

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 24 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	D. Burden, Director of Engineering, Development and Operations
	V. Granter	
	B. Griffin	P. Robinson, Director of Recreation Services
	P. Keeping	J. Smith, City Clerk
		Roy Teliz, Sergeant-At-Arms

Absent with regrets: Councillor C. Pender

COW25-15 Land Acknowledgement

Councillor P. Gill read the Land Acknowledgement

COW25-16 Approval of Agenda

On motion by Councillor P. Gill, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the agenda as circulated. **MOTION CARRIED.**

COW25-17 Approval of Minutes- Regular Meeting March 10th, 2025

On motion by Councillor V. Granter, seconded by Councillor P. Gill, it is **RESOLVED** to approve the minutes of the Regular Meeting of March 10, 2025. **MOTION CARRIED.**

COW25-18 Business Arising From Minutes

There was no business arising from the minutes.

COW25-19 Protective Services Statistics for the month of February 2025

Councillor V. Granter presented the statistics for February 2025 from the Protective Services Department as follows:

- Municipal Enforcement received 32 calls for services;
- Animal Control received 14 calls for services;
- There were 58 Parking related violations issued;
- Corner Brook Fire Department received 37 calls for service;
- PSAP received a total of 7141 calls of which 4908 were transferable.

There has been a significant amount of theft and vandalism on parking meters, especially in the downtown area, with approximately 30% of its parking meters are destroyed and will need replacement. Due to the age of the parking meters, 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.

COW25-20 Operational Services Summary from January 18 to March 14, 2025

Deputy Mayor L. Chaisson presented an update on Operational Services for the period of January 18th, 2025 to March 14th, 2025 as follows:

Water and Wastewater

- 89 Water and Wastewater Complaints were received;
- completed a total of 15 Water and Wastewater Repairs;
- the Water and Wastewater Recoverable Works totaled \$1909.18 at a cost of \$2809.48;
- current maintenance and projects includes: hydrant snow clearing, leak detection, flow meter installation, old city hall lift station repair;
- upcoming maintenance and projects includes: Woodcrest PRV repair;
- splash pad new feature install;
- Water Treatment Plant production rates for 2024 were an average of 22.1 million L/day;
- Water consumption continues to decline, thanks to efforts of water distribution management including leak detection and repairs;
- one chemical is currently sourced directly from a US supplier - we currently have sufficient quantity on hand to treat water through to the end of 2025, however staff are exploring alternative options outside of US suppliers to mitigate risk imposed by potential tariffs.

Public Works

- 615 service requests from January 18-March 14, 2025: the top three categories were Salt/Sand requests, Potholes, and Snow clearing;
- Ongoing services include: snow clearing, pothole repair, maintaining outdoor ice rink as long as the weather allows.

COW25-21 Development, Planning and Community Services

Councillor B. Griffin presented an update from Development and Planning 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, likely completion this summer;

- **336 Curling Street (4 Unit apartment building)** - Occupancy Permit Issued;
- **4 St Mark's Avenue (Fillatre's Funeral Home)** - Extension, permit issued for two extensions, one extension complete, second one is progressing (Anticipated 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.

COW25-22 Finance & Administration Report - February

Councillor P. Gill presented an update from the Finance and Administration Department for the two months to February 2025, as follows:

- total revenues were \$36,590,000 against a budget of \$33,630,000;
- total expenses were \$5,500,000 against a budget of \$6,500,000;
- outstanding property and business tax debtors is inline with prior user comparative periods

COW25-23 Corner Brook Recreation Centre Budget Update

Councillor V. Granter presented an update on the Corner Brook Recreation Centre budget.

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%

COW25-24 Capital Project and Engineering Updates

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

- **Corner Brook Recreation Centre** - Substantial completion has been approved, 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** - 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;
- **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, and staff are working through review of proposal;
- **City Hall Atrium Lighting** - lights have been ordered and shipped, delivery is expected this week and installation should commence early April 2025;
- **Community Market Feasibility (Fowler Bauld & Mitchell Ltd.)** - a public survey has been released, residents are encouraged to fill out the survey and provide their input;
- **Western Memorial Regional Hospital Bus Shelter (Etheridge's Maintenance)** - bus shelter is installed;
- **Bartlett's Point Park Bandstand (Englobe)** - expecting initial concept soon;

- **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;
- **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 100th 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.
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COW25-25 Recreation Update

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

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 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.

COW25-26 Tourism Update

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

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.

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.

COW25-27 Broadway Storm Sewer 2025-01 - 17-MYCW-24-00008

On motion by Councillor P. Keeping seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook award the Contract for the Broadway Storm Sewer (17-MYCW-24-00008) in the amount of \$432,809.40 (HST Included) to Marine Contractors Inc. **MOTION CARRIED.**

COW25-28 Discretionary Use - 7A Snow Street - Home Based Business Office

On motion by Councillor B. Griffin, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook approve the 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. **MOTION CARRIED.**

COW25-29 Mount Bernard Avenue Reconstruction - Change Order No. 34

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Gill, it is **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. **MOTION CARRIED.**

COW25-30 Canada's Rural Transit Solutions Fund

On motion by Councillor P. Gill, seconded by Councillor P. Keeping, it is **RESOLVED** that the Council of the City of Corner Brook accept the grant offered by the Rural Transit Solutions Fund in the amount of \$50,000.

It is FURTHER RESOLVED that the Council of the City of Corner Brook authorizes the City Manager to sign contractual documents related to this grant. **MOTION CARRIED.**

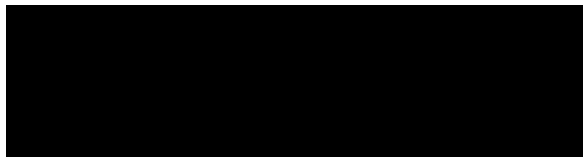
COW25-31 Multi-Year Capital Works - 3 Year Allocation 2023-2026 Schedule 'A' Amendment

On motion by Councillor P. Gill, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook proceed with the cost-shared funding 2023-2026 Schedule A Amendment as outlined.

It is **FURTHER RESOLVED** that 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. **MOTION CARRIED.**

ADJOURNMENT

The meeting was adjourned at 7:52 p.m.



City Clerk



Mayor