWW Other Payroll	52,760	24,393	28,367	105,520	71,647	33,873	633,100	561,453
Total PWWW Admin	198,519	161,127	37,393	397,038	359,771	37,267	2,382,200	2,022,429
PWWW - Building, Salary	1,417	6,343	-4,926	2,834	7,533	-4,699	17,000	9,467
PWWW - Building, City Equip	75	0	75	150	0	150	900	900
PWWW - Building, Maint supplies 1	15,375	3,534	11,841	30,750	35,546	-4,796	184,500	148,954
PWWW - Building, Maint supplies 2	976	274	702	1,952	1,129	823	11,700	10,571
PWWW - Building, Electrical 1	27,850	46,760	-18,910	55,700	86,534	-30,834	334,200	247,666
PWWW - Building, Electrical 2	1,566	1,953	-387	3,132	3,751	-619	18,800	15,049
PWWW - Building - Heating Oil	1,208	2,965	-1,757	2,416	5,230	-2,814	14,500	9,270
PWWW -Building Inventory	108	259	-151	216	621	-405	1,300	679



City of Corner Brook  
For the Two Months Ending February 28, 2025

10 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
PWWW -Building Cleaning services	14,500	14,610	-110	29,000	29,220	-220	174,000	144,780
PWWW - Building Hired contractor	417	0	417	834	0	834	5,000	5,000
PWWW - Building Security	83	0	83	166	0	166	1,000	1,000
PWWW - Building Snowclearing	1,250	5,441	-4,191	2,500	5,441	-2,941	15,000	9,559
Total Building Maintenance	64,825	82,139	-17,313	129,650	175,005	-45,354	777,900	602,896
PWWW - Street Lights, Electrical	53,333	49,018	4,316	106,666	97,903	8,763	640,000	542,097
PWWW - Heritage lights, Maint supplies	417	0	417	834	0	834	5,000	5,000
PWWW - Heritage lights, Hired contractor	2,500	962	1,538	5,000	962	4,038	30,000	29,038
PWWW - Heritage lights, Electrical	1,125	1,400	-275	2,250	3,161	-911	13,500	10,339
Total Street Lighting	57,375	51,380	5,995	114,750	102,026	12,725	688,500	586,475
PWWW - Gravel St Main	0	0	0	0	0	0	12,500	12,500
PWWW - Streets Maintenance	31,583	2,456	29,127	63,166	45,630	17,536	379,000	333,370
PWWW - W/S Pave Cuts	22,500	0	22,500	45,000	2,239	42,761	507,000	504,761
PWWW - Sod repair	0	0	0	0	0	0	67,000	67,000
PWWW - Curb and sidewalk main	0	0	0	0	141	-141	200,000	199,859
PWWW - Maint Manhole/catch bas	3,728	0	3,728	7,456	1,419	6,037	90,500	89,081
PWWW - Maint of Guardrails	0	0	0	0	0	0	37,000	37,000
PWWW - Maint of steps/walkways	0	0	0	0	0	0	1,000	1,000
Total Street Maintenance	57,811	2,456	55,355	115,622	49,429	66,193	1,294,000	1,244,571
PWWW - Streets-Snow	234,400	231,694	2,706	527,400	403,982	123,418	1,172,000	768,018
PWWW - Sanding	43,400	56,683	-13,283	97,650	85,639	12,011	217,000	131,361
PWWW - Salting	94,300	116,509	-22,209	212,175	273,059	-60,884	471,500	198,441
PWWW - Snow/Business Area	3,100	7,183	-4,083	6,975	13,229	-6,254	15,500	2,271
PWWW - Ice cutting/remove	2,500	0	2,500	5,625	0	5,625	12,500	12,500
PWWW - Snow Remove City Parking	400	0	400	900	0	900	2,000	2,000
PWWW - Snow clearingng Contracts, Hired	12,000	0	12,000	27,000	0	27,000	60,000	60,000
PWWW - Damage Claims	800	0	800	1,800	0	1,800	4,000	4,000
PWWW - Steps/walkways	950	0	950	2,138	0	2,138	4,750	4,750
Ice Rinks - Maint/Construction	2,240	5,783	-3,543	5,040	8,364	-3,324	11,200	2,836
Total Snow Clearing	394,090	417,852	-23,762	886,703	784,273	102,431	1,970,450	1,186,178
PWWW - Traffic lights, Hired contractor	2,500	2,887	-387	5,000	2,887	2,113	30,000	27,113
PWWW - Traffic lights, Electrical	1,125	1,235	-110	2,250	2,379	-129	13,500	11,121
PWWW -Street Sign Maint, Salary	4,333	4,171	162	8,666	9,896	-1,230	52,000	42,104
PWWW -Street Sign Maint, City Equip	667	0	667	1,334	1,140	194	8,000	6,860
PWWW -Street Sign Maint, Maint supplies	83	0	83	166	0	166	1,000	1,000
PWWW -Street Sign Maint, Inventory	83	0	83	166	0	166	1,000	1,000

City of Corner Brook  
For the Two Months Ending February 28, 2025

11 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
PWWW -Street markings, Salary	333	0	333	666	0	666	4,000	4,000
PWWW -Street markings, Maint supplies	0	0	0	0	0	0	1,000	1,000
PWWW -Street markings, Hired contractor	0	0	0	0	0	0	175,000	175,000
PWWW - Traffic flaggers, Salary	6,667	495	6,172	13,334	11,571	1,763	80,000	68,429
PWWW - Traffic flaggers, City Equip	833	0	833	1,666	1,103	563	10,000	8,897
Total Traffic Control	16,624	8,788	7,837	33,248	28,976	4,273	375,500	346,525
PWWW - Maint open ditches, Salary	708	0	708	1,416	150	1,266	8,500	8,350
PWWW - Maint open ditches, City Equip	83	0	83	166	0	166	1,000	1,000
PWWW - Maint open ditches, Maint supplies	83	0	83	166	0	166	1,000	1,000
PWWW - Maint open ditches, Hired equipment	833	0	833	1,666	794	872	10,000	9,206
PWWW - Flood control, Salary	7,083	0	7,083	14,166	8,399	5,767	85,000	76,601
PWWW - Flood control, City Equip	2,500	0	2,500	5,000	523	4,477	30,000	29,477
PWWW - Flood control, Maint supplies	417	0	417	834	0	834	5,000	5,000
PWWW - Flood control, Inventory	83	0	83	166	360	-194	1,000	640
PWWW - Flood control, Hired equipment	1,250	0	1,250	2,500	1,009	1,491	15,000	13,991
Total Drainage	13,040	0	13,040	26,080	11,235	14,845	156,500	145,265
PWWW - Dust control, Salary	0	0	0	0	0	0	500	500
PWWW - Dust control, Maint supplies	0	0	0	0	0	0	2,500	2,500
PWWW - Street cleaning, Salary	0	0	0	0	0	0	40,000	40,000
PWWW - Street cleaning, City Equip	0	0	0	0	0	0	40,000	40,000
PWWW - Street cleaning, Maint supplies	0	0	0	0	0	0	500	500
PWWW - Street cleaning, Fall Leaf	0	0	0	0	0	0	10,000	10,000
PWWW - Spring clean up, Salary	0	0	0	0	0	0	90,000	90,000
PWWW - Spring clean up, City Equip	0	0	0	0	0	0	40,000	40,000
PWWW - Spring clean up, Maint supplies	0	0	0	0	0	0	150	150
PWWW - Storm sewer repair, Salary	3,167	0	3,167	6,334	0	6,334	38,000	38,000
PWWW - Storm sewer repair, City Equip	583	0	583	1,166	0	1,166	7,000	7,000
PWWW - Storm sewer repair, Maint supplies	2,917	0	2,917	5,834	3,204	2,630	35,000	31,796
PWWW - Storm sewer repair, Hired equipment	2,083	0	2,083	4,166	676	3,490	25,000	24,324
PWWW - Storm sewer cleaning, Salary	2,083	0	2,083	4,166	0	4,166	25,000	25,000
PWWW - Storm sewer cleaning, City Equip	1,667	0	1,667	3,334	0	3,334	20,000	20,000
PWWW - Storm sewer cleaning, Maint supplies	83	0	83	166	0	166	1,000	1,000
Oper - Spring clean up, Special Projects	0	0	0	0	0	0	25,000	25,000
Total Storm Sewer Cleaning	12,583	0	12,583	25,166	3,880	21,286	399,650	395,770
Total Public Works	551,523	480,476	71,049	1,201,569	979,819	221,752	4,884,600	3,904,783
Garbage collect, Tipping fees	62,500	45,042	17,458	125,000	108,116	16,884	750,000	641,884

City of Corner Brook  
For the Two Months Ending February 28, 2025

12 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Garbage collect, Hired contractor	70,833	63,324	7,509	141,666	126,648	15,018	850,000	723,352
<b>Total Garbage Collect &amp; Disposal</b>	<b>133,333</b>	<b>108,366</b>	<b>24,967</b>	<b>266,666</b>	<b>234,764</b>	<b>31,902</b>	<b>1,600,000</b>	<b>1,365,236</b>
Water treat plant, Salary & Related Cost	34,558	27,485	7,073	69,116	57,054	12,062	414,700	357,646
Water treat plant, Computer Supplies	4,167	3,186	981	8,334	8,402	-68	50,000	41,598
Water treat plant, Other chemicals	113,463	96,714	16,749	226,926	191,452	35,474	1,361,550	1,170,098
Water treat plant, City Equip	0	0	0	0	583	-583	0	-583
Water treat plant, Maint supplies	23,858	69,094	-45,236	47,716	75,994	-28,278	286,300	210,306
Water treat plant, Inventory	1,667	6,423	-4,756	3,334	6,821	-3,487	20,000	13,179
Water treat plant, Comp software maint	625	0	625	1,250	0	1,250	7,500	7,500
Water treat plant, Electrical	18,750	22,694	-3,944	37,500	43,209	-5,709	225,000	181,791
<b>Total Water Treatment Plant</b>	<b>197,088</b>	<b>225,596</b>	<b>-28,508</b>	<b>394,176</b>	<b>383,515</b>	<b>10,661</b>	<b>2,365,050</b>	<b>1,981,535</b>
PWWW - Chlorine/Feeders, Salary	6,500	12,275	-5,775	13,000	15,560	-2,560	78,000	62,440
PWWW - Chlorine/Feeders, Chlorine	500	0	500	1,000	0	1,000	6,000	6,000
PWWW - Chlorine/Feeders, City Equip	1,000	0	1,000	2,000	227	1,773	12,000	11,773
PWWW - Chlorine/Feeders, Maint supplies	2,667	1,460	1,207	5,334	2,987	2,347	32,000	29,013
PWWW - Chlorine/Feeders, Hired equipment	0	448	-448	0	615	-615	0	-615
PWWW - Chlorine/Feeders, Electrical	1,750	2,602	-852	3,500	4,942	-1,442	21,000	16,058
<b>Total Purification Treatment</b>	<b>12,417</b>	<b>16,785</b>	<b>-4,369</b>	<b>24,834</b>	<b>24,331</b>	<b>502</b>	<b>149,000</b>	<b>124,668</b>
PWWW - Maint Hydrants/valves	13,750	1,512	12,238	27,500	5,317	22,183	165,000	159,683
PWWW - Main Line Repairs	24,917	31,055	-6,138	49,834	104,953	-55,119	299,000	194,047
PWWW - Maint Feeder	10,416	2,559	7,857	20,832	4,459	16,373	125,000	120,541
PWWW - Water Lateral Repairs	42,667	21,147	21,520	85,334	52,891	32,443	512,000	459,109
PWWW - Hydrant Snowclearing	6,250	25,705	-19,455	12,500	25,705	-13,205	75,000	49,295
PWWW - Thaw Water Lines	1,251	0	1,251	2,502	0	2,502	15,000	15,000
PWWW - Clean Water Lines	8,500	4,626	3,874	17,000	10,853	6,147	102,000	91,147
PWWW - Flow Testing Program	3,708	2,882	826	7,416	9,775	-2,359	44,500	34,725
PWWW - Water Traffic flaggers, Salary	8,333	3,737	4,596	16,666	11,942	4,724	100,000	88,058
<b>Total Water Mains &amp; Hydrants</b>	<b>119,792</b>	<b>93,223</b>	<b>26,569</b>	<b>239,584</b>	<b>225,895</b>	<b>13,690</b>	<b>1,437,500</b>	<b>1,211,606</b>
PWWW - Maint Sewer Mains	13,083	4,496	8,587	26,166	9,256	16,910	157,000	147,744
PWWW - Maint Sewer Laterals	7,999	4,625	3,374	15,998	10,610	5,388	96,000	85,390
PWWW - Sewer Treat Plants	5,625	4,154	1,471	11,250	7,570	3,680	67,500	59,930
PWWW - Sewer Pump Stat	12,542	31,265	-18,723	25,084	39,868	-14,784	150,500	110,632
PWWW - Sewer Flow Test	4,750	3,258	1,492	9,500	8,644	856	57,000	48,356

City of Corner Brook  
For the Two Months Ending February 28, 2025

13 of 15  
2025-03-18  
10:18 AM

Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Total Sainitary Systems	43,999	47,798	-3,799	87,998	75,948	12,049	528,000	452,051
PWWWW - Maint of Regulators	10,499	16,734	-6,235	20,998	25,183	-4,185	126,000	100,817
PWWWW - Maint of water meters	4,583	0	4,583	9,166	0	9,166	55,000	55,000
PWWWW - Massey Drive Water Meters	309	158	151	618	302	316	3,700	3,398
Total Regulations & Meters	15,391	16,892	-1,501	30,782	25,485	5,298	184,700	159,216
PWWWW - Maint of Reservoirs & Intakes	7,042	14,952	-7,910	14,084	21,549	-7,465	113,500	91,951
Total Reservoirs & Intakes	7,042	14,952	-7,910	14,084	21,549	-7,465	113,500	91,951
PWWWW - Pumphouse, Payroll	3,333	3,483	-150	6,666	5,674	992	40,000	34,326
PWWWW - Pumphouse, City Equip	417	0	417	834	338	496	5,000	4,662
PWWWW - Pumphouse, Maint supplies	2,500	143	2,357	5,000	143	4,857	30,000	29,857
PWWWW - Pumphouse, Hired equipment	0	4,605	-4,605	0	4,855	-4,855	0	-4,855
PWWWW - Pumphouse, Electrical	2,500	2,676	-176	5,000	5,173	-173	30,000	24,827
Total Pumphouse	8,750	10,907	-2,158	17,500	16,183	1,316	105,000	88,816
Total W&S	404,479	426,153	-21,677	808,958	772,906	36,051	4,882,750	4,109,843
Transit, Hired contractor	49,633	52,677	-3,044	99,266	58,166	41,100	595,600	537,434
Transit, Electrical	125	149	-24	250	288	-38	1,500	1,212
Total Corner Brook Transit	49,758	52,826	-3,068	99,516	58,454	41,062	597,100	538,646
PWWWW - Jubilee Field	0	811	-811	0	1,721	-1,721	44,500	42,779
PWWWW - MBP	0	0	0	0	0	0	13,250	13,250
PWWWW - War Memorials	0	21	-21	0	42	-42	1,400	1,358
PWWWW - Skateboard Park	0	0	0	0	0	0	500	500
PWWWW - Majectic Lawn	0	27	-27	0	56	-56	1,500	1,444
PWWWW - Athletic field maint	0	0	0	0	883	-883	80,100	79,217
PWWWW - Bash A&B, Electrical	0	49	-49	0	97	-97	1,700	1,603
PWWWW - Ambrose O'Rielly, Electrical	0	440	-440	0	813	-813	2,000	1,187
PWWWW - Playground maint	0	0	0	0	0	0	26,100	26,100
PWWWW - Wellington	0	835	-835	0	1,546	-1,546	39,500	37,954
PWWWW - Tennis courts	0	317	-317	0	317	-317	1,500	1,183
PWWWW - Beautification	0	0	0	0	3,420	-3,420	74,500	71,080
PWWWW -Dog Park	0	0	0	0	0	0	500	500

City of Corner Brook  
For the Two Months Ending February 28, 2025

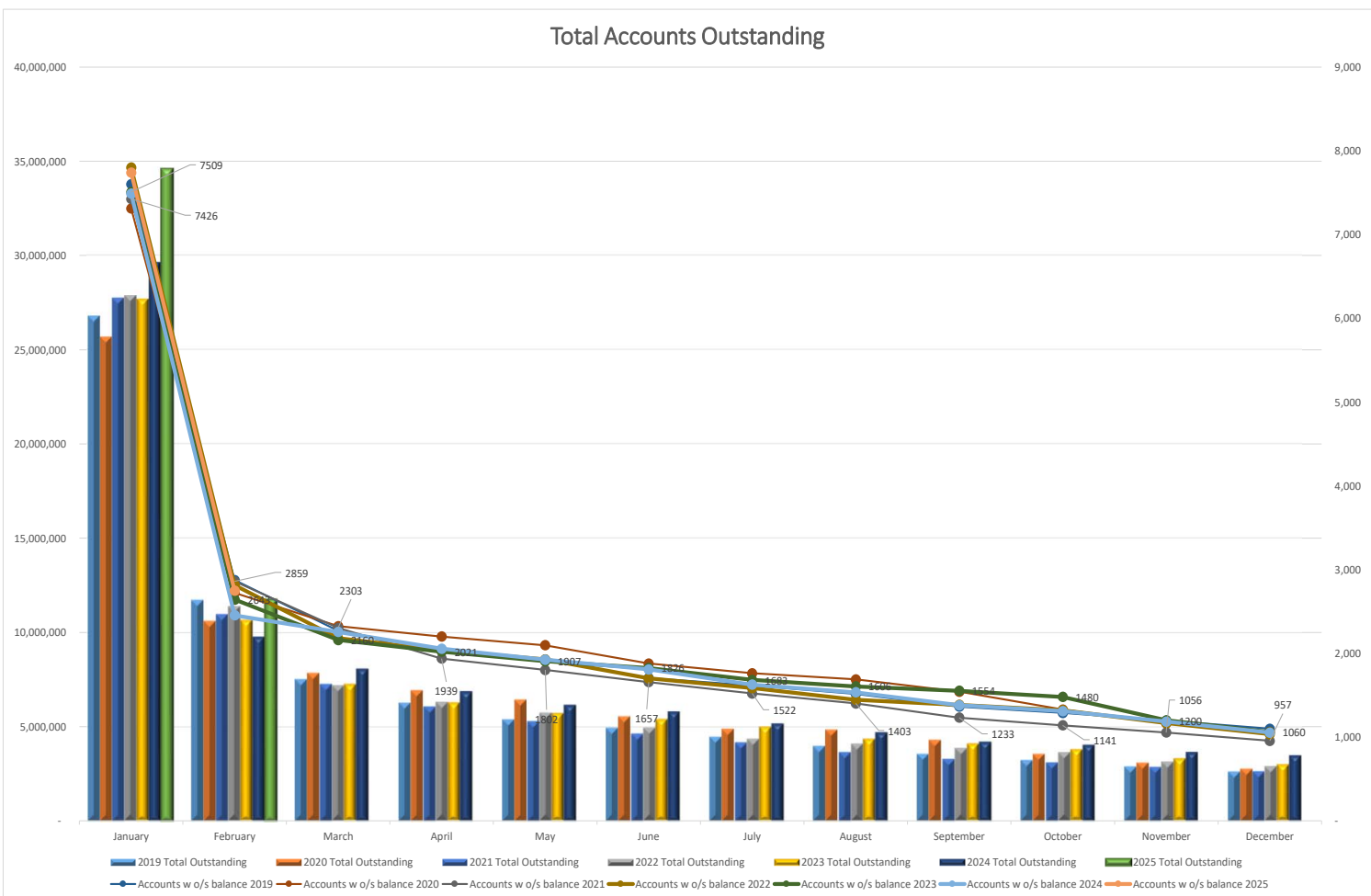
14 of 15  
2025-03-18  
10:18 AM

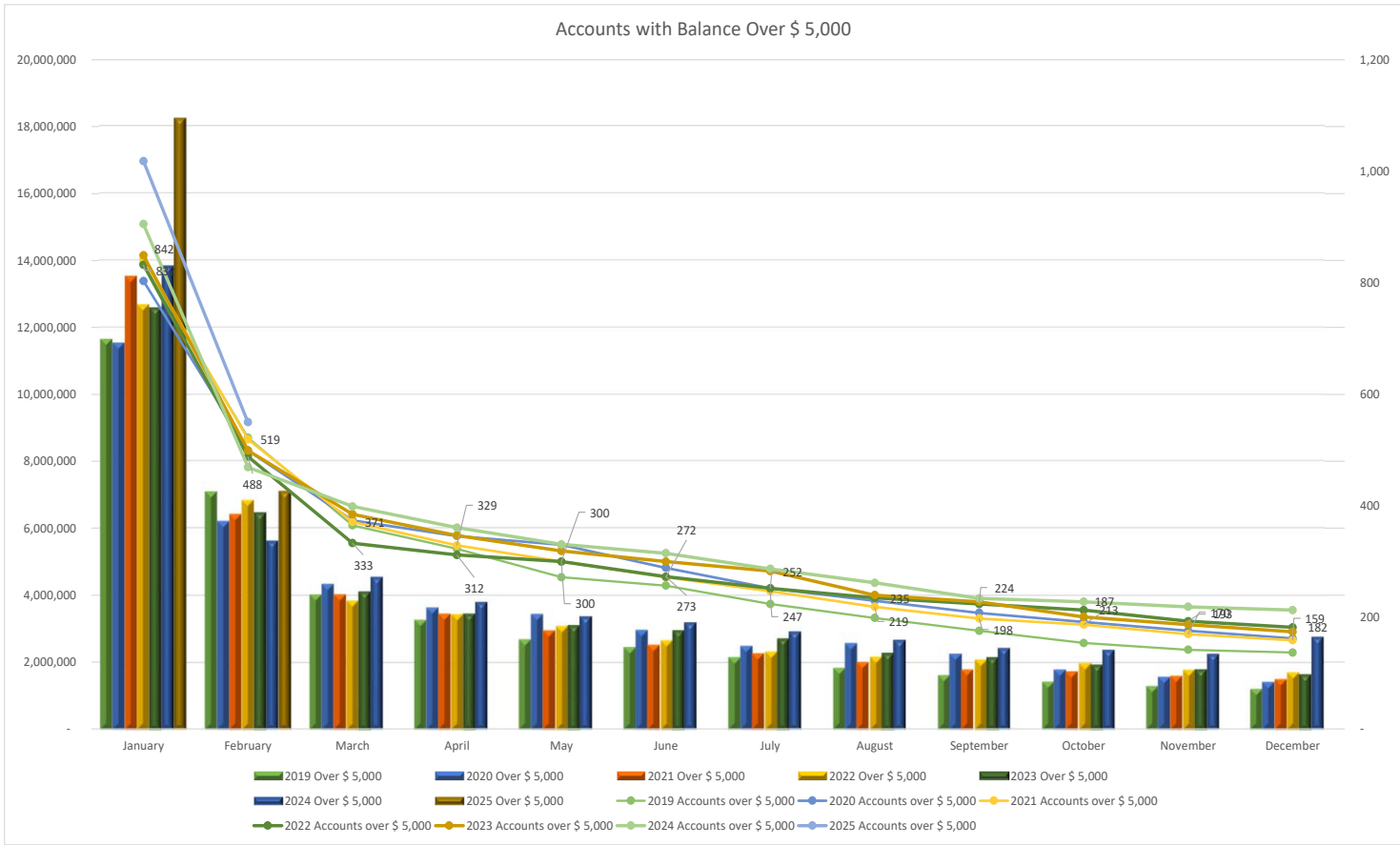
Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Mowing	0	0	0	0	0	0	53,000	53,000
PWWW - Tree Maintenance	0	5,882	-5,882	0	5,882	-5,882	21,200	15,318
PWWW - Turf Maintenance	0	0	0	0	0	0	7,500	7,500
PWWW - Winter carnival	13,000	16,569	-3,569	13,000	19,888	-6,888	13,000	-6,888
PWWW - Watchman	3,000	0	3,000	6,000	880	5,120	36,000	35,120
PWWW - Parades and Special Events	3,542	0	3,542	7,084	0	7,084	47,500	47,500
PWWW - Garbage collect - Public Space	5,375	3,506	1,869	10,750	7,485	3,265	64,500	57,015
Splashpad, Salary	593	0	593	1,186	0	1,186	7,100	7,100
Total Parks & Recreation	25,510	28,457	-2,946	38,020	43,030	-5,009	536,850	493,821
Recover - Garage exp, Salary	0	37,197	-37,197	0	75,206	-75,206	0	-75,206
Recover - Garage exp, Overtime	0	18,870	-18,870	0	27,160	-27,160	0	-27,160
Recover - Garage exp, Vacation	0	10	-10	0	360	-360	0	-360
Recover - Garage exp, Sick	0	2,850	-2,850	0	5,498	-5,498	0	-5,498
Recover - Garage exp, Group Insurance	0	1,780	-1,780	0	3,545	-3,545	0	-3,545
Recover - Garage exp, Pension	0	1,984	-1,984	0	4,168	-4,168	0	-4,168
Recover - Garage exp, CPP/EI/WCB/HAPSET	0	6,624	-6,624	0	12,127	-12,127	0	-12,127
Recover - Garage exp, City Equip	0	0	0	0	-5,145	5,145	0	5,145
Recover - Garage exp, Gas/Oil	0	113,906	-113,906	0	186,801	-186,801	0	-186,801
Recover - Garage exp, Maint supplies	41,667	41,166	501	83,334	117,051	-33,717	500,000	382,949
Recover - Garage exp, Other supplies	0	3,085	-3,085	0	5,992	-5,992	0	-5,992
Recover - Garage exp, Inventory	0	14,002	-14,002	0	26,993	-26,993	0	-26,993
Recover - Garage exp, Meal Vouchers	0	221	-221	0	221	-221	0	-221
Recover - Garage rev, Misc Revenue	0	0	0	0	-110,458	110,458	0	110,458
Total Garage	41,667	241,695	-200,029	83,334	349,519	-266,185	500,000	150,481
Total Public Works, Water & Waste Water	1,286,523	1,420,047	-133,522	2,658,569	2,680,050	-21,478	13,964,300	11,284,253
Grants, Corner Brook Stream	0	0	0	38,750	38,750	0	155,000	116,250
Grants, Museum Grant	0	0	0	3,750	5,000	-1,250	15,000	10,000
Grants, Museum -Shared Postion	0	0	0	7,250	7,250	0	29,000	21,750
Grants, Misc Grants	4,167	0	4,167	8,334	0	8,334	50,000	50,000
Grants, Winter Carnival	10,000	5,000	5,000	10,000	5,000	5,000	10,000	5,000
Grants, Tourism Bureau	0	0	0	0	0	0	22,000	22,000
Grants, CNA Scholarhsip	1,000	0	1,000	1,000	0	1,000	1,000	1,000
Grants, Hospital Foundation	0	0	0	0	0	0	1,000	1,000
Grants, MUN Scholarship	0	0	0	0	0	0	1,000	1,000
Grants, CBRH Scholarship	0	0	0	0	0	0	1,000	1,000
Grants, Corner Brook Running Club	0	0	0	0	0	0	2,000	2,000
Grants, Craig Hiscock Memorial	500	0	500	500	0	500	500	500
Grants, Railway Society	0	0	0	0	0	0	2,000	2,000

City of Corner Brook  
For the Two Months Ending February 28, 2025

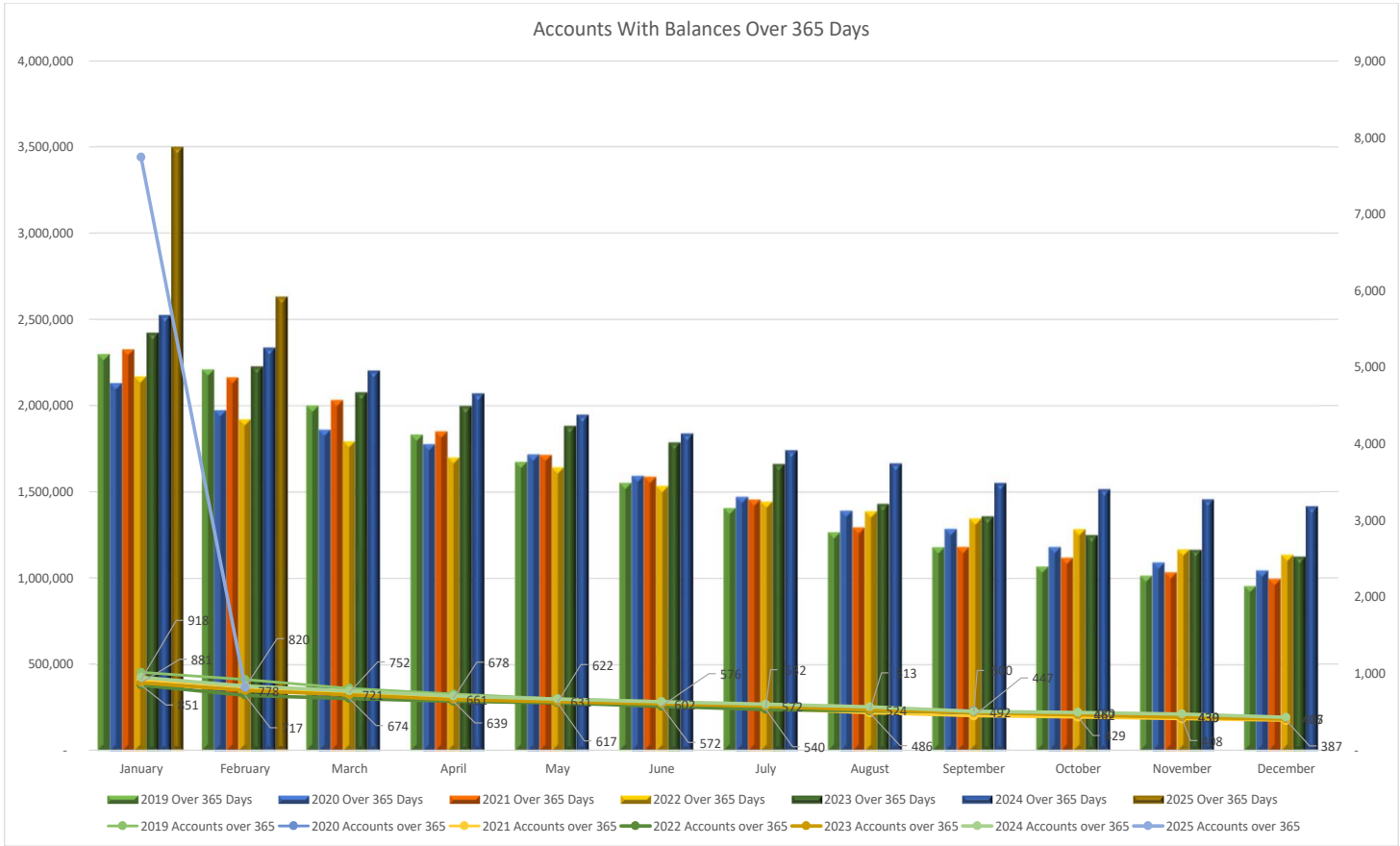
15 of 15  
2025-03-18  
10:18 AM

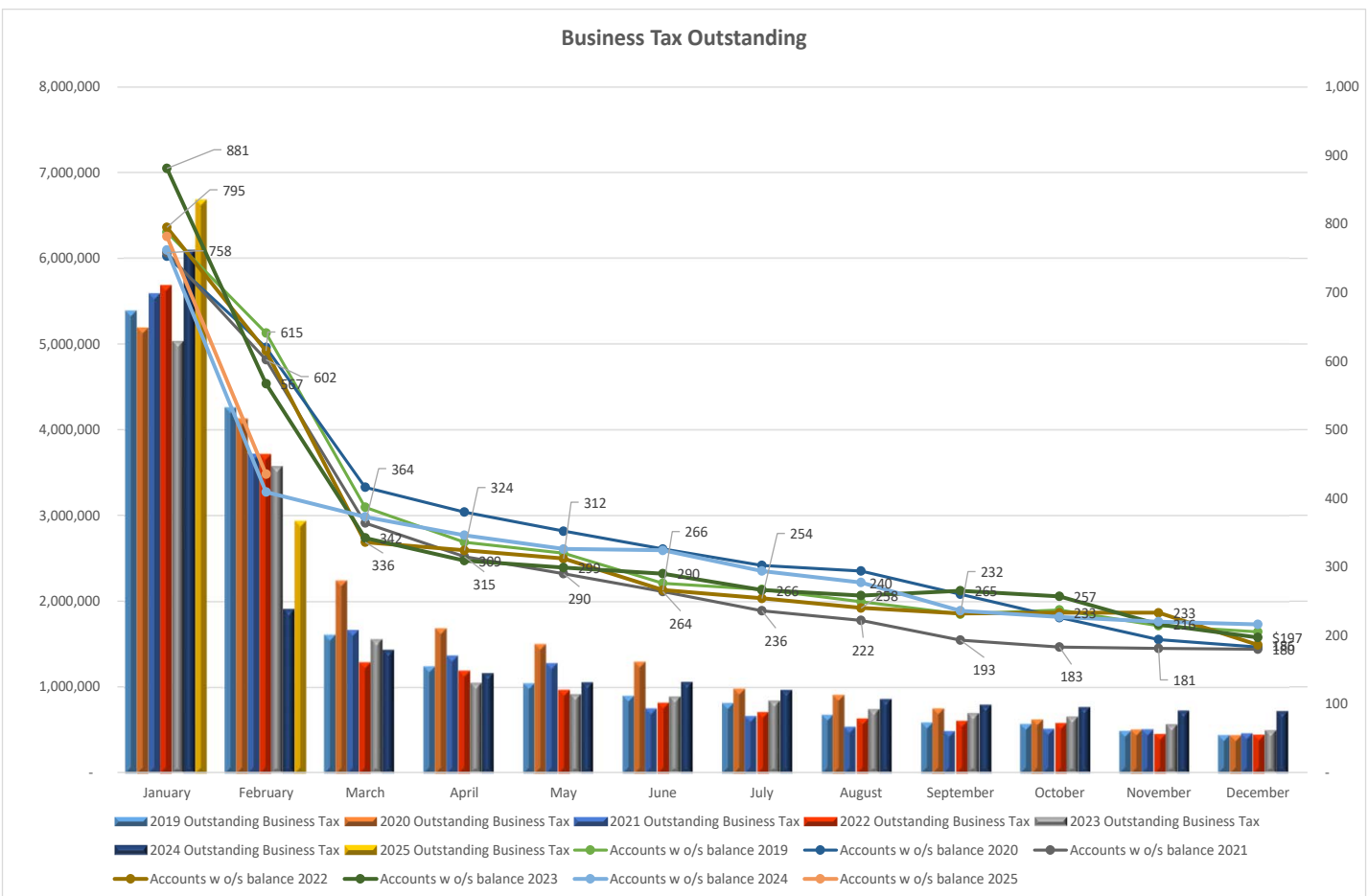
Account	MTD Budget February2025	MTD Actual February2025	MTD Variance	YTD Budget February2025	YTD Actual February2025	YTD Variance	Annual Budget	Remaining Budget
Total Grants	15,667	5,000	10,667	69,584	56,000	13,584	289,500	233,500
COOR, Capital out of revenue	120,713	0	120,713	241,426	45,808	195,618	1,448,560	1,402,752
COOR, Gas Tax	73,767	0	73,767	147,534	0	147,534	885,200	885,200
Total COOR	194,480	0	194,480	388,960	45,808	343,152	2,333,760	2,287,952
Debt charges, Allow for uncollect	5,000	0	5,000	10,000	0	10,000	60,000	60,000
Debt charges, Bank Charges	1,083	0	1,083	2,166	0	2,166	13,000	13,000
Debt charges, FCM prin	2,500	0	2,500	5,000	0	5,000	30,000	30,000
Debt charges, FCM Int	250	0	250	500	0	500	3,000	3,000
Debt charges, Principal RAC	107,500	0	107,500	215,000	0	215,000	1,290,000	1,290,000
Debt charges, Interest RAC	31,050	0	31,050	62,100	0	62,100	372,600	372,600
Total Debt Charges	147,383	0	147,383	294,766	0	294,766	1,768,600	1,768,600
Reserves, Reserve Capital	0	0	0	0	0	0	1,460,500	1,460,500
Reserves, Reserve W/S	0	0	0	0	0	0	1,030,500	1,030,500
Total Reserves	0	0	0	0	0	0	2,491,000	2,491,000
Total Expenses	3,152,503	2,752,681	399,822	6,490,778	5,525,315	965,470	41,910,900	36,385,592
Recover - Garage exp, Other supplies	41,667	241,812	-200,145	83,334	460,560	-377,226	500,000	39,440
Recover - Garage revenues	0	0	0	0	-110,458	110,458	0	110,458













# Information Report (IR)

**Subject:** Corner Brook Recreation Centre Budget Update

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Engineering

**Staff Contact:** Donny Burden, Director of Engineering, Development and Operational Services

**Topic Overview:** Corner Brook Recreation Centre Budget Update

## BACKGROUND INFORMATION:

The New Corner Brook Recreation Centre has reached substantial completion. Below is a summary of costs to date:

1. Owners Consultant: \$719,251.83
2. Contractor: \$24,470,978.38
3. Climate Lens: \$19,517.80
4. Honorariums: \$150,000.00
5. Ineligible: \$151,881.96
6. Gym Equipment: \$192,218.90
7. Furniture: \$152,269.20

Total Cost: \$25,856,118.07

Total Budget: \$24,700,000.00

Percent Overage: 4.7%

**Legal Review:** Yes

## LEGAL REVIEW:

Staff have been working with City Solicitor to ensure costs are consistent with original Design Build Contract.

Director of Engineering, Development and Operational Services      Approved - 12 Mar 2025

City Manager      Approved - 12 Mar 2025

Administrative Assistant      Approved - 12 Mar 2025

---

City Manager



# Information Report (IR)

**Subject:** Capital Project and Engineering Updates

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Engineering

**Staff Contact:** Donny Burden, Director of Engineering, Development and Operational Services

**Topic Overview:** This report is intended to serve as an update to Council and the public regarding the various Capital and Engineering projects being undertaken in the City.

## BACKGROUND INFORMATION:

### Current Projects

#### Corner Brook Recreation Centre

- Substantial completion has been applied for by Pomerleau. Working through this process. Reviewing remaining deficiencies to ensure all are documented and have a remediation plan.



### **Deep Gulch Brook Culvert Replacement** (*JCL Investments*)

- Anticipated construction startup mid-April. Contractor to complete the remaining work during 2025 construction season.

### **Curling Street Retaining Wall Replacement** (*West Coast Excavating & Equipment Co. Ltd*)

- Landscaping to be completed in Spring 2025 as well as surface course asphalt.

### **Petries Bridge Street Replacement** (*Englobe*)

- Initial Concept/ Estimate reviewed. Comments returned to consultant to finalize design.

### **Transportation Study** (*Harbourside Transportation Consultants*)

- Final Report submitted. Council approval of remaining policies to follow.

### **Transit Accessibility Study and Implementation Plan** (*Dillon Consulting*)

- Service Implementation Plan in progress. Update to be provided to Council in coming weeks.

### **Elizabeth Street/O'Connell Drive Intersection Improvements** (*JCL Investments*)

- Working through shop drawings and material acquisition. Work commences late spring, early summer.

### **District Water Meters**

- Additional water meters being installed throughout City to improve data surrounding water use.

### **Water Audit/Loss Analysis** (*CBCL*)

- Awarded to CBCL at last Council Meeting.
- Contractual documents being assembled for signatures.

### **Traffic Detection Upgrade**

- Materials ordered
- Work being completed under traffic signal standing offer contract.

## **Street Resurfacing**

- Street Assessments will begin when weather permits

## **STAR Trail Design & Construction Services** (*Tract Consulting*)

- RFP for construction closed March 7, 2025. One submittal received. Working through review of proposal.

## **City Hall Atrium Lighting**

- Lights have been ordered and shipped. Delivery is expected this week. Installation commences early April 2025.

## **Community Market Feasibility** (*Fowler Bauld & Mitchell Ltd.*)

- Public Survey has been released. Residents are encouraged to fill out the survey and provide their input. Survey can be found on the City's social media page.

## **Western Memorial Regional Hospital Bus Shelter** (*Etheridge's Maintenance*)

- Bus Shelter is installed

## **Bartlett's Point Park Bandstand** (*Englobe*)

- Expecting initial concept in the near future.

## **Confederation Drive Intersection Design** (*Englobe*)

- Confederation Drive from the Northeast of the plaza intersection to the roundabout redesigned to make the intersections in this area much safer.
- This project is design only, future funding required for construction.
- Design is underway

## **Broadway Storm Sewer** (*Anderson Engineering*)

- Tender closed March 18, 2025. Reviewing submittals.

## **CHIF Funding Application**

- Funding has been applied for to complete the following projects:
  - Wastewater Treatment Facility (Est. \$140M)
  - Westside Water Reservoir (Est. \$13.3M)
  - Active Transportation Fund – Country Road Sidewalk (Est. \$2M)
  - Active Transportation Fund – Confederation Drive Multi Use Trail (Est. \$3.7M)

### **Rural Transit Funding Application**

- \$50,000 of funding received to design an On-Demand accessible transit system.  
Motion of Council to approve funding on agenda.

### **Legacy Funding**

- Funding is being applied for through the Canadian Heritage Program to commemorate the 100<sup>th</sup> anniversary of Corner Brook Pulp and Paper. If successful, this funding will go towards upgrades in Margaret Bowater Park.
- Funding application submitted March 14, 2025

### **Riverside Drive Risk Assessment** (*Stantec Consulting*)

- Awarded to Stantec at last Council Meeting.
- Contractual documents being assembled for signatures.

---

City Manager





# Information Report (IR)

**Subject:** Recreation Update

**To:** Darren Charters  
**Meeting:** Committee of the Whole - 24 Mar 2025  
**Department:** Recreation  
**Staff Contact:** Peter Robinson, Director of Recreation Services  
**Topic Overview:**

**BACKGROUND INFORMATION:**

With substantial completion of the new Corner Brook Regional Recreation Staff now being achieved, city staff are working diligently to get the facility ready to be opened to the public. In the coming weeks furniture and fitness equipment will be moved in. Additionally, lifeguards and other recreation staff will begin onboarding and will go through their orientation process at the new facility. Also, in the coming weeks more information will be made available regarding facility pricing, membership options, programming, rentals and much more.

The City of Corner Brook Recreation Department has also recently received two grants from the Government of Newfoundland and Labrador. As a part of the Year of Sport these grants will allow the City to offer a number of free swims throughout the year at the new recreation centre as well as a "Try-It" sports day that will give young people in our community the opportunity to try a number of different sports activities.

Director of Recreation Services	Approved - 20 Mar 2025
City Manager	Approved - 20 Mar 2025
Administrative Assistant	Approved - 21 Mar 2025

City Manager





# Information Report (IR)

**Subject:** Tourism Update

**To:** Darren Charters

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Tourism

**Staff Contact:** Peter Robinson, Director of Recreation Services

**Topic Overview:**

## BACKGROUND INFORMATION:

The Humber Bay of Islands Tourism Committee has been meeting with various municipalities in the region to identify assets and hidden gems as well as any gaps. The consultant for this project, Monogram Communications, is in the final stages of developing the Brand and Marketing Plan. Additionally, the committee is working on the design and implementation plan for the wayfinding signs.

There are 23 cruise ships scheduled to call to the Corner Brook Port this season. The first ship of the season arrived on March 11, marking the first Winter Cruise call. The call was very successful and a number of passengers were even able to enjoy snowshoeing while they were here. The remaining cruise ships will call between June 4 and October 22. The Colours of Corner Brook Festival will occur on October 13 while Corner Brook welcomes a cruise ship with over 2,500 passengers.

A number of City of Corner Brook representatives recently attended the Hospitality Newfoundland Conference in St. John's. This event brought together close to 400 industry leaders, professionals, and stakeholders to discuss key trends, challenges, and opportunities within the hospitality and tourism sectors. Congratulations are to be extended to Rob Thomas with Saltbox and Everoutdoor Adventures who won the Cruise Newfoundland and Labrador Vision Award and to the Hew & Draw Hotel who won the Accommodator Award of Excellence.

Director of Recreation Services

Approved - 21 Mar 2025

City Manager

Approved - 21 Mar 2025

Administrative Assistant

Approved - 21 Mar 2025

---

City Manager





# Request for Decision (RFD)

**Subject:** Broadway Storm Sewer 2025-01 - 17-MYCW-24-00008

**To:** Donny Burden  
**Meeting:** Committee of the Whole - 24 Mar 2025  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**  
**Attachments:** [Merx Bid Comparisons - 17-MYCW-24-00008 - Marine Contractors](#)

## BACKGROUND INFORMATION:

The City of Corner Brook requested bids for the replacement of storm sewer on Broadway. Tenders for the Broadway Storm Sewer, 17-MYCW-24-00008 closed on March 18, 2025 with three bids received as follows:

Marine Contractors Inc.	\$432,809.40 (HST Included)
West Coast Excavating & Equipment Co. Ltd.	\$476,675.00 (HST Included)
JCL Investments Inc.	\$677,682.35 (HST Included)

## PROPOSED RESOLUTION:

**Be it resolved that the Council of the City of Corner Brook** award the Contract for the Broadway Storm Sewer, 17-MYCW-24-00008 to Marine Contractors Inc. in the amount of \$432,809.40 (HST Included)

## FINANCIAL IMPACT:

Pre-Tender Estimate \$429,812.50 HST Included

**Budget Code:** 17-MYCE-24-00008

**Finance Type:** Funding

Director of Engineering, Development and Operational Services	Approved - 19 Mar 2025
City Manager	Approved - 19 Mar 2025
Administrative Assistant	Approved - 20 Mar 2025

City Manager



**City of Corner Brook - Broadway Storm Sewer - 17-MYCW-24-00008**

Total Awarded Value \$ 0.00

**Project 1****Mobilization & Demobilization (1010)**

Code	Description	UOM
1010	1. Mobilization & Demobilization (not greater than 5% if on the Island, or 10% if in Labrador, or 15% north of Cartwright of Sub-Total, including this item, before HST)	Lump-Sum

**Cash Allowances (1020)**

Code	Description	UOM
1020	1. Pole Relocation, Shoring/Bracing	N/A
1020	2. Miscellaneous work not identified in tender documents	N/A
1020	3. Tracing Underground Infrastructure Location	N/A
1020	4. Maintain Sanitary Sewer	N/A

**Traffic Regulation (1570)**

Code	Description	UOM
1570	1. Flag Persons Wages	Hour

**Projects Signs & Sign Supports (1580)**

Code	Description	UOM
1580	1. Project Sign - Provincial	Lump-Sum

**Sign and Signpost Installations (1582)**

Code	Description	UOM
1582	1.1 Type RA-4	Each

**Reinstatement and Cleaning (1710)**

Code	Description	UOM
1710	1. Supply & Placing Topsoil	Square Meter
1710	2. Supply & Placement of Sods	Square Meter

**Sitework Demolition & Removal of Structures (2070)**

Code	Description	UOM
2070	1. Removal of Asphalt Pavement	Square Meter
2070	2. Removal of Concrete Sidewalk	Square Meter
2070	3. Removal of Curb & Gutter	Meter

**MARINE CONTRACTORS INC****Project 1****Mobilization & Demobilization (1010)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1010	1	7500	7500	1	

**Group Total : \$ 7500****Cash Allowances (1020)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1020		5000	5000	1	
1020		10000	10000	1	
1020		5000	5000	1	
1020		5000	5000	1	

**Group Total : \$ 25000****Traffic Regulation (1570)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1570	600	38	22800	2	

**Group Total : \$ 22800****Projects Signs & Sign Supports (1580)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1580	1	1500	1500	1	

**Group Total : \$ 1500****Sign and Signpost Installations (1582)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1582	4	600	2400	2	

**Group Total : \$ 2400****Reinstatement and Cleaning (1710)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
1710	262	15	3930	1	
1710	262	25	6550	2	

**Group Total : \$ 10480****Sitework Demolition & Removal of Structures (2070)**

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2070	976	10	9760	1	
2070	10	20	200	1	
2070	189	20	3780	1	

2070	4. Removal of Catch Basins, Maintenance Holes & Ditch Inlets	Each	2070	4	500	2000	1
2070	5. Removal of Storm Sewers	Meter	2070	125	30	3750	2
2070	6. Removal of brick pavers sidewalk and salvage/return to City of Corner Brook	Square Meter	2070	88	40	3520	1
2070	7. Removal of existing heritage light and electrical service ducts	Each	2070	1	600	600	1
2070	8. Removal of existing concrete base for heritage light	Each	2070	1	1000	1000	3
2070	9. Removal of existing crosswalk signs and return to City of Corner Brook	Each	2070	2	200	400	1

**Group Total : \$ 25010**

#### Excavation, Trenching & Backfilling (2223)

Code	Description	UOM
2223	1.1 Main Trench Excavation - Rock	Cubic Meter
2223	1.2 Main Trench Excavation - Common	Cubic Meter
2223	2. Service Trench Excavation - Common	Cubic Meter
2223	3. Imported Common Backfill	Cubic Meter
2223	4. Granular Pipe Bedding - Type 1	Cubic Meter
2223	5. Supply & Placement of Marking Tape - Plastic	Meter

#### Excavation, Trenching & Backfilling (2223)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2223	10	250	2500	3	
2223	244	25	6100	2	
2223	12	25	300	2	
2223	220	60	13200	2	
2223	178	60	10680	1	
2223	115	2	230	1	

**Group Total : \$ 33010**

#### Roadway Excavation, Embankment & Compaction (2224)

Code	Description	UOM
2224	1.1 Mass Excavation & Backfill - Rock	Cubic Meter
2224	1.2 Mass Excavation & Backfill - Common	Cubic Meter

#### Roadway Excavation, Embankment & Compaction (2224)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2224	10	250	2500	3	
2224	465	25	11625	2	

**Group Total : \$ 14125**

#### Selected Granular Base & Sub Base Materials (2233)

Code	Description	UOM
2233	1. Class "A" Granular Base (200 mm thick)	Cubic Meter
2233	2. Class "B" Granular Sub-Base (300 mm thick)	Cubic Meter
2233	3. 4" Minus	Cubic Meter

#### Selected Granular Base & Sub Base Materials (2233)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2233	148	60	8880	1	
2233	211	60	12660	1	
2233	50	60	3000	1	

**Group Total : \$ 24540**

#### Sub-Drains (2410)

Code	Description	UOM
2410	1. Supply & Placement of Bedding (38 mm washed stone)	Cubic Meter
2410	2. Supply & Placement of Perforated PVC Sub-Drains (150 mm Ø)	Meter

#### Sub-Drains (2410)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2410	29	100	2900	2	
2410	107	18	1926	1	

**Group Total : \$ 4826**

#### Curbs, Gutters and Sidewalk (2528)

Code	Description	UOM
2528	1. Supply & Place Granular Base Material (Class B)	Cubic Meter

#### Curbs, Gutters and Sidewalk (2528)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2528	113	80	9040	2	



2528	2. Concrete Walks (1500 mm wide, tinted red)	Meter
2528	3. Curb & Gutter - high back (with driveway depression)	Meter

2528	138	145	20010	2
2528	148	135	19980	2

Group Total : \$ 49030

#### Asphalt Tack Coat (2547)

Code	Description	UOM
2547	1. Supply & Placement of Asphalt Tack Coat	Square Meter

#### Asphalt Tack Coat (2547)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2547	737	5	3685	1	

Group Total : \$ 3685

#### Hot Mix Asphaltic Concrete Pavement (2552)

Code	Description	UOM
2552	1. Asphaltic Concrete - Base Course (50 mm)	Metric Ton/Tonne

#### Hot Mix Asphaltic Concrete Pavement (2552)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2552	92	300	27600	2	

Group Total : \$ 27600

#### Reshaping & Patching Asphalt Pavement (2574)

Code	Description	UOM
2574	1. Cutting of Asphalt Pavement	Meter

#### Reshaping & Patching Asphalt Pavement (2574)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2574	147	10	1470	1	

Group Total : \$ 1470

#### Cold Planing (2575)

Code	Description	UOM
2575	1. Cold Planing - Milling Asphalt (50 mm thick)	Square Meter

#### Cold Planing (2575)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2575	58	30	1740	2	

Group Total : \$ 1740

#### Pavement Markings (2580)

Code	Description	UOM
2580	1. Pavement Markings - Crosswalk	Each

#### Pavement Markings (2580)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2580	1	1500	1500	1	

Group Total : \$ 1500

#### Maintenance Holes, Catch Basins, Ditch Inlets (2601)

Code	Description	UOM
2601	1.1 Supply & Placement of Pre-Cast Maintenance Holes depth 2 m or less (1200 mm Ø) (including cover)	Each
2601	1.2 Supply & Placement of Pre-Cast Maintenance Holes depth > 2 m to 2.5 m (1200 mm Ø) (including cover)	Each
2601	2. Supply & Placement of Maintenance Hole Inflow Protectors	Each
2601	3. Supply and Placement of Catch Basins (including cover)	Each
2601	4. Supply and install frame and cover for existing sanitary maintenance hole	Each

#### Maintenance Holes, Catch Basins, Ditch Inlets (2601)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2601	2	5880	11760	1	
2601	2	6180	12360	1	
2601	1	380	380	2	
2601	3	3540	10620	1	
2601	1	1560	1560	2	

Group Total : \$ 36680

#### Sewer Mains (2702)

Code	Description	UOM
------	-------------	-----

#### Sewer Mains (2702)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
------	----------	-------	------------	----------	---------------

2702	1.1 Supply & Placement of Storm Sewer (375 mm Ø), (HDPE), (320 Kpa (Bell & Spigot)	Meter	2702	10	160	1600	2
2702	1.2 Supply & Placement of Storm Sewer (450 mm Ø), (HDPE), (320 Kpa (Bell & Spigot)	Meter	2702	115	200	23000	1
2702	1.3 Supply & Placement of Storm Sewer (300 mm Ø), (CMP)	Meter	2702	3	540	1620	3
2702	1.4 Supply & Placement of Storm Sewer (150 mm Ø), (Non-perforated flexible pipe)	Meter	2702	10	50	500	1
2702	2. CCTV Camera Inspection Services	Meter	2702	115	40	4600	2
2702	3. Break Into & Connect to Existing Maintenance Holes	Each	2702	1	2500	2500	3
2702	4. Locate and Connect to Existing Sewer Mains	Each	2702	1	2000	2000	2
2702	5. Supply and install double bell coupling for 300 mm Ø concrete pipe	Each	2702	1	1500	1500	3
2702	6. Supply and install 150 mm Ø double bell coupling	Each	2702	2	1200	2400	3
2702	7. Supply and install 150 mm Ø HDPE 45° elbow	Each	2702	1	120	120	1
2702	8. Supply and install 150 mm to 450 mm saddle	Each	2702	1	680	680	1
2702	9. Supply and install 300 mm to 150 mm eccentric reducer	Each	2702	1	360	360	1

**Group Total : \$ 40880**

#### Filter Fabrics (Geotextile) (2897)

Code	Description	UOM
2897	1. Supply & Install Filter Fabric	Square Meter

#### Filter Fabrics (Geotextile) (2897)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
2897	260	10	2600	1	

**Group Total : \$ 2600**

#### Cast-In-Place Concrete (3300)

Code	Description	UOM
3300	1. Cast-In-Place reinforced concrete c/w sonotube for crosswalk lighting posts	Cubic Meter

#### Cast-In-Place Concrete (3300)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
3300	0.25	8000	2000	3	

**Group Total : \$ 2000.00**

#### Project Specific Spec. (1000)

Code	Description	UOM
Misc.	1. Electrical including, but not necessarily limited to, the supply and installation of all PVC rigid ducts complete with excavation and backfill including placement of copper wiring all as noted on the project drawings. Electrical will also include for the supply and installation of a Nema 3 R electrical panel, relocation of an heritage light and the installation of crosswalk lights (supplied by the City) complete with 100 mm diameter aluminum support posts all as identified on the project drawings.	Lump-Sum

#### Project Specific Spec. (1000)

Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
Misc.	1	33100	33100	2	

Misc.	2. Supply and install Techno Metal Post c/w cap for Heritage light installation	Each	Misc.	1	2000	2000	2
1000	3. Supply and install tactile plates for the crosswalk (610 mm x 610 mm)	Each	1000	8	360	2880	2

Group Total : \$ 37980

Harmonized Sales Tax (HST)		
Code	Description	UOM
HST	Harmonized Sales Tax (HST)	Lump-Sum

Harmonized Sales Tax (HST)					
Code	Quantity	Price	Total Cost	Bid Rank	Buyer Comment
HST	1	56453.4	56453.4	1	
Group Total : \$ 56453.4					
Project Total : \$ 432809.40					





# Request for Decision (RFD)

**Subject:** Discretionary Use - 7A Snow Street - Home Based Business Office

**To:** Deon Rumbolt  
**Meeting:** Committee of the Whole - 24 Mar 2025  
**Department:** Development and Planning  
**Staff Contact:** James King,  
**Topic Overview:** Discretionary Use - 7A Snow Street  
**Attachments:** [Figure 1 - 7A Snow Street Map](#)  
[Application - 7A Snow Street](#)

## BACKGROUND INFORMATION:

The City of Corner Brook has received an application to operate a home based business office (freight forwarding, no onsite storage) from the dwelling located at 7A Snow Street which is located in a Residential Medium Density Zone. A home based business office is a "Discretionary Use" of the City of Corner Brook Development Regulations for this zone. A notice was delivered to the residents in the immediate area of 7A Snow Street indicating the above mentioned request. As a result of this notice, no submissions were received.

## PROPOSED RESOLUTION:

**Be it RESOLVED that the Council of the City of Corner Brook** approve the application to operate a home based business office from the dwelling located at 7A Snow Street in accordance with Regulation 11 - Discretionary Powers of Authority.

## GOVERNANCE IMPLICATIONS:

Bylaw/Regulations  
 City of Corner Brook Development Regulations  
 11

## RECOMMENDATION:

Staff recommends option #1.

## ALTERNATIVE IMPLICATIONS:

1. That Council approve the application to operate a home based business office from the dwelling located at 7A Snow Street in accordance with Regulation 11 - Discretionary Powers of Authority.
2. That Council not approve the application to operate a home based business office from the dwelling located at 7A Snow Street in accordance with Regulation 11 - Discretionary Powers of Authority.
3. That the Council of the City of Corner Brook provides other direction to staff.

	Approved - 19 Mar 2025
Director of Engineering, Development and Operational Services	Approved - 19 Mar 2025
City Manager	Approved - 19 Mar 2025
Administrative Assistant	Approved - 19 Mar 2025

---

City Manager



 <b>City of Corner Brook</b> Community Services Department Planning Division  5 Park St, Corner Brook, NL (PO Box 1080) Corner Brook, NL, Canada, A2H 6E1 709-637-1666 city.hall@cornerbrook.com	<b>PROJECT:</b> Discretionary Use	<b>NOTES:</b>  THIS IMAGE IS A GRAPHICAL REPRESENTATION AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.	<b>LOCATION:</b> 7A Snow Street	
	<b>TITLE:</b> Home Based Business Office		<b>PREPARED BY:</b> J. King	
			<b>DEPARTMENT:</b> Development & Planning	
			<b>DATE:</b> 2025-03-18	
			<b>PAGE:</b> 1 OF 1	<b>VERSION:</b> 1



# CITY OF CORNER BROOK

BUILDING INSPECTION OFFICE, COMMUNITY SERVICES, CITY HALL, 637-1500  
BUILDING PERMIT / DEVELOPMENT APPLICATION

<b>RESERVED FOR OFFICE USE</b>	
PROPERTY ID _____	PERMIT NUMBER _____

OWNER / APPLICANT: [REDACTED]		DATE: 01/30/2025
ADDRESS: 7A SNOW ST.		EMAIL: [REDACTED]
CITY: CORNER BROOK		PROVINCE: NL
POSTAL CODE: A2H 7P2		TELEPHONE: [REDACTED]
<b>PROPERTY LOCATION:</b>		
BUILDER:		
ADDRESS:		
CITY:		PROVINCE:
POSTAL CODE:		TELEPHONE:

<b>BUILDING PERMIT APPLICATION</b> (Please check appropriate box)		
<u>BUILDING TYPE</u>	<u>CONSTRUCTION TYPE</u>	
ASSEMBLY <input type="checkbox"/>	ERECT (NEW) <input type="checkbox"/>	PATIO / DECK <input type="checkbox"/>
INSTITUTIONAL <input type="checkbox"/>	REPAIR <input type="checkbox"/>	CARPORT / GARAGE <input type="checkbox"/>
RESIDENTIAL <input type="checkbox"/>	EXTEND <input type="checkbox"/>	ACCESSORY BUILDING <input type="checkbox"/>
BUSINESS / SERVICE <input type="checkbox"/>	ALTERATION <input type="checkbox"/>	APARTMENT <input type="checkbox"/>
MERCANTILE <input type="checkbox"/>	SIGN <input type="checkbox"/>	RETAINING WALL <input type="checkbox"/>
INDUSTRIAL <input type="checkbox"/>	POOL <input type="checkbox"/>	DRIVEWAY <input type="checkbox"/>
		OTHER <input type="checkbox"/>

<b>DEVELOPMENT APPLICATION</b> (Please check appropriate box)		<u>DEVELOPMENT TYPE</u>	
		RESIDENTIAL DEMOLITION <input type="checkbox"/>	SITE DEVELOPMENT <input type="checkbox"/>
		COMMERCIAL DEMOLITION <input type="checkbox"/>	HOME BASED BUSINESS <input checked="" type="checkbox"/>
		SUBDIVISION / CONSOLIDATION OF PROPERTY <input type="checkbox"/>	NEW BUSINESS <input type="checkbox"/>
		NEW BUILDING (RESIDENTIAL / COMMERCIAL) <input type="checkbox"/>	CHANGE OF USE <input type="checkbox"/>
			RELOCATION OF BUILDING <input type="checkbox"/>
			OTHER <input type="checkbox"/>

<b>DESCRIPTION OF WORK:</b>	
FREIGHT FORWARDING, [REDACTED] CONSTRUCTION ITEMS, FOOD ITEMS AND INDUSTRIAL ITEMS AND ELECTRONIC ITEMS [REDACTED]	
ESTIMATED CONSTRUCTION VALUE - (MATERIALS & LABOUR) \$ _____	

<b>DECLARATION:</b>	
I hereby apply for permission to carry out the development herein. I declare that all the information given by me in connection with this application is true and correct to the best of my belief and that the development described, if permitted, will be carried out in accordance with all applicable laws and regulations of the Province of Newfoundland and Labrador and the City of Corner Brook.	
<b>NOTE:</b>	
Where the Applicant and Property Owner are not the same, the signature of the Property Owner may be required before the application can be processed.	
SIGNED BY: [REDACTED]	APPLICANT: [REDACTED]
PROPERTY OWNER: [REDACTED]	WITNESS: [REDACTED]

THIS APPLICATION IS NOT VALID UNTIL COMPLETED AND SIGNED  
SEE REVERSE FOR FEES AND CONDITIONS





# Request for Decision (RFD)

**Subject:** Mount Bernard Avenue Reconstruction 17-GI-23-00001 - Change Order No. 34

**To:** Donny Burden  
**Meeting:** Committee of the Whole - 24 Mar 2025  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**  
**Attachments:** [Change Order Notice No. 34 Redacted](#)

## BACKGROUND INFORMATION:

Quantity changes were required during the construction of the Mount Bernard Avenue Reconstruction 17-GI-23-00001, this change order is for the variances on the attached variance report.

This change order is required to close out the project and to access additional funding provided by the province.

## PROPOSED RESOLUTION:

**Be it resolved that the City of Corner Brook Council** approve Change Order No. 34 for the Mount Bernard Avenue Reconstruction for Marine Contractors Inc. for the variances on the attached variance report.

## FINANCIAL IMPACT:

Authorized Contract Amount \$10,436,308.65 HST Inc.  
 Previous Change Orders \$537,121.56 HST Inc.

**Budget Code:** 17-GI-23-00001  
**Finance Type:** Funding

Director of Engineering, Development and Operational Services	Approved - 20 Mar 2025
City Manager	Approved - 20 Mar 2025
Administrative Assistant	Approved - 20 Mar 2025

\_\_\_\_\_  
 City Manager



**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

**Page 1 of 3**

**September 2023**

**OWNER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PROJECT NAME:** \_\_\_\_\_

**PROJECT #:** \_\_\_\_\_ **CONTRACTOR:** \_\_\_\_\_

**CHANGE ORDER NUMBER:** \_\_\_\_\_

**.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**

**.4 EFFECT OF CHANGE ON CONTRACT**

This change order WILL or WILL NOT (circle one) affect the approved completion date.

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

**WORKING DAYS:** \_\_\_\_\_ **REVISED COMPLETION DATE:** \_\_\_\_\_

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

☐ No Change

☐ Addition to Contract including HST payable by the Owner \$ \_\_\_\_\_

☐ Deduction from Contract including HST payable by the Owner \$ \_\_\_\_\_

**Contractor:** \_\_\_\_\_ (Signature)

Transportation and Infrastructure

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

**Page 2 of 3**

**September 2023**

Authorized Contract Amount (A)	\$ _____
<b>Change Order Limit (greater of 10 % of A or \$15,000)</b>	<b>\$ _____</b>
Previous Change Orders (B)	\$ _____
<b>This Change Order (C)</b>	<b>\$ _____</b>
New Approved Contract Amount (A+B+C)	\$ _____

Enter Motion # approving CO (required) \_\_\_\_\_

OR, Delegation of Authority (attached) \_\_\_\_\_

**.5 AUTHORIZATION TO PROCEED**

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

DATE: _____	Consultant: _____
DATE: _____	Municipality /Owner: _____
DATE: _____	Regional Engineer: _____

(Regional Engineer's signature is assumed to be approval based on the available project funds only – no new funds are contemplated)

**.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.

**.8 ENCLOSED DOCUMENTS**

**Please attach all back up as supplied by the Contractor for the value of this change order.**  
List below the attachments provided:

A copy of this document signed by the Owner and Consultant, (list on next page)

---

Transportation and Infrastructure

---

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

---

**Page 3 of 3**

**September 2023**

---

Note: Upon Regional Engineer approval, the document will be forwarded to Project Representative for processing in MSIS at which time a copy of the documents containing the Regional Engineer's signature will be returned to the Consultant for distribution to all applicable parties.

---

Transportation and Infrastructure

Division of Municipal Infrastructure  
Form 20 - Variance Report

Page 1 of 4

2023 November

<b>Project Name:</b> City of Corner Brook Mount Bernard Avenue Reconstruction	<b>MI Project #:</b> 17-GI-23-00001
<b>Owner:</b> City Of Corner Brook	<b>Contractor:</b> Marine Contractors Inc.
<b>Date:</b> 19-Mar-25	<b>Request No:</b> 1

## REQUEST FOR ADDITIONAL WORK AND/OR VARIANCE IN QUANTITIES

ITEM NO.	DESCRIPTION	UNIT	QUANTITIES			UNIT PRICE	\$ VALUE OF REVISED TOTAL
			ORIGINAL	VARIANCE + , - , or 0	REVISED TOTAL		
01005 1.	Maintain Existing Water System	L.S.	1		1	\$75,000.00	\$75,000.00
01005 2.	Maintain Existing Sewer System	L.S.	1		1	\$100,000.00	\$100,000.00
01005 3.	Temporary Water Supply	L.S.	1		1	\$169,860.00	\$169,860.00
01010 1.	Mobilization & Demobilization (not greater than 5% if on the Island, or 10% if in Labrador, or 15% north of Cartwright, of Sub-Total Before HST)	L.S.	1		1	\$25,000.00	\$25,000.00
01020 1.	Pole Relocation/Shoring/Bracing	Allowance	20000	31393.84	51393.84	\$1.00	\$51,393.84
01020 2.	Underground Telecommunication Lines, Shoring & Bracing	Allowance	250000	-92343.96	157656.04	\$1.00	\$157,656.04
01020 3.	Dust Control	Allowance	15000	-14904.9	95.1	\$1.00	\$95.10
01020 4.	Liquid Asphalt	Allowance	1	-1	0	\$11,500.00	\$0.00
01020 5.	Petroleum Products Cost	Allowance	1	-1	0	\$11,500.00	\$0.00
01500 1.	Consultant Site Office	L.S.	1		1	\$4,500.00	\$4,500.00
01560 1.	Silt Fence	m	50	-50	0	\$10.00	\$0.00
01570 1.	Flag persons Wages	Hour	5400	3336.55	8736.55	\$28.00	\$244,623.40
01570 2.	Traffic Control	L.S.	1		1.00	\$85,000.00	\$85,000.00
01580 1.	Project Sign - Federal	L.S.	1		1.00	\$1,000.00	\$1,000.00
01582 1.	Type D - L/W (Stop Sign)	Each	2	2	4.00	\$950.00	\$3,800.00
01582 2.	Type D - L/W (No Parking)	Each	2	-2	0.00	\$950.00	\$0.00
01710 1.	Ditching	m	120	-85.9	34.10	\$18.00	\$613.80
01710 2.	Remove, Relocate and/or Reinstall Culverts	m	20	-14.3	5.70	\$100.00	\$570.00
01710 3.	Supply & Placing Topsoil	m <sup>2</sup>	3000	1442.6	4442.60	\$19.00	\$84,409.40
01710 4.	Supply & Placement of Sodds	m <sup>2</sup>	3000	1442.6	4442.60	\$25.00	\$111,065.00
01710 5.	Gravel Driveway Reinstatement	m <sup>2</sup>	60	185	245.00	\$20.00	\$4,900.00
02070 1.	Removal of Concrete Pavement	m <sup>2</sup>	25	55.7	80.70	\$50.00	\$4,035.00
02070 2.	Removal of Concrete Sidewalk	m <sup>2</sup>	1287	195.5	1482.50	\$15.00	\$22,237.50
02070 3.	Removal of Curb & Gutter	m	2155	240.5	2395.50	\$10.00	\$23,955.00
02070 4.	Removal of Catch Basins, Maintenance Holes & Ditch Inlets	Each	42	29	71.00	\$500.00	\$35,500.00
02070 5.	Removal of Fences	m	150	-75.5	74.50	\$30.00	\$2,235.00
02070 6.	Removal of Sanitary Sewers	m	620	674.7	1294.70	\$15.00	\$19,420.50
02070 7.	Removal of Water Lines	m	760	1079.1	1839.10	\$15.00	\$27,586.50
02070 8.	Removal of Culverts	m	20	8.8	28.80	\$15.00	\$432.00
02070 9.	Removal of Storm Sewers	m	130	740.4	870.40	\$15.00	\$13,056.00
02070 10.	Removal of Mass Concrete	m <sup>3</sup>	10	23.7	33.70	\$200.00	\$6,740.00
02070 11.	Removal of Asbestos Cement Pipe	m	130	97.7	227.70	\$90.00	\$20,493.00
02070 12.	Removal of Fire Hydrant and 150mm Dia. Lead	Each	4	1	5.00	\$300.00	\$1,500.00
02104 1. 1.	Pre-Construction - Method P1	L.S.	1		1.00	\$40,000.00	\$40,000.00
02104 1. 2.	During Construction - Method P2a	Each	13	-13	0.00	\$8,000.00	\$0.00
02104 1.3.	During Construction - Method P2b	Each	8	-8	0.00	\$10,000.00	\$0.00
02104 1.4.	During Construction - Method P2c	Each	12	-12	0.00	\$10,000.00	\$0.00
02104 1.5.	Post Construction - Method P3	Each	33	-33	0.00	\$2,000.00	\$0.00
02104 2.	Tree Removal	Each	4	19	23.00	\$10,000.00	\$230,000.00
02223 1.1	Main Trench Excavation - Rock	m <sup>3</sup>	1310	-456.3	853.70	\$28.00	\$23,903.60
02223 1.2	Main Trench Excavation - Common	m <sup>3</sup>	9100	-595.1	8504.90	\$27.50	\$233,884.75
02223 1.3	Main Trench Excavation - Unsuitable Material	m <sup>3</sup>	2600	1074.3	3674.30	\$27.50	\$101,043.25
02223 2.1	Service Trench Excavation - Rock	m <sup>3</sup>	50	-50	0.00	\$28.00	\$0.00
02223 2.2	Service Trench Excavation - Common	m <sup>3</sup>	500	196.7	696.70	\$27.50	\$19,159.25
02223 3.	Imported Common Backfill	m <sup>3</sup>	2600	-1751.1	848.90	\$41.50	\$35,229.35
02223 4.1	Granular Pipe Bedding - Type 1	m <sup>3</sup>	4200	1513.8	5713.80	\$40.50	\$231,408.90
02223 5.	Rock Underbedding (Provisional)	m <sup>3</sup>	500	183.3	683.30	\$69.50	\$47,489.35
02223 6.1	Supply & Placement of Marking Tape - Plastic Tape	m	3500	718.6	4218.60	\$2.00	\$8,437.20
02223 6.2	Supply & Placement of Marking Tape - Metallic Tape	m	1250	-1250	0.00	\$2.00	\$0.00
02224 1.1	Mass Excavation & Backfill - Rock	m <sup>3</sup>	285	-285	0.00	\$28.00	\$0.00
02224 1.2	Mass Excavation & Backfill - Common	m <sup>3</sup>	2850	3664.7	6514.70	\$27.50	\$179,154.25
02224 1.3	Mass Excavation & Backfill - USM	m <sup>3</sup>	570	5630.2	6200.20	\$27.50	\$170,505.50
02224 2.1	Imported Backfill - Rock	m <sup>3</sup>	3600	4157.1	7757.10	\$42.00	\$325,798.20
02224 2.2	Imported Backfill - Common	m <sup>3</sup>	420	-203.9	216.10	\$41.50	\$8,968.15
02231 1.	Scarifying & Reshaping incl. Compaction	m <sup>2</sup>	9500	-9417.6	82.40	\$1.50	\$123.60
02233 1.	Class "A" Granular Base	m <sup>3</sup>	1900	866.3	2766.30	\$48.50	\$134,165.50

Division of Municipal Infrastructure							
Form 20 - Variance Report							
Page 2 of 4			2023 November				
02233	2. Class "B" Granular Sub-Base	m <sup>3</sup>	2850	1348.1	4198.10	\$46.00	\$193,112.60
02284	1. Handrail	m	8	-8	0	\$1,000.00	\$0.00
02434	1. Supply & Placement of Debris Racks	Each	1	-1	0.00	\$3,000.00	\$0.00
02434	2. Supply & Placement of Concrete Head Walls	m <sup>3</sup>	6	-1.6	4.40	\$3,500.00	\$15,400.00
02481	1. Cleaning & Deepening of Existing Channels	m	120	-68.8	51.20	\$18.00	\$921.60
02528	1. Supply and Placement of Granular Base Material	m <sup>3</sup>	408	139.2	547.20	\$56.00	\$30,643.20
02528	2.1 Concrete Walks - (1.65m) (200mm)	m	15	140.2	155.20	\$164.00	\$25,452.80
02528	2.2 Concrete Walks - (1.65m) (150mm)	m	162	-162	0.00	\$134.00	\$0.00
02528	2.3 Concrete Walks - (1.65m) (100mm)	m	695	-417.2	277.80	\$101.00	\$28,057.80
02528	2.4 Concrete Walks - (1.35m) (200mm)	m	152	-64.8	87.20	\$144.00	\$12,556.80
02528	2.5 Concrete Walks - (1.35m) (100mm)	m	257	636.6	893.60	\$95.00	\$84,892.00
02528	3. Curb and Gutter	m	1970	409.3	2379.30	\$98.00	\$233,171.40
02528	4. Curb	m	100	301.3	401.30	\$71.00	\$28,492.30
02528	5. Curb Flared Radius	m	150	-110.6	39.40	\$142.00	\$5,594.80
02528	6. Tactile Plates	Each	20	24	44.00	\$306.00	\$13,464.00
02547	1. Supply & Placement of Asphalt Tack Coat	m <sup>2</sup>	9500	-462.5	9037.50	\$2.00	\$18,075.00
02552	1.1 Asphaltic Concrete - Base Course	tonne	1150	430.4	1580.40	\$215.00	\$339,786.00
02552	1.2 Asphaltic Concrete - Surface Course	tonne	1150	-26.4	1123.60	\$215.00	\$241,574.00
02574	1. Removal of Asphalt Pavement	m <sup>2</sup>	10120	2982.1	13102.10	\$5.00	\$65,510.50
02574	2. Patching of Asphalt Pavement	m <sup>2</sup>	620	955.6	1575.60	\$90.00	\$141,804.00
02574	3. Cutting of Asphalt Pavement	m	540	-100.4	439.60	\$10.00	\$4,396.00
02575	Cold Planing	m <sup>2</sup>	130	118.2	248.20	\$30.00	\$7,446.00
02580	1. Pavement Marking	L.S.	1	-1	0	\$30,000.00	\$0.00
02601	1.1 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - 2 m or less	Each	1	8	9.00	\$5,150.00	\$46,350.00
02601	1.2 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2 m to 2.5 m	Each	5	4	9.00	\$5,430.00	\$48,870.00
02601	1.3 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2.5 m to 3.0 m	Each	19	-1	18.00	\$5,970.00	\$107,460.00
02601	1.4 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.0 m to 3.5 m	Each	23	-5	18.00	\$6,270.00	\$112,860.00
02601	1.5 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.5 m to 4.0 m	Each	10		10.00	\$6,690.00	\$66,900.00
02601	1.6 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 4.0 m to 4.5 m	Each	2	1	3.00	\$7,030.00	\$21,090.00
02601	2.1 Supply & Placement of Pre-Cast Maintenance Holes 1800 - 2 m or less	Each	1		1.00	\$8,190.00	\$8,190.00
02601	2.2 Supply & Placement of Pre-Cast Maintenance Holes 1800 - > 4 m to 4.5 m or less	Each	2		2.00	\$13,880.00	\$27,760.00
02601	3. Supply and Placement of Inflow Protector	Each	60	-10	50.00	\$290.00	\$14,500.00
02601	4. Drop Maintenance Holes as per Dwg. 4310	Each	1	3	4.00	\$7,620.00	\$30,480.00
02601	5. Catch Basins as per Dwg. 4350	Each	44	-9	35.00	\$3,100.00	\$108,500.00
02601	6. Adjustment of Maintenance Hole/Catch Basin Tops	Each	62	-17	45.00	\$750.00	\$33,750.00
02702	1.1.1 Supply & Placement of Sanitary Sewer - Main Line - 200mm Dia. PVC DR18	m	650	25.8	675.80	\$212.00	\$143,269.60
02702	1.1.2 Supply & Placement of Sanitary Sewer - Main Line - 300mm Dia. PVC DR18	m	115	23.6	138.60	\$453.00	\$62,785.80
02702	1.1.3 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC DR18	m	525	-17.4	507.60	\$1,364.00	\$692,366.40
02702	1.1.4 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC SDR35	m	115	14.1	129.10	\$818.00	\$105,603.80
02702	1.1.5 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC DR18	m	55	-5.5	49.50	\$2,557.00	\$126,571.50
02702	1.1.6 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC SDR35	m	315	-49	266.00	\$1,316.00	\$350,056.00
02702	1.2.1 Supply & Placement of Sanitary Sewer - Service Line - 100mm PVC SDR 28	m	170	-3.6	166.40	\$49.00	\$8,153.60
02702	1.2.2 Supply & Placement of Sanitary Sewer - Service Line - 150mm PVC SDR 28	m	40	0.2	40.20	\$72.00	\$2,894.40
02702	1.2.3 Supply & Placement of Sanitary Sewer - Service Line - 100mm long radius bends	Each	25	15	40.00	\$80.00	\$3,200.00
02702	1.2.4 Supply & Placement of Sanitary Sewer - Service Line - 150mm long radius bends	Each	5	4	9.00	\$119.00	\$1,071.00
02702	1.2.5 Supply & Placement of Sanitary Sewers - Service Line - Locate and Connect to Existing Services	Each	30	-4	26.00	\$1,750.00	\$45,500.00
02702	2.1.1 Supply & Placement of Storm Sewer - Main Line - 375mm Dia. PVC SDR 35	m	432	-230.2	201.80	\$299.00	\$60,338.20
02702	2.1.2 Supply & Placement of Storm Sewer - Main Line - 450mm Dia. C-HDPE	m	805	2.6	807.60	\$164.00	\$132,446.40
02702	2.1.3 Supply & Placement of Storm Sewer - Main Line - 525mm Dia. C-HDPE	m	86	-26.8	59.20	\$220.00	\$13,024.00
02702	2.1.4 Supply & Placement of Storm Sewer - Main Line - 1200mm Dia. C-HDPE	m	26	-26	0.00	\$900.00	\$0.00
02702	2.2.1 Supply & Placement of Storm Sewer - Service Line - 100mm PVC SDR 28	m	170	11.1	181.10	\$49.00	\$8,873.90
02702	2.2.2 Supply & Placement of Storm Sewer - Service Line - 150mm PVC SDR 28	m	40	-40	0.00	\$72.00	\$0.00
02702	2.2.3 Supply & Placement of Storm Sewer - Service Line - 100mm long radius bends	Each	25	10	35.00	\$80.00	\$2,800.00
02702	2.2.4 Supply & Placement of Storm Sewer - Service Line - 150mm long radius bends	Each	5	-5	0.00	\$119.00	\$0.00
02702	2.2.5 Supply & Placement of Storm Sewer - Service Line - Locate and Connect to Existing Services	Each	30	-11	19.00	\$1,750.00	\$33,250.00
02702	3.1 Supply & Installation of End Caps - 100mm End Cap	Each	25		25.00	\$45.00	\$1,125.00
02702	3.2 Supply & Installation of End Caps - 150mm End Cap	Each	5	-4	1.00	\$67.00	\$67.00
02702	4. CCTV Camera Inspection Services	m	3500	-1480	2020.00	\$20.00	\$40,400.00
02702	5. Break Into & Connect to Existing Maintenance Holes	Each	3	5	8.00	\$3,500.00	\$28,000.00
02702	6. Locate and Connect to Existing Sewer Mains	Each	10	7	17.00	\$2,250.00	\$38,250.00
02713	1.1 Supply & Installation of Water Main - Ductile Iron 300 150mm Dia. PE Encased	m	117	-14.8	102.20	\$265.00	\$27,083.00
02713	1.2 Supply & Installation of Water Main - Ductile Iron 300 200mm Dia. PE Encased	m	860	15.1	875.10	\$359.00	\$314,160.90
02713	1.3 Supply & Installation of Water Main - Ductile Iron 300 250mm Dia. PE Encased	m	440	-1.9	438.10	\$453.00	\$198,459.30
02713	1.4 Supply & Installation of Water Main - Ductile Iron 350 400mm Dia. PE Encased	m	650	-15	635.00	\$982.00	\$623,570.00
02713	2.1 Supply & Installation of Service Connections to ROW - 19mm Muncipex	m	130	15.1	145.10	\$32.00	\$4,643.20
02713	2.2 Supply & Installation of Service Connections to ROW - 50mm Muncipex	m	8		36.00	\$66.00	\$2,376.00

Division of Municipal Infrastructure

## Form 20 - Variance Report

Page 3 of 4

2023 November

02713 2.1 Supply & Installation of Service Connections to ROW - 25mm Type K Copper Tubing	m	130	-130	0.00	\$55.00	\$0.00
02713 2.2 Supply & Installation of Service Connections to ROW - 50mm Type K Copper Tubing	m	8	-8	0.00	\$158.00	\$0.00
02713 3. Supply & Installation of Fire Hydrant and Marker (City of Corner Brook Standard)	Each	9		9.00	\$6,544.00	\$58,896.00
02713 3. Supply & Installation of Fire Hydrants	Each	9	-9	0.00	\$6,544.00	\$0.00
02713 4.1.1 Supply & Installation of Fittings - Reducers - 200mm x 250mm Dia.	Each	2	1	3.00	\$1,500.00	\$4,500.00
02713 4.1.2 Supply & Installation of Fittings - Reducers - 200mm x 150mm Dia.	Each	1	6	7.00	\$577.00	\$4,039.00
02713 4.2.1 Supply & Installation of Fittings - End Caps/Plugs - 150mm Dia. End Cap	Each	4	-1	3.00	\$631.00	\$1,893.00
02713 4.3.1 Supply & Installation of Fittings - Bends - 150mm. Dia. 90 Deg. D.I. Bend	Each	1	4	5.00	\$943.00	\$4,715.00
02713 4.3.2 Supply & Installation of Fittings - Bends - 200mm. Dia. 11.25 Deg. D.I. Bend	Each	3		3.00	\$3,067.00	\$9,201.00
02713 4.3.3 Supply & Installation of Fittings - Bends - 200mm. Dia. 22.5 Deg. D.I. Bend	Each	2		2.00	\$3,067.00	\$6,134.00
02713 4.3.4 Supply & Installation of Fittings - Bends - 200mm. Dia. 45 Deg. D.I. Bend	Each	1	19	20.00	\$3,067.00	\$61,340.00
02713 4.3.5 Supply & Installation of Fittings - Bends - 200mm. Dia. 90 Deg. D.I. Bend	Each	2	2	4.00	\$3,067.00	\$12,268.00
02713 4.3.6 Supply & Installation of Fittings - Bends - 250mm. Dia. 11.25 Deg. D.I. Bend	Each	1		1.00	\$3,912.00	\$3,912.00
02713 4.3.7 Supply & Installation of Fittings - Bends - 250mm. Dia. 22.5 Deg. D.I. Bend	Each	1	-1	0.00	\$3,912.00	\$0.00
02713 4.3.8 Supply & Installation of Fittings - Bends - 250mm. Dia. 45 Deg. D.I. Bend	Each	2	4	6.00	\$3,912.00	\$23,472.00
02713 4.3.9 Supply & Installation of Fittings - Bends - 400mm. Dia. 11.25 Deg. D.I. Bend	Each	4	4	8.00	\$23,616.00	\$188,928.00
02713 4.3.10 Supply & Installation of Fittings - Bends - 400mm. Dia. 45 Deg. D.I. Bend	Each	1	6	7.00	\$23,616.00	\$165,312.00
02713 4.3.11 Supply & Installation of Fittings - Bends - 400mm. Dia. 90 Deg. D.I. Bend	Each	1		1.00	\$23,616.00	\$23,616.00
02713 4.4.1 Supply & Installation of Fittings - Tees - 150mm off 200mm Dia. D.I. Tee	Each	13	-4	9.00	\$1,609.00	\$14,481.00
02713 4.4.2 Supply & Installation of Fittings - Tees - 200mm off 200mm Dia. D.I. Tee	Each	1	7	8.00	\$2,334.00	\$18,672.00
02713 4.4.3 Supply & Installation of Fittings - Tees - 150mm off 250mm Dia. D.I. Tee	Each	11	-3	8.00	\$1,881.00	\$15,048.00
02713 4.4.4 Supply & Installation of Fittings - Tees - 200mm off 400mm Dia. D.I. Tee	Each	1	1	2.00	\$5,060.00	\$10,120.00
02713 4.5.1 Supply & Installation of Fittings - Corporation Stop - 19 mm	Each	30	1	31.00	\$141.00	\$4,371.00
02713 4.5.2 Supply & Installation of Fittings - Corporation Stop - 50 mm	Each	1	4	5.00	\$632.00	\$3,160.00
02713 4.6.1 Supply & Installation of Fittings - Curb Stops & Boxes - 19mm Curb Stop, Rod & Box	Each	30	3	33.00	\$360.00	\$11,880.00
02713 4.6.2 Supply & Installation of Fittings - Curb Stops & Boxes - 50mm Curb Stop, Rod & Box	Each	1	4	5.00	\$1,213.00	\$6,065.00
02713 4.7.1 Supply & Installation of Fittings - Transition Couplings - 150 mm	Each	7.00	-4	3.00	\$935.00	\$2,805.00
02713 4.7.2 Supply & Installation of Fittings - Transition Couplings - 200 mm	Each	3.00	-1	2.00	\$1,031.00	\$2,062.00
02713 4.7.3 Supply & Installation of Fittings - Transition Couplings - 400 mm	Each	2.00	-1	1.00	\$4,642.00	\$4,642.00
02713 5. Supply & Install Sounding point/marker	Each	9.00	-9	0.00	\$100.00	\$0.00
02713 6. Supply & Install of Hydrant Extensions (300mm)	Each	9.00	-7	2.00	\$2,127.00	\$4,254.00
02713 7. Colour Coded Painting of Hydrants	Each	9.00	-9	0.00	\$150.00	\$0.00
02713 8.1 Supply & Install Valves Including Valve Boxes - 150mm Dia. Resilient Wedge Gate Valve	Each	15.00	1	16.00	\$3,866.00	\$61,856.00
02713 8.2 Supply & Install Valves Including Valve Boxes - 200mm Dia. Resilient Wedge Gate Valve	Each	9.00	11	20.00	\$6,684.00	\$133,680.00
02713 8.3 Supply & Install Valves Including Valve Boxes - 250mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$7,217.00	\$28,868.00
02713 8.4 Supply & Install Valves Including Valve Boxes - 400mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$45,761.00	\$183,044.00
02713 9.1 Supply & Placement of Joint Restraints - 150mm Dia. Joint Restraint	Each	6.00	72	78.00	\$134.00	\$10,452.00
02713 9.2 Supply & Placement of Joint Restraints - 200mm Dia. Joint Restraint	Each	98.00	86	184.00	\$193.00	\$35,512.00
02713 9.3 Supply & Placement of Joint Restraints - 250mm Dia. Joint Restraint	Each	40.00	19	59.00	\$333.00	\$19,647.00
02713 9.4 Supply & Placement of Joint Restraints - 400mm Dia. Joint Restraint	Each	90.00	22	112.00	\$670.00	\$75,040.00
02713 10. Supply & Install Valve Box Extensions	Each	34	-18	16.00	\$287.00	\$4,592.00
02713 11.1 Swabbing of Water Lines - 150mm Dia.	m	105	-51.4	53.60	\$10.00	\$536.00
02713 11.2 Swabbing of Water Lines - 200mm Dia.	m	860	-302.3	557.70	\$10.00	\$5,577.00
02713 11.3 Swabbing of Water Lines - 250mm Dia.	m	440	-78.2	361.80	\$10.00	\$3,618.00
02713 11.4 Swabbing of Water Lines - 400mm Dia.	m	650	-254.1	395.90	\$10.00	\$3,959.00
02713 12. Locate & Connect to Existing System	Each	14	4	18.00	\$2,500.00	\$45,000.00
02713 13. Locate & Connect to Existing Services	Each	30	2	32.00	\$1,500.00	\$48,000.00
02713 14. Water Main Insulation (100mm thick)	Each	150	-53.5	96.50	\$200.00	\$19,300.00
02831 1. Supply & Erection of Chain Link Fence, including Brace Panels & Gate Openings Requirements	m	150	-90	60.00	\$500.00	\$30,000.00
02897 1. Supply & Install Filter Fabric	m <sup>2</sup>	100	-100	0.00	\$15.00	\$0.00
03300 1. Concrete Bedding	m <sup>3</sup>	100	-100	0.00	\$700.00	\$0.00
03300 2. Concrete Thrust Blocks	m <sup>3</sup>	20	-14.4	5.60	\$1,000.00	\$5,600.00
03300 3. Reinstate Concrete Walkway	m <sup>2</sup>	11	1.6	12.60	\$350.00	\$4,410.00
03300 4. Reinstate Concrete Driveway	m <sup>2</sup>	15	9.8	24.80	\$350.00	\$8,680.00
REVISED VALUE OF TENDER						\$9,666,504.78
ORIGINAL VALUE OF TENDER						\$9,011,364.00
VALUE OF ADDITIONAL WORK AND/OR VARIANCES						\$655,140.78

Transportation and Infrastructure



Division of Municipal Infrastructure

Form 20 - Variance Report

Page 4 of 4

2022 March

EXPLANATION WHY ADDITIONAL WORK IS REQUIRED OR QUANTITY VARIANCES ARE EXPECTED

Due to unexpected site conditions and design modifications during construction, it was necessary to adjust the quantities for several contract line items. The attached spreadsheet details the adjustments made to each line item from the original Contract Documents.

Here are some key points:

- Additional Flaggers were required for appropriate traffic Control.
- At most intersections, Tie in points on existing side streets were moved further into the roads, resulting in more removals, more asphalt, more excavation, more watermain and appurtenances.
- Existing Bell underground infrastructure was more expansive than anticipated and resulting in considerable re-design. This redesign resulted in more trenching, bedding, watermain bends.
  - More Trees required removal than anticipated.
- Mass Excavation (Common and USM) was underestimated in the original tender estimate.
  - Class A and Class B was underestimated in the original tender estimate.

\*Note: Original Tender value = \$9,051,051.00, Change Order #5 decreased value to \$9,011,364.00

FOR CONSULTANT USE		FOR MI USE	
RESIDENT SUPERVISOR:		PROJECT REPRESENTATIVE:	
PROJECT MANAGER:		REGIONAL ENGINEER:	
DATE:		DATE:	





# Request for Decision (RFD)

**Subject:** Canada's Rural Transit Solutions Fund

**To:** Donny Burden  
**Meeting:** Committee of the Whole - 24 Mar 2025  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**  
**Attachments:** [City of Corner Brook Redacted](#)

## BACKGROUND INFORMATION:

In late 2024, City staff applied for funding to establish an Accessible On-Demand transit system in Corner Brook through the Rural Transit Solutions Fund (RTSF) provided by the Government of Canada. This application sought funding for the design and implementation of On-Demand software aimed at optimizing bookings for accessible transit across the City. The City was awarded a \$50,000 grant to support this initiative. To accept this grant from the RTSF, a motion from the Council is required.

## PROPOSED RESOLUTION:

**Be it resolved that the Council of the City of Corner Brook** accept the grant offered by the RTSF for the amount of \$50,000. The Council of the City of Corner Brook authorizes the City Manager to sign contractual documents related to this grant.

## FINANCIAL IMPACT:

Rural Transit Solutions Fund (RTSF) Project No. NL-122944 - \$50,000

**Finance Type:** Funding

Director of Engineering, Development and Operational Services	Approved - 19 Mar 2025
City Manager	Approved - 19 Mar 2025
Administrative Assistant	Approved - 19 Mar 2025

\_\_\_\_\_  
City Manager

Minister of Housing,  
Infrastructure  
and Communities



Ministre du Logement,  
de l'Infrastructure  
et des Collectivités

Ottawa, Canada K1P 0B6

March 11, 2025

Aaron O'Brien  
Assistant Director  
City of Corner Brook  
[aobrien@cornerbrook.com](mailto:aobrien@cornerbrook.com)

Dear Aaron O'Brien:

I am pleased to inform you that the 'Transit Study for the City of Corner Brook, NL' project (NL-122944) is approved in principle under the terms and conditions of the Government of Canada's Rural Transit Solutions Fund (RTSF), within the Canada Public Transit Fund (CPTF). Congratulations!

I have approved in principle a federal grant of up to \$50,000, to support your project.

With this approval in principle, eligible costs as determined under the terms and conditions of the CPTF and RTSF will be confirmed upon the execution of a grant agreement. If a grant agreement is not signed, the Government of Canada will not reimburse any costs incurred. Once signed, the grant agreement represents the final federal approval of the Project. Please carefully review the attached Annex to this letter, which contains important details about the conditions associated with this approval in principle.

The Government of Canada is committed to helping you make our communities more sustainable, and improving the quality of life for all residents. Your project is an excellent example of the commitment and vision needed to make this a reality across our country.

...2

Canada

- 2 -

Thank you for your application, and congratulations once again. I look forward to seeing this project come to fruition.

Sincerely,

The Honourable Nathaniel Erskine-Smith, P.C., M.P.  
Minister of Housing, Infrastructure and Communities

c.c. The Honourable Fred Hutton, M.H.A.  
Minister of Transportation and Infrastructure  
Government of Newfoundland and Labrador  
[timinister@gov.nl.ca](mailto:timinister@gov.nl.ca)

...3

- 3 -

### **Annex - Approval in Principle Conditions**

This approval in principle is based on your application and the information contained therein.

#### **Eligible Project Costs**

For the purpose of this grant, eligible project costs, as determined under the program terms and conditions, must be incurred between the date of this approval in principle letter and prior to March 31, 2026. Costs incurred outside of this timeframe may be deemed ineligible.

Costs incurred prior to the date of this letter, as well as any and all costs related to contracts signed prior to the date of this letter, are ineligible with the exception of costs incurred for Indigenous consultation, which are eligible for a period of up to twelve months prior to the project approval in principle date.

The maximum permitted level of total Canadian government funding (federal, provincial, territorial, municipal) cannot exceed 100 percent of the total eligible project costs.

If a grant agreement is not signed by both parties, the Government of Canada will not provide the grant. The grant agreement represents the final step of the funding approval process.

#### **Project Changes**

Due to the competitive nature of the RTSF, any changes to the project will require careful review and approval by Housing, Infrastructure and Communities Canada (HICC). As your project is being approved in principle based on the information in your application, please notify officials, in writing, should you expect changes in scope or timing to the project.

#### **Public Communications Protocol**

Departmental officials will contact you shortly to move forward with the negotiation of the grant agreement. Thereafter, HICC's Communications Branch will be available to discuss how a joint funding announcement, and all other communications activities, will be coordinated, and the roles and responsibilities of each party. They will also proactively reach out in advance of opportunities for a joint announcement. We ask that all external communication activities about the approval of the project remain confidential until a joint announcement involving both parties can take place. This relates specifically to a formal public announcement, news release, and/or official project milestones.

...4

- 4 -

HICC recognizes that prior to a formal joint announcement, you may have specific activities that you need to undertake to ensure that the project is progressing in a timely manner. Communications of an operational nature (e.g., calls for tender, of a consultant(s)). Furthermore, you are permitted to engage stakeholders to proceed with planning or consultation, and you may enter into contracts to advance your project's design or other work.

#### **Additional Conditions**

In addition to other terms and conditions that will be identified within the grant agreement, the funding will be subject to the following conditions:

- Your organization will satisfy the Government of Canada with respect to the competitive and transparent tendering process to be established for the project, and that all contracts be awarded in a manner that is transparent, competitive, fair, consistent with value for money principles, and is in accordance with all applicable domestic and international trade agreements;
- All cost increases or overruns, unsecured funding, related to your project will be the responsibility of your organization;
- To receive funding, the project must be authorized or endorsed by a resolution of Council, Band, or Board of Directors, as applicable. The resolution must be received before a grant agreement can be executed; and,
- Prior to signing the grant agreement, your organization will provide the Government of Canada proof that all project funding, other than the federal contribution, has been secured.







# Request for Decision (RFD)

**Subject:** Multi-Year Capital Works - 3 Year Allocation 2023-2026 Schedule 'A' Amendment

**To:** Donny Burden

**Meeting:** Committee of the Whole - 24 Mar 2025

**Department:** Engineering

**Staff Contact:** Melody Roberts,

**Topic Overview:**

**Attachments:** [Corner Brook Schedule A 2023-2026 Multi Year Revised March 2025](#)

## BACKGROUND INFORMATION:

The City of Corner Brook and the Department of Transportation and Infrastructure have agreed to amend the current funding agreement for the 2023-2026 Multi-Year Capital Works to reflect the revised amounts for the listed projects. In 2023 the City and the Department of Transportation and Infrastructure agreed upon projects and expected costs to be included in the 2023-2026 MYCW funding agreement. Since that time many of the projects have been completed and the actual costs in some cases are different amounts than originally anticipated. In order to fully utilize the funding and to receive maximum funding on the MYCW projects, a reallocation of the funds by the project is required. As a result of this reallocation, there is no change in the total amount of funding from Transportation and Infrastructure, the amount of funding required for the City, or the projects to be funded. The only change is the amount of funding allocated to the specified projects.

## PROPOSED RESOLUTION:

**Be it resolved that the Council of the City of Corner Brook** proceed with the cost-shared funding 2023-2026 Schedule A Amendment as outlined.

The Corner Brook City Council authorizes the Mayor and City Manager to sign the 2023-2026 Municipal Infrastructure Agreement Amendment with the Department of Transportation and Infrastructure on behalf of the City of Corner Brook

## FINANCIAL IMPACT:

The funding for the City's portion of the 2023-2026 has already been anticipated in the City's Budgetary plan

**Budget Code:** 2023-2026 MYCW

**Finance Type:** Funding

Director of Engineering, Development and Operational Services	Approved - 19 Mar 2025
City Manager	Approved - 19 Mar 2025
Administrative Assistant	Approved - 19 Mar 2025

---

City Manager

Corner Brook 2023-2026 Multi Year				Schedule A March 2025			
Project	Project #	Original Funding	Revised Funding March 2025	GST Rebate	Net Funding	Provincial Share	Municipal Share
Petries Street Bridge Replacement	17-MYCW-24-00005	750,000.00	1,150,000.00	107,140.00	1,042,860.00	521,430	521,430.00
Old Humber Road Retaining Wall	17-MYCW-24-00006	400,000.00	404,000.00	37,638.75	366,361.25	183,181	183,180.63
Elizabeth Street Intersection Improvements	17-MYCW-24-00007	800,000.00	930,000.00	86,643.65	843,356.35	421,678	421,678.17
Broadway Storm Sewer	17-MYCW-24-00008	500,000.00	500,000.00	46,582.61	453,417.39	317,392	136,025.22
Curling Street Storm Sewer	17-MYCW-24-00009	850,000.00	1,010,000.00	94,096.87	915,903.13	641,132	274,770.94
District Water Meters	17-MYCW-24-00010	175,400.00	175,400.00	16,341.18	159,058.82	111,341	47,717.65
Raymond Heights Reconstruction	17-MYCW-24-00011	400,000.00	-	-	-	-	-
Traffic Detection Upgrade	17-MYCW-24-00012	100,000.00	100,000.00	9,316.52	90,683.48	45,342	45,341.74
Street Resurfacing	17-MYCW-24-00013	4,400,000.00	4,400,000.00	409,926.96	3,990,073.04	1,995,037	1,995,036.52
Main Street Pedestrian Bridge	17-MYCW-24-00014	150,000.00	222,882.00	20,764.85	202,117.15	121,270	80,846.86
Water Audit/Loss Analysis	17-MYCW-24-00015	298,500.00	298,500.00	27,809.82	270,690.18	189,483	81,207.05
Unallocated						20,227	
		8,823,900	9,190,782	856,261	8,334,521	4,567,513	3,787,235