



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 **September 22, 2025 at 7 p.m. City Hall Council Chambers.**

CITY CLERK

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13 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, 8 SEPTEMBER, 2025 AT 7:00 PM**

PRESENT:

Councillors: P. Gill D. Charters, City Manager
 B. Griffin T. Flynn, Director of Protective Services
 P. Keeping P. Robinson, *Director of Recreation Services*
 C. Pender J. Smith, *City Clerk*
 J. Baines, *Sergeant-At-Arms*

Absent with regrets: Deputy Mayor L. Chaisson, and D. Burden, *Director of Engineering, Development, and Operations*

Meeting was called to order at 7:00 p.m. by the Clerk. As the Mayor and Deputy Mayor were absent, the clerk called for nominations from the floor for a chairperson. Councillor C. Pender nominated Councillor P. Gill. No other nominations were given. Councillor P. Gill chaired the meeting in its entirety.

25-123 Land Acknowledgement

Councillor B. Griffin read the Land Acknowledgement.

25-124 Approval of Agenda

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

25-125 Approval of Minutes- Regular Meeting August 18, 2025

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of August 18, 2025. **MOTION CARRIED.**

25-126 Business Arising From Minutes

No items were brought forward.

25-127 Proclamations and Events

Councillor P. Gill declared the following proclamations were made:

- September was declared Prostate Cancer Awareness Month;
- September was declared Arthritis Awareness Month;
- September was declared Suicide Prevention and Awareness Month.

25-128 Civic Centre Entrance and Walkway Upgrades 2025-16

On motion by Councillor P. Keeping, seconded by Councillor B. Griffin, it is **RESOLVED** that the City of Corner Brook Council award the work for the Civic

Centre Entrance and Walkway Upgrades 2025-16 to West Coast Excavating & Equipment Co. Ltd. in the amount of \$213,912.65 (HST included). **MOTION CARRIED.**

25-129 Corner Brook Curling Club Lease Agreement

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** that the council of the City of Corner Brook approve the 2025 - 2026 lease agreement between the Corner Brook City Council and the Corner Brook Curling Association Inc. for the use of the Corner Brook Curling Club. **MOTION CARRIED.**

25-130 Corner Brook Transit Update

Councillor C. Pender presented an update on the City's public transit system. It highlighted key accomplishments, funding sources, and the continued growth in ridership. This positive momentum reflects the dedicated efforts of City staff, Council, Buckles Bussing, and the valuable input from the public and the City's Accessibility Committee. The City remains committed to expanding and enhancing the transit system, making Corner Brook more inclusive and accessible for all residents.

25-131 Approval - IMSP and Development Regulations Amendment No. 24-04 - 11 O'Connell Drive

On motion by Councillor B. Griffin, seconded by Councillor C. Pender, it is **RESOLVED** to:

- (1) Adopt proposed amendment No. 24-04 to the City of Corner Brook's Integrated Municipal Sustainability Plan and Development Regulations 2012;
- (2) Authorize staff to submit the proposed amendments to the provincial government for ministerial approval and registration; and
- (3) Authorize staff to give statutory notice of registration of the amendments following ministerial approval and registration under (3).

MOTION CARRIED.

25-132 Confirmation of Order - 2025-03

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping, it is **RESOLVED** that in accordance with Section 109(4) of the Urban and Rural Planning Act the following Stop Work Order is hereby confirmed by Council, Order #2025-03. **MOTION CARRIED.**

25-133 2025 Tax Sale Auction

On motion by Councillor C. Pender, seconded by Councillor P. Keeping, it is **RESOLVED** that Council approve the advertising and sale of the following properties at a tax sale auction in accordance with section 162 of The City of Corner Brook Act:

PID	Location	Minimum Bid
47924	O'Connell Drive	\$2,099.87
263524	Verge Place	\$6,570.36
51054	Youngs Ave	\$2,446.25
51055	Youngs Ave	\$2,158.75
201102	St. Aidens Road	\$2,503.75
43447	Carberrys Road	\$7,373.51
43448	Carberrys Road	\$7,073.81
44832	Dykes Road	\$1,775.77
48141	Paynes Road	\$2,503.75
183392	Country Road	\$2,503.75
43380	Burnt Hill	\$1,666.63
49933	Union Street	\$16,898.13
199340	Charles St	\$2,503.75
50011	57 Valley Road	\$11,210.11
49964	50 Valley Road	\$20,009.61
43092	42 Broadway	\$50,915.94
43093	42A Broadway	\$22,173.24
46281	Harbourview Rd	\$1,095.39
47009	Laydens Lane	\$2,503.75
46744	Humber Road	\$2,064.13
44060	Confederation Dr	\$2,264.96
47633	North Shore HW	\$2,503.75
47650	North Shore HW	\$2,503.75
45639	702 Gearyville Rd	\$6,211.87

MOTION CARRIED.

25-134 Discretionary Use - 33 Lear's Road - Home Based Business Office

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping, 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 33 Lear's Road in accordance with Regulation 11 - Discretionary Powers of Authority.

MOTION CARRIED.

25-135 75th Annual MNL Conference, Trade Show, and AGM

On motion by Councillor C. Pender, seconded by Councillor B. Griffin, it is **RESOLVED** to approve the in-kind contribution of half of the projected rental costs up to a maximum of \$12167.50. **MOTION CARRIED.**

25-136 Notice of Motion - Garbage and Refuse Regulations 2025

Councillor C. Pender presented a notice of motion as follows:

Pursuant to powers vested in it under section 207, 208, 209, 210, 280.1, 280.2 and 280.4 of the City of Corner Brook Act R.S.N. L 1990, c. C15, as amended, and all other powers enabling, the Corner Brook City Council, here rescinds the

existing Garbage and Refuse Regulations 2015 and enacts the Garbage and Refuse Regulations, 2025.

25-137 National Day for Truth and Reconciliation, September 30, 2025

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** that the City of Corner Brook approve the request for September 30, 2025, The National Day for Truth and Reconciliation, to be a holiday for City employees and grant City of Corner Brook staff the day of Tuesday, September 30, 2025, to reflect and commemorate the tragic history of residential schools in Canada. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 7:30 p.m.

City Clerk

Mayor



Request for Decision (RFD)

Subject: Ratification of Decisions

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: City Manager
Staff Contact: Gloria Manning, Legislative Assistant
Topic Overview: Ratification of Decisions

BACKGROUND INFORMATION:

In accordance with section 41 (3) of the City of Corner Brook Act, "Where a decision is made by the councilors at a privileged meeting, the decision, in order to be valid, shall be ratified at a public meeting of the council.", the following minutes are being brought forward for ratification:

Council in Committee Meeting July 21, 2025	
CC25-008 Approval of Agenda	It is RESOLVED to approve the agenda as circulated
CC25-010 Purchase of private land off Mayfair Avenue	It is RESOLVED to approve the execution of the purchase and sale agreement between the City of Corner Brook and Hefferman Holdings Inc for land located off Mayfair Avenue as proposed.
Council in Committee Meeting August 18, 2025	
CC25-011 Approval of Agenda	It is RESOLVED to approve the agenda as circulated
CC25-013 Preferred Candidate - Director of Finance and Administration	It is RESOLVED to appoint the "preferred candidate" as the Director of Finance and Administration, based upon the terms and conditions of the employment contract for all Directors.

PROPOSED RESOLUTION:

It is **RESOLVED** to ratify minute CC25-008 Approval of Agenda
 It is **RESOLVED** to ratify minute CC25-010 Purchase of private land off Mayfair Avenue
 It is **RESOLVED** to ratify minute CC25-011 Approval of Agenda
 It is **RESOLVED** to ratify minute CC25-013 Preferred Candidate-Director of Finance and Administration

GOVERNANCE IMPLICATIONS:

Legislation

City of Corner Brook Act
41(3)

City Clerk	Approved - 18 Sep 2025
City Manager	Approved - 18 Sep 2025
Administrative Assistant	Approved - 18 Sep 2025

City Manager



Information Report (IR)

Subject: Proclamations and Events

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: City Manager
Staff Contact: Gloria Manning, Legislative Assistant
Topic Overview: The City of Corner Brook routinely receives requests from various organizations to recognize significant days, weeks, and months.
Attachments: [World Mitochondrial Disease Week - September 15-21](#)

BACKGROUND INFORMATION:

The City of Corner Brook would like to recognize the following proclamations and events in the City of Corner Brook:

September 15-21 was declared World Mitochondrial Disease Week- The human body is fuelled by trillions of microscopic powerhouses called mitochondria. Present in almost every cell in our bodies, these tiny but mighty, energy -producing structures generate the energy we need to survive. When there is dysfunction with these important structures in one or more parts of our bodies, we see Mitochondrial Diseases appear.

City Clerk	Approved - 17 Sep 2025
City Manager	Approved - 18 Sep 2025
Administrative Assistant	Approved - 18 Sep 2025

City Manager



World Mitochondrial Disease Week September 15–21, 2025

Whereas:

The human body is fuelled by trillions of microscopic powerhouses called mitochondria. Present in almost every cell in our bodies, these tiny but mighty, energy-producing structures generate the energy we need to survive. When there is dysfunction with these important structures in one or more parts of our bodies, we see Mitochondrial Diseases appear.

Whereas:

There are hundreds of mitochondrial diseases, and because mito is very hard to diagnose, many people don't realize that they have these diseases. There is a strong need for more mitochondrial disease research to support those living with and caring for a loved one with mito, and for clinicians to be able to diagnose and treat Canadians living with mito.

Whereas:

World Mitochondrial Disease Week this year is from September 15th - 21st. The goal of this week is to raise awareness for mitochondrial health and diseases on a global scale. The initiative helps to raise awareness for mitochondrial diseases in Canada, and across the globe, which can be crucial for the development of treatments, research on the disease, and providing support to those living with Mito.

THEREFORE

I, Jim Parsons, Mayor of the City of Corner Brook, do hereby proclaim **September 15-21, 2025**, to be **World Mitochondrial Disease Week** in the City of Corner Brook, NL.

Mayor



Information Report (IR)

Subject: Protective Services Statistics for the month of August 2025

To: Darren Charters

Meeting: Committee of the Whole - 22 Sep 2025

Department: Protective Services

Staff Contact: Todd Flynn, Director of Protective Services

Topic Overview: On a monthly basis Protective Services compiles its statistics to report them out to council and residents.

BACKGROUND INFORMATION:

To inform the residents of Corner Brook of the work that is being done by the Protective Services Department.

1. MUNICIPAL ENFORCEMENT

Our Municipal Enforcement Officers received 52 calls for services including as follows:

- **By-Law Enforcement received 52 calls for service:**
 - 1 Abandoned Vehicle
 - 5 Assistance
 - 7 Document service
 - 2 Document service legal
 - 1 Development without a permit
 - 2 Garbage issues
 - 1 Garbage issues - uncovered
 - 3 Illegal dumping
 - 5 Mobile Vending Permit
 - 6 Noise
 - 13 Untidy property
 - 6 Citation - Untidy property
- **Taxi Regulation received 5 requests for service:**
 - 3 Taxi Driver permits
 - 2 Taxi Vehicle permits
- **Animal Control received 13 calls for service:**
 - 1 Cat - Assistance
 - 1 Cat - Injured/Dead
 - 3 Cat - Missing
 - 1 Dog - Missing
 - 2 Dog - Noise
 - 2 Dog - Roaming
 - 2 Other animals - Assistance

1 Other animals - Injured/Dead

- **Parking Enforcement:**

- 4 Parking-related violations where citations were issued that included:
- 3 Illegal Parking
- 1 Citation – No Parking HTA

Note: The Protective Services Department continues to work on updating the parking infrastructure with Parking Pay Stations and will issue a RFP for this project in the near future.

Notably, there will continue to be a drop in parking revenues, as well as complaints of extended parking of vehicles, until a new system is in place.

2. CORNER BROOK FIRE DEPARTMENT

The CBFD received 59 calls for service that included:

1
Structure Fire Residential
1
Residential Alarm
3
Residential Alarm – Smoke Visible
19
Commercial Alarms
2
Commercial Alarms – Smoke Visible
6
Emergency Medical Call
2
Petroleum Spill / Propane Leak- Small
1
Petroleum Spill / Propane Leak- Large
2
Vehicle Fire
4
MVC – Injury/Entrapment
1
MVC – fuel spill
1
HazMat
1
Extra Service
12
Bonfire/Grass Fire
1
Forest Fire/Brush Fire
1
Odor
1
Wire Down - Pole Fire

59
Total

- Fire Prevention and Inspection report is unavailable for August.

1. PUBLIC SAFETY ANSWERING POINT (PSAP)

The total volume of calls received by the Corner Brook PSAP for May was 10,695.

The calls are broken out as follows:

Primary Agency	Number of Transferred Calls
Ambulance	3,892
Crisis	9
Fire	589
Forestry	6
MRSC	9
Northern911	1
Poison Control	1
Police	2,959
RoCP	12
TBD*	25
Total*	7,503

Volume of Non-Transferred 911 Calls: 3192

Director of Protective Services
City Manager
Administrative Assistant

Approved - 16 Sep 2025
Approved - 18 Sep 2025
Approved - 18 Sep 2025

City Manager



Information Report (IR)

Subject: Public Works, Water & Wastewater Update

To: Donny Burden
Meeting: Committee of the Whole - 22 Sep 2025
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:

BACKGROUND INFORMATION:

Public Works Summary From June 16th to September 12th, 2025

Current Work

Project	Start Date	Progress	Planned Finish
Lawn Repairs	2-June-2025	100%	15-Sep-2025
Splashpad extension	9-June-2025	100%	27-Jun-2025
Sinkhole/Culvert Repairs (5 Total)	7-July-2025	100%	15-July-2025
Pothole Repairs	7-April-2025	Ongoing	31-Dec-2025
Street and Sidewalk Sweeping	16-June-2025	Ongoing	1-Nov-2025
Line Painting (True Lines)	20-May-2025	98%	30-Sep-2025
Greenspace and Parks Maintenance	1-June-2025	85%	30-Sep-2025
Storm Collection Annual Maintenance	23-June-2025	30%	30-Oct-2025
Curb and Sidewalk Repairs	30-June-2025	65%	30-Oct-2025
Winter Equipment Preparations	2-Sep-2025	15%	30-Oct-2025
Walbourne's Road Bridge Repairs	9-Sep-2025	85%	30-Sep-2025

Service Requests

- 322 calls received
- Top three categories of requests:
 - Potholes/Road Repairs: 86
 - General Maintenance: 31
 - Lawn Repairs: 22

Upcoming Work

Project	Start Date	Planned Finish
Asphalt Patching (Second Round)	16-Sep-2025	30-Oct-2025
Ditching Fall Maintenance	30-Sep-2025	30-Oct-2025
Gravel Road Fall Maintenance	17-Sep-2025	3-Oct-2025
Field and Turf Fall Maintenance	22-Sep-2025	6-Oct-2025

Water and Wastewater Summary From June 16th to September 12th, 2025

Current Work

Project	Start Date	Progress	Planned Finish
Water Distribution Flow Meter Upgrades	February, 2025	95%	October-2025
Annual Water Distribution Maintenance	21-May-2025	70%	October-2025
Annual Sanitary Collection Maintenance	21-May-2025	80%	October-2025
Water Intake Cleaning & Inspections	9-Sep-2025	100%	9-Sep-2025
Pump Station Roofing Repairs	11-Sep-2025	100%	15-Sep-2025
Water Distribution Leak Repair – Griffin Dr.	23-Sep-2025	20%	23-Sep-2025
Splash Pad - Winterization	15-Sep-2025	15%	29-Sep-2025
Water Distribution Leak Detection	15-Sep-2025	5%	26-Sep-2025

Service Requests

- 277 Calls Received
- Top three categories of requests:
 - Alarms: 124
 - Request for water off/on: 47
 - Water Leaks: 23

Recoverable Works: 43 Requests received and completed for a total recoverable works of \$26,771.57

Upcoming Work

Project	Planned Start Date	Planned Finish
New Service Installations (4)	23-Sep-2025	1-October-2025

Project	Planned Start Date	Planned Finish
Watermain Valve Repairs (3)	17-Sep-2025	October-2025
Curbstop Repair – 424 Curling St.	October-2025	October-2025

Water Treatment Plant

Average City work consumption was 21.1 million liters per day during the months of June, July, and August. This is down from the 2024 average of 22.5 million liters per day in comparison to the same three months. Management of the watershed levels throughout the dry summer was very successful, no mandatory water conservation measures were required.

Current Work

Ongoing work at the treatment plant includes facility maintenance and upkeep, as well as process equipment and chlorination systems annual maintenance. The team is continuing to research and optimize water treatment processes to reduce waste, reduce chemical costs, extend equipment operating life, and minimize water distribution piping corrosion.

Director of Engineering, Development and Operational Services Approved - 17 Sep 2025

City Manager Approved - 17 Sep 2025

Administrative Assistant Approved - 17 Sep 2025

City Manager



Information Report (IR)

Subject: Finance & Administration Report - August

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: Finance and Administration
Staff Contact: Alicia Marshall, Administrative Assistant
Topic Overview: Year to Date 2025 Financial Information
Attachments: [Income Report - August 31, 2025](#)
[Expense Report - August 31, 2025](#)
[Total Accounts Outstanding - August 31, 2025](#)
[Accounts over \\$5K - August 31, 2025](#)
[Accounts over 365 days - August 31, 2025](#)
[Business Taxes Owing - August 31, 2025](#)

BACKGROUND INFORMATION:

Financial Update:

Revenues for the eight months to August 2025 are detailed below:

\$ MILLION	YTD AUGUST 2025			FULL YEAR
	BUDGET	ACTUALS	VARIANCE	BUDGET
Taxation	33,817,771.00	36,201,856.00	-2,384,084.00	34,452,350.00
Government transfers	1,411,150.00	1,094,001.00	317,149.00	2,569,800.00
Permits & Licenses	131,014.00	195,482.00	-64,468	188,950.00
Fines & Ticketing	19,750.00	2,925.00	16,825.00	30,000.00
Interest Income	304,000.00	486,335.00	-182,335.00	400,000.00
Rental, Fees & Reserve	649,573.00	634,668.00	14,905.00	1,211,300.00
Recreation & Tourism	1,630,682.00	1,031,084.00	599,596.00	2,938,600.00
Other revenue	86,778.00	63,069.00	23,709.00	119,900.00
	<u>38,050,718.00</u>	<u>39,709,420.00</u>	<u>1,658,703.00</u>	<u>41,910,900.00</u>

Expenses for the five months to AUGUST 2025 per department are detailed below:

	YTD AUGUST 2025		YTD	FULL YEAR
	BUDGET	ACTUAL	VAR	BUDGET
Executive & Legislative	296,056.00	216,842.00	79,214.00	444,070.00
City Manager	1,120,157.00	1,037,959.00	82,200.00	1,685,230.00
Finance & Admin	1,446,944.00	1,379,594.00	67,349.00	2,139,440.00
EDOS			-	
Engineering, Planning & Development	1,544,992.00	1,339,368.00	205,623.00	2,317,500.00
Public Works, Water & Waste Water	9,727,159.00	9,970,530.00	-243,366.00	13,964,300.00
Protective Services	3,934,056.00	3,567,605.00	366,450.00	5,901,100.00
Garbage Collection	1,066,664.00	1,021,750.00	44,915.00	1,600,000.00
Recreation	4,098,244.00	3,314,012.00	784,233.00	6,379,300.00
Transit	398,064.00	321,095.00	76,969.00	597,100.00
Grants	217,586.00	203,448.00	14,138.00	289,500.00
COOR	1,555,840.00	347,606.00	1,208,234.00	2,333,760.00
Funding	1,179,064.00	35,244.00	1,143,820.00	1,768,600.00
Reserves	-	-	-	2,491,000.00
	26,584,826.00	22,755,053.00	3,829,779.00	41,910,900.00

Accounts Receivable Update:

Accounts Receivable exceeds that of previous years, which is a matter of concern for staff. The City Collector has been actively engaged in contacting taxpayers and businesses regarding their outstanding accounts. Water shut off notices have been issued in select cases. Staff anticipates that collection efforts will be reflected positively in the coming month's financial reports.

City Manager

Income Statement Detail - Revenues 2025

City of Corner Brook

1 of 4
2025-09-19
9:02 AM

	August 2025 BUDGET	August 2025 ACTUAL	MTD VARIANCE	August 2025 YTD BUDGET	August 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Tax revenues, Municipal tax residential	\$0	\$0	\$0	\$15,159,474	\$16,775,496	\$1,616,022	\$15,312,600	\$1,462,896
Tax revenues, Unit charge residential	0	0	0	5,240,654	5,334,186	93,532	5,293,590	40,596
Tax revenues, Water levy residential	0	0	0	0	0	0	0	0
Tax revenues, Sewer levy residential	0	0	0	922,284	930,500	8,216	931,600	(1,100)
Gross Residential Tax	0	0	0	21,322,412	23,040,182	1,717,769	21,537,790	1,502,391
Tax revenues, Municipal tax commercial	0	0	0	4,184,928	4,249,980	65,052	4,227,200	22,780
Tax revenues, Unit charge commercial	0	0	0	654,350	692,800	38,450	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	97,911	98,100	189	98,900	(800)
Gross Commerical Tax	0	0	0	4,937,189	5,040,880	103,691	4,987,060	53,820
Gross Property Tax	0	0	0	26,259,601	28,081,062	1,821,460	26,524,850	1,556,211
Tax revenues, Seniors discount	0	(2,221)	(2,221)	(200,000)	(180,055)	19,945	(200,000)	19,945
Tax revenues, Municipal tax discount	0	0	0	0	(15,143)	(15,143)	0	(15,143)
Tax revenues, New Home Incentives Discount	0	0	0	0	0	0	0	0
Total Property Tax Discounts	0	(2,221)	(2,221)	(200,000)	(195,198)	4,802	(200,000)	4,802
Net Property Tax	0	(2,221)	(2,221)	26,059,601	27,885,864	1,826,262	26,324,850	1,561,013
Tax revenues, Business tax levy	0	0	0	6,150,870	6,419,724	268,854	6,213,000	206,724
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	(12,000)	0	12,000	(36,000)	(5,783)	30,218	(60,000)	54,218
Tax revenues, Business tax surcharge	0	0	0	0	0	0	0	0
Business Tax	(12,000)	0	12,000	6,114,870	6,413,941	299,072	6,153,000	260,942
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	169,958	163,058	358,800	529,101	170,301	690,000	(160,899)
Other Taxes	6,900	169,958	163,058	358,800	529,101	170,301	690,000	(160,899)
Utility tax, NF Power	0	0	0	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	0	0	0	210,000	208,059	(1,941)	210,000	(1,941)
Utility tax, Rogers	0	0	0	79,000	87,765	8,765	79,000	8,765
Utility tax, Telus	0	0	0	30,000	38,456	8,456	30,000	8,456
Utility tax, Other	0	0	0	500	6,540	6,040	500	6,040
Utility Taxes	0	0	0	1,284,500	1,372,950	88,449	1,284,500	88,449
Contributions, Federal Govt	0	0	0	108,000	121,064	13,064	108,000	13,064
Contributions, Prov of NL	0	0	0	83,050	160,446	77,396	166,100	(5,654)
Contributions, Prov of NL- Debt	0	0	0	0	0	0	0	0
Contributions, CBC	0	0	0	5,500	5,605	105	5,500	105
Contributions, CBP&P Water	0	0	0	90,000	90,000	0	90,000	0
Contributions, CBP&P Grant	0	0	0	422,000	448,354	26,354	1,055,000	(606,646)
Contributions, Contributions - Memorial Uni	0	0	0	235,000	227,525	(7,475)	235,000	(7,475)
Contributions, Secondary Fire	0	0	0	0	0	0	0	0
Contributions, Western Health	0	0	0	0	0	0	0	0

Income Statement Detail - Revenues 2025

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	August 2025 BUDGET	August 2025 ACTUAL	MTD VARIANCE	August 2025 YTD BUDGET	August 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Contributions, Federal Gas Tax Program	0	0	0	442,600	0	(442,600)	885,200	(885,200)
Contributions, Jigs & Wheels Sponsorships	0	32,351	32,351	25,000	41,007	16,007	25,000	16,007
Contributions	0	32,351	32,351	1,411,150	1,094,001	(317,149)	2,569,800	(1,475,799)
Permits and licenses, Mobile vending	135	825	690	810	1,575	765	1,350	225
Permits and licenses, Dog Licenses	83	115	32	664	1,035	371	1,000	35
Permits and licenses, Bldg Permits	12,600	9,776	(2,824)	64,800	138,456	73,656	90,000	48,456
Permits and licenses, Parking Meter Collections	5,000	291	(4,709)	30,000	17,387	(12,613)	50,000	(32,613)
Permits and licenses, Impounding charges	0	0	0	300	380	80	600	(220)
Permits and licenses, Taxi Licenses	0	175	175	9,000	5,250	(3,750)	9,000	(3,750)
Permits and licenses, Develop application	1,000	999	(1)	6,000	9,399	3,399	10,000	(601)
Permits and licenses, Compliance Letters	3,240	3,200	(40)	19,440	22,000	2,560	27,000	(5,000)
Permits and licenses, Occupancy Permits	0	0	0	0	0	0	0	0
Permits & Licenses	22,058	15,381	(6,677)	131,014	195,482	64,468	188,950	6,532
Fines/Tickets, Parking tickets	292	65	(227)	2,336	1,477	(859)	3,500	(2,023)
Fines/Tickets, Parking tickets - Courts	2,083	0	(2,083)	16,664	1,403	(15,261)	25,000	(23,597)
Fines/Tickets, Municipal ticketing	0	0	0	750	45	(705)	1,500	(1,455)
Fines & Tickets	2,375	65	(2,310)	19,750	2,925	(16,825)	30,000	(27,075)
Interest, Tax Interest	24,000	38,399	14,399	228,000	436,746	208,746	300,000	136,746
Interest, Bank Interest	8,000	0	(8,000)	76,000	49,589	(26,411)	100,000	(50,411)
Interest	32,000	38,399	6,399	304,000	486,335	182,335	400,000	86,335
Facility Rentals, Curling Club Rental	0	0	0	9,000	9,000	0	9,000	0
Facility Rentals, Curling Club Electricity	0	0	0	12,501	9,387	(3,114)	25,000	(15,613)
Facility Rentals, City Hall Rental	16,667	16,472	(195)	133,336	115,307	(18,029)	200,000	(84,693)
Facility Rental, Rotary Arts	417	0	(417)	3,336	2,201	(1,135)	5,000	(2,799)
Facility Rentals	17,084	16,472	(612)	158,173	135,895	(22,278)	239,000	(103,105)
Facility Agreement - 911 PSAP	0	0	0	460,400	465,974	5,574	920,800	(454,826)
Civic Centre, Ice Rental	23,000	44,855	21,855	327,750	436,248	108,498	575,000	(138,752)
Civic Centre, Room Rental Civic Centre	3,000	2,513	(487)	18,000	27,235	9,235	30,000	(2,765)
Civic Centre, Annex Rental	1,667	0	(1,667)	13,336	23,213	9,877	20,000	3,213
Civic Centre, Skybox	0	0	0	0	0	0	5,300	(5,300)
Civic Centre, Studio Rec. Usage	16,333	973	(15,360)	130,664	44,888	(85,776)	196,000	(151,112)
Civic Centre, Catering	20,714	0	(20,714)	62,142	48,760	(13,382)	145,000	(96,240)
Civic Centre, Concessions	833	29	(804)	6,664	6,007	(657)	10,000	(3,993)
Civic Centre, Holding Seats	0	0	0	0	80	80	1,500	(1,420)
Civic Centre, Indoor Advertising	12,000	2,905	(9,095)	12,000	20,935	8,935	60,000	(39,065)
Civic Centre, Outdoor Advertising	0	0	0	5,000	0	(5,000)	10,000	(10,000)
Civic Centre, Leases Civic Centre	10,692	9,856	(836)	85,536	82,101	(3,435)	128,300	(46,199)
Civic Centre, Security	292	250	(42)	2,336	1,258	(1,079)	3,500	(2,243)
Civic Centre, Electricity	208	563	355	1,664	1,965	301	2,500	(535)
Civic Centre, Building Maintenance	0	0	0	0	0	0	0	0
Civic Centre, Special Events	18,571	0	(18,571)	55,713	22,785	(32,928)	130,000	(107,215)
Civic Centre, Home Show	0	0	0	0	0	0	0	0
Civic Centre, Royals Hockey Games	0	0	0	30,000	135,226	105,226	60,000	75,226

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	August 2025 BUDGET	August 2025 ACTUAL	MTD VARIANCE	August 2025 YTD BUDGET	August 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Civic Centre, Royals Settlement	0	0	0	0	0	0	0	0
Civic Centre, General Skating	0	0	0	0	12,635	12,635	0	12,635
Civic Centre, Silver Blades	0	0	0	0	18,629	18,629	0	18,629
Civic Centre, Sponsorship - Hospitality NL	0	0	0	0	0	0	0	0
Civic Centre, Misc Revenue	250	0	(250)	2,000	5,631	3,631	3,000	2,631
Civic Centre	107,560	61,944	(45,615)	752,805	887,596	134,792	1,380,100	(492,503)
Revenues, Recreation Centre, General Admin and Punch Cards	22,778	14,755	(8,023)	113,890	55,509	(58,381)	205,000	(149,491)
Recreation Centre, Memberships	106,111	3,589	(102,522)	530,555	23,393	(507,162)	955,000	(931,607)
Recreation Centre, Mun Recreation Fee	16,111	0	(16,111)	80,555	0	(80,555)	145,000	(145,000)
Recreation Centre, Program Registrations	5,556	913	(4,643)	27,780	3,531	(24,249)	50,000	(46,469)
Recreation Centre, Facility Rentals	2,222	3,467	1,245	11,110	7,811	(3,299)	20,000	(12,189)
Recreation Centre, User Groups	3,333	0	(3,333)	16,665	0	(16,665)	30,000	(30,000)
Recreation Centre, Daycare Subsidy	5,556	0	(5,556)	27,780	0	(27,780)	50,000	(50,000)
Recreation Centre, Daycare Lease	1,333	0	(1,333)	6,665	0	(6,665)	12,000	(12,000)
Recreation Centre, Parking Revenue	111	0	(111)	555	0	(555)	1,000	(1,000)
EV Charging Station	56	0	(56)	280	31	(249)	500	(469)
Recreation Centre, Merchandise Sales	1,667	78	(1,589)	8,335	3,303	(5,032)	15,000	(11,697)
Recreation Centre	164,834	22,802	(142,032)	824,170	93,578	(730,591)	1,483,500	(1,389,921)
Land Revenues, Sales - Land	0	4,900	4,900	10,000	4,900	(5,100)	20,000	(15,100)
Land Revenues, Land Leases	292	372	80	2,336	6,899	4,563	3,500	3,399
Land Reserves	292	5,272	4,980	12,336	11,799	(537)	23,500	(11,701)
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	3,700	1,617	16,664	21,000	4,336	25,000	(4,000)
Fees, Tender documents	0	0	0	0	0	0	0	0
Fees, Appeal fees	208	0	(208)	1,664	0	(1,664)	2,500	(2,500)
Fees, Insurance User Groups	42	0	(42)	336	0	(336)	500	(500)
Fees	2,333	3,700	1,367	18,664	21,000	2,336	28,000	(7,000)
Park revenue, Summer Program	0	0	0	0	0	0	0	0
Park revenue, Corner Brook Day Revenue	0	4,000	4,000	0	8,500	8,500	0	8,500
Park revenue, Field Rentals	0	(700)	(700)	12,375	10,800	(1,575)	16,500	(5,700)
Park revenue, Ball Field Lighting	3,333	2,786	(547)	13,332	22,061	8,729	20,000	2,061
Park revenue, Canada Day Revenue	0	0	0	7,000	0	(7,000)	7,000	(7,000)
Park revenue, Vendor Registrations	250	0	(250)	2,000	0	(2,000)	3,000	(3,000)
Park revenue, Event Sponsorship	708	0	(708)	5,664	0	(5,664)	8,500	(8,500)
Park revenue, Recreation Grants	1,667	0	(1,667)	13,336	8,549	(4,787)	20,000	(11,451)
Park revenue, Misc Revenue	0	0	0	0	0	0	0	0
Park & Recreation Revenue	5,958	6,086	128	53,707	49,910	(3,797)	75,000	(25,090)
Misc revenue, Garbage tags	0	65	65	450	545	95	900	(355)
Misc revenue, Tipping fees	0	0	0	0	0	0	0	0
Misc revenue, Bus Passes	2,083	362	(1,722)	16,664	6,693	(9,972)	25,000	(18,308)
Misc revenue, Bus Shelter Advertising	833	0	(833)	6,664	22,172	15,508	10,000	12,172

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	August 2025 BUDGET	August 2025 ACTUAL	MTD VARIANCE	August 2025 YTD BUDGET	August 2025 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Misc revenue, Recycling metal	0	0	0	0	50	50	0	50
Misc revenue, Train revenue	20,000	7,788	(12,212)	60,000	25,653	(34,347)	80,000	(54,347)
Misc revenue, Rounding	0	0	0	0	0	0	0	0
Misc revenue, Misc Revenue	375	585	210	1,125	4,736	3,611	1,500	3,236
Misc revenue, Vendor Discounts	0	0	0	0	0	0	0	0
Misc revenue, Vendor Tables- City Hall	625	1,304	679	1,875	3,220	1,345	2,500	720
Misc Revenue	23,916	10,104	(13,812)	86,778	63,069	(23,709)	119,900	(56,831)
Total Revenues	373,310	380,313	7,004	38,050,718	39,709,420	1,658,703	41,910,900	(2,201,479)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Council, Salary	\$16,308	\$13,245	\$3,063	\$130,464	\$143,725	(\$13,261)	\$195,700	\$51,975
Council, Group Insurance	2,167	1,531	636	17,336	13,447	3,889	26,000	12,553
Council, CPP/EI/WCB/HAPSET	1,492	988	504	11,936	12,245	(309)	17,900	5,655
Council, Cell Phone Allowance	60	0	60	480	0	480	720	720
Council, Business Travel	1,250	0	1,250	10,000	11,042	(1,042)	15,000	3,958
Council, Meeting expenses	833	(59)	892	6,664	507	6,157	10,000	9,493
Council, Public Receptions	417	0	417	3,336	1,389	1,947	5,000	3,611
Council, Other supplies	0	0	0	0	316	(316)	0	(316)
Council, Promo materials	667	0	667	5,336	3,428	1,908	8,000	4,572
Council, Advertising	1,250	0	1,250	10,000	3,698	6,302	15,000	11,302
Council, Donations	417	1,050	(633)	3,336	2,700	636	5,000	2,300
Council, Telephone	63	0	63	504	447	57	750	303
Council, Cell phone	42	0	42	336	219	117	500	281
Council, Election	6,667	4,134	2,533	53,336	14,203	39,133	80,000	65,797
Council, Municipal Associations	2,083	0	2,083	16,664	0	16,664	25,000	25,000
Council, Staff recognition	333	0	333	2,664	1,360	1,304	4,000	2,640
Council, Conference fees	583	0	583	4,664	4,143	521	7,000	2,857
Council, Municipal Awareness Day	250	0	250	2,000	3,973	(1,973)	3,000	(973)
Total Council	34,882	20,889	13,994	279,056	216,842	62,214	418,570	201,728
Early Retirees, Salary	1,867	0	1,867	14,936	0	14,936	22,400	22,400
Early Retirees, Group Insurance	125	0	125	1,000	0	1,000	1,500	1,500
Early Retirees, CPP/EI/WCB/HAPSET	133	0	133	1,064	0	1,064	1,600	1,600
Total Early Retirees	2,125	0	2,125	17,000	0	17,000	25,500	25,500
CM Admin, Salary	33,433	16,216	17,217	267,464	243,316	24,148	401,200	157,884
CM Admin, Overtime	125	644	(519)	1,000	821	179	1,500	679
CM Admin, Vacation	4,683	3,878	805	37,464	36,822	642	56,200	19,378
CM Admin, Sick	783	214	569	6,264	9,590	(3,326)	9,400	(190)
CM Admin, Other leave	0	0	0	0	643	(643)	0	(643)
CM Admin, Group Insurance	1,208	250	958	9,664	8,192	1,472	14,500	6,308
CM Admin, Pension	2,333	1,186	1,147	18,664	18,934	(270)	28,000	9,066
CM Admin, CPP/EI/WCB/HAPSET	3,617	1,619	1,998	28,936	31,499	(2,563)	43,400	11,901
CM Admin, Cell Phone Allowance	160	0	160	1,280	1,120	160	1,920	800
CM Admin, Business Travel	1,667	0	1,667	13,336	1,196	12,140	20,000	18,804
CM Admin, Furniture and Equip	42	2,047	(2,005)	336	2,047	(1,711)	500	(1,547)
CM Admin, Maint supplies	0	0	0	0	10	(10)	0	(10)
CM Admin, Meeting expenses	42	0	42	336	527	(191)	500	(27)
CM Admin, Office supplies	250	0	250	2,000	1,326	674	3,000	1,674
CM Admin, Other supplies	125	0	125	1,000	1,103	(103)	1,500	397
CM Admin, Document Mgmt	1,417	0	1,417	11,336	13,105	(1,769)	17,000	3,895

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
CM Admin, Photocopier expenses	250	191	59	2,000	1,982	18	3,000	1,018
CM Admin, Subscriptions	83	0	83	664	659	5	1,000	341
CM Admin, Advertising	1,917	782	1,135	15,336	6,165	9,171	23,000	16,835
CM Admin, Cell phone	0	0	0	0	807	(807)	0	(807)
CM Admin, Postage/Courier	500	647	(147)	4,000	3,852	148	6,000	2,148
CM Admin, Special Projects	5,417	28,688	(23,271)	43,333	41,994	1,340	65,000	23,006
CM Admin, Membership fees	125	0	125	1,000	11,907	(10,907)	1,500	(10,407)
CM Admin, Conference fees	292	0	292	2,336	1,285	1,051	3,500	2,215
CM Admin, Training	167	0	167	1,336	105	1,231	2,000	1,895
CM Admin, Consulting fees	5,000	0	5,000	40,000	22,804	17,196	60,000	37,196
Total City Manager Admin	63,636	56,362	7,274	509,085	461,811	47,276	763,620	301,810
Legal, Salary	7,458	2,625	4,833	59,664	52,881	6,783	89,500	36,619
Legal, Vacation	667	1,125	(458)	5,336	6,001	(665)	8,000	1,999
Legal, Sick	167	0	167	1,336	1,125	211	2,000	875
Legal, Group Insurance	158	51	107	1,264	813	451	1,900	1,087
Legal, Pension	500	225	275	4,000	3,600	400	6,000	2,400
Legal, CPP/EI/WCB/HAPSET	767	459	308	6,136	7,346	(1,210)	9,200	1,854
F&A Legal, Legal fees	667	0	667	5,336	3,854	1,482	8,000	4,146
F&A Legal, Subscriptions	205	0	205	1,640	762	878	2,460	1,698
Total Legal	10,589	4,485	6,104	84,712	76,382	8,330	127,060	50,678
HR, Salary	28,117	10,160	17,957	224,936	191,904	33,032	337,400	145,496
HR, Overtime	192	0	192	1,536	276	1,261	2,300	2,025
HR, Vacation	3,783	3,853	(70)	30,264	25,407	4,857	45,400	19,993
HR, Sick	2,408	459	1,949	19,264	14,435	4,829	28,900	14,465
HR, Other leave	67	0	67	536	0	536	800	800
HR, Group Insurance	1,333	199	1,134	10,664	9,499	1,165	16,000	6,501
HR, Pension	2,058	870	1,188	16,464	13,919	2,545	24,700	10,781
HR, Severance	4,167	0	4,167	33,336	0	33,336	50,000	50,000
HR, CPP/EI/WCB/HAPSET	3,650	1,766	1,884	29,200	28,258	942	43,800	15,542
HR, Cell Phone Allowance	150	0	150	1,200	0	1,200	1,800	1,800
HR, Business Travel	417	0	417	3,336	739	2,597	5,000	4,261
HR, Safety Program	208	0	208	1,664	0	1,664	2,500	2,500
HR, City Equip	500	0	500	4,000	2,815	1,185	6,000	3,185
HR, HR Program	1,167	0	1,167	9,336	6,886	2,450	14,000	7,114
HR, Staff Social Events	0	0	0	0	(1,350)	1,350	5,000	6,350
HR, Recruitment	833	0	833	6,664	21,003	(14,339)	10,000	(11,003)
HR, Staff Recognition	500	0	500	4,000	1,850	2,150	6,000	4,150
HR, Wellness	833	100	733	6,664	1,667	4,998	10,000	8,334
HR, Training	1,667	3,342	(1,675)	13,336	24,722	(11,386)	20,000	(4,722)
HR, Medicals	83	210	(127)	664	210	454	1,000	790

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
HR, Consulting fees	2,500	0	2,500	20,000	82,662	(62,662)	30,000	(52,662)
Total HR	54,633	20,959	33,675	437,064	424,902	12,163	660,600	235,699
Business, Salary	6,675	3,335	3,340	53,400	50,462	2,938	80,100	29,638
Business, Vacation	608	98	510	4,864	1,618	3,246	7,300	5,682
Business, Sick	300	0	300	2,400	2,844	(444)	3,600	756
Business, Group Insurance	300	47	253	2,400	2,175	225	3,600	1,425
Business, Pension	458	206	252	3,664	3,296	368	5,500	2,204
Business, CPP/EI/WCB/HAPSET	758	419	339	6,064	6,713	(649)	9,100	2,387
Business, Business Travel	0	0	0	0	399	(399)	0	(399)
Business, Promo materials	333	0	333	2,664	0	2,664	4,000	4,000
Business, Cell phone	63	0	63	504	199	305	750	551
Business, Special Projects	1,000	417	583	8,000	1,509	6,491	12,000	10,491
Business, Business Facilitating	667	0	667	5,336	5,649	(313)	8,000	2,351
Total Business Resource Centre	11,162	4,522	6,640	89,296	74,864	14,432	133,950	59,086
Total City Manager	140,020	86,328	53,692	1,120,157	1,037,959	82,200	1,685,230	647,273
F&A Admin, Salary	16,242	2,036	14,206	129,936	82,573	47,363	194,900	112,327
F&A Admin, Vacation	1,325	107	1,218	10,600	22,379	(11,779)	15,900	(6,479)
F&A Admin, Sick	333	0	333	2,664	1,730	934	4,000	2,270
F&A Admin, Group Insurance	467	30	437	3,736	2,690	1,046	5,600	2,910
F&A Admin, Pension	992	129	863	7,936	5,560	2,376	11,900	6,340
F&A Admin, CPP/EI/WCB/HAPSET	1,417	259	1,158	11,336	12,747	(1,411)	17,000	4,253
F&A Admin, Cell Phone Allowance	150	0	150	1,200	0	1,200	1,800	1,800
F&A Admin, Business Travel	1,500	0	1,500	12,000	0	12,000	18,000	18,000
F&A Admin, Office supplies	2,050	567	1,483	16,400	10,684	5,716	24,600	13,916
F&A Admin, Other supplies	100	0	100	800	1,162	(362)	1,200	38
F&A Admin, Photocopier expenses	917	178	739	7,336	7,359	(23)	11,000	3,641
F&A Admin, Subscriptions	278	0	278	2,224	2,626	(402)	3,340	714
F&A Admin, Telephone	2,083	1,721	362	16,664	13,799	2,865	25,000	11,201
F&A Admin, Cell phone	417	0	417	3,336	343	2,993	5,000	4,657
F&A Admin, Postage/Courier	2,083	101	1,982	16,664	17,697	(1,033)	25,000	7,303
F&A Admin, Membership fees	1,000	0	1,000	8,000	1,277	6,724	12,000	10,724
F&A Admin, Training	1,333	75	1,258	10,664	21,413	(10,749)	16,000	(5,413)
F&A Admin, Insurance Claims Deductible	2,083	0	2,083	16,664	4,724	11,940	25,000	20,276
F&A Admin, Assessment fees	0	0	0	186,000	182,325	3,675	248,000	65,675
F&A Admin, Audit fees	4,583	0	4,583	36,664	10,302	26,362	55,000	44,698
F&A Admin, Consulting fees	1,833	0	1,833	14,664	31,047	(16,383)	22,000	(9,047)
F&A Admin, Insurance	24,233	2,607	21,626	193,864	289,779	(95,915)	290,800	1,021
F&A Admin, Local appeal board	1,000	0	1,000	8,000	592	7,408	12,000	11,408

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Total Finance & Admin	66,419	7,810	58,609	717,352	722,808	(5,456)	1,045,040	322,232
F&A Treasury, Salary	26,825	7,617	19,208	214,600	195,848	18,752	321,900	126,052
F&A Treasury, Overtime	250	0	250	2,000	2,687	(687)	3,000	313
F&A Treasury, Vacation	3,350	1,735	1,615	26,800	23,207	3,593	40,200	16,993
F&A Treasury, Sick	608	530	78	4,864	17,053	(12,189)	7,300	(9,753)
F&A Treasury, Other leave	83	0	83	664	0	664	1,000	1,000
F&A Treasury, Group Insurance	1,200	115	1,085	9,600	6,494	3,106	14,400	7,906
F&A Treasury, Pension	1,825	482	1,343	14,600	8,735	5,865	21,900	13,165
F&A Treasury, CPP/EI/WCB/HAPSET	3,400	1,197	2,203	27,200	25,271	1,929	40,800	15,529
Total Treasury	37,541	11,676	25,866	300,328	279,295	21,033	450,500	171,205
F&A IT, Salary	15,175	4,388	10,787	121,400	89,409	31,991	182,100	92,691
F&A IT, Overtime	333	0	333	2,664	668	1,996	4,000	3,332
F&A IT, Vacation	1,875	2,775	(900)	15,000	7,706	7,294	22,500	14,794
F&A IT, Sick	342	0	342	2,736	1,779	957	4,100	2,321
F&A IT, Group Insurance	333	94	239	2,664	1,642	1,022	4,000	2,358
F&A IT, Pension	1,017	430	587	8,136	5,979	2,157	12,200	6,221
F&A IT, CPP/EI/WCB/HAPSET	1,925	868	1,057	15,400	12,090	3,310	23,100	11,010
F&A IT, Cell Phone Allowance	100	0	100	800	300	500	1,200	900
F&A IT, Comp software maint	19,575	5,593	13,982	156,600	145,862	10,738	234,900	89,038
F&A IT, Comp network costs	1,500	0	1,500	12,000	15,726	(3,726)	18,000	2,274
Total F&A IT	42,175	14,148	28,027	337,400	281,161	56,239	506,100	224,939
F&A CSR, Salary	7,217	3,175	4,042	57,736	57,634	102	86,600	28,966
F&A CSR, Overtime	250	111	139	2,000	1,409	591	3,000	1,591
F&A CSR, Vacation	1,033	811	222	8,264	15,122	(6,858)	12,400	(2,722)
F&A CSR, Sick	1,125	68	1,057	9,000	8,052	948	13,500	5,448
F&A CSR, Other leave	0	0	0	0	108	(108)	0	(108)
F&A CSR, Group Insurance	242	54	188	1,936	1,704	232	2,900	1,196
F&A CSR, Pension	533	243	290	4,264	3,598	666	6,400	2,802
F&A CSR, CPP/EI/WCB/HAPSET	1,083	488	595	8,664	8,703	(39)	13,000	4,297
Total F&A CSR	11,483	4,950	6,533	91,864	96,330	(4,467)	137,800	41,469
Total Finance & Administration	157,618	38,584	119,036	1,446,944	1,379,594	67,349	2,139,440	759,845
CEDP Admin, Salary	11,808	1,263	10,545	94,464	24,824	69,640	141,700	116,876
CEDP Admin, Overtime	83	528	(445)	664	653	11	1,000	347

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
CEDP Admin, Vacation	1,858	541	1,317	14,864	3,519	11,345	22,300	18,781
CEDP Admin, Sick	575	0	575	4,600	1,263	3,337	6,900	5,637
CEDP Admin, Other leave	83	0	83	664	0	664	1,000	1,000
CEDP Admin, Group Insurance	575	25	550	4,600	1,895	2,705	6,900	5,005
CEDP Admin, Pension	858	108	750	6,864	1,923	4,941	10,300	8,377
CEDP Admin, CPP/EI/WCB/HAPSET	1,300	217	1,083	10,400	3,687	6,713	15,600	11,913
CEDP Admin, Business Travel	2,083	37	2,047	16,664	6,493	10,171	25,000	18,507
CEDP Admin, Meeting expenses	0	0	0	0	681	(681)	0	(681)
CEDP Admin, Office supplies	1,250	471	779	10,000	11,154	(1,154)	15,000	3,846
CEDP Admin, Other supplies	0	0	0	0	112	(112)	0	(112)
CEDP Admin, Photocopier expenses	333	413	(80)	2,664	3,559	(895)	4,000	441
CEDP Admin, Subscriptions	292	0	292	2,336	1,257	1,079	3,500	2,243
CEDP Admin, Cell phone	417	0	417	3,336	1,987	1,349	5,000	3,013
CEDP Admin, Postage/Courier	0	0	0	0	93	(93)	0	(93)
CEDP Admin, Membership fees	167	0	167	1,336	1,284	52	2,000	716
CEDP Admin, Training	0	0	0	0	3,361	(3,361)	0	(3,361)
CEDP Admin, Consulting fees	2,083	0	2,083	16,664	0	16,664	25,000	25,000
CPD Admin, Comp software maint	1,667	0	1,667	13,336	498	12,838	20,000	19,502
Total CEDP Admin	25,432	3,603	21,828	203,456	68,243	135,212	305,200	236,956
CEDP Planning, Salary	14,417	4,877	9,540	115,336	70,886	44,450	173,000	102,114
CEDP Planning, Overtime	125	150	(25)	1,000	2,024	(1,024)	1,500	(524)
CEDP Planning, Vacation	958	2,009	(1,051)	7,664	6,933	731	11,500	4,567
CEDP Planning, Sick	483	0	483	3,864	4,475	(611)	5,800	1,325
CEDP Planning, Group Insurance	625	56	569	5,000	3,536	1,464	7,500	3,964
CEDP Planning, Pension	950	241	709	7,600	3,741	3,859	11,400	7,659
CEDP Planning, CPP/EI/WCB/HAPSET	1,833	485	1,348	14,664	7,553	7,111	22,000	14,447
CPD Planning, Cell Phone Allowance	100	0	100	800	0	800	1,200	1,200
CEDP Planning, Advertising	83	0	83	664	35	629	1,000	965
CEDP Planning, Postage/Courier	0	0	0	0	34	(34)	0	(34)
CEDP Planning, Special Projects	0	0	0	0	34,274	(34,274)	0	(34,274)
CEDP Planning, Professional fees	417	0	417	3,336	0	3,336	5,000	5,000
CPD Land, Salary	5,975	2,575	3,400	47,800	41,904	5,896	71,700	29,796
CPD Land, Vacation	683	400	283	5,464	6,747	(1,283)	8,200	1,453
CPD Land, Sick	208	133	75	1,664	1,065	599	2,500	1,435
CPD Land, Other leave	100	0	100	800	0	800	1,200	1,200
CPD Land, Group Insurance	208	42	166	1,664	2,083	(419)	2,500	417
CPD Land, Pension	408	186	222	3,264	2,983	281	4,900	1,917
CPD Land, Cell Phone Allowance	50	0	50	400	0	400	600	600
CPD Land, CPP/EI/WCB/HAPSET	742	379	363	5,936	6,063	(127)	8,900	2,837
CPD Land, Professional fees	1,250	(118)	1,368	10,000	11,190	(1,190)	15,000	3,810

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Total CEDP Planning	29,615	11,415	18,199	236,920	205,526	31,393	355,400	149,873
CEDP Bldg Inspect, Salary	25,492	11,758	13,734	203,936	179,160	24,776	305,900	126,740
CEDP Bldg Inspect, Overtime	417	206	211	3,336	2,351	985	5,000	2,649
CEDP Bldg Inspect, Vacation	3,317	2,633	684	26,536	25,777	759	39,800	14,023
CEDP Bldg Inspect, Sick	900	0	900	7,200	9,733	(2,533)	10,800	1,067
CEDP Bldg Inspect, Other leave	108	0	108	864	701	163	1,300	599
CEDP Bldg Inspect, Group Insurance	1,200	192	1,008	9,600	8,521	1,079	14,400	5,879
CEDP Bldg Inspect, Pension	1,783	878	905	14,264	12,929	1,335	21,400	8,471
CEDP Bldg Inspect, CPP/EI/WCB/HAPSET	3,392	1,762	1,630	27,136	26,533	603	40,700	14,167
CEDP Bldg Inspect, City Equip	1,000	0	1,000	8,000	8,390	(390)	12,000	3,610
Total Building Inspection	37,609	17,429	20,179	300,872	274,095	26,777	451,300	177,205
CEDP - Sust Develop, Salary	4,075	1,824	2,251	32,600	29,813	2,787	48,900	19,087
CEDP - Sust Develop, Vacation	267	0	267	2,136	1,317	819	3,200	1,883
CEDP - Sust Develop, Sick	133	203	(70)	1,064	1,292	(228)	1,600	308
CEDP - Sust Develop, Group Insurance	242	28	214	1,936	1,829	107	2,900	1,071
CEDP - Sust Develop, Pension	267	122	145	2,136	1,945	191	3,200	1,255
CEDP - Sust Develop, CPP/EI/WCB/HAPSET	542	244	298	4,336	3,911	425	6,500	2,589
CEDP - Sust Develop, Vehicle allowance	0	0	0	0	64	(64)	0	(64)
CEDP - Sust Develop, Special Projects	1,250	0	1,250	10,000	3,656	6,344	15,000	11,344
CEDP - Sust Develop, Recycling bins	417	0	417	3,336	2,305	1,032	5,000	2,696
CEDP - Sust Develop, Fall Leaf	250	0	250	2,000	0	2,000	3,000	3,000
CEDP - Sust Develop, Water conservation	250	0	250	2,000	0	2,000	3,000	3,000
CEDP - Sust Develop, Community Education	3,333	0	3,333	26,664	48,141	(21,477)	40,000	(8,141)
CEDP - Sust Develop, Clean up Corner Brook	833	0	833	6,664	4,910	1,754	10,000	5,090
Total Sustainable Development	11,859	2,421	9,438	94,872	99,183	(4,311)	142,300	43,117
CEDP - Eng, Salary	53,008	20,634	32,374	424,064	389,128	34,936	636,100	246,972
CEDP - Eng, Overtime	1,667	5,722	(4,055)	13,336	20,183	(6,847)	20,000	(183)
CEDP - Eng, Vacation	4,933	5,860	(927)	39,464	47,181	(7,717)	59,200	12,019
CEDP - Eng, Sick	1,850	108	1,742	14,800	29,538	(14,738)	22,200	(7,338)
CEDP - Eng, Other leave	167	0	167	1,336	189	1,147	2,000	1,811
CEDP - Eng, Group Insurance	2,425	355	2,070	19,400	17,085	2,315	29,100	12,015

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
CEDP - Eng, Pension	3,600	1,612	1,988	28,800	27,427	1,373	43,200	15,773
CEDP - Eng, CPP/EI/WCB/HAPSET	6,667	3,564	3,103	53,336	58,390	(5,054)	80,000	21,610
IPW - Eng, Cell Phone Allowance	50	0	50	400	1,050	(650)	600	(450)
IPW - Eng, Clothing/uniforms	0	0	0	0	282	(282)	0	(282)
CEDP - Eng, City Equip	2,125	0	2,125	17,000	13,502	3,498	25,500	11,998
Total Engineering	76,492	37,855	38,637	611,936	603,955	7,981	917,900	313,945
CEDP - GIS, Salary	5,725	4,258	1,467	45,800	68,051	(22,251)	68,700	649
CEDP - GIS, Vacation	400	81	319	3,200	3,842	(642)	4,800	958
CEDP - GIS, Sick	117	279	(162)	936	1,624	(688)	1,400	(224)
CEDP - GIS, Group Insurance	267	36	231	2,136	2,340	(204)	3,200	861
CEDP - GIS, Pension	342	155	187	2,736	2,488	248	4,100	1,612
CEDP - GIS, CPP/EI/WCB/HAPSET	683	556	127	5,464	8,847	(3,383)	8,200	(647)
CEDP - GIS, Professional fees	4,583	0	4,583	36,664	1,174	35,490	55,000	53,826
Total GIS	12,117	5,365	6,752	96,936	88,366	8,571	145,400	57,035
Total Community, Engineering, Development & Planning	193,124	78,088	115,035	1,544,992	1,339,368	205,623	2,317,500	978,131
PS MEO, Salary	18,933	7,499	11,434	151,464	124,650	26,814	227,200	102,550
PS MEO, Overtime	1,000	179	821	8,000	3,556	4,444	12,000	8,444
PS MEO, Vacation	2,583	2,236	347	20,664	16,473	4,191	31,000	14,527
PS MEO, Sick	942	249	693	7,536	5,448	2,088	11,300	5,852
PS MEO, Group Insurance	950	122	828	7,600	5,081	2,519	11,400	6,319
PS MEO, Pension	1,300	527	773	10,400	7,125	3,275	15,600	8,475
PS MEO, CPP/EI/WCB/HAPSET	2,633	1,241	1,392	21,064	18,106	2,958	31,600	13,494
PS MEO, Clothing/uniforms	417	0	417	3,336	2,038	1,298	5,000	2,962
PS MEO, City Equip	1,833	0	1,833	14,664	10,055	4,609	22,000	11,945
PS MEO, Maint supplies	417	0	417	3,336	862	2,474	5,000	4,138
PS MEO, Office supplies	333	31	302	2,664	1,333	1,331	4,000	2,667
PS MEO, Inventory	417	953	(536)	3,336	2,001	1,335	5,000	2,999
PS MEO, Hired contractor	833	1,043	(210)	6,664	8,212	(1,548)	10,000	1,788
PS MEO, Cell phone	292	0	292	2,336	1,126	1,210	3,500	2,374
PS MEO, Membership fees	67	0	67	536	200	336	800	600
PS MEO, Training	500	0	500	4,000	5,037	(1,037)	6,000	963
PS MEO, Professional fees	292	0	292	2,336	946	1,390	3,500	2,554
PS Animal, Maint supplies	292	0	292	2,336	331	2,005	3,500	3,169
PS Animal, Inventory	83	0	83	664	331	333	1,000	669
PS Animal, Electrical	583	61	522	4,664	5,603	(939)	7,000	1,397
PS Animal, Hired equipment	1,500	0	1,500	12,000	0	12,000	18,000	18,000

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Total Municipal Enforcement	36,200	14,141	22,059	289,600	218,514	71,086	434,400	215,886
Fire Admin, Salary	20,867	7,142	13,725	166,936	136,931	30,005	250,400	113,469
Fire Admin, Overtime	833	905	(72)	6,664	8,963	(2,299)	10,000	1,037
Fire Admin, Vacation	1,875	1,372	503	15,000	9,458	5,542	22,500	13,042
Fire Admin, Sick	700	0	700	5,600	2,262	3,338	8,400	6,138
Fire Admin, Other leave	175	0	175	1,400	1,610	(210)	2,100	490
Fire Admin, Group Insurance	775	99	676	6,200	3,933	2,267	9,300	5,367
Fire Admin, Pension	1,408	325	1,083	11,264	5,669	5,595	16,900	11,231
Fire Admin, CPP/EI/WCB/HAPSET	2,292	1,220	1,072	18,336	19,000	(664)	27,500	8,500
Fire Admin, Business Travel	1,000	0	1,000	8,000	15,571	(7,571)	12,000	(3,571)
Fire Admin, Fire Prevention and Education	1,250	0	1,250	10,000	12,874	(2,874)	15,000	2,126
Fire Admin, Clothing/uniforms	250	0	250	2,000	338	1,662	3,000	2,662
Fire Admin, Furniture and Equip	208	0	208	1,664	0	1,664	2,500	2,500
Fire Admin, Maint supplies	625	0	625	5,000	849	4,151	7,500	6,651
Fire Admin, Meeting expenses	125	0	125	1,000	112	888	1,500	1,388
Fire Admin, Office supplies	167	0	167	1,336	1,208	128	2,000	792
Fire Admin, Other supplies	250	0	250	2,000	57	1,943	3,000	2,943
Fire Admin, Photocopier expenses	333	173	160	2,664	3,306	(642)	4,000	694
Fire Admin, Subscriptions	125	0	125	1,000	1,765	(765)	1,500	(265)
Fire Admin, Advertising	42	0	42	336	0	336	500	500
Fire Admin, Registration fees	167	579	(412)	1,336	1,148	188	2,000	852
Fire Admin, Telephone	167	0	167	1,336	1,672	(336)	2,000	328
Fire Admin, Cell phone	167	0	167	1,336	1,513	(177)	2,000	487
Fire Admin, Postage/Courier	33	0	33	264	407	(143)	400	(7)
Fire Admin, Recruitment	417	0	417	3,336	0	3,336	5,000	5,000
Fire Admin, Special Projects	1,333	0	1,333	10,664	17,308	(6,644)	16,000	(1,308)
Fire Admin, Membership fees	167	0	167	1,336	1,893	(557)	2,000	107
PS Fire Admin, EMO Exercise	208	0	208	1,664	751	913	2,500	1,749
Total Fire Department Admin	35,959	11,815	24,145	287,672	248,598	39,072	431,500	182,900
PS Fire Operations, AP Severance	0	0	0	0	115,000	(115,000)	0	(115,000)
Fire Operations, Salary	237,975	211,464	26,511	1,903,800	1,717,820	185,980	2,855,700	1,137,880
Fire Operations, Overtime	10,000	10,016	(16)	80,000	107,815	(27,815)	120,000	12,185
Fire Operations, Vacation	3,333	0	3,333	26,664	0	26,664	40,000	40,000
Fire Operations, Sick	4,250	0	4,250	34,000	0	34,000	51,000	51,000
Fire Operations, Other leave	0	0	0	0	407	(407)	0	(407)
Fire Operations, Group Insurance	8,500	2,340	6,160	68,000	56,212	11,788	102,000	45,788
Fire Operations, Pension	13,408	11,176	2,232	107,264	92,350	14,914	160,900	68,550

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Fire Operations, CPP/EI/WCB/HAPSET	26,225	26,039	186	209,800	209,720	80	314,700	104,980
Fire Operations, Clothing/uniforms	2,917	819	2,098	23,336	16,510	6,826	35,000	18,490
Fire Operations, Furniture and Equip	333	0	333	2,664	5,438	(2,774)	4,000	(1,438)
Fire Operations, Maint supplies	5,833	887	4,946	46,664	16,102	30,562	70,000	53,898
Fire Operations, Inventory	417	474	(57)	3,336	6,911	(3,575)	5,000	(1,911)
Fire Operations, Hired contractor	2,500	831	1,669	20,000	4,105	15,895	30,000	25,895
Fire Operations, Out of Jurisdiction	(833)	0	(833)	(6,664)	0	(6,664)	(10,000)	(10,000)
Fire Operations, Meal Vouchers	833	1,504	(671)	6,664	9,225	(2,561)	10,000	775
Fire Operations, Training	4,167	300	3,867	33,336	32,913	423	50,000	17,087
Fire Operations, Lease	3,183	0	3,183	25,464	0	25,464	38,200	38,200
Fire Operations, Medicals	2,500	337	2,163	20,000	6,078	13,922	30,000	23,922
Total Fire Department Operations	325,541	266,187	59,353	2,604,328	2,396,606	207,722	3,906,500	1,509,894
Fire Bldg Maint, Salary	833	0	833	6,664	3,779	2,885	10,000	6,221
Fire Bldg Maint, Group Insurance	8	0	8	64	3	61	100	97
Fire Bldg Maint, Pension	17	0	17	136	7	129	200	193
Fire Bldg Maint, CPP/EI/WCB/HAPSET	42	0	42	336	467	(131)	500	33
Fire Bldg Maint, City Equip	250	0	250	2,000	766	1,234	3,000	2,234
Fire Bldg Maint, Maint supplies	2,500	874	1,626	20,000	7,218	12,782	30,000	22,782
Fire Bldg Maint, Cleaning services	1,000	1,351	(351)	8,000	8,108	(108)	12,000	3,892
Fire Bldg Maint, Hired contractor	4,167	1,607	2,560	33,336	19,480	13,856	50,000	30,520
Fire Bldg Maint, Electrical	3,667	1,738	1,929	29,336	29,481	(145)	44,000	14,519
Total Fire Department Building Maintenance	12,484	5,570	6,914	99,872	69,309	30,563	149,800	80,491
Fire Dept Equipment, Salary	1,417	1,805	(388)	11,336	5,136	6,200	17,000	11,864
Fire Dept Equipment, Overtime	50	0	50	400	576	(176)	600	24
Fire Dept Equipment, Group Insurance	83	43	40	664	192	472	1,000	808
Fire Dept Equipment, Pension	83	108	(25)	664	320	344	1,000	680
Fire Dept Equipment, CPP/EI/WCB/HAPSET	208	220	(12)	1,664	719	945	2,500	1,781
Fire Dept Equipment, Maint supplies	3,000	6,640	(3,640)	24,000	77,029	(53,029)	36,000	(41,029)
Total Fire Department Equipment Cost	4,841	8,816	(3,975)	38,728	83,972	(45,244)	58,100	(25,872)
Total Fire Department Expense	378,825	292,388	86,437	3,030,600	2,798,485	232,114	4,545,900	1,747,414

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
911 Operations, Salary	50,158	21,396	28,762	401,264	379,360	21,904	601,900	222,540
911 Operations, Overtime	2,200	0	2,200	17,600	9,504	8,096	26,400	16,896
911 Operations, Vacation	4,867	3,106	1,761	38,936	40,017	(1,081)	58,400	18,383
911 Operations, Sick	3,650	3,131	519	29,200	17,887	11,313	43,800	25,913
911 Operations, Other leave	250	0	250	2,000	2,143	(143)	3,000	857
911 Operations, Group Insurance	742	319	423	5,936	13,366	(7,430)	8,900	(4,466)
911 Operations, Pension	3,383	1,312	2,071	27,064	21,728	5,336	40,600	18,872
911 Operations, CPP/EI/WCB/HAPSET	6,425	2,852	3,573	51,400	52,577	(1,177)	77,100	24,523
PS 911 Operations, Cell Phone Allowance	100	0	100	800	0	800	1,200	1,200
911 Operations, Computer Supplies	500	0	500	4,000	308	3,692	6,000	5,692
911 Operations, Meeting expenses	83	0	83	664	1,663	(999)	1,000	(663)
911 Operations, Office supplies	500	0	500	4,000	5,128	(1,128)	6,000	872
911 Operations, Computer Supplies	500	0	500	4,000	1,609	2,391	6,000	4,391
PS 911 Operations, Promo materials	83	0	83	664	432	232	1,000	568
911 Operations, Comp software maint	500	0	500	4,000	1,575	2,425	6,000	4,425
911 Operations, Comp network costs	500	0	500	4,000	0	4,000	6,000	6,000
911 Operations, Cleaning services	208	136	72	1,664	1,092	572	2,500	1,408
911 Operations, Telephone	1,250	0	1,250	10,000	2,217	7,783	15,000	12,783
911 Operations, Training	833	0	833	6,664	0	6,664	10,000	10,000
Total 911 Operations	76,732	32,252	44,480	613,856	550,606	63,250	920,800	370,194
Total Protective Services	491,757	338,781	152,976	3,934,056	3,567,605	366,450	5,901,100	2,333,494
CEDP Recreation , Salary	29,258	12,898	16,360	234,064	258,041	(23,977)	351,100	93,059
CEDP Recreation , Overtime	0	0	0	0	469	(469)	0	(469)
CEDP Recreation , Vacation	2,342	2,425	(83)	18,736	19,608	(872)	28,100	8,492
CEDP Recreation , Sick	875	226	649	7,000	9,947	(2,947)	10,500	553
CEDP Recreation , Group Insurance	333	205	128	2,664	10,240	(7,576)	4,000	(6,240)
CEDP Recreation , Pension	483	983	(500)	3,864	17,233	(13,369)	5,800	(11,433)
CPD Recreation, Cell Phone Allowance	50	0	50	400	0	400	600	600
CEDP Recreation , CPP/EI/WCB/HAPSET	967	1,697	(730)	7,736	34,708	(26,972)	11,600	(23,108)
CPD Recreation, Administration	125	0	125	1,000	0	1,000	1,500	1,500
CEDP Recreation, City Equip	1,417	0	1,417	11,336	558	10,778	17,000	16,442
CEDP Recreation, Inventory	833	0	833	6,664	3,053	3,611	10,000	6,947

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
CEDP Recreation , Activity Guide	0	0	0	5,000	878	4,122	5,000	4,122
CEDP Recreation , Summer Concert Series	0	0	0	0	2,000	(2,000)	0	(2,000)
CEDP Recreation , Recreation improvements	45,000	28,569	16,431	191,250	96,185	95,065	225,000	128,815
CEDP Recreation , Margaret Bowater Park	0	0	0	0	6,360	(6,360)	0	(6,360)
CEDP Recreation , Special Events Grants	8,333	19,309	(10,976)	66,664	60,782	5,882	100,000	39,218
CPD Recreation, Training	333	0	333	2,664	2,382	282	4,000	1,618
CPD Recreation, Business Travel	1,167	0	1,167	9,336	3,038	6,298	14,000	10,962
CPD Recreation, Maint supplies	3,750	0	3,750	30,000	2,588	27,412	45,000	42,412
CEDP MBP, Salary	17,667	2,960	14,707	53,000	11,022	41,978	53,000	41,978
CEDP MBP, Overtime	0	333	(333)	0	999	(999)	0	(999)
CEDP MBP, Vacation	0	132	(132)	0	481	(481)	0	(481)
CEDP MBP, CPP/EI/WCB/HAPSET	0	405	(405)	0	1,472	(1,472)	0	(1,472)
CPD MBP, Maint supplies	1,000	71	929	4,000	2,419	1,581	5,000	2,581
CEDP MBP, Security	15,000	23,839	(8,839)	45,000	23,839	21,161	45,000	21,161
CPD MBP, Margaret Bowater Park Canteen	9,333	7,000	2,333	28,000	22,000	6,000	28,000	6,000
CEDP Activity Staffing, Salary	0	4,856	(4,856)	0	37,345	(37,345)	0	(37,345)
CEDP Activity Staffing, Overtime	0	13	(13)	0	512	(512)	0	(512)
CEDP Activity Staffing, Vacation	0	195	(195)	0	1,514	(1,514)	0	(1,514)
CEDP Activity Staffing, CPP/EI/WCB/HAPSET	0	538	(538)	0	4,084	(4,084)	0	(4,084)
Total Recreation Serivces	138,266	106,654	31,611	728,378	633,757	94,623	964,200	330,445
Tourism, Salary	11,125	9,758	1,367	89,000	94,725	(5,725)	133,500	38,775
Tourism, Overtime	1,417	4,866	(3,449)	11,336	5,789	5,547	17,000	11,211
Tourism, Vacation	1,142	236	906	9,136	6,164	2,972	13,700	7,536
Tourism, Sick	567	0	567	4,536	1,189	3,347	6,800	5,611
Tourism, Group Insurance	375	60	315	3,000	1,963	1,037	4,500	2,537
Tourism, Pension	767	269	498	6,136	4,300	1,836	9,200	4,900
Tourism, CPP/EI/WCB/HAPSET	2,258	1,264	994	18,064	12,743	5,321	27,100	14,357
Tourism, Business Travel	1,000	31	969	8,000	11,088	(3,088)	12,000	912
Tourism, Office supplies	58	0	58	464	2,280	(1,816)	700	(1,580)
Tourism, Promo materials	917	0	917	7,336	5,115	2,221	11,000	5,885
Tourism, Advertising	750	0	750	6,000	3,754	2,246	9,000	5,246
Tourism, Cell phone	25	0	25	200	276	(76)	300	24
Tourism, Special Projects	1,667	4,771	(3,104)	13,336	9,952	3,384	20,000	10,048
Tourism, Jigs and Wheels	37,500	11,306	26,194	75,000	142,035	(67,035)	75,000	(67,035)
Tourism, Membership fees	625	0	625	5,000	10,958	(5,958)	7,500	(3,458)
Tourism, Conference fees	208	0	208	1,664	1,502	162	2,500	998

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Tourism, Business Facilitating	1,667	0	1,667	13,336	1,030	12,306	20,000	18,970
Train, Salary	3,500	4,031	(531)	10,500	14,704	(4,204)	14,000	(704)
Train, Overtime	0	312	(312)	0	1,499	(1,499)	0	(1,499)
Train, Group Insurance	0	6	(6)	0	142	(142)	0	(142)
Train, Pension	0	14	(14)	0	188	(188)	0	(188)
Train, CPP/EI/WCB/HAPSET	0	376	(376)	0	1,495	(1,495)	0	(1,495)
Train, Gas/Oil	1,250	0	1,250	3,750	0	3,750	5,000	5,000
Train, Maint supplies	200	3	197	600	608	(8)	800	192
Train, Special Projects	625	11	614	1,875	(38)	1,913	2,500	2,538
Train PW, Salary	0	0	0	0	1,630	(1,630)	0	(1,630)
Train PW, CPP/EI/WCB/HAPSET	0	0	0	0	246	(246)	0	(246)
Total Tourism	67,643	37,314	30,329	288,269	335,337	(47,068)	392,100	56,763
Civic Centre Admin, Salary	28,458	10,539	17,919	227,664	138,645	89,019	341,500	202,855
Civic Centre Admin, Overtime	1,250	0	1,250	10,000	6,560	3,440	15,000	8,440
Civic Centre Admin, Vacation	3,658	2,168	1,490	29,264	11,920	17,344	43,900	31,980
Civic Centre Admin, Sick	1,167	0	1,167	9,336	857	8,479	14,000	13,143
Civic Centre Admin, Group Insurance	1,158	121	1,037	9,264	6,586	2,678	13,900	7,314
Civic Centre Admin, Pension	1,592	531	1,061	12,736	8,135	4,601	19,100	10,965
Civic Centre Admin, CPP/EI/WCB/HAPSET	3,058	1,557	1,501	24,464	19,122	5,342	36,700	17,578
Civic Centre Admin, Office supplies	542	52	490	4,336	3,058	1,278	6,500	3,442
Civic Centre Admin, Photocopier expenses	350	371	(21)	2,800	3,027	(227)	4,200	1,173
Civic Centre Admin, Promo materials	3,333	2,500	833	26,664	6,411	20,253	40,000	33,589
Civic Centre Admin, Subscriptions	300	0	300	2,400	1,611	789	3,600	1,989
Civic Centre Admin, Comp network costs	1,667	0	1,667	13,336	2,880	10,456	20,000	17,120
Civic Centre Admin, Telephone	367	0	367	2,936	2,563	373	4,400	1,837
Civic Centre Admin, Cell phone	250	0	250	2,000	614	1,386	3,000	2,386
Civic Centre Admin, Training	833	0	833	6,664	0	6,664	10,000	10,000
Civic Centre Admin, Bank Charges	2,083	0	2,083	16,664	0	16,664	25,000	25,000
Civic Centre Operations, Salary	57,833	61,454	(3,621)	462,664	470,862	(8,198)	694,000	223,138
Civic Centre Operations, Overtime	2,917	3,219	(302)	23,336	35,880	(12,544)	35,000	(880)
Civic Centre Operations, Vacation	8	670	(662)	64	4,530	(4,466)	100	(4,430)
Civic Centre Operations, Sick	117	272	(155)	936	558	378	1,400	842
Civic Centre Operations, Group Insurance	2,492	637	1,855	19,936	14,734	5,202	29,900	15,166
Civic Centre Operations, Pension	3,150	2,458	692	25,200	22,710	2,490	37,800	15,090
Civic Centre Operations, CPP/EI/WCB/HAPSET	6,833	7,953	(1,120)	54,664	62,072	(7,408)	82,000	19,928
Civic Centre Operations, Cleaning Supplies	2,500	1,667	833	20,000	16,971	3,029	30,000	13,029

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Civic Centre Operations, Clothing/uniforms	583	0	583	4,664	3,415	1,249	7,000	3,585
Civic Centre Operations, City Equip	2,083	0	2,083	16,664	11,362	5,302	25,000	13,638
Civic Centre Operations, Catering	9,583	0	9,583	76,664	32,203	44,461	115,000	82,797
Civic Centre Operations, Fire Alarm	417	0	417	3,336	258	3,078	5,000	4,742
Civic Centre Operations, Propane/Nitrogen	1,542	1,440	102	12,336	13,257	(921)	18,500	5,243
Civic Centre Operations, Heating Oil	4,167	0	4,167	33,336	10,334	23,002	50,000	39,666
Civic Centre Operations, Maint supplies	6,667	2,392	4,275	53,336	35,974	17,362	80,000	44,026
Civic Centre Operations, Elevator Maintenance	1,167	0	1,167	9,336	7,509	1,827	14,000	6,491
Civic Centre Operations, Repairs Recreation Equip	833	1,210	(377)	6,664	13,796	(7,132)	10,000	(3,796)
Civic Centre Operations, Inventory	0	0	0	0	43	(43)	0	(43)
Civic Centre Operations, Snowclearing	5,833	0	5,833	46,664	51,169	(4,505)	70,000	18,832
Civic Centre Operations, Hired equipment	667	4,250	(3,583)	5,336	8,779	(3,443)	8,000	(779)
Civic Centre Operations, Service Contracts	8,333	6,430	1,903	66,664	45,841	20,823	100,000	54,159
Civic Centre Operations, Hired contractor	5,417	70	5,347	43,336	34,437	8,899	65,000	30,563
Civic Centre Operations, Hired Electrician	0	0	0	0	762	(762)	0	(762)
Civic Centre Operations, Senior Hockey expenses	0	0	0	24,999	116,752	(91,753)	50,000	(66,752)
Civic Centre Operations, Electrical	30,833	34,877	(4,044)	246,664	280,065	(33,401)	370,000	89,936
Civic Centre Operations, Security	5,958	0	5,958	47,664	51,133	(3,469)	71,500	20,367
Civic Centre Operations, Special Events	4,167	2,835	1,332	33,336	153,763	(120,427)	50,000	(103,763)
Civic Centre Building Maint, Maint supplies	6,250	0	6,250	50,000	17,773	32,227	75,000	57,227
Total Civic Centre	220,416	149,673	70,743	1,788,327	1,728,931	59,395	2,695,000	966,068
Recreation Centre, Salary	126,877	68,923	57,954	634,385	252,951	381,434	1,141,900	888,949
Recreation Centre, Overtime	0	2,097	(2,097)	0	10,943	(10,943)	0	(10,943)
Recreation Centre, Vacation	7,611	2,662	4,949	38,055	9,958	28,097	68,500	58,542
Recreation Centre, Sick	2,533	189	2,344	12,665	378	12,287	22,800	22,422
Recreation Centre, Group Insurance	2,700	112	2,588	13,500	1,256	12,244	24,300	23,044
Recreation Centre, Pension	7,611	701	6,910	38,055	3,373	34,682	68,500	65,127
Recreation Centre, CPP/EI/WCB/HAPSET	11,333	6,955	4,378	56,665	26,654	30,011	102,000	75,346

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Recreation Centre, Cleaning Supplies	1,666	0	1,666	8,330	1,246	7,084	15,000	13,754
Recreation Centre, Clothing/uniforms	1,111	4,914	(3,803)	5,555	11,181	(5,626)	10,000	(1,181)
Recreation Centre, Branded Clothing	1,111	0	1,111	5,555	0	5,555	10,000	10,000
Recreation Centre, Other chemicals	11,111	9,451	1,660	55,555	23,768	31,787	100,000	76,232
Recreation Centre, Maint supplies	5,555	217	5,338	27,775	20,599	7,176	50,000	29,401
Recreation Centre, Office supplies	1,111	1,246	(135)	5,555	8,302	(2,747)	10,000	1,698
Recreation Centre, Program supplies	1,111	0	1,111	5,555	3,160	2,395	10,000	6,840
Recreation Centre, First Aid Supplies	1,000	702	298	5,000	4,781	219	9,000	4,219
Recreation Centre, Access Cards	555	0	555	2,775	1,498	1,277	5,000	3,502
Recreation Centre, Administration	166	178	(12)	830	16,872	(16,042)	1,500	(15,372)
Recreation Centre, Civic Centre Rec Usage	12,888	0	12,888	64,440	0	64,440	116,000	116,000
Recreation Centre, Other supplies	666	0	666	3,330	7,875	(4,545)	6,000	(1,875)
Recreation Centre, Photocopier expenses	444	85	359	2,220	8,283	(6,063)	4,000	(4,283)
Recreation Centre, Promo materials	555	0	555	2,775	17,104	(14,329)	5,000	(12,104)
Recreation Centre, Cleaning services	11,111	12,305	(1,194)	55,555	50,392	5,163	100,000	49,608
Recreation Centre, Snowclearing	3,888	0	3,888	19,440	0	19,440	35,000	35,000
Recreation Centre, Service Contracts	1,111	0	1,111	5,555	599	4,956	10,000	9,401
Recreation Centre, Hired contractor	2,777	0	2,777	13,885	11,312	2,573	25,000	13,688
Recreation Centre, Telephone	555	0	555	2,775	1,682	1,093	5,000	3,318
Recreation Centre, Cell phone	222	0	222	1,110	2,421	(1,311)	2,000	(421)
Recreation Centre, Meal Vouchers	666	0	666	3,330	17	3,313	6,000	5,983
Recreation Centre, Postage/Courier	55	0	55	275	0	275	500	500
Recreation Centre, Electrical	38,888	16,199	22,689	194,440	113,698	80,742	350,000	236,302
Recreation Centre, Training	1,666	330	1,336	8,330	5,684	2,646	15,000	9,316
Total RAC	258,654	127,266	131,387	1,293,270	615,987	677,282	2,328,000	1,712,012
Total Recreation & Civic Centre	684,979	420,907	264,070	4,098,244	3,314,012	784,233	6,379,300	3,065,289
PWWW - Admin, Salary	10,542	4,822	5,720	84,336	74,320	10,016	126,500	52,180
PWWW - Admin, Vacation	1,183	536	647	9,464	8,037	1,427	14,200	6,163
PWWW - Admin, Sick	117	0	117	936	3,368	(2,432)	1,400	(1,968)
PWWW - Admin, Group Insurance	225	70	155	1,800	1,639	161	2,700	1,061
PWWW - Admin, Pension	708	321	387	5,664	5,144	520	8,500	3,356
PWWW - Admin, CPP/EI/WCB/HAPSET	842	111	731	6,736	9,343	(2,607)	10,100	757
PWWW - Admin, Business Travel	1,000	0	1,000	8,000	5,867	2,133	12,000	6,133
PWWW - Admin, Safety Program	208	107	101	1,664	1,440	224	2,500	1,060
PWWW - Admin, City Equip	12,500	0	12,500	100,000	89,597	10,403	150,000	60,403
PWWW - Admin, Maint supplies	83	1,596	(1,513)	664	3,745	(3,081)	1,000	(2,745)
PWWW - Admin, Office supplies	625	40	585	5,000	3,125	1,875	7,500	4,375

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PWWW - Admin, Photocopier expenses	208	0	208	1,664	1,182	482	2,500	1,318
PWWW - Admin, Subscriptions	0	0	0	0	80	(80)	0	(80)
PWWW - Admin, Tools and minor equip	417	0	417	3,336	1,382	1,954	5,000	3,618
PWWW - Admin, Telephone	417	0	417	3,336	3,218	118	5,000	1,782
PWWW - Admin, Cell phone	583	0	583	4,664	4,468	196	7,000	2,532
PWWW - Admin, Membership fees	167	0	167	1,336	610	726	2,000	1,390
PWWW - Admin, Conference fees	83	0	83	664	0	664	1,000	1,000
PWWW - Admin, Training	417	0	417	3,336	1,215	2,121	5,000	3,785
PWWW - Training	2,083	124	1,959	16,664	24,778	(8,114)	25,000	222
Total PWWW Admin	32,408	7,727	24,680	259,264	242,558	16,706	388,900	146,342
PWWW - P/W Admin, Salary	48,650	21,594	27,056	389,200	430,070	(40,870)	583,800	153,730
PWWW - P/W Admin, Overtime	3,333	400	2,933	26,664	13,984	12,680	40,000	26,016
PWWW - P/W Admin, Vacation	6,192	9,321	(3,129)	49,536	44,245	5,291	74,300	30,055
PWWW - P/W Admin, Sick	3,717	762	2,955	29,736	20,079	9,657	44,600	24,521
PWWW - P/W Admin, Other leave	125	0	125	1,000	1,094	(94)	1,500	406
PWWW - P/W Admin, Group Insurance	1,850	403	1,447	14,800	16,621	(1,821)	22,200	5,580
PWWW - P/W Admin, Pension	3,617	1,633	1,984	28,936	26,161	2,775	43,400	17,239
PWWW - P/W Admin, CPP/EI/WCB/HAPSET	6,600	3,652	2,948	52,800	62,309	(9,509)	79,200	16,891
PWWW - P/W Admin, Office supplies	583	331	252	4,664	9,649	(4,985)	7,000	(2,649)
PWWW - P/W Admin, Photocopier expenses	167	0	167	1,336	3,629	(2,293)	2,000	(1,629)
Total Public Works Payroll	74,834	38,096	36,737	598,672	627,841	(29,169)	898,000	270,159
Special Events, Maint supplies	0	0	0	0	325	(325)	0	(325)
Total Special Events Salary	0	0	0	0	325	(325)	0	(325)
PWWW - W/S Admin, Salary	26,242	11,844	14,398	209,936	203,806	6,130	314,900	111,094
PWWW - W/S Admin, Overtime	0	211	(211)	0	10,363	(10,363)	0	(10,363)
PWWW - W/S Admin, Vacation	3,392	1,914	1,478	27,136	21,010	6,126	40,700	19,690
PWWW - W/S Admin, Sick	1,233	771	462	9,864	7,283	2,581	14,800	7,517
PWWW - W/S Admin, Other leave	25	0	25	200	0	200	300	300
PWWW - W/S Admin, Group Insurance	933	185	748	7,464	8,691	(1,227)	11,200	2,509
PWWW - W/S Admin, Pension	1,800	849	951	14,400	13,686	714	21,600	7,914

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - W/S Admin, CPP/EI/WCB/HAPSET	3,183	1,571	1,612	25,464	29,386	(3,922)	38,200	8,814
PWWW - W/S Admin, Office supplies	42	0	42	336	0	336	500	500
Total Water & Sewer Salary	36,850	17,345	19,504	294,800	294,225	576	442,200	147,976
Clothing allowance, Inventory	1,667	1,683	(16)	13,336	16,003	(2,667)	20,000	3,997
Total Clothing Allowance	1,667	1,683	(16)	13,336	16,003	(2,667)	20,000	3,997
IPW - Other payroll, AP Severance								
PWWW - Other payroll, Salary	12,917	6,151	6,766	103,336	59,874	43,462	155,000	95,126
PWWW - Other payroll, Overtime	1,042	0	1,042	8,336	5,416	2,920	12,500	7,084
PWWW - Other payroll, Vacation	15,175	39,886	(24,711)	121,400	146,832	(25,432)	182,100	35,268
PWWW - Other payroll, Sick	15,417	10,877	4,540	123,336	120,405	2,931	185,000	64,595
PWWW - Other payroll, Other leave	750	0	750	6,000	10,785	(4,785)	9,000	(1,785)
PWWW - Other payroll, Group Insurance	1,417	1,096	321	11,336	10,705	631	17,000	6,295
PWWW - Other payroll, Pension	1,667	2,252	(585)	13,336	12,674	662	20,000	7,326
PWWW - Other payroll, CPP/EI/WCB/HAPSET	3,750	4,616	(866)	30,000	29,454	546	45,000	15,546
PWWW - Other payroll, PPE	333	841	(508)	2,664	4,115	(1,451)	4,000	(115)
PWWW - Other payroll, Inventory	167	77	90	1,336	1,915	(579)	2,000	85
PWWW - Other payroll, Meal Vouchers	0	0	0	0	12	(12)	0	(12)
PWWW - Other payroll, Medicals	125	150	(25)	1,000	625	375	1,500	875
Standby pay, Salary	0	0	0	0	104	(104)	0	(104)
Standby pay, Pension	0	0	0	0	6	(6)	0	(6)
Standby pay, Group Insurance	0	0	0	0	4	(4)	0	(4)
Standby pay, CPP/EI/WCB/HAPSET	0	0	0	0	13	(13)	0	(13)
TotalPWWW Other Payroll	52,760	65,946	(13,186)	422,080	402,939	19,141	633,100	230,161
Total PWWW Admin	198,519	130,797	67,718	1,588,152	1,583,891	4,262	2,382,200	798,310
PWWW - Bldg, Salary	0	0	0	0	4,304	(4,304)	0	(4,304)
PWWW - Brook Street Building, Maint supplies	83	0	83	664	254	410	1,000	746
PWWW - Brook Street Building, Electrical	567	183	384	4,536	3,901	635	6,800	2,899
PWWW - Bldg - Charles St, Salary	833	6,487	(5,654)	6,664	44,613	(37,949)	10,000	(34,613)
PWWW - Bldg - Charles St, City Equip	0	0	0	0	1,398	(1,398)	0	(1,398)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Bldg - Charles St, Heating Oil	1,208	0	1,208	9,664	17,410	(7,746)	14,500	(2,910)
PWWW - Bldg - Charles St, Maint supplies	2,917	11,280	(8,363)	23,336	74,306	(50,970)	35,000	(39,306)
PWWW - Bldg - Charles St, Inventory	100	86	14	800	1,482	(682)	1,200	(282)
PWWW - Bldg - Charles St, Cleaning services	1,000	2,559	(1,559)	8,000	17,916	(9,916)	12,000	(5,916)
PWWW - Bldg - Charles St, Hired contractor	417	0	417	3,336	0	3,336	5,000	5,000
PWWW - Bldg - Charles St, Electrical	6,500	2,726	3,774	52,000	58,287	(6,287)	78,000	19,713
PWWW - Bldg - City Hall, Maint supplies	10,417	7,776	2,641	83,336	73,612	9,724	125,000	51,388
PWWW - Bldg - City Hall, Inventory	0	0	0	0	160	(160)	0	(160)
PWWW - Bldg - City Hall, Cleaning services	13,500	12,363	1,137	108,000	96,881	11,119	162,000	65,119
PWWW - Bldg - City Hall, Snowclearing	1,250	0	1,250	10,000	5,741	4,259	15,000	9,259
PWWW - Bldg - City Hall, Electrical	15,000	18,650	(3,650)	120,000	150,462	(30,462)	180,000	29,538
PWWW - Other Bldgs, Salary	167	0	167	1,336	1,031	305	2,000	969
PWWW - Other Bldgs, City Equip	17	0	17	136	0	136	200	200
PWWW - Other Bldgs, Maint supplies	208	0	208	1,664	312	1,352	2,500	2,188
PWWW - Other Bldgs, Inventory	8	0	8	64	0	64	100	100
PWWW - 2 Allens Rd, Salary	417	0	417	3,336	0	3,336	5,000	5,000
PWWW - 2 Allens Rd, Maint supplies	417	0	417	3,336	1,956	1,380	5,000	3,044
PWWW - 2 Allens Rd, Electrical	733	134	599	5,864	6,383	(519)	8,800	2,417
PWWW - 77 Premier Dr, Maint supplies	17	0	17	136	0	136	200	200
PWWW - 77 Premier Dr, Electrical	892	431	461	7,136	8,120	(984)	10,700	2,580
PWWW - Connors Rd, Electrical	158	45	113	1,264	460	804	1,900	1,440
PWWW - Curling Club, Maint supplies	833	38	795	6,664	7,961	(1,297)	10,000	2,039
PWWW - Curling Club, Electrical	2,667	560	2,107	21,336	22,024	(688)	32,000	9,976
PWWW - Lions Club, City Equip	58	0	58	464	0	464	700	700
PWWW - Wellington Street Compl, Maint supplies	500	0	500	4,000	415	3,585	6,000	5,585
PWWW - Wellington Street Compl, Electrical	1,333	737	596	10,664	12,143	(1,479)	16,000	3,857
PWWW - Bldg MBP, Maint supplies	167	998	(831)	1,336	3,844	(2,508)	2,000	(1,844)
PWWW - Bldg MBP, Electrical	1,083	1,596	(513)	8,664	10,603	(1,939)	13,000	2,397
PWWW - Bldg MBP, Security	83	0	83	664	1,181	(517)	1,000	(181)
PWWW - Museum, Maint supplies	417	0	417	3,336	5,000	(1,664)	5,000	0
PWWW - Bldg Bartlett's Pt, Maint supplies	375	900	(525)	3,000	2,393	607	4,500	2,107
PWWW - Bldg Bartlett's Pt, Electrical	150	125	25	1,200	1,238	(38)	1,800	562

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - New Salt Shed, Maint supplies	0	0	0	0	968	(968)	0	(968)
PWWW - New Salt Shed, Electrical	333	129	204	2,664	3,113	(449)	4,000	887
Total Building Maintenance	64,825	67,803	(2,979)	518,600	639,872	(121,272)	777,900	138,028
PWWW - Street Lights, Electrical	53,333	52,655	678	426,664	402,413	24,251	640,000	237,587
PWWW - Heritage lights Payroll	0	0	0	0	2,861	(2,861)	0	(2,861)
PWWW - Heritage lights, Maint supplies	417	0	417	3,336	13,146	(9,810)	5,000	(8,146)
PWWW - Heritage lights, Hired contractor	2,500	0	2,500	20,000	(4,173)	24,173	30,000	34,173
PWWW - Heritage lights, Electrical	1,125	1,046	79	9,000	9,907	(907)	13,500	3,593
Total Street Lighting	57,375	53,701	3,674	459,000	424,154	34,847	688,500	264,347
PWWW - Gravel St Main, Salary	334	279	55	1,000	2,469	(1,469)	1,000	(1,469)
PWWW - Gravel St Main, City Equip	168	0	168	500	943	(443)	500	(443)
PWWW - Gravel St Main, Maint supplies	1,000	0	1,000	3,000	0	3,000	3,000	3,000
PWWW - Gravel St Main, Hired equipment	2,668	0	2,668	8,000	10,568	(2,568)	8,000	(2,568)
PWWW - Streets Maint, Salary	16,667	18,817	(2,150)	133,336	152,037	(18,701)	200,000	47,963
PWWW - Streets Maint, City Equip	4,583	0	4,583	36,664	19,999	16,665	55,000	35,001
PWWW - Streets Maint, Maint supplies	8,333	5,458	2,875	66,664	53,321	13,343	100,000	46,679
PWWW - Streets Maint, Inventory	333	335	(2)	2,664	2,705	(41)	4,000	1,295
PWWW - Streets Maint, Hired equipment	1,667	0	1,667	13,336	6,975	6,361	20,000	13,025
PWWW - W/S Pave Cuts, Salary	2,500	837	1,663	22,500	16,862	5,638	25,000	8,138
PWWW - W/S Pave Cuts, City Equip	1,000	0	1,000	9,000	8,193	807	10,000	1,807
PWWW - W/S Pave Cuts, Maint supplies	1,800	5,158	(3,358)	16,200	13,597	2,603	18,000	4,403
PWWW - W/S Pave Cuts, Inventory	0	0	0	0	81	(81)	0	(81)
PWWW - W/S Pave Cuts, Hired equipment	400	0	400	3,600	1,856	1,744	4,000	2,144
PWWW - W/S Pave Cuts, Hired contractor	49,500	0	49,500	360,000	353,957	6,043	450,000	96,043
PWWW - Sod repair, Salary	500	1,826	(1,326)	2,000	24,869	(22,869)	2,000	(22,869)
PWWW - Sod repair, City Equip	0	0	0	0	272	(272)	0	(272)
PWWW - Sod repair, Maint supplies	15,000	0	15,000	60,000	2,455	57,545	60,000	57,545
PWWW - Sod repair, Hired equipment	0	0	0	0	806	(806)	0	(806)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Sod repair, Hired contractor	1,250	0	1,250	5,000	12,083	(7,083)	5,000	(7,083)
PWWW - Curb and sidewalk main, Salary	31,250	15,459	15,791	125,000	33,328	91,672	125,000	91,672
PWWW - Curb and sidewalk main, City Equip	3,334	0	3,334	10,000	0	10,000	10,000	10,000
PWWW - Curb and sidewalk main, Maint supplies	18,334	2,308	16,026	55,000	(3,368)	58,368	55,000	58,368
PWWW - Curb and sidewalk main, Inventory	0	247	(247)	0	484	(484)	0	(484)
PWWW - Curb and sidewalk main, Hired equipment	3,334	884	2,450	10,000	2,022	7,978	10,000	7,978
PWWW - Maint Manhole/catch bas, Salary	7,200	13,469	(6,269)	30,600	33,004	(2,404)	45,000	11,996
PWWW - Maint Manhole/catch bas, City Equip	1,600	0	1,600	6,800	1,105	5,695	10,000	8,895
PWWW - Maint Manhole/catch bas, Maint supplies	4,800	0	4,800	20,400	10,633	9,767	30,000	19,367
PWWW - Maint Manhole/catch bas, Inventory	480	10	470	2,040	233	1,807	3,000	2,767
PWWW - Maint Manhole/catch bas, Hired equipment	208	0	208	1,664	0	1,664	2,500	2,500
PWWW - Maint of Guardrails, Salary	4,250	0	4,250	12,750	0	12,750	17,000	17,000
PWWW - Maint of Guardrails, City Equip	1,250	0	1,250	3,750	0	3,750	5,000	5,000
PWWW - Maint of Guardrails, Maint supplies	2,500	0	2,500	7,500	0	7,500	10,000	10,000
PWWW - Maint of Guardrails, Hired equipment	1,250	0	1,250	3,750	0	3,750	5,000	5,000
PWWW - Maint of steps/walkways, Salary	0	0	0	500	0	500	500	500
PWWW - Maint of steps/walkways, City Equip	0	0	0	200	0	200	200	200
PWWW - Maint of steps/walkways, Maint supplies	0	0	0	300	0	300	300	300
Total Street Maintenance	187,493	65,087	122,405	1,033,718	761,489	272,229	1,294,000	532,511
PWWW - Streets-Snow, Salary	0	0	0	269,500	289,135	(19,635)	385,000	95,865
PWWW - Streets-Snow, City Equip	0	0	0	157,500	167,704	(10,204)	225,000	57,296
PWWW - Streets-Snow, Maint supplies	0	0	0	21,000	8,775	12,225	30,000	21,225
PWWW - Streets-Snow, Inventory	0	0	0	0	14	(14)	0	(14)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Streets-Snow, Hired equipment	0	0	0	17,500	58,912	(41,412)	25,000	(33,912)
PWWW - Streets-Snow, Meal Vouchers	0	0	0	1,750	1,688	62	2,500	812
PWWW - Streets-Snow, Damage claims	0	0	0	3,150	598	2,552	4,500	3,902
PWWW - Streets-Snow, Lease	0	0	0	350,000	565,196	(215,196)	500,000	(65,196)
PWWW - Sanding, Salary	0	0	0	63,000	36,465	26,535	90,000	53,535
PWWW - Sanding, City Equip	0	0	0	52,500	31,671	20,829	75,000	43,329
PWWW - Sanding, Maint supplies	0	0	0	1,400	233	1,168	2,000	1,768
PWWW - Sanding, Inventory	0	0	0	35,000	48,189	(13,189)	50,000	1,811
PWWW - Salting, Salary	0	0	0	101,500	198,671	(97,171)	145,000	(53,671)
PWWW - Salting, City Equip	0	0	0	42,000	98,098	(56,098)	60,000	(38,098)
PWWW - Salting, Maint supplies	0	0	0	1,050	1,106	(56)	1,500	394
PWWW - Salting, Inventory	0	0	0	185,500	457,342	(271,842)	265,000	(192,342)
PWWW - Snow/Business Area, Salary	0	0	0	4,900	11,690	(6,790)	7,000	(4,690)
PWWW - Snow/Business Area, City Equip	0	0	0	5,950	9,162	(3,212)	8,500	(662)
PWWW - Ice cutting/remove, Salary	0	0	0	2,800	1,248	1,552	4,000	2,752
PWWW - Ice cutting/remove, City Equip	0	0	0	5,950	764	5,186	8,500	7,736
PWWW - Snow Remove City Parking, Salary	0	0	0	1,400	0	1,400	2,000	2,000
PWWW - Snow Remove City Parking, Inventory	0	0	0	0	2,482	(2,482)	0	(2,482)
PWWW - Snow clearingng Contracts, Hired equipment	0	0	0	42,000	591	41,409	60,000	59,409
PWWW - Damage Claims, Salary	0	219	(219)	700	219	481	1,000	781
PWWW - Damage Claims, Maint supplies	0	0	0	2,100	107	1,993	3,000	2,893
PWWW - Steps/walkways, Salary	0	0	0	2,800	0	2,800	4,000	4,000
PWWW - Steps/walkways, City Equip	0	0	0	525	0	525	750	750
Ice Rinks - Maint/Construction, Salary	0	0	0	7,000	8,850	(1,850)	10,000	1,150
Ice Rinks - Maint/Construction, City Equip	0	0	0	840	4,173	(3,333)	1,200	(2,973)
Total Snow Clearing	0	219	(219)	1,379,315	2,003,083	(623,769)	1,970,450	(32,634)
PWWW - Traffic lights, Hired contractor	2,500	0	2,500	20,000	17,527	2,473	30,000	12,473
PWWW - Traffic lights, Electrical	1,125	1,061	64	9,000	8,601	399	13,500	4,899
PWWW -Street Sign Maint, Salary	4,333	3,786	547	34,664	35,134	(470)	52,000	16,866
PWWW -Street Sign Maint, City Equip	667	0	667	5,336	4,498	838	8,000	3,502

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PWWW -Street Sign Maint, Maint supplies	83	0	83	664	647	17	1,000	353
PWWW -Street Sign Maint, Inventory	83	731	(648)	664	731	(67)	1,000	269
PWWW -Street markings, Salary	333	0	333	2,664	870	1,794	4,000	3,130
PWWW -Street markings, City Equip	0	0	0	0	58	(58)	0	(58)
PWWW -Street markings, Maint supplies	0	0	0	1,000	1,182	(182)	1,000	(182)
PWWW -Street markings, Inventory	0	0	0	0	38	(38)	0	(38)
PWWW -Street markings, Hired contractor	0	0	0	175,000	136,450	38,550	175,000	38,550
PWWW - Traffic flaggers, Salary	6,667	14,407	(7,740)	53,336	74,346	(21,010)	80,000	5,654
PWWW - Traffic flaggers, City Equip	833	0	833	6,664	3,912	2,752	10,000	6,088
Total Traffic Control	16,624	19,985	(3,360)	308,992	283,994	24,999	375,500	91,507
PWWW - Maint open ditches, Salary	708	510	198	5,664	659	5,005	8,500	7,841
PWWW - Maint open ditches, City Equip	83	0	83	664	0	664	1,000	1,000
PWWW - Maint open ditches, Maint supplies	83	0	83	664	0	664	1,000	1,000
PWWW - Maint open ditches, Hired equipment	833	0	833	6,664	794	5,870	10,000	9,206
PWWW - Flood control, Salary	7,083	2,075	5,008	56,664	31,247	25,417	85,000	53,753
PWWW - Flood control, City Equip	2,500	0	2,500	20,000	3,620	16,380	30,000	26,380
PWWW - Flood control, Maint supplies	417	0	417	3,336	529	2,807	5,000	4,471
PWWW - Flood control, Inventory	83	123	(40)	664	1,050	(386)	1,000	(50)
PWWW - Flood control, Hired equipment	1,250	0	1,250	10,000	1,604	8,396	15,000	13,396
Oper - Flood control, Meal Vouchers	0	0	0	0	59	(59)	0	(59)
Total Drainage	13,040	2,708	10,333	104,320	39,562	64,759	156,500	116,939
PWWW - Dust control, Salary	0	0	0	500	0	500	500	500
PWWW - Dust control, Maint supplies	0	0	0	2,500	0	2,500	2,500	2,500
PWWW - Street cleaning, Salary	8,000	2,662	5,338	40,000	24,954	15,046	40,000	15,046
PWWW - Street cleaning, City Equip	8,000	0	8,000	40,000	2,458	37,542	40,000	37,542
PWWW - Street cleaning, Maint supplies	125	0	125	500	219	281	500	281
PWWW - Street cleaning, Fall Leaf	0	0	0	0	0	0	10,000	10,000
PWWW - Spring clean up, Salary	0	8,443	(8,443)	90,000	112,014	(22,014)	90,000	(22,014)
PWWW - Spring clean up, City Equip	0	0	0	40,000	25,611	14,389	40,000	14,389

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Spring clean up, Maint supplies	0	0	0	150	233	(83)	150	(83)
PWWW - Spring clean up, Hired equipment	0	2,432	(2,432)	0	55,519	(55,519)	0	(55,519)
PWWW - Storm sewer repair, Salary	3,167	3,120	47	25,336	19,533	5,803	38,000	18,467
PWWW - Storm sewer repair, City Equip	583	0	583	4,664	1,568	3,096	7,000	5,432
PWWW - Storm sewer repair, Maint supplies	2,917	2,832	85	23,336	53,893	(30,557)	35,000	(18,893)
PWWW - Storm sewer repair, Inventory	0	59	(59)	0	69	(69)	0	(69)
PWWW - Storm sewer repair, Hired equipment	2,083	1,879	204	16,664	18,736	(2,072)	25,000	6,264
PWWW - Storm sewer cleaning, Salary	2,083	5,144	(3,061)	16,664	19,536	(2,872)	25,000	5,464
PWWW - Storm sewer cleaning, City Equip	1,667	0	1,667	13,336	2,549	10,787	20,000	17,451
PWWW - Storm sewer cleaning, Maint supplies	83	43	40	664	229	435	1,000	771
Oper - Spring clean up, Special Projects	0	0	0	25,000	2,332	22,668	25,000	22,668
Total Storm Sewer Cleaning	28,708	26,614	2,095	339,314	339,453	(141)	399,650	60,195
Total Public Works	303,240	168,314	134,927	3,624,659	3,851,735	(227,077)	4,884,600	1,032,864
Garbage collect, Tipping fees	62,500	53,212	9,288	500,000	577,421	(77,421)	750,000	172,579
Garbage collect, Hired contractor	70,833	0	70,833	566,664	444,329	122,335	850,000	405,671
Total Garbage Collect & Disposal	133,333	53,212	80,121	1,066,664	1,021,750	44,915	1,600,000	578,251
Water treat plant, Salary	25,392	16,987	8,405	203,136	170,884	32,252	304,700	133,816
Water treat plant, Overtime	833	366	467	6,664	3,896	2,768	10,000	6,104
Water treat plant, Vacation	2,283	5,554	(3,271)	18,264	16,822	1,442	27,400	10,578
Water treat plant, Sick	758	882	(124)	6,064	6,759	(695)	9,100	2,341
Water treat plant, Group Insurance	1,000	528	472	8,000	9,436	(1,436)	12,000	2,564
Water treat plant, Pension	1,475	1,356	119	11,800	11,612	188	17,700	6,088
Water treat plant, CPP/EI/WCB/HAPSET	2,817	2,869	(52)	22,536	24,621	(2,085)	33,800	9,179
Water treat plant, Computer Supplies	4,167	112	4,055	33,336	27,846	5,490	50,000	22,154
Water treat plant, Other chemicals	113,463	74,328	39,135	907,704	748,348	159,356	1,361,550	613,202
Water treat plant, City Equip	0	0	0	0	3,167	(3,167)	0	(3,167)
Water treat plant, Maint supplies	23,858	6,092	17,766	190,864	187,410	3,454	286,300	98,890

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Water treat plant, Inventory	1,667	214	1,453	13,336	17,481	(4,145)	20,000	2,519
Water treat plant, Comp software maint	625	0	625	5,000	3,656	1,344	7,500	3,844
Water treat plant, Telephone	0	0	0	0	3,294	(3,294)	0	(3,294)
Water treat plant, Electrical	18,750	15,710	3,040	150,000	150,729	(729)	225,000	74,271
Total Water Treatment Plant	197,088	124,998	72,089	1,576,704	1,385,961	190,743	2,365,050	979,089
PWWWW - Chlorine/Feeders, Salary	6,500	4,789	1,711	52,000	44,512	7,488	78,000	33,488
PWWWW - Chlorine/Feeders, Chlorine	500	1,578	(1,078)	4,000	1,578	2,422	6,000	4,422
PWWWW - Chlorine/Feeders, City Equip	1,000	0	1,000	8,000	3,968	4,032	12,000	8,032
PWWWW - Chlorine/Feeders, Maint supplies	2,667	15,889	(13,222)	21,336	41,189	(19,853)	32,000	(9,189)
PWWWW - Chlorine/Feeders, Inventory	0	0	0	0	125	(125)	0	(125)
PWWWW - Chlorine/Feeders, Hired equipment	0	0	0	0	1,650	(1,650)	0	(1,650)
PWWWW - Chlorine/Feeders, Electrical	1,750	557	1,193	14,000	13,681	319	21,000	7,319
Total Purification Treatment	12,417	22,813	(10,395)	99,336	106,703	(7,367)	149,000	42,297
PWWWW - Maint Hydrants/valves, Salary	7,500	12,171	(4,671)	60,000	42,110	17,890	90,000	47,890
PWWWW - Maint Hydrants/valves, City Equip	1,667	0	1,667	13,336	911	12,425	20,000	19,089
PWWWW - Maint Hydrants/valves, Maint supplies	4,583	712	3,871	36,664	9,846	26,818	55,000	45,154
PWWWW - Maint Hydrants/valves, Inventory	0	1,432	(1,432)	0	2,193	(2,193)	0	(2,193)
PWWWW - Maint Hydrants/valves, Hired equipment	0	0	0	0	448	(448)	0	(448)
PWWWW - Main Line Repairs, Salary	9,333	5,337	3,996	74,664	80,238	(5,574)	112,000	31,762
PWWWW - Main Line Repairs, City Equip	2,500	0	2,500	20,000	17,850	2,150	30,000	12,150
PWWWW - Main Line Repairs, Maint supplies	2,917	336	2,581	23,336	20,272	3,064	35,000	14,728
PWWWW - Main Line Repairs, Inventory	2,500	2,169	331	20,000	11,451	8,549	30,000	18,549
PWWWW - Main Line Repairs, Hired equipment	7,500	1,694	5,806	60,000	67,580	(7,580)	90,000	22,420
PWWWW - Main Line Repairs, Meal Vouchers	0	0	0	0	57	(57)	0	(57)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Main Line Repairs, Media annouce	167	0	167	1,336	1,304	32	2,000	696
PWWW - Maint Feeder, Salary	4,583	0	4,583	36,664	2,528	34,136	55,000	52,472
PWWW - Maint Feeder, City Equip	1,667	0	1,667	13,336	455	12,881	20,000	19,545
PWWW - Maint Feeder, Maint supplies	2,083	0	2,083	16,664	9,818	6,846	25,000	15,182
PWWW - Maint Feeder, Inventory	833	0	833	6,664	18	6,646	10,000	9,982
PWWW - Maint Feeder, Hired equipment	1,250	0	1,250	10,000	4,216	5,784	15,000	10,784
PWWW - Maint Feeder, Media annouce	0	0	0	0	1,304	(1,304)	0	(1,304)
PWWW - Water Lateral Repairs, Salary	23,333	14,502	8,831	186,664	135,576	51,088	280,000	144,424
PWWW - Water Lateral Repairs, City Equip	4,583	0	4,583	36,664	16,541	20,123	55,000	38,459
PWWW - Water Lateral Repairs, Maint supplies	5,417	6,050	(633)	43,336	30,113	13,223	65,000	34,887
PWWW - Water Lateral Repairs, Inventory	2,083	356	1,727	16,664	7,286	9,378	25,000	17,714
PWWW - Water Lateral Repairs, Hired equipment	6,667	1,567	5,100	53,336	27,052	26,285	80,000	52,949
PWWW - Water Lateral Repairs, Meal Vouchers	0	0	0	0	12	(12)	0	(12)
PWWW - Water Lateral Repairs, Media annouce	167	0	167	1,336	1,304	32	2,000	696
PWWW - Water Lateral Repairs, Damage claims	417	0	417	3,336	2,586	750	5,000	2,414
PWWW - Hydrant Snowclearing, Salary	6,250	0	6,250	50,000	18,556	31,444	75,000	56,444
PWWW - Hydrant Snowclearing, City Equip	0	0	0	0	4,940	(4,940)	0	(4,940)
PWWW - Hydrant Snowclearing, Maint supplies	0	0	0	0	3,000	(3,000)	0	(3,000)
PWWW - Hydrant Snowclearing, Hired equipment	0	0	0	0	17,489	(17,489)	0	(17,489)
PWWW - Thaw Water Lines, Salary	417	0	417	3,336	0	3,336	5,000	5,000
PWWW - Thaw Water Lines, City Equip	167	0	167	1,336	0	1,336	2,000	2,000
PWWW - Thaw Water Lines, Maint supplies	292	0	292	2,336	0	2,336	3,500	3,500
PWWW - Thaw Water Lines, Hired equipment	375	0	375	3,000	0	3,000	4,500	4,500
PWWW - Clean Water Lines, Salary	6,250	11,121	(4,871)	50,000	55,590	(5,590)	75,000	19,410
PWWW - Clean Water Lines, City Equip	1,250	0	1,250	10,000	4,033	5,967	15,000	10,967

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Clean Water Lines, Maint supplies	833	0	833	6,664	10,177	(3,513)	10,000	(177)
PWWW - Clean Water Lines, Media annouce	167	0	167	1,336	1,304	32	2,000	696
PWWW - Flow Testing Program, Salary	2,917	5,761	(2,844)	23,336	43,740	(20,404)	35,000	(8,740)
PWWW - Flow Testing Program, City Equip	458	0	458	3,664	2,904	760	5,500	2,596
PWWW - Flow Testing Program, Maint supplies	333	0	333	2,664	1,698	966	4,000	2,302
PWWW - Water Traffic flaggers, Salary	7,500	8,269	(769)	60,000	52,576	7,424	90,000	37,424
PWWW - Water Traffic flaggers, City Equip	833	0	833	6,664	4,457	2,207	10,000	5,543
Total Water Mains & Hydrants	119,792	71,477	48,315	958,336	713,533	244,806	1,437,500	723,970
PWWW - Maint Sewer Mains, Salary	6,667	4,947	1,720	53,336	37,932	15,404	80,000	42,068
PWWW - Maint Sewer Mains, Overtime	0	472	(472)	0	2,208	(2,208)	0	(2,208)
PWWW - Maint Sewer Mains, Vacation	0	115	(115)	0	802	(802)	0	(802)
PWWW - Maint Sewer Mains, Group Insurance	0	63	(63)	0	1,344	(1,344)	0	(1,344)
PWWW - Maint Sewer Mains, Pension	0	267	(267)	0	2,182	(2,182)	0	(2,182)
PWWW - Maint Sewer Mains, CPP/EI/WCB/HAPSET	0	645	(645)	0	5,193	(5,193)	0	(5,193)
PWWW - Maint Sewer Mains, City Equip	3,333	0	3,333	26,664	16,590	10,074	40,000	23,410
PWWW - Maint Sewer Mains, Maint supplies	2,083	5,177	(3,094)	16,664	6,864	9,800	25,000	18,136
PWWW - Maint Sewer Mains, Inventory	0	59	(59)	0	59	(59)	0	(59)
PWWW - Maint Sewer Mains, Hired equipment	1,000	0	1,000	8,000	2,442	5,558	12,000	9,558
PWWW - Maint Sewer Laterals, Salary	2,500	1,512	988	20,000	18,340	1,660	30,000	11,660
PWWW - Maint Sewer Laterals, Overtime	0	248	(248)	0	3,110	(3,110)	0	(3,110)
PWWW - Maint Sewer Laterals, Vacation	0	29	(29)	0	398	(398)	0	(398)
PWWW - Maint Sewer Laterals, Group Insurance	0	19	(19)	0	729	(729)	0	(729)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Maint Sewer Laterals, Pension	0	71	(71)	0	907	(907)	0	(907)
PWWW - Maint Sewer Laterals, CPP/EI/WCB/HAPSET	0	212	(212)	0	2,729	(2,729)	0	(2,729)
PWWW - Maint Sewer Laterals, City Equip	833	0	833	6,664	8,521	(1,857)	10,000	1,479
PWWW - Maint Sewer Laterals, Maint supplies	1,083	339	744	8,664	6,582	2,082	13,000	6,418
PWWW - Maint Sewer Laterals, Inventory	250	0	250	2,000	167	1,833	3,000	2,833
PWWW - Maint Sewer Laterals, Hired equipment	2,500	0	2,500	20,000	13,959	6,041	30,000	16,041
PWWW - Maint Sewer Laterals, Damage claims	833	0	833	6,664	0	6,664	10,000	10,000
PWWW - Sewer Treat Plants, Salary	2,500	2,969	(469)	20,000	21,863	(1,863)	30,000	8,137
PWWW - Sewer Treat Plants, Overtime	0	5	(5)	0	1,363	(1,363)	0	(1,363)
PWWW - Sewer Treat Plants, Vacation	0	40	(40)	0	75	(75)	0	(75)
PWWW - Sewer Treat Plants, Group Insurance	0	76	(76)	0	1,154	(1,154)	0	(1,154)
PWWW - Sewer Treat Plants, Pension	0	220	(220)	0	1,476	(1,476)	0	(1,476)
PWWW - Sewer Treat Plants, CPP/EI/WCB/HAPSET	375	459	(84)	3,000	3,225	(225)	4,500	1,275
PWWW - Sewer Treat Plants, City Equip	500	0	500	4,000	2,098	1,902	6,000	3,902
PWWW - Sewer Treat Plants, Maint supplies	2,083	16,587	(14,504)	16,664	23,198	(6,534)	25,000	1,802
PWWW - Sewer Treat Plants, Hired equipment	167	0	167	1,336	534	803	2,000	1,467
PWWW - Sewer Pump Stat, Salary	4,167	3,538	629	33,336	24,051	9,285	50,000	25,949
PWWW - Sewer Pump Stat, Overtime	0	1,138	(1,138)	0	3,346	(3,346)	0	(3,346)
PWWW - Sewer Pump Stat, Vacation	0	85	(85)	0	197	(197)	0	(197)
PWWW - Sewer Pump Stat, Group Insurance	0	88	(88)	0	1,301	(1,301)	0	(1,301)
PWWW - Sewer Pump Stat, Pension	0	213	(213)	0	1,635	(1,635)	0	(1,635)
PWWW - Sewer Pump Stat, CPP/EI/WCB/HAPSET	0	623	(623)	0	4,038	(4,038)	0	(4,038)
PWWW - Sewer Pump Stat, City Equip	833	0	833	6,664	3,040	3,624	10,000	6,960
PWWW - Sewer Pump Stat, Maint supplies	3,750	3,143	607	30,000	49,576	(19,576)	45,000	(4,576)
PWWW - Sewer Pump Stat, Inventory	0	0	0	0	320	(320)	0	(320)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Sewer Pump Stat, Hired equipment	417	0	417	3,336	862	2,474	5,000	4,138
PWWW - Sewer Pump Stat, Telephone	167	0	167	1,336	0	1,336	2,000	2,000
PWWW - Sewer Pump Stat, Electrical	3,208	2,909	299	25,664	26,720	(1,056)	38,500	11,780
PWWW - Sewer Flow Test, Salary	1,500	794	706	12,000	11,338	662	18,000	6,662
PWWW - Sewer Flow Test, Overtime	0	5	(5)	0	380	(380)	0	(380)
PWWW - Sewer Flow Test, Vacation	0	15	(15)	0	178	(178)	0	(178)
PWWW - Sewer Flow Test, Group Insurance	0	11	(11)	0	454	(454)	0	(454)
PWWW - Sewer Flow Test, Pension	0	46	(46)	0	704	(704)	0	(704)
PWWW - Sewer Flow Test, CPP/EI/WCB/HAPSET	0	93	(93)	0	1,519	(1,519)	0	(1,519)
PWWW - Sewer Flow Test, City Equip	333	0	333	2,664	6,085	(3,421)	4,000	(2,085)
PWWW - Sewer Flow Test, Maint supplies	2,917	2,725	192	23,336	31,679	(8,343)	35,000	3,321
PWWW - Sewer Flow Test, Hired equipment	0	0	0	0	3,032	(3,032)	0	(3,032)
Total Sainitary Systems	43,999	49,957	(5,959)	351,992	356,499	(4,506)	528,000	171,502
PWWW - Maint of Regulators, Salary	3,333	1,356	1,977	26,664	33,036	(6,372)	40,000	6,964
PWWW - Maint of Regulators, Overtime	0	0	0	0	2,106	(2,106)	0	(2,106)
PWWW - Maint of Regulators, Vacation	0	0	0	0	278	(278)	0	(278)
PWWW - Maint of Regulators, Group Insurance	0	45	(45)	0	1,474	(1,474)	0	(1,474)
PWWW - Maint of Regulators, Pension	0	103	(103)	0	2,151	(2,151)	0	(2,151)
PWWW - Maint of Regulators, CPP/EI/WCB/HAPSET	0	216	(216)	0	4,702	(4,702)	0	(4,702)
PWWW - Maint of Regulators, City Equip	833	0	833	6,664	5,387	1,277	10,000	4,613
PWWW - Maint of Regulators, Maint supplies	3,750	160	3,590	30,000	33,919	(3,919)	45,000	11,081
PWWW - Maint of Regulators, Inventory	83	0	83	664	0	664	1,000	1,000
PWWW - Maint of Regulators, Electrical	2,500	1,017	1,483	20,000	22,649	(2,649)	30,000	7,351
PWWW - Maint of water meters, Salary	2,083	0	2,083	16,664	994	15,670	25,000	24,006
PWWW - Maint of water meters, Overtime	0	0	0	0	120	(120)	0	(120)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Maint of water meters, Vacation	0	0	0	0	13	(13)	0	(13)
PWWW - Maint of water meters, Group Insurance	0	0	0	0	41	(41)	0	(41)
PWWW - Maint of water meters, Pension	0	0	0	0	57	(57)	0	(57)
PWWW - Maint of water meters, CPP/EI/WCB/HAPSET	0	0	0	0	131	(131)	0	(131)
PWWW - Maint of water meters, City Equip	0	0	0	0	111	(111)	0	(111)
PWWW - Maint of water meters, Maint supplies	2,500	1,238	1,262	20,000	15,501	4,499	30,000	14,499
PWWW - Massey Drive Water Meters, Telephone	167	0	167	1,336	646	690	2,000	1,354
PWWW - Massey Drive Water Meters, Electrical	142	50	92	1,136	905	231	1,700	795
Total Regulations & Meters	15,391	4,185	11,205	123,128	124,221	(1,090)	184,700	60,482
PWWW - Maint of Reservoirs, Payroll	2,917	1,892	1,025	23,336	21,903	1,433	35,000	13,097
PWWW - Maint of Reservoirs, City Equip	1,000	0	1,000	2,000	1,788	212	4,000	2,212
PWWW - Maint of Reservoirs, Maint supplies	6,250	0	6,250	12,500	16,824	(4,324)	25,000	8,176
PWWW - Maint of Reservoirs, Hired equipment	833	0	833	6,664	0	6,664	10,000	10,000
PWWW - Maint of Reservoirs, Telephone	83	0	83	664	0	664	1,000	1,000
PWWW - Maint of Reservoirs, Electrical	542	138	404	4,336	5,037	(701)	6,500	1,463
PWWW - Maint of Intakes, Payroll	2,667	2,110	557	21,336	19,469	1,867	32,000	12,531
PWWW - Maint of Intakes, City Equip	0	0	0	0	1,785	(1,785)	0	(1,785)
PWWW - Maint of Intakes, Maint supplies	0	0	0	0	324	(324)	0	(324)
PWWW - Maint of Intakes, Hired equipment	0	0	0	0	17,255	(17,255)	0	(17,255)
Total Reservoirs & Intakes	14,292	4,140	10,152	70,836	84,385	(13,550)	113,500	29,114
PWWW - Pumphouse, Payroll	3,333	2,843	490	26,664	23,911	2,753	40,000	16,089
PWWW - Pumphouse, City Equip	417	0	417	3,336	1,766	1,570	5,000	3,234
PWWW - Pumphouse, Maint supplies	2,500	519	1,981	20,000	3,685	16,315	30,000	26,315
PWWW - Pumphouse, Inventory	0	33	(33)	0	269	(269)	0	(269)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Pumphouse, Hired equipment	0	0	0	0	6,283	(6,283)	0	(6,283)
PWWW - Pumphouse, Electrical	2,500	1,809	691	20,000	18,718	1,282	30,000	11,282
Total Pumphouse	8,750	5,204	3,545	70,000	54,632	15,368	105,000	50,368
Total W&S	411,729	282,774	128,952	3,250,332	2,825,934	424,404	4,882,750	2,056,822
Transit, Hired contractor	49,633	47,998	1,635	397,064	320,259	76,805	595,600	275,341
Transit, Electrical	125	65	60	1,000	836	164	1,500	664
Total Corner Brook Transit	49,758	48,063	1,695	398,064	321,095	76,969	597,100	276,005
PWWW - Jubilee Field, Payroll	800	0	800	3,200	4,157	(957)	4,000	(157)
PWWW - Jubilee Field, City Equip	100	0	100	400	87	313	500	413
PWWW - Jubilee Field, Maint supplies	700	0	700	2,800	4,350	(1,550)	3,500	(850)
PWWW - Jubilee Field, Hired equipment	100	0	100	400	0	400	500	500
PWWW - Jubilee Field, Hired contractor	5,000	0	5,000	20,000	27,160	(7,160)	25,000	(2,160)
PWWW - Jubilee Field, Electrical	2,200	1,134	1,066	8,800	6,023	2,777	11,000	4,977
PWWW - MBP, Payroll	1,600	853	747	6,400	9,205	(2,805)	8,000	(1,205)
PWWW - MBP, City Equip	50	0	50	200	39	161	250	211
PWWW - MBP, Maint supplies	1,000	0	1,000	4,000	4,244	(244)	5,000	756
PWWW - MBP, Inventory	0	0	0	0	48	(48)	0	(48)
PWWW - War Memorials, Payroll	200	0	200	800	0	800	1,000	1,000
PWWW - War Memorials, City Equip	80	0	80	320	0	320	400	400
PWWW - War Memorials, Hired contractor	0	0	0	0	1,319	(1,319)	0	(1,319)
PWWW - War Memorials, Electrical	0	24	(24)	0	173	(173)	0	(173)
PWWW - Skateboard Park Payroll	50	0	50	200	0	200	250	250
PWWW - Skateboard park, City Equip	10	0	10	40	0	40	50	50
PWWW - Skateboard park, Maint supplies	40	0	40	160	0	160	200	200
PWWW - Majestic Lawn - Payroll	100	0	100	400	0	400	500	500
PWWW - Majestic Lawn, Electrical	200	30	170	800	223	577	1,000	777
PWWW - Athletic field maint, Payroll	11,000	12,535	(1,535)	44,000	42,265	1,735	55,000	12,735
PWWW - Athletic field maint, City Equip	800	0	800	3,200	262	2,938	4,000	3,738

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Athletic field maint, Maint supplies	4,000	1,747	2,253	16,000	19,789	(3,789)	20,000	211
PWWW - Athletic field maint, Inventory	20	0	20	80	12	68	100	88
PWWW - Athletic field maint, Hired equipment	200	0	200	800	223	577	1,000	777
PWWW - Bash A&B, Electrical	340	268	72	1,360	1,023	337	1,700	677
PWWW - Ambrose O'Rielly, Electrical	400	143	257	1,600	2,343	(743)	2,000	(343)
PWWW - Playground maint, Payroll	3,000	1,082	1,918	12,000	1,082	10,918	15,000	13,918
PWWW - Playground maint, City Equip	200	0	200	800	0	800	1,000	1,000
PWWW - Playground maint, Maint supplies	2,000	0	2,000	8,000	1,310	6,690	10,000	8,690
PWWW - Playground maint, Inventory	20	0	20	80	0	80	100	100
PWWW - Wellington, Maint supplies	400	0	400	1,600	0	1,600	2,000	2,000
PWWW - Wellington, Hired contractor	5,000	0	5,000	20,000	25,000	(5,000)	25,000	0
PWWW - Wellington, Electrical	2,500	1,449	1,051	10,000	6,592	3,408	12,500	5,908
PWWW - Tennis courts, Payroll	200	0	200	800	1,613	(813)	1,000	(613)
PWWW - Tennis courts, Maint supplies	100	0	100	400	1,159	(759)	500	(659)
PWWW - Beautification, Payroll	10,000	9,896	104	40,000	38,048	1,952	50,000	11,952
PWWW - Beautification, City Equip	1,000	0	1,000	4,000	0	4,000	5,000	5,000
PWWW - Beautification, Maint supplies	3,600	1,356	2,244	14,400	11,108	3,292	18,000	6,892
PWWW - Beautification, Inventory	100	12	88	400	68	332	500	432
PWWW - Beautification, Hired equipment	200	0	200	800	3,420	(2,620)	1,000	(2,420)
PWWW -Dog Park, Payroll	100	0	100	400	0	400	500	500
PWWW - Mowing, Payroll	9,000	9,071	(71)	36,000	32,011	3,989	45,000	12,989
PWWW - Mowing, City Equip	600	0	600	2,400	78	2,322	3,000	2,922
PWWW - Mowing, Hired contractor	1,000	0	1,000	4,000	9,000	(5,000)	5,000	(4,000)
PWWW - Tree Maintenance, Payroll	200	0	200	800	0	800	1,000	1,000
PWWW - Tree Maintenance, City Equip	40	0	40	160	0	160	200	200
PWWW - Tree Maintenance, Hired contractor	4,000	8,030	(4,030)	16,000	33,531	(17,531)	20,000	(13,531)
PWWW - Turf Maintenance, Salary	700	0	700	2,800	0	2,800	3,500	3,500
PWWW - Turf Maintenance, Maint supplies	800	0	800	3,200	0	3,200	4,000	4,000
PWWW - Winter carnival, Salary	0	0	0	6,000	14,671	(8,671)	6,000	(8,671)
PWWW - Winter carnival, Overtime	0	0	0	1,000	2,531	(1,531)	1,000	(1,531)
PWWW - Winter carnival, Payroll	0	0	0	1,000	3,876	(2,876)	1,000	(2,876)
PWWW - Winter carnival, City Equip	0	0	0	3,000	3,839	(839)	3,000	(839)

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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
PWWW - Winter carnival, Maint supplies	0	0	0	2,000	898	1,102	2,000	1,102
PWWW - Winter carnival, Cleaning services	0	0	0	0	1,129	(1,129)	0	(1,129)
PWWW - Watchman, Salary	2,500	4,174	(1,674)	20,000	17,532	2,468	30,000	12,468
PWWW - Watchman, Overtime	83	0	83	664	0	664	1,000	1,000
PWWW - Watchman, Payroll	417	731	(314)	3,336	3,432	(96)	5,000	1,568
PWWW - Watchman, City Equip	0	0	0	0	429	(429)	0	(429)
PWWW - Parades and Special Events, Salary	1,500	5,949	(4,449)	12,000	9,824	2,176	18,000	8,176
PWWW - Parades & Special Events, Overtime	1,250	7,479	(6,229)	10,000	14,704	(4,704)	15,000	296
PWWW - Parades and Special Events, Payroll	1,000	2,611	(1,611)	4,000	4,851	(851)	5,000	149
PWWW - Parades and Special Events, City Equip	292	0	292	2,336	0	2,336	3,500	3,500
IPW - Parades & Special Events, Hired contractor	500	0	500	4,000	50	3,950	6,000	5,950
IPW - Parades & Special Events, Inventory	0	141	(141)	0	253	(253)	0	(253)
PWWW - Garbage collect - Public Space, Salary	4,583	5,563	(980)	36,664	40,612	(3,948)	55,000	14,388
Garbage collect - Public Space, City Equip	625	0	625	5,000	3,699	1,301	7,500	3,801
Garbage collect - Public Space, Inventory	167	875	(708)	1,336	1,943	(607)	2,000	57
Splashpad, Salary	417	54	363	3,336	15,301	(11,965)	5,000	(10,301)
Splashpad, Overtime	42	0	42	336	6,032	(5,696)	500	(5,532)
Splashpad, Vacation	8	1	7	64	282	(218)	100	(182)
Splashpad, Group Insurance	17	1	16	136	609	(473)	200	(409)
Splashpad, Pension	17	2	15	136	950	(814)	200	(750)
Splashpad, CPP/EI/WCB/HAPSET	42	8	34	336	2,634	(2,298)	500	(2,134)
Splashpad, City Equip	8	0	8	64	182	(118)	100	(82)
Splashpad, Maint supplies	42	553	(511)	336	16,645	(16,309)	500	(16,145)
Total Parks & Recreation	87,260	75,772	11,485	412,080	453,873	(41,793)	536,850	82,977
Recover - Garage exp, Salary	0	28,181	(28,181)	0	262,858	(262,858)	0	(262,858)
Recover - Garage exp, Overtime	0	124	(124)	0	39,449	(39,449)	0	(39,449)
Recover - Garage exp, Vacation	0	4,825	(4,825)	0	14,084	(14,084)	0	(14,084)
Recover - Garage exp, Sick	0	1,473	(1,473)	0	25,063	(25,063)	0	(25,063)
Recover - Garage exp, Group Insurance	0	819	(819)	0	13,196	(13,196)	0	(13,196)
Recover - Garage exp, Pension	0	1,894	(1,894)	0	15,835	(15,835)	0	(15,835)

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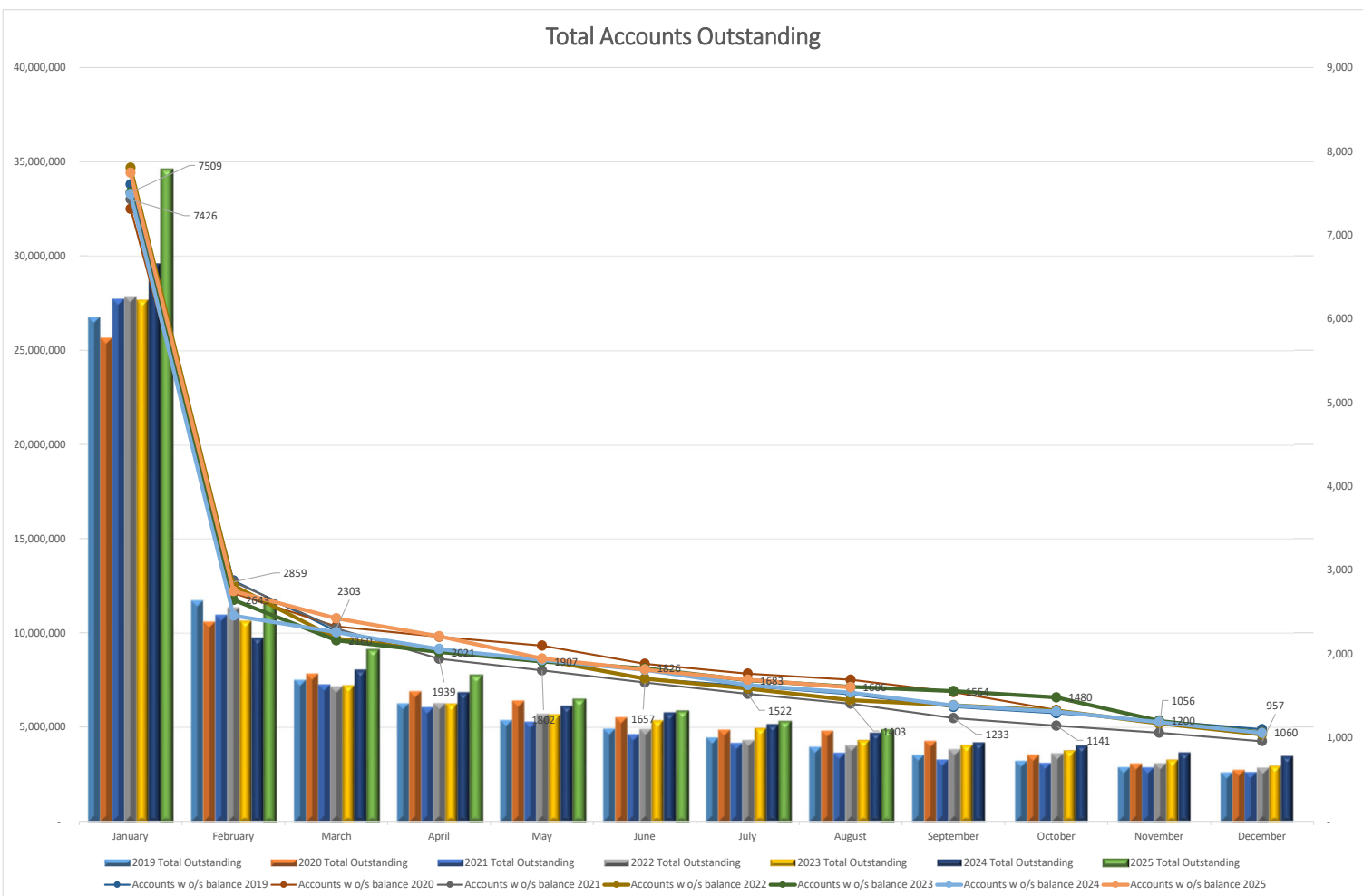
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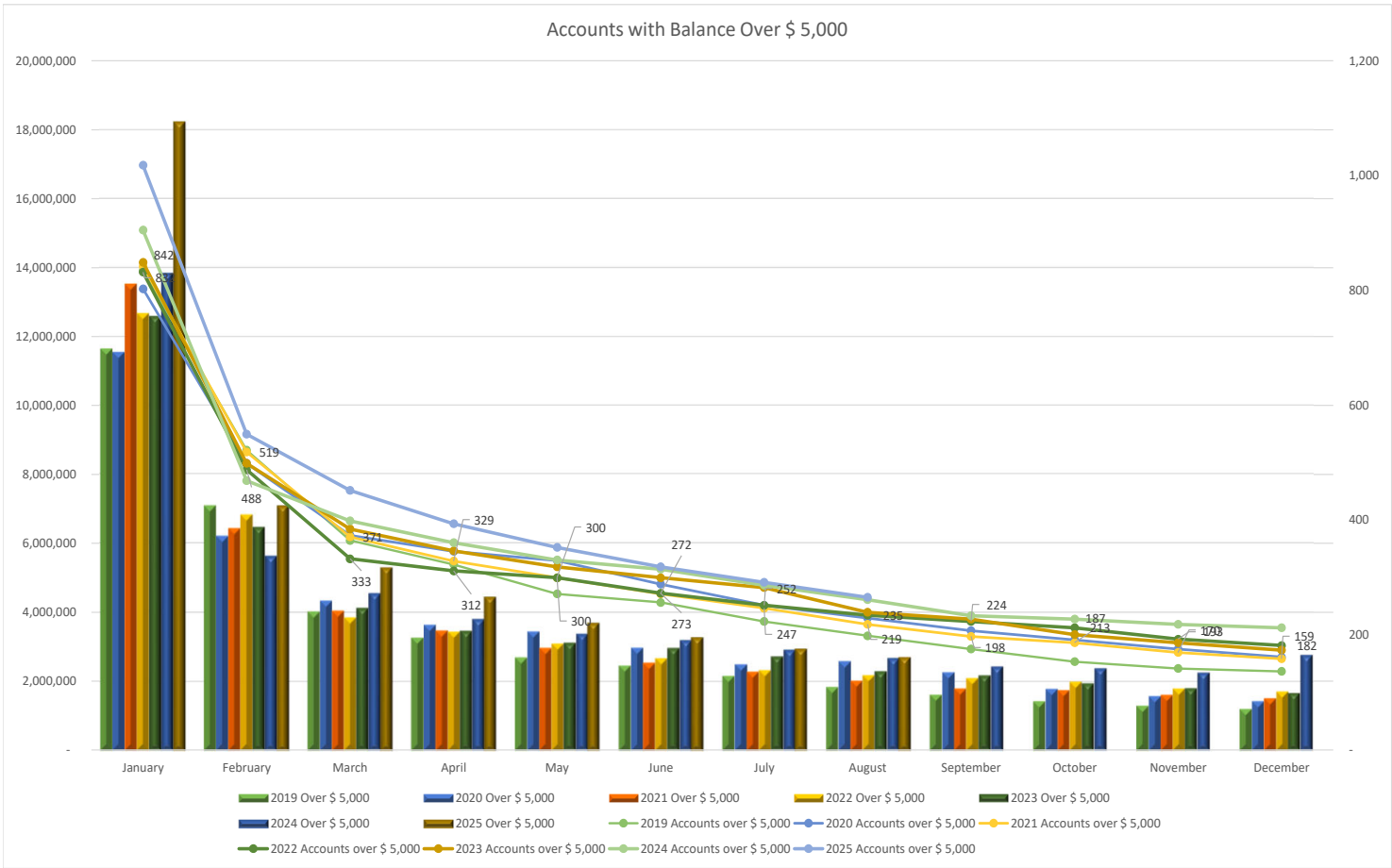
Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Recover - Garage exp, CPP/EI/WCB/HAPSET	0	4,221	(4,221)	0	39,132	(39,132)	0	(39,132)
Recover - Garage exp, City Equip	0	0	0	0	(38,640)	38,640	0	38,640
Recover - Garage exp, Gas/Oil	0	28,048	(28,048)	0	415,381	(415,381)	0	(415,381)
Recover - Garage exp, Maint supplies	41,667	17,844	23,823	333,336	362,525	(29,189)	500,000	137,475
Recover - Garage exp, Other supplies	0	6,681	(6,681)	0	28,446	(28,446)	0	(28,446)
Recover - Garage exp, Inventory	0	1,583	(1,583)	0	40,824	(40,824)	0	(40,824)
Recover - Garage exp, Meal Vouchers	0	0	0	0	469	(469)	0	(469)
Recover - Garage rev, Misc Revenue	0	0	0	0	(603,397)	603,397	0	603,397
Total Garage	41,667	95,693	(54,027)	333,336	615,225	(281,889)	500,000	(115,225)
Total Public Works, Water & Waste Water	1,107,240	821,153	286,077	9,727,159	9,970,530	(243,366)	13,964,300	3,993,775
Grants, Corner Brook Stream	0	0	0	116,250	116,250	0	155,000	38,750
Grants, Museum Grant	0	0	0	11,250	15,000	(3,750)	15,000	0
Grants, Museum -Shared Postion	0	0	0	21,750	21,750	0	29,000	7,250
Grants, Misc Grants	4,167	0	4,167	33,336	26,000	7,336	50,000	24,000
Grants, Winter Carnival	0	0	0	10,000	4,948	5,052	10,000	5,052
Grants, Tourism Bureau	5,500	11,000	(5,500)	16,500	16,500	0	22,000	5,500
Grants, CNA Scholarhsip	0	0	0	1,000	0	1,000	1,000	1,000
Grants, Hospital Foundation	0	0	0	1,000	0	1,000	1,000	1,000
Grants, MUN Scholarship	0	0	0	1,000	0	1,000	1,000	1,000
Grants, CBRH Scholarship	0	0	0	1,000	1,000	0	1,000	0
Grants, Corner Brook Running Club	0	0	0	2,000	0	2,000	2,000	2,000
Grants, Craig Hiscock Memorial	0	0	0	500	0	500	500	500
Grants, Railway Society	0	0	0	2,000	2,000	0	2,000	0
Total Grants	9,667	11,000	(1,333)	217,586	203,448	14,138	289,500	86,052
COOR, Capital out of revenue	120,713	40,903	79,810	965,704	347,606	618,098	1,448,560	1,100,954
COOR, Gas Tax	73,767	0	73,767	590,136	0	590,136	885,200	885,200
Total COOR	194,480	40,903	153,577	1,555,840	347,606	1,208,234	2,333,760	1,986,154
Debt charges, Allow for uncollect	5,000	0	5,000	40,000	(460)	40,460	60,000	60,460
Debt charges, Bank Charges	1,083	0	1,083	8,664	19,166	(10,502)	13,000	(6,166)
Debt charges, FCM prin	2,500	0	2,500	20,000	15,000	5,000	30,000	15,000

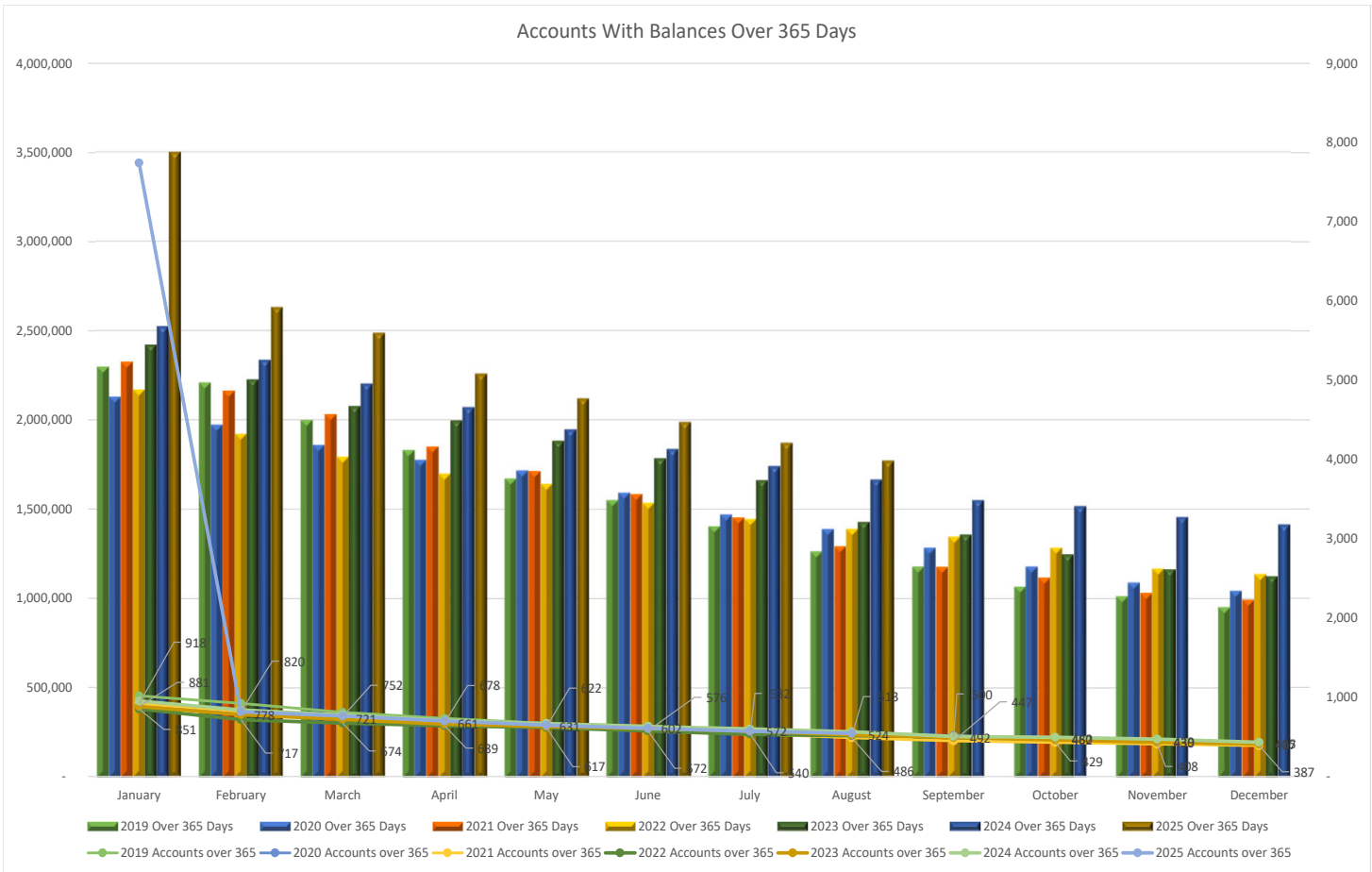
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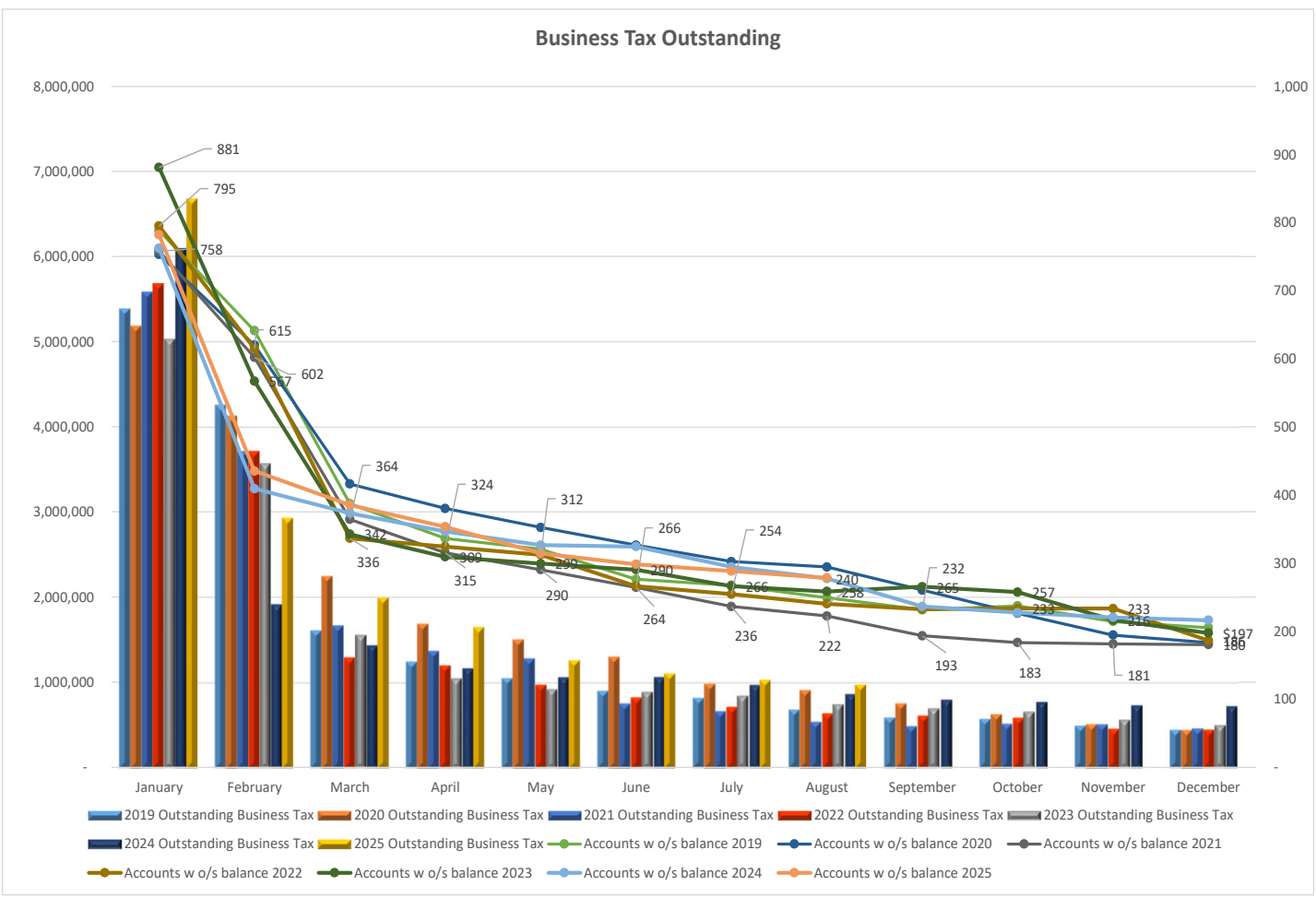
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Account	MTD Budget August2025	MTD Actual August2025	MTD Variance	YTD Budget August2025	YTD Actual August2025	YTD Variance	Annual Budget	Remaining Budget
Debt charges, FCM Int	250	0	250	2,000	1,538	462	3,000	1,462
Debt charges, Principal RAC	107,500	0	107,500	860,000	0	860,000	1,290,000	1,290,000
Debt charges, Interest RAC	31,050	0	31,050	248,400	0	248,400	372,600	372,600
Total Debt Charges	147,383	0	147,383	1,179,064	35,244	1,143,820	1,768,600	1,733,356
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	3,346,366	1,957,908	1,388,446	26,584,826	22,755,053	3,829,780	41,910,900	19,155,854
Recover - Garage exp, Other supplies	41,667	95,694	(54,027)	333,336	1,221,123	(887,787)	500,000	(721,123)
Recover - Garage revenues	0	0	0	0	(603,397)	603,397	0	603,397











Information Report (IR)

Subject: Development, Planning and Community Services

To: Donny Burden

Meeting: Committee of the Whole - 22 Sep 2025

Department:

Staff Contact: Melody Roberts,

Topic Overview: This report is intended to serve as an update to Council and the public regarding the various Development, Planning and Community Services. The current project updates are as follows:

BACKGROUND INFORMATION:

Development and Planning

29 Lundrigan Drive

- Permits Issued - work ongoing

40 North Shore Highway (Mt. Patricia Cemetery Extension)

- Permits Issued - work ongoing
- Project progressing forward, likely completion soon

4 Herald Avenue - Annex converted to Apartment Building

- Permit Issued for exterior upgrades
- Permit Issued for interior fit-up

39 Confederation Drive

- New Car Dealership - Permit complete for Phase 1 (Civil/Site Works)
- Permit issued for Phase 2 - (Rock Pad & Site Services)
- Permit Issued for Foundation & Steel

21 Mt. Bernard Avenue (33 unit apartment building)

- All permits issued - Occupant inspection starting soon

24 Murphy Square - Significant Interior Renovation

- Permit Issued, work ongoing

44 Brook Street - Building Extension

- Permit Issued for foundation

28 Commercial Street - Interior Renovations

- Complete permit issued

57 Riverside Drive- New Warehouse Building

- Permit issued for complete building

16 West Street - Apartment Building & Commercial Units

- Final permit issued

168 Country Road - New Church

- Permit issued for site works

36 Crestview Avenue - New 6 Unit Apartment Building

- Permit issued for site works

396 O'Connell Drive - 2nd Level Renovation

- Permits issued and work ongoing

North Shore Highway - Maintenance Garage (WRWM)

- Permits issued and work ongoing

41 Clarence Street - NLHC

- Exterior renovation - Permit issued

Industrial Park Study

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

IMSP - New Municipal Plan

- Upland has submitted the final documents
- Public Consultation of the draft plan and regulations is complete. The consultant compiled a report for Council to review
- Council has provided the consultant with feedback
- The consultant will compile changes as per this direction

Director of Engineering, Development and Operational Services	Approved - 17 Sep 2025
City Manager	Approved - 17 Sep 2025
Administrative Assistant	Approved - 17 Sep 2025

City Manager



Information Report (IR)

Subject: Civic Centre Update

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: Recreation
Staff Contact: Peter Robinson, Director of Recreation Services
Topic Overview:

BACKGROUND INFORMATION:

It was another busy summer with the Civic Centre hosting several graduations as well as banquets, and training sessions.

Summer events included Monster Trucks, Silver Blades 50th Anniversary Ice Show, Canada's Circus Spectacular, Jiggs and Wheels Autocross, and Thomas Amusements.

Ball hockey programming continued to grow with programming offered to U9, U11, U13, U15, and U18. The Studio hosted regular activity including basketball, pickleball, volleyball, and soccer. The Studio gym also hosted a training camp for Canada Games Volleyball.

Summer ice remained in demand with hockey and figure skating camps. The Kinsmen arena had ice for the first skate of summer on Friday, July 11th and will remain on for the season.

Corner Brook was awarded the bid to host the Hockey Newfoundland and Labrador's High Performance Program (HPP) - male and female provincial team selections for U14, U15 & U16. The HPP camp hosted over 300 athletes, coaching and training staff with housing and meals provided at Grenfell Campus in August. There were over 1,000 visitors to Corner Brook throughout the camp.

Silver Blades started their regular season on Wednesday Sept 3th. Corner Brook Minor Hockey starts their 2025-26 season on September 22nd with tournaments currently being finalized for the season. The Western Kings AAA held tryouts, started practices and hosted their first weekend of the season on September 12th.

Fall ice programming includes several hockey camps, youth tournaments, a figure skating seminar and tryouts for minor AAA programming for both male and female. The Corner Brook Senior Royals will be hosting tryouts for the 2025-26 season in October. It is expected the senior hockey season will begin in November.

The Fall is busy with craft fairs, meetings, training seminars and elections. The Centre is also thrilled to have hosted the Agrifoods Show on September 12-14. This show highlights the best of agriculture

in the province and was fun for all ages. Corner Brook will also host the Municipalities NL conference in November

Regular programming started in the studio post Labor Day weekend for Active Tots, Seniors, Pickleball, Grenfell recreation and others. The Centre will also play host to Volley West in October with Ladies League starting at the end of September.

Projects

The Fall will also see the start and completion of two major projects, New Sound System for the Main Arena and replacement of concrete in the Kinsmen entrance and sidewalk. The New Sound System will replace the original public system with a new state of art GSC sound system including DSP. The new system will create a more even distribution and quality of sound. The Concrete work is expected to start at the end of September.

Director of Recreation Services	Approved - 17 Sep 2025
City Manager	Approved - 17 Sep 2025
Administrative Assistant	Approved - 17 Sep 2025

City Manager



Information Report (IR)

Subject: Tourism Update

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: Tourism
Staff Contact: Peter Robinson, Director of Recreation Services
Topic Overview:

BACKGROUND INFORMATION:

I'm pleased to share some exciting updates on tourism in our region.

This summer's **Jigs and Wheels Festival** was a great success. Many events drew more than 700 people, and despite a little rain on opening night, spirits were high, and over 1000 attendees enjoyed themselves. Over the course of 10 days, the festival supported nearly 100 not-for-profit organizations and local businesses—making a real impact in our community.

The cruise ship season is still going strong, with ships scheduled to call well into September and October. A highlight will be **October 13th**, when we welcome the iconic *Queen Mary Two* during our annual **Colours of Corner Brook** celebration. West Street will be closed to traffic and transformed into a lively festival space, with live music, buskers, photo booths, and more than 50 vendors. We encourage everyone to come out and enjoy the entertainment, atmosphere, and hospitality that Corner Brook is known for.

Finally, the **Humber Bay of Islands Tourism Committee** is in the final stages of its regional branding project. A launch event will take place in October, and we're excited to unveil this important initiative that will showcase our region to the world.

Tourism continues to thrive here in Corner Brook, and these events and initiatives highlight just how much we have to offer both visitors and residents alike.

Director of Recreation Services	Approved - 17 Sep 2025
City Manager	Approved - 17 Sep 2025
Administrative Assistant	Approved - 17 Sep 2025

City Manager



Information Report (IR)

Subject: Recreation Update

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: Recreation
Staff Contact: Peter Robinson, Director of Recreation Services
Topic Overview:
Attachments: [20250917 - Disc Golf Stats](#)

BACKGROUND INFORMATION:

June is Recreation Month

To celebrate Recreation NL's *June is Recreation Month* campaign, City Recreation staff launched our annual challenge encouraging residents to spend time outdoors, try new fitness activities, and focus on their well-being. Participation was strong again this year, with three lucky winners receiving prizes for their efforts.

City Recreation Events

Sounds of Summer

The popular *Sounds of Summer* series kicked off in June with The Griffin's performing at Bartlett's Point Park, followed by concerts during Jigs N' Wheels and wrapping up with an Orientation concert for returning post-secondary students at Margaret Bowater Park.

Canada Day

Canada Day was a memorable celebration of our country and Memorial Day in Newfoundland. This year, Corner Brook proudly hosted the *Canada Games Torch Relay*, beginning at City Hall and concluding at the Civic Centre. Community members enthusiastically carried the Torch, reflecting on the city's pride from hosting the Games in 1999. The relay was followed by a community breakfast hosted by the Humber Community YMCA. We extend our sincere thanks to the Government of Canada for supporting Corner Brook's Canada Day festivities.

Corner Brook Day

Corner Brook Day, held in collaboration with Jigs N' Wheels, drew an incredible turnout across Margaret Bowater Park, Majestic Lawn, and West Street. The day featured live entertainment, local vendors, and children's activities.

Ribfest

From August 1st–3rd, Margaret Bowater Park hosted *Ribfest*, combining great food and live music for the perfect finale to the Jigs N' Wheels festival. We're thrilled to announce Ribfest will return next year—bigger and better than ever!

Marina Redmond Centre

The Marina Redmond Centre continues to be a busy facility with many people making use of all of the amenities at the centre.

- Over the summer there were more than 1,400 program registrations that occurred.
 - More than 5,500 people have created accounts in the online portal since the MRC opened.
 - Nearly 7,000 people visited the MRC during the summer months.
-

Sport Tourism Highlights

Summer 2025 was a successful season for sport tourism in Corner Brook:

- The Corner Brook Baseball Association hosted the *Mary Tavenor Tournament* at Jubilee Field, welcoming 40 teams.
- The Corner Brook United Soccer Club’s U13 Boys and Girls *Mega Tournament* also brought 40 teams and their families to the city.
- Outdoor pickleball continues to grow in popularity, with the club hosting the 3rd annual *Marina Redmond Memorial Pickleball Tournament* at the Corner Brook Tennis Club Courts.
- Corner Brook Disc Golf had a very successful summer with rising participation numbers. There were players from 7 Canadian provinces, 8 US states and Germany that utilized the course. The local club has also created a 9-hole putting course that’s fun for all ages, especially those learning to play.

Director of Recreation Services	Approved - 17 Sep 2025
City Manager	Approved - 18 Sep 2025
Administrative Assistant	Approved - 18 Sep 2025

City Manager

Corner Brook DGC

Play counts from last year and this year *

January 1, 2024 to September 4, 2025



Stats from the past year

September 4, 2024 to September 4, 2025

Play count
6,168

Unique players
280

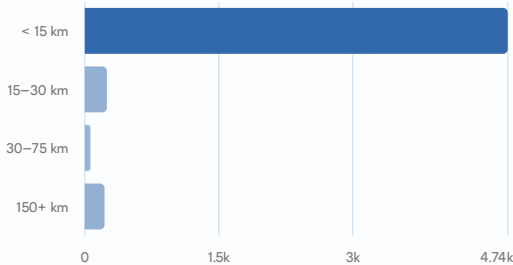
Recreation hours
8,116

Kilometers walked
15,292

Steps taken
21,408,910

Calories burned **
2,203,293

Where players are coming from



Canadian provinces (7)
Alberta, British Columbia, New Brunswick, Newfoundland and Labrador, Nova Scotia, Ontario, Prince Edward Island

US states (8)
CA, CT, IN, MA, NC, NY, PA, TX

Countries (3)
Canada, Germany, United States

More about disc golf

- There are **16,267** public courses available on UDisc as of February 20, 2025.
- There are disc golf courses in **91** countries.

In 2024 on UDisc:

- 20.1** million rounds of disc golf were played.
- 1.26** million disc golfers used the app.
- 33** million recreation hours were spent on the course.

Stats and information
powered by



What is disc golf?

Disc golf is similar to traditional golf, with players throwing discs at metal baskets instead of hitting balls into holes. This lifetime activity offers a low-cost, environmentally friendly form of recreation that is accessible to all ages and skill levels.

What is UDisc?

UDisc is the leading disc golf app on both Apple and Android devices. Players can find courses, get a map of the course, keep score, track their rounds, find events and much more.

Where does this data come from?

Everything on this sheet is collected from players that choose to track their disc golf rounds with UDisc. While there are many disc golfers worldwide, the number of players who use UDisc varies by region, so comparing these statistics against local survey data is the best way to extrapolate their findings.

* Casual rounds, league rounds, and tournament rounds are all included as long as they were tracked with UDisc. Each point on the chart represents the total plays over the previous 28 days.

** Calorie calculation is based off an average adult weight of 150lbs.
Calories burned = MET (3.8) x 3.5 x Weight (68.0389kg) / 200 x hours spent x 60
Herrmann, S.D., et al. (2024). *Journal of Sport and Health Science*, 13(1), 6-12.
Kaminski, J. (n.d.). NASM. blog.nasm.org/metabolic-equivalents-for-weight-loss



Request for Decision (RFD)

Subject: Capital Project and Engineering Committee Updates

To: Donny Burden

Meeting: Committee of the Whole - 22 Sep 2025

Department: Engineering

Staff Contact: Melody Roberts,

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. The current project updates are as follows:

BACKGROUND INFORMATION:

Current Projects

Deep Gulch Brook Culvert Replacement (*JCL Investments*)

- Construction ongoing. Paving of O'Connell Drive completed

Petries Street Bridge Replacement (*Marine Contractors Inc.*)

- Construction is planned for the 2026 Construction Season

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

- Work is underway, anticipated completion date of mid-October

Water Audit/Loss Analysis (*CBCL*)

- Project underway, second round of leak detection occurring this week.
- First round of leak detection resulted in several substantial leaks being identified and have since been repaired.

Traffic Detection Upgrade

- The following intersections have had traffic detection installed during the 2025 Construction Season. Project is complete.
 - Humber Road & Main Street
 - Mill Road & Main Street

- Mount Bernard & Main Street

Street Resurfacing

- All paving is completed

STAR Trail Design & Construction Services (*Russels Landscaping*)

- Work to start in October 2025

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

- Final Report received. Concept in progress. Meetings scheduled with local funding partners.

Bartlett's Point Park Bandstand (*Englobe*)

- Ongoing, waiting for Issued for Approval Drawings

Confederation Drive Intersection Design (*Englobe*)

- Final design received. Project is shovel ready for when funding is available.

Broadway Storm Sewer (*Marine Contractors Inc.*)

-
- All work is completed except the Rectangular Rapid Flashing Beacons (RRFB) crosswalk signs which will be installed in the coming days.

Civic Centre (Kinsmen Entrance Upgrades)

- Contract awarded to West Coast Excavating & Equipment Co. Ltd.
- Work commencing September 22nd

CHIF Funding Application

- Funding has been applied for to complete the following projects:
 - Wastewater Treatment Facility (Est. \$140M)
 - Westside Water Reservoirs (Est. \$13.3M)
 - Active Transportation Fund - Country Road Sidewalk (Est. \$2M)
 - Active Transportation Fund - Confederation Drive Multi-Use Trail (Est. \$3.7M)
 - No update on funding applications to date

Riverside Drive Risk Assessment (*Stantec Consulting*)

- Study is underway, Geotechnical report has been received.

City of Corner Brook Transit

- New Code of Conduct policy is in place.
- Accessible transit system is functioning well, with over 300 trips completed since its inception
- New Accessible Transit Bus arriving in October
- On-Demand Software project kicked off with software expected to be released at the end of October.

Garbage Collection Contract

- New Collection Contract approved at June 23rd, 2025 Council Meeting
- Notice of Motion for Amended Bylaw advertised at last Council Meeting. Decision to approve Bylaw on the agenda for this meeting.
- Tender RFD for the new garbage bins on the agenda for this meeting as well

Sustainable Development

- Water Meter Reader: Training has been completed on the new water meter reading device. Staff are collecting data on water usage to create educational campaigns and engagement activities surrounding water conservation.
- Tree Assessments & Trimming: 32 tree assessments have been completed. A total of 8 City trees have been removed due to health related risks, plans for replanting are underway
- Amending Urban Hen Policy: Review underway to amend policy to an "Urban Fowl" policy.

Director of Engineering, Development and Operational Services	Approved - 17 Sep 2025
City Manager	Approved - 17 Sep 2025
Administrative Assistant	Approved - 17 Sep 2025

City Manager



Request for Decision (RFD)

Subject: Commercial Lease Rates

To: Deon Rumbolt
Meeting: Committee of the Whole - 22 Sep 2025
Department: Development and Planning
Staff Contact: Brandon Duffy, Land Management Supervisor
Topic Overview: To change the commercial lease rates to \$1.00/year

BACKGROUND INFORMATION:

After reviewing the City's commercial leases, Land Management is looking to convert all of them to a nominal rate of \$1.00/year to be consistent with current residential leases.

At present, the City has eight active commercial leases, the majority of which are located along Confederation Drive and are used primarily by car dealerships for parking. Collectively, these leases generate just under \$5,000 annually.

Given the limited financial benefit and the fact that the land use is generally low impact, standardizing these leases at \$1.00/year would streamline operations and ease some of the financial burden for some local businesses.

PROPOSED RESOLUTION:

It is RESOLVED that Council approve the conversion of all existing and future commercial land leases to a nominal rate of One Dollar (\$1.00) per year, consistent with the City's practice for residential leases.

FINANCIAL IMPACT:

If approved, loss of Lease Revenue, -\$5,000.00.

GOVERNANCE IMPLICATIONS:

Policy
 Other
 City of Corner Brook Policy
 07-08-05

Legal Review: No

RECOMMENDATION:

Staff recommends Council approve the request to change the Commercial Lease rate to \$1.00.

ALTERNATIVE IMPLICATIONS:

Options:

- 1. Change Commercial Lease rates to \$1.00/year:
 - o Advantage: streamline operations, and ease some financial burdens for some local businesses.
 - o Disadvantage: Loss of lease revenue

- 2. Don't change Commercial Lease rates:
 - o Advantage: Revenue from Commercial Leases.
 - o Disadvantage: financial burdens on local businesses

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

City Manager



Request for Decision (RFD)

Subject: Supply of Residential Garbage Carts

To: Donny Burden

Meeting: Committee of the Whole - 22 Sep 2025

Department: Engineering

Staff Contact: Melody Roberts,

Topic Overview:

Attachments: [Cornerbrook Sales Quotation 8262 20250910 113600](#)

BACKGROUND INFORMATION:

Following Council's decision on June 23, 2025, to award the automated garbage collection contract to Murphy Brother's Limited - who will conduct curbside collection using City-provided bins - staff initiated a Request for Quotations (RFQ) through the Canoe Procurement Group for the purchase of residential automated garbage carts. This procurement is a key component of the City of Corner Brook's transition to automated waste collection under the new collection of Garbage and Recycling Contract.

Five Suppliers submitted proposals, with prices ranging from \$99.23 per bin to the lowest of \$79.60 per bin from Schaefer Systems International Limited. Schaefer's submission was the most cost-efficient and includes assembly, household delivery, and freight. Each registered property/unit will receive a registered garbage cart, delivered directly to households by the successful proponent. The bins will feature the City logo and an RFID tag to capture delivery data.

In addition to the household bins, the City will receive 500 spare bins for future use, along with a range of spare parts to support ongoing maintenance and repairs.

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council accept the quotation from Schaefer System International Limited in the total amount of \$731,053.73 CAD for City of Corner Brook Residential Garbage Carts.

Director of Engineering, Development and Operational Services Approved - 17 Sep 2025

City Manager Approved - 18 Sep 2025

Administrative Assistant Approved - 18 Sep 2025

City Manager



Schaefer System International Limited

5 Nevets Road
Brampton, ON L6T 5T2
CA
905.458.5399
905.458.7951
Accounting.Canada@ssi-schaefer.com
https://www.ssi-schaefer.com/en-ca

CITY OF CORNER BROOK

MELODY ROBERTS
mroberts@cornerbrook.com
PO BOX 1080
CORNER BROOK, NL A2H6E1
CA

Original

Document Number

8262

Customer No.

C1548

Your Reference

120324-SFR

Your Contact

50-Waste & Packaging

orders@ssi-schaefer.com

Delivery Address

CITY OF CORNER BROOK

Same as Bill-to

SALES QUOTATION

Document Date

Aug 29, 2025

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Currency: **CAD**

Description	Quantity	Price	Total
001 USD65M.0R0 standard color, standard wheels, standard hot stamp artwork (hot stamp plate fees waived) Item Code: MISC INVENTORY Estimated Delivery Date: Unit Price: 55.69 Discount:	9,317	55.690000	518,863.73
002 Assembly and Delivery Item Code: MISC INVENTORY Estimated Delivery Date: Unit Price: 8.91 Discount:	9,000	8.910000	80,190.00
003 2026 project (expected late spring) ~9,600 homes, one cart per home RFID Scan to capture delivery data Delivery to front of house only Estimating a 19-day deployment (2 teams) Deliveries to take place M-Sat, 7a-7p Pricing includes one piece of literature pinched under the lid Pricing does not include attaching labels or handwriting address Customer must provide adequate staging yard			

Quotation Subtotal: **CAD 599,053.73**

Additional Expenses: **CAD 132,000.00**

Total Amount: CAD 731,053.73

Additional Expenses

Shipping Type:

#	Description	Remarks	Net
1	Freight		132,000.00

Payment Term

Net 30 Days

**Schaefer System International
Limited**

5 Nevets Road
Brampton, ON L6T 5T2
CA

Original

Document Number

8262

SALES QUOTATION

Document Date

Aug 29, 2025

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Currency: **CAD**

Quotation Valid Until: **Sep 29, 2025**

Taxes extra if applicable. Price will remain firm for 30 days from the quotation document date. F.O.B. our dock.

I, _____ hereby agree to the prices and conditions outlined above.

Signature _____ **Date** _____



Request for Decision (RFD)

Subject: Garbage and Refuse Regulations 2025

To: Donny Burden

Meeting: Committee of the Whole - 22 Sep 2025

Department: Engineering

Staff Contact: Melody Roberts,

Topic Overview: The following RFD is for Council's approval required to amend the Garbage and Refuse Regulations

Attachments: [Proposed Garbage Regulations 2025](#)
[Garbage and Refuse Regulations - June 8, 2015 \(1\)](#)

BACKGROUND INFORMATION:

The City of Corner Brook is introducing a new automated garbage collection system, which will utilize designated curbside carts and implement a dual-stream recycling approach. This initiative was previously approved by Council in a Committee of the Whole Meeting of June 23, 2025. To support the rollout of this enhanced program, staff have conducted a thorough review of the existing Garbage Bylaw and identified several necessary amendments to ensure alignment with the new collection model. Key amendments include but are not limited to:

- 1) Regulations for City-Provided Approved Storage Containers (ASCs):** Clear guidelines on the use, placement, and maintenance of designated curbside carts.
- 2) Updating Recycling Procedures:** The City will be moving from a single co-mingled recycling approach to having two streams of recycling (fibers and plastics/metals).
- 3) Updated Definition of Multi-Unit Residential Properties:** Revising the threshold from 10 units or more to 5 units or more to better reflect current collection needs.
- 4) Removal of the Grandfather Clause:** Eliminating the exemption for multi-unit residential buildings with more than 10 units that received municipal collection services in 2013. These buildings will no longer receive collection services by the City of Corner Brook.

In accordance with Section 39 of the City of Corner Brook Act, no regulation shall be considered by Council without written notice having been given at a previous meeting. Notice of these proposed amendments was provided at the public Council meeting held on September 8, 2025. The public was invited to provide comments on the proposed amendments and no comments opposing the amendments were received. Staff did receive some general inquiries regarding the overall garbage program which were addressed accordingly.

As such, a Request for Decision (RFD) is being presented at the Council meeting scheduled for September 22, 2025, recommending the adoption of the amended bylaw.

PROPOSED RESOLUTION:

Be it resolved that pursuant to the authority granted under Sections 207, 208, 209, 210, 280.1, 280.2, and 280.4 of the City of Corner Brook Act, R.S.N.L. 1990, c. C-15, as amended, and all other enabling powers, the Corner Brook City

Council hereby rescinds the Garbage and Refuse Regulations, 2015 and enacts the Garbage and Refuse Regulations, 2025.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations

Legal Review: Yes

LEGAL REVIEW:

The Regulation has undergone legal review by the City's solicitor.

ALTERNATIVE IMPLICATIONS:

- Council can approve the bylaw change as proposed.
- Council can deny the bylaw change as proposed. With the new garbage program already approved, Council will need to provide direction to staff as to the next steps.
- Council can amend the motion to provide alternatives to the bylaw amendment.

Director of Engineering, Development and Operational Services	Approved - 18 Sep 2025
City Manager	Approved - 18 Sep 2025
Administrative Assistant	Approved - 18 Sep 2025

City Manager

THE CITY OF CORNER BROOK
GARBAGE AND REFUSE REGULATIONS 2025

PURSUANT to the powers vested in it under Sections 207, 208, 209, 210, 280.1, 280.2 and 280.4 of the City of Corner Brook Act R.S.N.L. 1990, c. C-15, as amended, and all other powers it is enabling, the Corner Brook City Council, in a session convened on the ____ day of _____, 2025, hereby passes and enacts the following regulations.

1. These Regulations may be cited as the City of Corner Brook Garbage and Refuse Regulations.
2. For the purpose of these Regulations:
 - (a) "Approved Storage Container" means a garbage bin that is approved and issued and/or distributed by the City and is registered to each unit that receives garbage collection services from the City;
 - (b) "Bulk Items" means any item that is too large or bulky to be contained within a "Plastic Disposable Bag" as defined in s. 34 herein and/or has a weight in excess of 22.5 kilograms and includes but is not limited to stoves, refrigerators, dishwashers, clothes washers, clothes dryers, furnaces, boilers, bed springs, mattresses, furniture, fencing, tree trunks or large branches, boxes and barrels and the like;
 - (c) "City" means the City of Corner Brook;
 - (d) "Commercial Property" means any property or building that is used or designed for use for business, commercial, industrial, or institutional purposes;
 - (e) "Commercial Waste" means waste from a commercial property;
 - (f) "Council" means Corner Brook City Council;
 - (g) "Director" means the department head of the City that is responsible for the administering of garbage collection operations;
 - (h) "Divertible Material" includes materials that can be diverted from landfill sites and recycled, reused or otherwise disposed of outside the provincial landfill sites. This includes curbside recycling. Hazardous materials, tires and other materials deemed as divertible by Western Regional Waste Management;
 - (i) "Excluded Material" means Corrugated Cardboard and fiber products that are contaminated with blood, grease, oil, food residue, wax or have polyethylene, polystyrene, foil, or other non-paper liners and those which are contaminated with material that will render the corrugated cardboard unmarketable;

- (j) "Fiber" Includes newspapers, flyers, magazines, office paper, shredded paper, books (with covers removed), corrugated cardboard, and boxboard;
- (k) "Garbage" includes:
 - (i) all rejected, thrown out, abandoned or discarded household, excrement of humans and animals, restaurant, hotel, shop, store or merchandise or industrial waste matter, ashes, glass, crockery, tin cans, metal, household utensils, garden refuse and waste including dead branches, leaves, bushes, weeds and plants, small and light household furniture or furnishings, bedding, wearing apparel, floor sweepings, barrels, and other discarded or thrown out receptacles, disposable undergarments and their normal contents from humans; and
 - (ii) All material contained in the definition of Excluded Material above;

But Excludes:

 - (i) Bulk Items, Household Hazardous Material, Industrial Waste, Commercial Waste, and Recyclable Material as defined in these Regulations; and
 - (ii) Non-collectable waste as described in "Materials Not Collected" section of these Regulations;
- (l) "Garden Waste" means waste material from gardens, consisting of grass clippings, dead branches, leaves, bushes, weeds, plants, and other similar materials;
- (m) "Household" means any residential dwelling unit designed and intended for occupation by a single family, whether occupied by a single family or not;
- (n) "Household Hazardous Material" includes hazardous materials originating from a household including but not limited to antifreeze, batteries, cleaners, fuels, motor oils and filters, paint and paint products, pesticides and herbicides, medications, propane tanks, aerosol cans, thermometers, and thermostats;
- (o) "Industrial Waste" means all materials produced as a byproduct of industrial processes including:
 - (i) plaster, wood, and stone from excavations, building construction, repair, alterations, maintenance, or demolition;
 - (ii) debris from any building removed, destroyed by fire, or any other cause; and
 - (iii) material from manufacturing processes, manure, slaughterhouse offal, fish offal, waste from garages and service stations, condemned matter or waste from factories, foundries, or commercial boiler furnaces;

- (p) "Inspector" means any Municipal Enforcement Officer appointed pursuant to s.211 of the City of Corner Brook Act; or any person appointed by Council to act as an Inspector under this regulation;
- (q) "Multi-unit residential" means a registered residential building registered on the City tax roll as exceeding 5 units that share a common entrance;
- (r) "Occupant" of any property means a person who:
 - (i) owns the property;
 - (ii) resides at the property;
 - (iii) conducts business at the property;
 - (iv) is in physical possession of the property; or
 - (v) has responsibility for, and control over, the condition of the property, the activities conducted on the property and the people allowed to enter the property;

and for purposes of these Regulations there may be more than one occupant of the same property;
- (s) Plastics/Metals: Includes recyclable plastic containers and metal cans deemed recyclable by Western Regional Waste Management. ;and
- (t) "Recyclable Material" means materials that are deemed recyclable by Western Regional Waste Management from time to time. This includes but is not limited to fibers, metals and plastics.

GENERAL PROHIBITION

3. No Occupant of a property in the City shall store or dispose of or permit or allow storage or disposal of Garbage, Recyclable Material, Household Hazardous Materials, Commercial Waste, Bulk Items, Excluded Materials, Recyclable Material, Divertible Material or Industrial Waste in the City except in accordance with these Regulations.

MATERIALS REMOVAL

4. No Occupant of any property in the City shall permit or allow any Garbage, Recyclable Material, Household Hazardous Materials, Bulk Items or Industrial Waste to accumulate, be, or remain in, on, or about any such property, except in a suitable container as set out in these Regulations and then only for the period permitted under these Regulations, or until directed to remove the same by an Inspector.
5. No Occupant of any property shall permit any receptacle containing Garbage or Recyclable Material to remain upon the property for a period longer than seven days without placing same for collection by the City in the manner herein provided.
6. No Occupant of any property shall permit any Industrial Waste to remain upon the property for a period longer than seven days.

7. No Occupant of any property shall permit any Household Hazardous Material to accumulate on the property.
8. No Occupant of any property shall permit any Bulk Items to accumulate on their property except in accordance with section 34 herein.
9. An Inspector may at any time, by a direction in writing, require the Occupant of any property in the City to forthwith clean up and remove at the expense of such Occupant, and to the satisfaction of such Inspector, all Garbage, Recyclable Material, Household Hazardous Material, Bulk Items, Commercial Waste, Excluded Material, Divertible Material or Industrial Waste from such property by a specific date, which date shall be not less than six days from the date of service of the written direction.
10. In the event of the failure or neglect of any Occupant of a property to clean up and remove all Garbage, Recyclable Material, Household Hazardous Material, Commercial Waste, Excluded Material, Divertible Material, Bulk Items or Industrial Waste from the property, after being directed by an Inspector so to do, such Inspector may cause all such Garbage, Recyclable Material, Household Hazardous Material, Bulk Items or Industrial Waste to be cleaned up and removed and the cost of the cleanup and removal shall be paid by the Occupant to the City and shall be collectable as a civil debt of the Occupant to the City.

SUITABLE CONTAINERS FOR STORAGE

11. The Occupant of every property in the City shall not allow Garbage and Recyclable Materials to accumulate from or on such property unless it is stored in accordance with the following and as otherwise set out in these Regulations:
 - (a) such accumulation in no instance exceeds the permissible timelines as otherwise set out in these Regulations, including but not limited to those timelines specified in sections 5, 6, 7, and 8;
 - (b) The Garbage is kept in Plastic Disposable Bags as defined in section 12 herein and Recyclable Materials are kept in accordance with section 19 herein which Garbage and Recyclable Materials are then contained within an Approved Storage Container;
 - (c) The Approved Storage Container is kept in good condition of repair and in a sanitary condition; and
 - (d) Garbage is placed in the approved storage container such that the lid is able to fully closed, preventing pests and water from contaminating the refuse.

SUITABLE CONTAINERS FOR COLLECTION

12. Garbage that has been placed for collection must be contained in Plastic Disposable Bags that are closed, securely fastened, and meet the following criteria:
 - (a) have a volume capacity of not less than 20 liters and not more than 80 liters;
 - (b) have a thickness of at least 1 millimeter;
 - (c) have an overall length of not more than 1 meter when empty; and

(d) are strong enough to hold 22.5 kilograms.

This includes small plastic bags commonly referred to as kitchen catchers but does not include small plastic bags commonly referred to as supermarket or shopping bags.

13. The City will provide Approved Storage Containers (ASC) for residents at no cost subject to the following:

(a) Ownership and Assignment

- (i) All ASC shall remain the property of the City of Corner Brook;
- (ii) Each ASC shall be registered to a specific property and must remain at that property, regardless of changes in ownership or occupancy;
- (iii) Each unit shall only receive one ASC;

(b) Maintenance and Repairs

- (i) The City or its designated contractor shall be responsible for repairs to damaged ASCs;
- (ii) Occupants shall report ASC damage or maintenance needs to the City within a reasonable period of time following the damage or requirement of maintenance.

(c) Lost or Missing ASCs

- (i) In the event of a lost or missing ASC, Occupants shall be responsible for the replacement of lost ASCs;
- (ii) Replacement ASCs will be issued by the City, and the applicable replacement fee will be charged to the Occupant at the City's Replacement rate in effect at the time the ASC is reported lost or missing.;

(d) ASCs for Collection

- (i) Only garbage and refuse contained in ASCs issued by the City will be collected curbside; and
- (ii) Occupants are not permitted to use garbage receptacles that are not ASCs unless explicitly authorized through the exemption process outlined in section 21 of these Regulations.

14. Garbage must be placed curbside in the ASCs provided by the City. ASC lids MUST be fully closed when placed curbside. ASCs with lids that are opened or partially opened may not be collected.

15. Only Garbage that has been placed in accordance with sections 12 and 13 herein will be collected.

16. Occupants shall ensure that the Approved Storage Containers used to contain garbage placed for collection are removed from curbside no later than 10:00 p.m. on the day of collection.
17. Garbage shall not be stored or placed for collection in any paper, cardboard carton, cardboard box, or any receptacle other than those Approved Storage Containers as prescribed by sections 11, 12, and 13 herein.
18. Excretes or litter from domestic animals including household pets such as dogs and cats must be double bagged and securely tied in watertight bags and mixed with other Garbage.
19. Recyclable Materials shall be stored and collected as follows:
 - (a) In two separate streams comprised of :
 - (i) Fibers; and
 - (ii) Plastics/ metals;
 - (b) In Translucent Blue Plastic Disposable Bags which meet the following criteria:
 - (i) have a volume capacity of not more than 80 liters;
 - (ii) have a thickness of at least 11/2 millimeter;
 - (iii) have an overall length of not more than 1 meter when empty;
 - (iv) are strong enough to hold 22.5 kilograms;
 - (v) are -translucent; and (vi) are not small plastic bags commonly referred to as supermarket or shopping bags or kitchen catchers; or
 - (c) By being tied in neat bundles not exceeding 22.5 kilograms.
20. All wet Garbage that is stored or placed for collection shall be thoroughly strained, wrapped in paper, and securely tied before placing in Plastic Disposable Bags.
21. Occupants with mobility or accessibility challenges who are unable to manage the City-provided ASC may apply for an exemption from the City. Occupants who are approved for an exemption must place their garbage curbside in a secure manner that prevents access by pests and avoids contamination or scattering due to wind or water. All other waste disposal regulations outlined in this policy remain applicable to exempted households.

COLLECTION OF MATERIALS

22. The Occupants of any property in the City shall ensure that only bagged garbage able to be placed in the provided Approved Storage Containers are placed curbside. No garbage is to be placed curbside other than that contained within the Approved Storage Container save and except for during the annual spring cleanup or other special

collection days as described in s. 23. Approved Storage Containers placed curbside must have the lid fully closed.

23. Annual spring cleanup week and other special collection days will be fixed by the Director from time to time.
24. No Garbage or Recyclable Materials shall be put out for collection prior to 5:00 p.m. on the day before the date designated for collection in the area.
25. Sharp objects shall only be disposed of in sealed and puncture resistant containers and hypodermic needles or sharp devices or instruments designed and intended for medical use shall only be disposed of in a sealed container which is designed for the disposal of medical sharps.
26. Approved Storage Containers and Recyclables intended for collection by the City shall be placed as per the curbside instructions posted on the City's website. Approved Storage Containers placed curbside not adhering to these guidelines will not be collected.
27. No person, other than people authorized by the City so to do, shall pick over, remove, disturb or otherwise interfere with any Garbage or Recyclable Material placed for removal by the City, whether or not the same is contained in ASCs.
28. No person shall permit any animal owned by such person or under that person's control to pick over, interfere, disturb, remove, or scatter any material placed out for collection.
29. The Collection Commencement Time for Garbage and Recyclable Materials is 8:00 a.m. on such days as set by the Director from time to time. Garbage and Recyclable Material shall not be left out for collection later than 12 hours after the Collection Commencement Time.

MATERIAL NOT COLLECTED

30. All Garbage or Recyclable Materials placed for collection in a manner not permitted by these Regulations will not be collected and such Garbage or Recyclable Materials shall be removed by the Occupant not later than 12 hours after the Collection Commencement Time.
31. If for any reason the contents of any container shall become wet and of a fluid consistency the same shall not be collected by the City.
32. Industrial Waste will not be collected by the City but shall be disposed of by the Occupant of the property where the Industrial Waste is created or stored.
33. Automotive tires, sheet iron, scrap metal, car bodies and the carcasses of any animal shall not be collected by the City.
34. Bulk items shall not be included with Garbage or Recyclable Materials placed for collection but may be stored until spring clean-up week or other special collection day, unless otherwise directed by an Inspector under the provision of Section 9 of these

Regulations. Broken or discarded household appliances and household furniture or furnishings shall be picked up during the cleanup period.

35. Commercial waste will not be collected by the City and shall be disposed of by the Occupant of the property at the landfill in accordance with the hours of landfill operation.
36. No person shall park in front of Garbage or Recyclable Materials placed at curbside for collection or otherwise block or obstruct the convenient viewing and/or access to the Garbage or Recyclable Materials placed for collection.
37. Waste from multi-unit residential properties with 5 or less units will be collected by the City in accordance with the following provisions:
 - (a) the frequency of collection shall be weekly or once per waste collection cycle;
 - (b) Garbage will only be collected from the City issued Approved Storage Containers set out in Section 13 of these Regulations as approved by the Inspector and placed at the curb with the lid completely closed. Each unit will be provided with an Approved Storage Container registered to the corresponding unit;
 - (c) There shall be no parking in front of or otherwise obstructing convenient access to the Approved Storage Containers;
 - (d) The collection location if not at curbside must be approved by the Director or his/her designate and must be level and have adequate room to safely allow a collection vehicle to enter the site, collect the waste and exit without backing up on a municipal road; and
 - (e) The area must be kept clear of snow and ice so as not to pose a danger to the collection vehicle or property during collection.

All other provisions of these Regulations apply to multi-unit residential properties.

CITY LANDFILL

38. No person shall place or dump or cause to be placed or dumped any Garbage in the City other than for collection in accordance with these regulations or at the landfill or landfills provided for that purpose by the City.
39. No person shall, at any time, place, or dump, or cause to be placed or dumped Recyclable Materials in the City other than for collection in accordance with these regulations or at a lawful recycling operation.
40. No person shall place or cause to be placed on a landfill any Recyclable Material or any Divertible Material that has been discarded by the Occupant of any Commercial Property.

DIVERTIBLE MATERIALS

41. The Occupant of any Commercial Property shall not place for collection or cause or permit to be sent to any City landfill any Divertible material.
42. Where the Occupant of any Commercial Property places for collection or causes or permits to be sent to any City landfill any Divertible Material in any amount, the

Occupant shall pay any divertible material surcharge as is required by the Western Regional Service Board.

ENFORCEMENT

43. Where any person contravenes any provision of this Regulation or any Direction or Order issued under this Regulation:
- (a) such person is guilty of an offence and liable on summary conviction to a fine or to a period of imprisonment in accordance with the City of Corner Brook Act; and
 - (b) such person may be issued a violation notice pursuant to section 280.1 of the City of Corner Brook Act.
44. All Inspectors are designated people employed by Council who may issue a violation notice pursuant to section 280.1 of the City of Corner Brook Act for any contravention or failure to comply with these Regulations.

Schedule

45. Collection schedule shall be as determined by the City in its sole discretion from time to time.

IN WITNESS WHEREOF these regulations are sealed with the Common Seal of the City of Corner Brook and subscribed by and on behalf of the Council by the Mayor and City Clerk at Corner Brook, in the Province of Newfoundland and Labrador, this day of 2025.

Mayor

City Clerk

Published in the NL Gazette -First Reading -

Second Reading -

**THE CITY OF CORNER BROOK
GARBAGE AND REFUSE REGULATIONS 2015**

PURSUANT to the powers vested in it under Sections 207, 208, 209, 210, 280.1, 280.2 and 280.4 of the *City of Corner Brook Act*, R.S.N.L. 1990, c. C-15, as amended, and all other powers it enabling, the Corner Brook City Council, in a session convened on the 8th day of June 2015, hereby passes and enacts the following regulations

1. These Regulations may be cited as the *City of Corner Brook Garbage And Refuse Regulations*.

2. For the purpose of these Regulations:

- (a) "Approved Storage Container" means a watertight, sealable container made of impermeable material that when closed is not accessible by rodents, pests, birds, and other animals and may include but is not limited to dumpsters, sheds, and wooden boxes that otherwise meet this criteria;
- (b) "Boxboard" means thin, lightweight cardboard and includes but is not limited to that which is used for packaging cereal boxes, tissue boxes, shoe boxes paper towel rolls and the like;
- (c) "Bulk Items" means any item that is too large or bulky to be contained within a "Plastic Disposable Bag" as defined in s. 12 herein and/or has a weight in excess of 22.5 kilograms and includes but is not limited to stoves, refrigerators, dishwashers, clothes washers, clothes dryers, furnaces, boilers, bed springs, mattresses, furniture, fencing, tree trunks or large branches, boxes and barrels and the like.;
- (d) "City" means the City of Corner Brook;
- (e) "Commercial Property" means any property or building that is used or designed for use for business, commercial, industrial or institutional purposes;
- (f) "Commercial Waste" means waste from a commercial property.
- (g) "Corrugated Cardboard" means containers or materials used in containers consisting of three or more layers of kraft paper and having smooth exterior liners and a corrugated or rippled core;
- (h) "Council" means Corner Brook City Council;
- (i) "Director" means the Director of Operational Services for the City;
- (j) "Divertible Material" includes Corrugated Cardboard, paper, wood, aluminum and steel, materials not accepted by the Western Regional Service Board, or are charged a divertible surcharge at Wild Cove Landfill.
- (k) "Excluded Material" means Corrugated Cardboard and fiber products that are contaminated with blood, grease, oil, food residue, wax or have polyethylene, polystyrene, foil, or other non

paper liners and those which are contaminated with a material that will render the corrugated cardboard not marketable;

(l) "Garbage" includes:

(i) all rejected, thrown out, abandoned or discarded household, excrement of humans and animals, restaurant, hotel, shop, store or merchandise or industrial waste matter, ashes, glass, crockery, tin cans, metal, household utensils, garden refuse and waste including dead branches, leaves, bushes, weeds and plants, small and light household furniture or furnishings, bedding, wearing apparel, floor sweepings, barrels, and other discarded or thrown out receptacles, disposable undergarments and their normal contents from humans; and

(ii) All material contained in the definition of Excluded Material above;

but excludes

(iv) Bulk Items, Household Hazardous Material, Industrial Waste, Commercial Waste, and Recyclable Material as defined in these Regulations;

(v) Non-collectable waste as described in Section 33 of these Regulations;

(m) "Garden Waste" means the waste material from gardens, consisting of grass clippings, dead branches, leaves, bushes, weeds, plants and other similar material;

(n) "Household" means any residential dwelling unit designed and intended for occupation by a single family, whether occupied by a single family or not;

(o) "Household Hazardous Material" include hazardous materials originating from a Household including but not limited to antifreeze, batteries, cleaners, fuels, motor oils and filters, paint and paint products, pesticides and herbicides, medications, propane tanks, aerosol cans, thermometers and thermostats.

(p) "Industrial Waste" means all materials produced as a by product of industrial processes including

i) plaster, wood and stone, from excavations, building construction, repair, alterations, maintenance, or demolition;

ii) debris from any building removed, destroyed by fire or any other cause; and

iii) material from manufacturing processes, manure, slaughter house offal, fish offal, waste from garages and service stations, condemned matter or waste from factories, foundries or commercial boiler furnaces;

(g) "Inspector" means any Municipal Enforcement Officer appointed pursuant to s. 211 of the *City of Corner Brook Act*, or any person appointed by Council to act as an Inspector under this regulation;

(r) "Multi-unit residential" means a registered residential building registered on the City of Corner Brook tax roll as exceeding 10 units that share a common entrance.

(s)"Occupant" of any property means a person who

- (i) owns the property;
- (ii) resides at the property;
- (iii) conducts business at the property;
- (iv) is in physical possession of the property; or
- (v) has responsibility for, and control over, the condition of the property, the activities conducted on the property and the persons allowed to enter the property; For purposes of these Regulations there may be more than one occupant of the same property;

(t)"Recyclable Material" means wood fiber products including, but not limited to, newspapers, flyers, glossy magazines, telephone books, office paper, shredded paper, soft covered books, hard covered books with covers removed, corrugated cardboard and boxboard not included in the definition of Excluded Material above.

GENERAL PROHIBITION

3. No Occupant of a property in the City shall store or dispose of or permit or allow storage or disposal of Garbage, Recyclable Material, Household Hazardous Materials, Commercial Waste, Bulk Items, Excluded Materials, Recyclable Material, Divertible Material or Industrial Waste in the City except in the manner as provided in these Regulations.

MATERIALS REMOVAL

4. No Occupant of any property in the City shall permit or allow any Garbage, Recyclable Material, Household Hazardous Materials, Bulk Items or Industrial Waste to accumulate, be, or remain in, on, or about any such property, except in a suitable container as set out in these Regulations and then only for the period permitted under these Regulations, or until directed to remove the same by an Inspector.

5. No Occupant of any property shall permit any containers containing Garbage or Recyclable Material to remain upon the property for a period longer than seven days without placing same for collection by the City in the manner herein provided.

6. No Occupant of any property shall permit any Industrial Waste to remain upon the property for a period longer than seven days.

7. No Occupant of any property shall permit any Household Hazardous Material to accumulate on the property.

8. No Occupant of any property shall permit any Bulk Items to accumulate on their property except in accordance with section 34 herein.

9. (i) An Inspector may at any time, by a direction in writing, require the Occupant of any property in the City to forthwith clean up and remove at the expense of such Occupant, and to the satisfaction of such Inspector, all Garbage, Recyclable Material, Household Hazardous Material, Bulk Items, Commercial Waste, Excluded Material, Divertable Material or Industrial Waste from such property by a specific date, which date shall be not less than six days from the date of service of the written direction.

(ii) An Inspector may at any time, by a direction in writing, require the Occupant of any property in the City to forthwith cover their Garbage with a net or blanket that is acceptable to the Inspector and/ or to cover it in a manner that is acceptable to the Inspector.

10. In the event of the failure or neglect of any Occupant of a property to clean up and remove all Garbage, Recyclable Material, Household Hazardous Material, Commercial Waste, Excluded Material, Divertable Material, Bulk Items or Industrial Waste from the property, after being directed by an Inspector so to do, such Inspector may cause all such Garbage, Recyclable Material, Household Hazardous Material, Bulk Items or Industrial Waste to be cleaned up and removed and the cost of the clean up and removal shall be paid by the Occupant to the City and shall be collectable as a civil debt of the Occupant to the City.

SUITABLE CONTAINERS FOR STORAGE

11. The Occupant of every property in the City shall not allow Garbage and Recyclable Materials to accumulate from or on such property unless it is stored in accordance with the following and as otherwise set out in these Regulations:

- (i) such accumulation in no instance exceeds the permissible timelines as otherwise set out in these Regulations, including but not limited to those timelines specified in sections 5, 6, 7, and 8;
- (ii) the Garbage is kept in Plastic Disposable Bags as defined in section 12 herein and Recyclable Materials are kept in accordance with section 18 herein which Garbage and Recyclable Materials are then contained within an Approved Storage Container;
- (iii) the Approved Storage Container is kept in a good condition of repair and in a sanitary condition;
- (iv) the Approved Storage Container is cleaned, constructed and maintained in a manner that prevents pests, rodents, gulls, crows, dogs, cats, and other scavengers from entering the Approved Storage Container or otherwise accessing the Garbage and Recyclable Materials and/or tearing open the Plastic Disposable Garbage Bags;
- (v) the Approved Storage Container is cleaned, constructed and maintained in a manner that prevents the Garbage and Recyclable Materials and Plastic Disposable Garbage Bags from becoming wet; and

- (vi) the Approved Storage Container is located at least three (3) metres from a City street and from the property boundary.

SUITABLE CONTAINERS FOR COLLECTION

12. Garbage that has been placed for collection must be contained in Plastic Disposable Bags that are closed, securely fastened, and meet the following criteria:

- a) have a volume capacity of not less than 20 litres and not more than 80 litres;
- b) have a thickness of at least 1 millimetre;
- c) have an overall length of not more than 1 meter when empty; and
- d) are strong enough to hold 22.5 kilograms.

This includes small plastic bags commonly referred to as kitchen catchers but does not include small plastic bags commonly referred to as supermarket or shopping bags.

13. Garbage placed in Plastic Disposable Bags for collection must then be:

- a) covered with a weighted nylon or polyester net with a maximum mesh size of 25mm x 25mm acceptable to the inspector;
 - b) covered with a blanket acceptable to the inspector so as to ensure it provides adequate coverage, does not blow off the garbage, is easily removable by the garbage collector and does not blow away once the garbage has been removed;
- or
- a) (c) placed in water tight cans made of not less than 28 gauge metal or other impermeable material which meet the following criteria; are equipped with a cover of metal or other impermeable material;
 - b) are equipped with handles;
 - c) have a volume not less than 25 litres and not more than 90 litres;
 - d) have a height of not less than 50 centimeters nor more than 80 centimeters;
 - e) have a diameter of not less than 40 centimeters nor more than 50 centimeters;
 - f) is strong enough to hold 22.5 kilograms;
 - g) has not been used for storage of loose garbage or refuse; and
 - h) has a cover affixed to or connected with the body of the container in such a manner as to ensure ease of access and so that the cover does not become separated from the body of the container.

14. Only Garbage that has been placed in accordance with sections 12 and 13 herein will be collected. Garbage will not be collected from Approved Storage Containers and Occupants must ensure that any Garbage that has been stored is removed from any storage containers and placed for collection on the collection day assigned for that property.

15. Occupants shall ensure that containers used to contain garbage placed for collection, and blankets or nets used to cover garbage placed for collection, are removed no later than 10:00 p.m. on the day of collection. .

16. Garbage shall not be stored or placed for collection in any paper, cardboard carton, cardboard box, or any receptacle other than those approved storage and collection containers as set out in sections 11, 12, and 13 herein.

17. Excretes or litter from domestic animals including household pets such as dogs and cats must be double bagged and securely tied in watertight bags and mixed with other Garbage;

18. Recyclable Materials shall be stored and collected either:

- i) In Translucent Blue Plastic Disposable Bags which meet the following criteria;
 - a) have a volume capacity of not more than 80 litres;
 - b) have a thickness of at least 1 1/2 millimeter;
 - c) have an overall length of not more than 1 meter when empty;
 - d) are strong enough to hold 22.5 kilograms;e) are -translucent; and
 - f) are not small plastic bags commonly referred to as supermarket or shopping bags or kitchen catchers; or

- ii) By being tied in neat bundles not exceeding 22.5 kilograms.

19. All wet Garbage that is stored or placed for collection shall be thoroughly strained, wrapped in paper and securely tied before placing in Plastic Disposable Bags.

COLLECTION OF MATERIALS

20. The Occupants of any property in the City shall not put out for collection more than four (4) Plastic Disposable Bags on any one collection day, save and except for during the annual spring clean up or other special collection days as described in s. 21 and save and except for multi-unit residential properties which may put out for collection no more than four (4) Plastic Disposable Bags per unit subject to the provisions of s.38 and 39 of these Regulations. For example no more than 20 bags of garbage will be accepted from a 5 unit building. This four (4) bag limit applies regardless of the size of the bag. For example, kitchen catchers, though smaller than standard garbage bags are also subject to the four (4) bag limit.

21. Annual spring clean up week and other special collection days will be fixed by the Director from time to time.

22. If the Occupants of any property in the City require collection of more than four (4) Plastic Disposable Bags or their equivalent they may do so by purchasing from the City or a distributor authorized by the City a bag permit or sticker to affix it to a bag or container for a fee to be set by Council, which fee may be set in the annual City budget, and this shall permit the collection of one additional bag on a collection day.

23. No Garbage or Recyclable Materials shall be put out for collection prior to 5:00 p.m. on the day before the date designated for collection in the area.

24. Sharp objects shall only be disposed of in sealed and puncture resistant containers and hypodermic needles or sharp devices or instruments designed and intended for medical use shall only be disposed of in a sealed container which is designed for the disposal of medical sharps.

25. Containers and all other pieces or parcels of Garbage and Recyclable Materials intended for collection by the City shall be placed near the sidewalk close to the curb, or where this is impossible or impractical, upon the property from which the Garbage and Recyclable Material is to be collected, but in no case shall the Garbage and Recyclable Material intended for removal be placed more than three meters from the sidewalk, or the edge of the road.

26. No person, other than persons authorized by the City so to do, shall pick over, remove, disturb or otherwise interfere with any Garbage or Recyclable Material placed for removal by the City, whether or not the same is contained in containers.

27. No person shall permit any animal owned by such person or under that person's control to pick over, interfere, disturb, remove or scatter any material placed out for collection.

28. The Collection Commencement Time for Garbage and Recyclable Materials is 8:00 a.m. on such days as set by the Director from time to time. Garbage and Recyclable Material shall not be left out for collection later than 12 hours after the Collection Commencement Time.

MATERIAL NOT COLLECTED

29. All Garbage or Recyclable Materials placed for collection in a manner not permitted by these Regulations will not be collected and such Garbage or Recyclable Materials shall be removed by the Occupant not later than 12 hours after the Collection Commencement Time.

30. If for any reason the contents of any container shall become wet and of a fluid consistency the same shall not be collected by the City.

31. Industrial Waste will not be collected by the City but shall be disposed of by the Occupant of the property where the Industrial Waste is created or stored.

32. Automotive tires, sheet iron, scrap metal, car bodies and the carcasses of any animal shall not be collected by the City.

33. Bulk items shall not be included with Garbage or Recyclable Materials placed for collection but may be stored until spring clean-up week or other special collection day, unless otherwise directed by an Inspector under the provision of Section 9 of these Regulations. Broken or discarded household appliances and household furniture or furnishings shall be picked up during the clean up period.

34. Commercial waste will not be collected by the City and shall be disposed of by the Occupant of the property at the landfill in accordance with the hours of landfill operation.

35. No person shall park in front of Garbage or Recyclable Materials placed at curbside for collection or otherwise block or obstruct the convenient viewing and/or access to the Garbage or Recyclable Materials placed for collection.

36. The City does not provide municipal Garbage and Recycling Materials collection services to multi-unit residential properties exceeding 10 units, save and except for those multi-unit residential properties to which municipal Garbage and Recycling Materials collection services were provided by the City in the year 2013. Multi-unit residential properties that have municipal collection shall adhere to the Regulations including but not limited to those set out in section 37 herein. Multi-unit residential buildings not serviced by the City's municipal collection are required to seek private waste/recycling collection service providers, to store Garbage and Recycling Materials in suitable containers as set out in these Regulations or as otherwise approved by the Inspector, and to dispose of Garbage and Recyclable Materials at the landfill in accordance with the hours of landfill operation.

37. Waste from multi-unit residential properties with 10 or less units will be collected by the City in accordance with the following provisions:

- (i) the frequency of collection shall be weekly or once per waste collection cycle;
- (ii) Garbage will only be collected from suitable containers set out in Section 12 of these Regulations approved by the Inspector and placed at the curb and covered as per section 13 or from such other container or out-building as may be approved for collection by the Director or his or her designate in writing (hereinafter called "MURP Container") provided that such MURP Container otherwise complies with the criteria set out for storage of Garbage in s.11 of these Regulations;
- (iii) there shall be no parking in front of or otherwise obstructing the convenient access to the MURP Container;
- (iv) the collection location if not at curbside must be approved by the Director or his/her designate and must be level and have adequate room to safely allow a collection vehicle to enter the site, collect the waste and exit without backing up on a municipal road;
- (v) the MURP Container must be kept cleared of snow and ice so as not to pose a danger to the collection vehicle or property during collection;
- (vi) All other provisions of these Regulations apply to multi-unit residential properties, including but not limited to the quantity limits set out in Section 20.

WEIGHT RESTRICTION

38. Any container of Garbage or Recyclable Material placed for collection by the City shall not, with the combined weight of the Garbage or Recyclable Material and its receptacle or container exceed a weight of twenty-two and one half (22.5) kilograms.

CITY LANDFILL

39. No person shall place or dump, or cause to be placed or dumped any Garbage in the City other than for collection in accordance with these regulations or at the landfill or landfills provided for that purpose by the City.

40. No person shall, at any time, place or dump, or cause to be placed or dumped Recyclable Materials in the City other than for collection in accordance with these regulations or at a lawful recycling operation.

41. No person shall place or cause to be placed in a City landfill any material of whatever nature or kind without having first received from the foreman or person in charge of such landfill permission so to do and having paid the appropriate fees as required by the Western Regional Service Board.

42. No person shall place or cause to be placed on a City landfill any Recyclable Material or any Divertible Material that has been discarded by the Occupant of any Commercial Property.

43. No person shall enter upon or remove any materials from a City landfill unless authorized so to do by the City.

DIVERTIBLE MATERIALS

44. The Occupant of any Commercial Property shall not place for collection or cause or permit to be sent to any City landfill any Divertible material.

45. Where the Occupant of any Commercial Property places for collection or causes or permits to be sent to any City landfill any Divertible Material in any amount, the Occupant shall pay any divertible material surcharge as is required by the Western Regional Service Board.

ENFORCEMENT

46. Where any person contravenes any provision of this Regulation or any Direction or Order issued under this Regulation:

i) such person is guilty of an offence and liable on summary conviction to a fine or to a period of imprisonment in accordance with the *City of Corner Brook Act*; and

(ii) such person may be issued a violation notice pursuant to section 280.1 of the *City of Corner Brook Act*.

47. All Inspectors are designated persons employed by Council who may issue a violation notice pursuant to section 280.1 of the *City of Corner Brook Act* for any contravention or failure to comply with these Regulations.

48. These regulations shall come into force as of the date enacted by Council and the Garbage and Refuse By-Law 2013 and all amendments thereto are hereby repealed upon the coming into force of these Regulations.

IN WITNESS WHEREOF these regulations are sealed with the Common Seal of the City of Corner Brook and subscribed by and on behalf of the Council by the Mayor and City Clerk at Corner Brook, in the Province of Newfoundland and Labrador, this 8th day of June, 2015.



Mayor



City Clerk

Published in the Western Star – June 13, 2015

First Reading – May 19, 2015

Second Reading – June 8, 2015

Letter to Municipal Affairs – June 10, 2015



Request for Decision (RFD)

Subject: Advertising Rights for Public Transit Shelters

To: Darren Charters
Meeting: Committee of the Whole - 22 Sep 2025
Department: City Manager
Staff Contact: Manas Mukhopadhyay, Business Facilitator
Topic Overview: Advertising Rights for Public Transit Shelters – Contractor Selection
Attachments: [DAS Commitment Letter](#)
[DAS Proposal](#)
[Pattison Proposal](#)
[RFP - CB Bus Shelter Advertising](#)
[RFP invitees](#)

BACKGROUND INFORMATION:

The current contract for Advertising Rights for Public Transit Shelters will conclude on December 31, 2025. An RFP was launched to select a contractor for a new 3-year contract starting January 1st, 2026. The RFP was sent to five carefully selected contractors that have relevant background, a regional footprint and experience, and a successful track record. Two proposals were received and scored by staff.

1. Digital Advertising Solutions (DAS)
2. Pattison Outdoor Advertising

DAS scored higher overall and offered 55% of gross revenue to the City for the advertising rights.

PROPOSED RESOLUTION:

Be it resolved that the [Council of the City of Corner Brook](#) award the Transit Shelter Advertising contract to 75427 Newfoundland and Labrador Inc. (Digital Advertising Solutions) for a three (3) year term beginning on January 1, 2026

FINANCIAL IMPACT:

Not Applicable. However, to increase the revenue to the City further, a few more additional panels can be installed, the cost of which is likely to be modest. This may be done in a phased manner and can be self-financed by the advertising revenues earned.

RECOMMENDATION:

Staff recommend Option 1 and that the following be considered by Council:

Be it resolved that the [Council of the City of Corner Brook](#) award the Transit Shelter Advertising contract to 75427 Newfoundland and Labrador Inc. (Digital Advertising Solutions) for a three (3) year term beginning on January 1, 2026

ALTERNATIVE IMPLICATIONS:

1. The Council of the City of Corner Brook award the Transit Shelter Advertising contract to 75427 Newfoundland and Labrador Inc. (Digital Advertising Solutions) for a three (3) year term beginning on January 1, 2026.
2. The Council of the City of Corner Brook not award the Transit Shelter Advertising contract to 75427 Newfoundland and Labrador Inc. (Digital Advertising Solutions) for a three (3) year term beginning on January 1, 2026.
3. The Council of the City of Corner Brook give other direction to staff

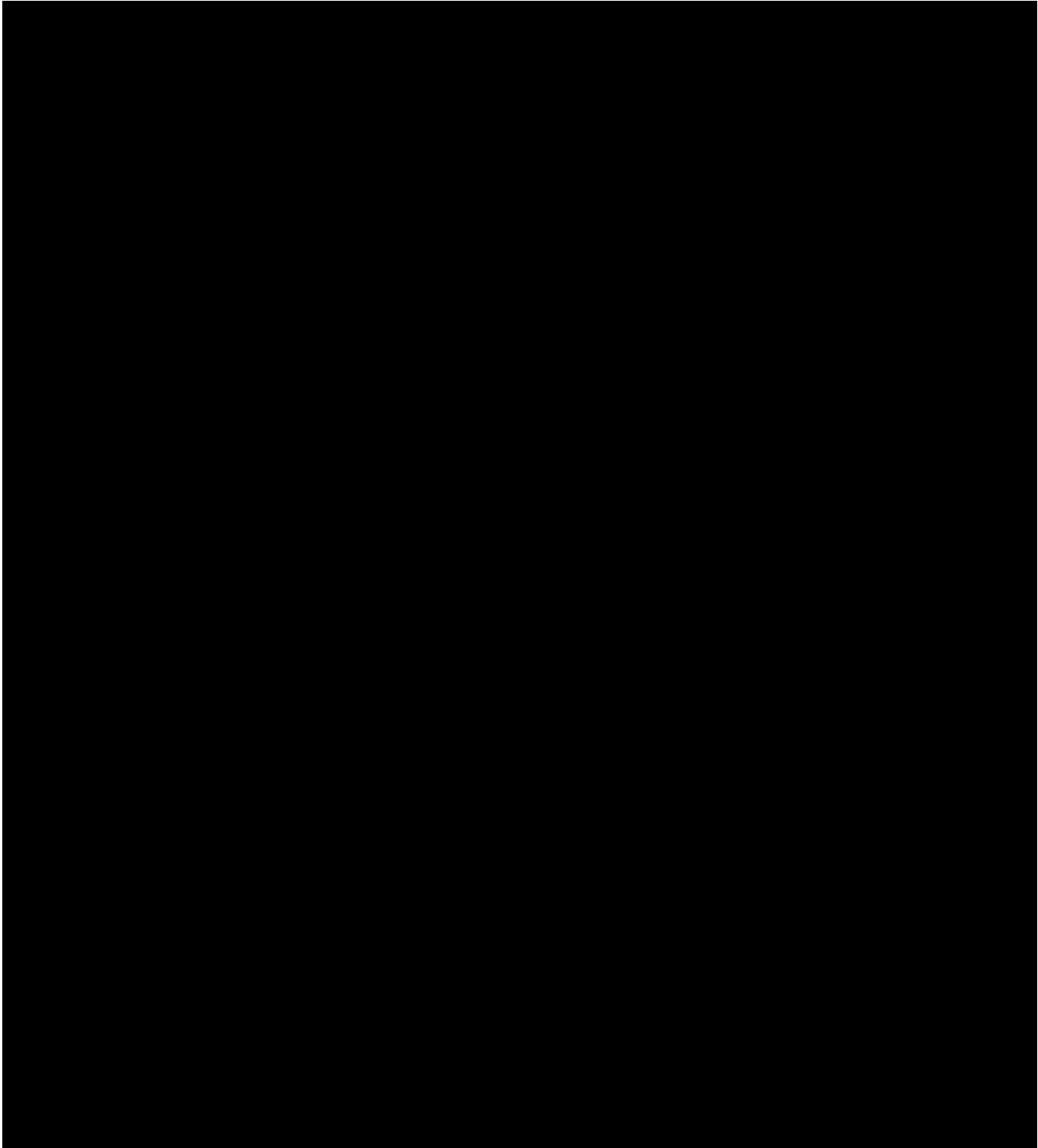
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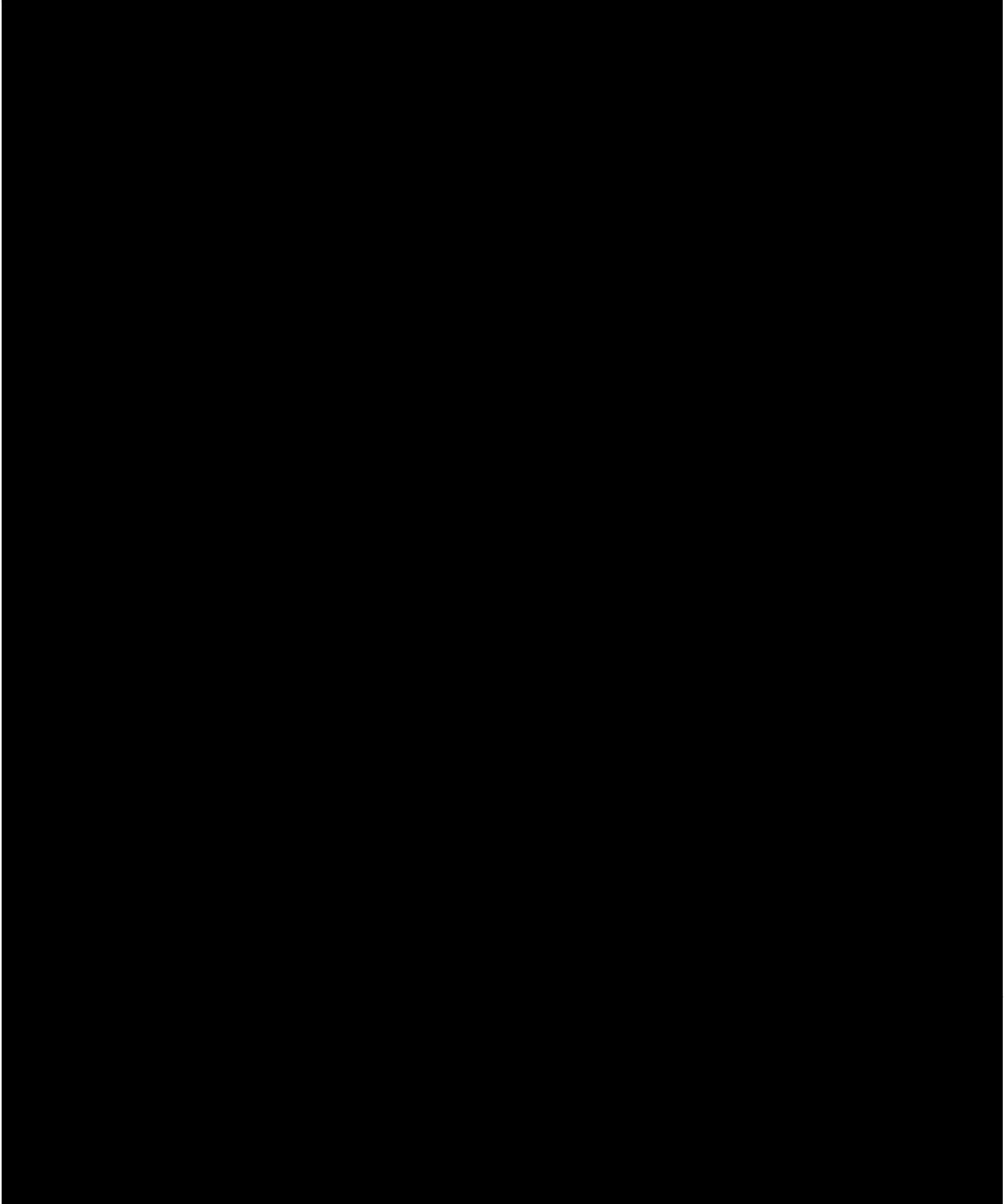
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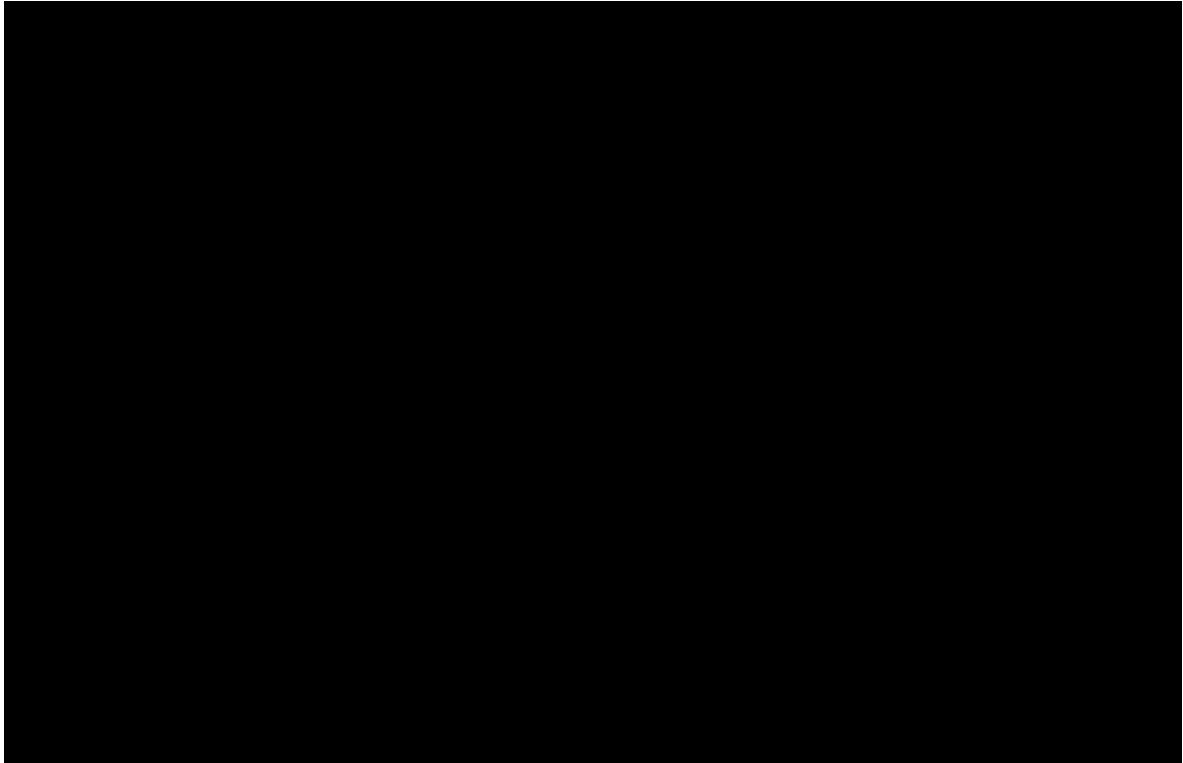
Administrative Assistant

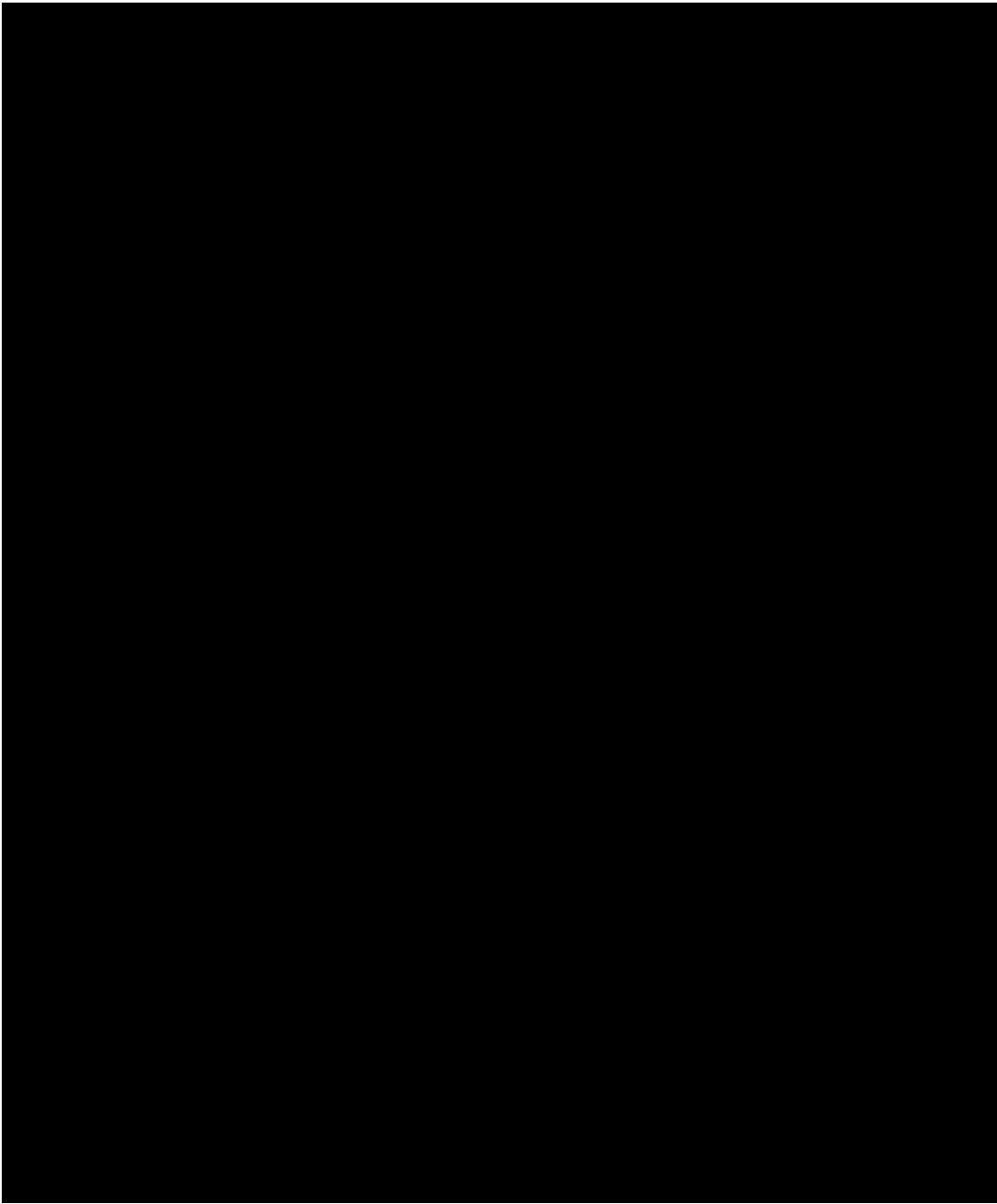
Approved - 05 Sep 2025

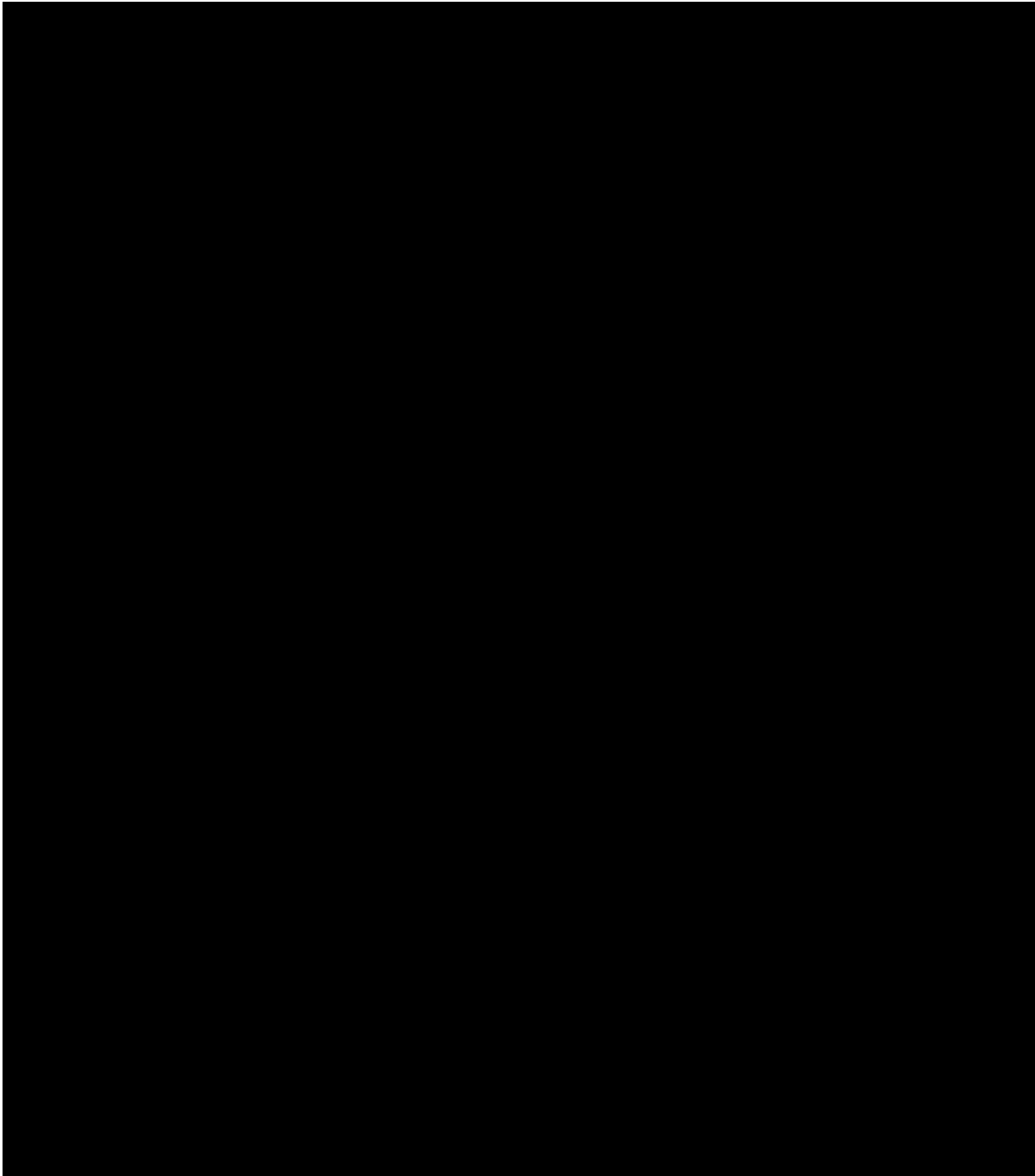
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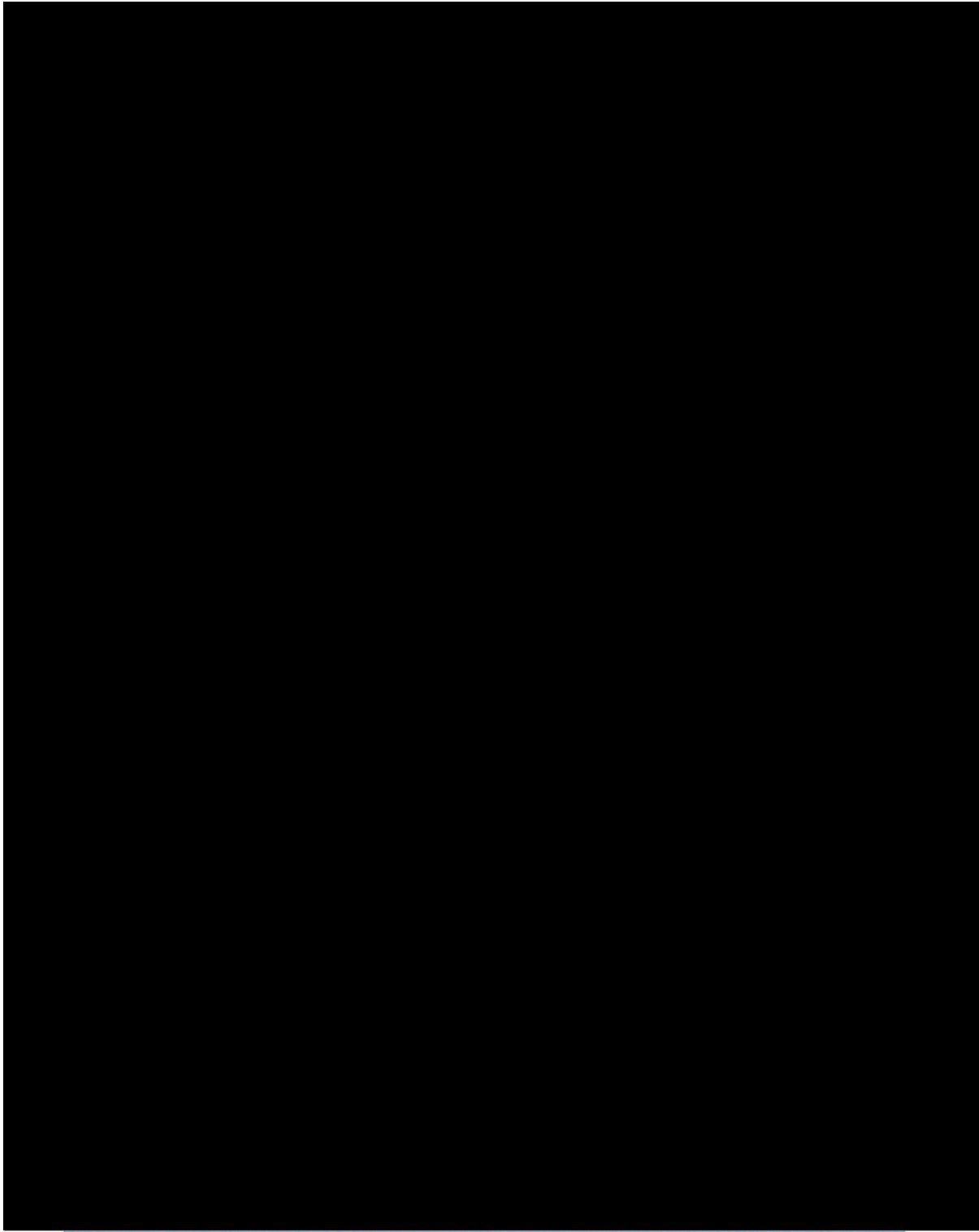


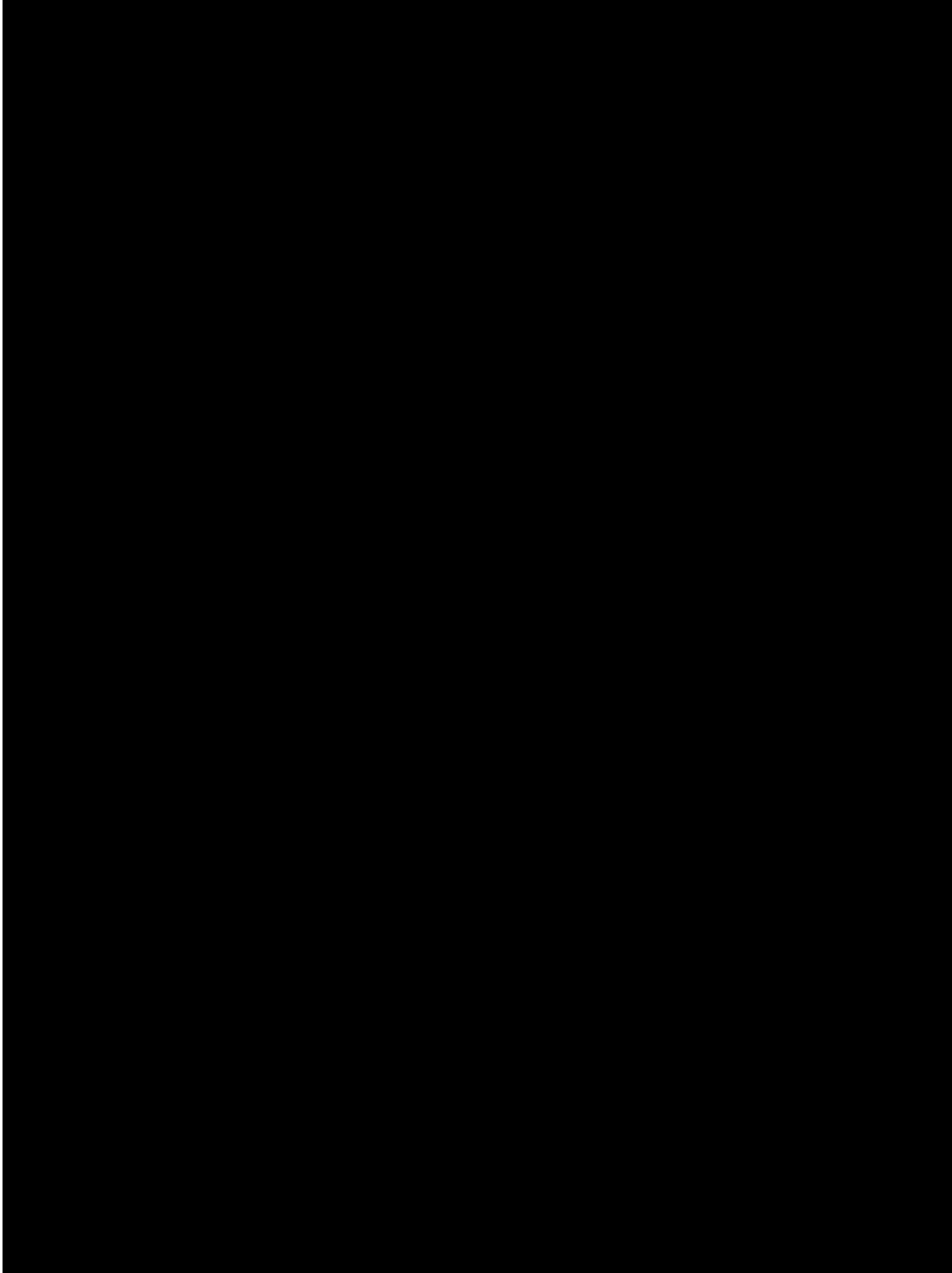






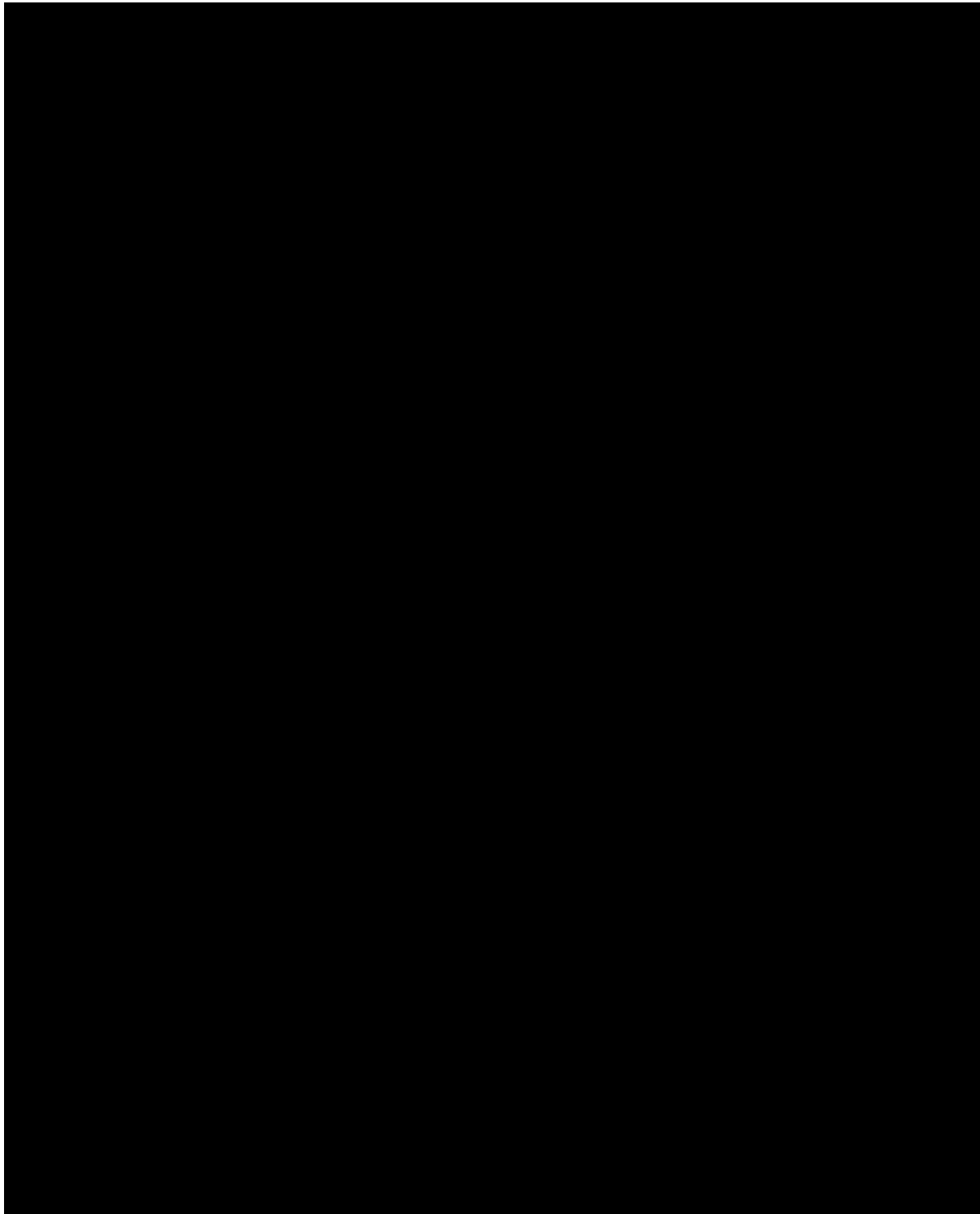






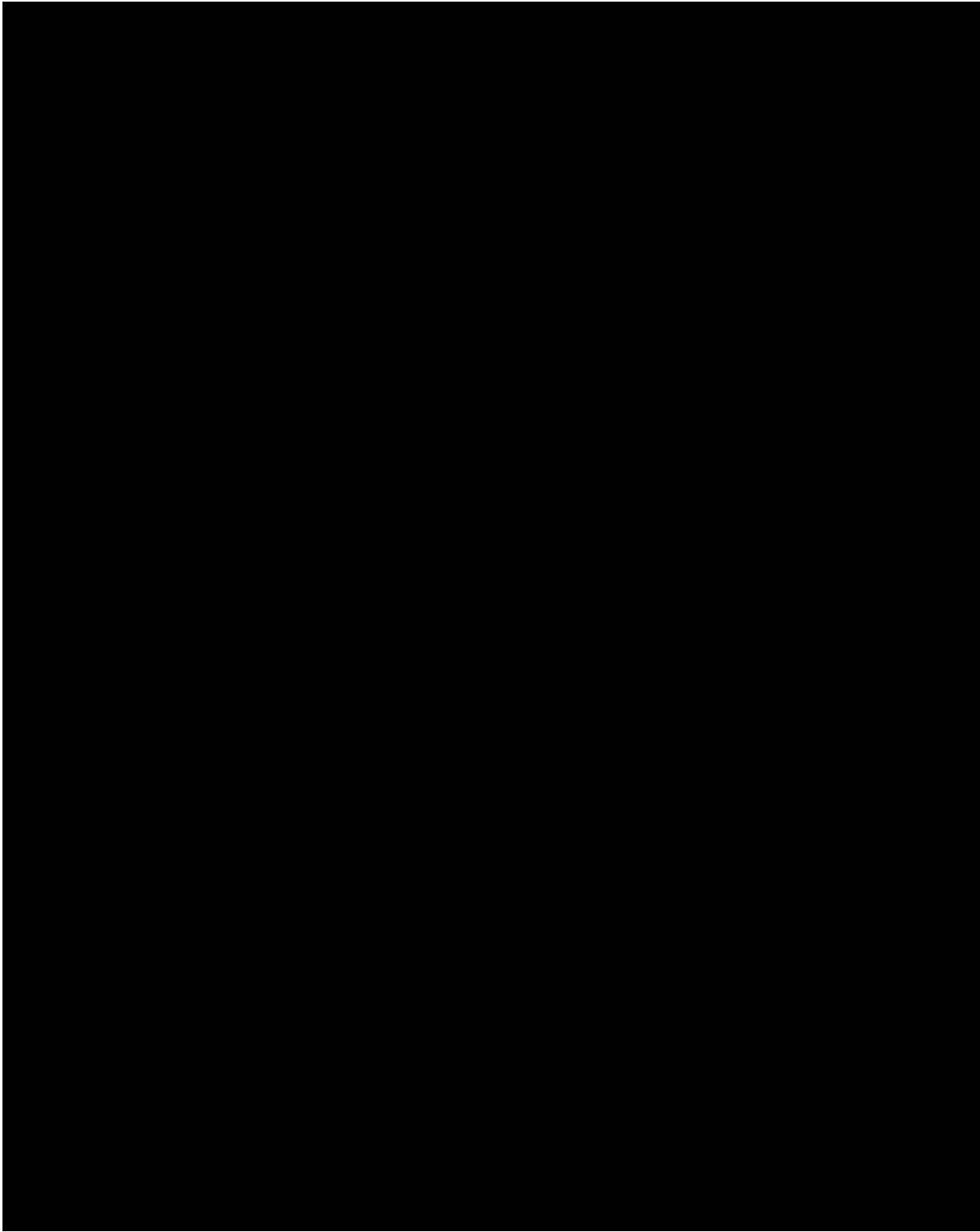
REPEAL AND SUSPENSION OF ADVERTISING RIGHTS FOR PUBLIC TRANSIT BUS SHELTER

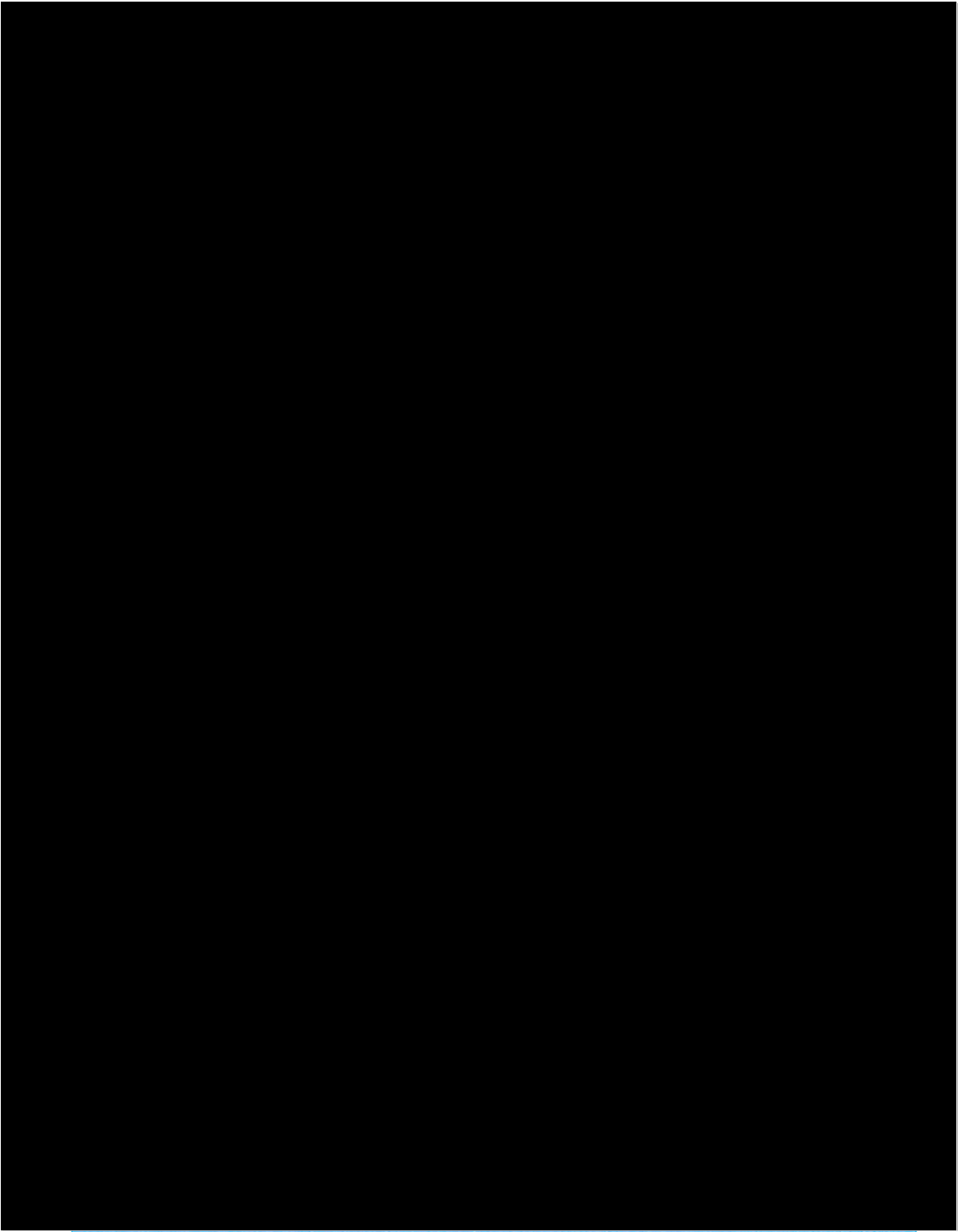
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REP: HAS SUEMOSKIN-ADVERTISING RIGHTS FOR PUBLIC TRANSIT BUS SHELTERS?

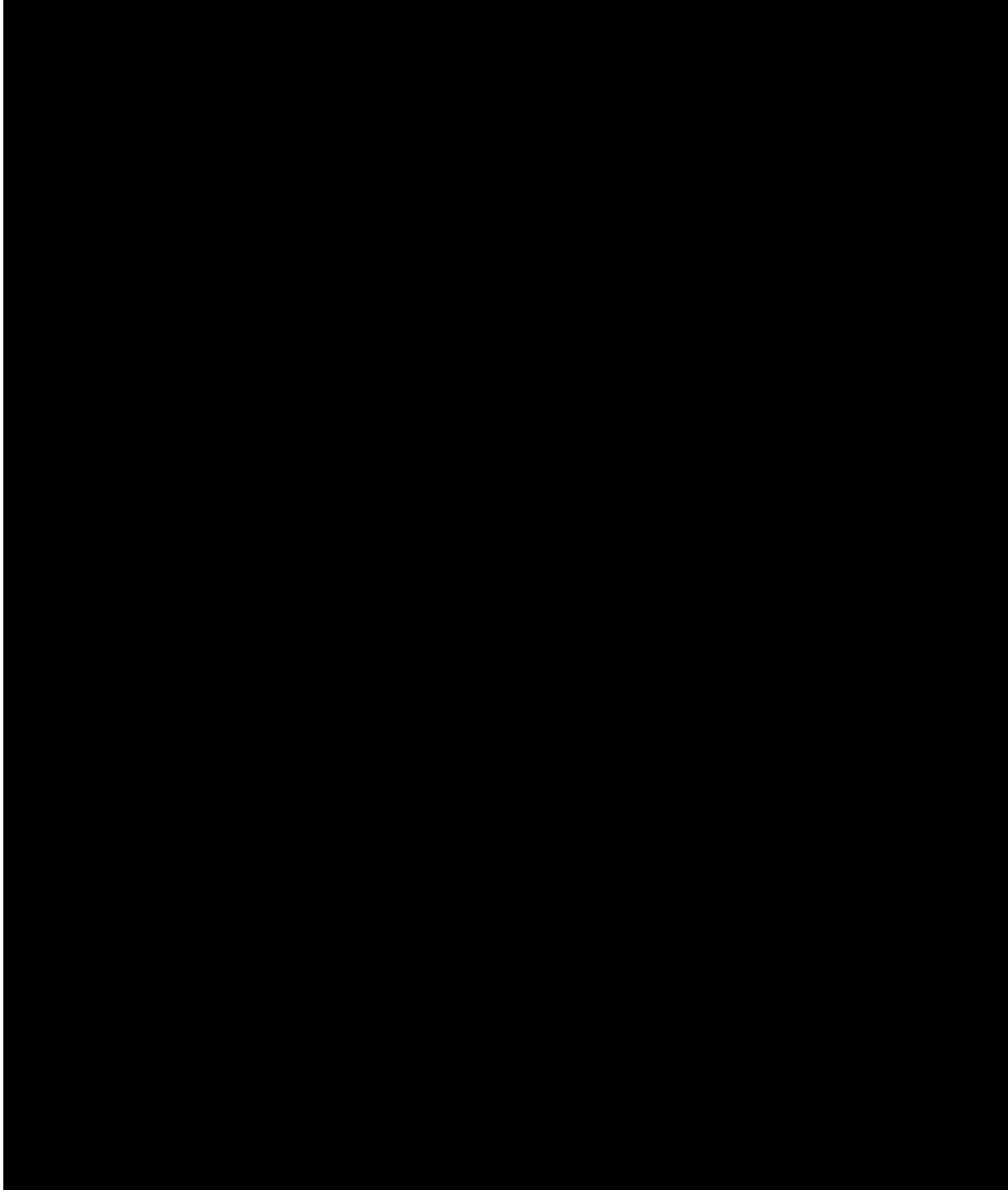
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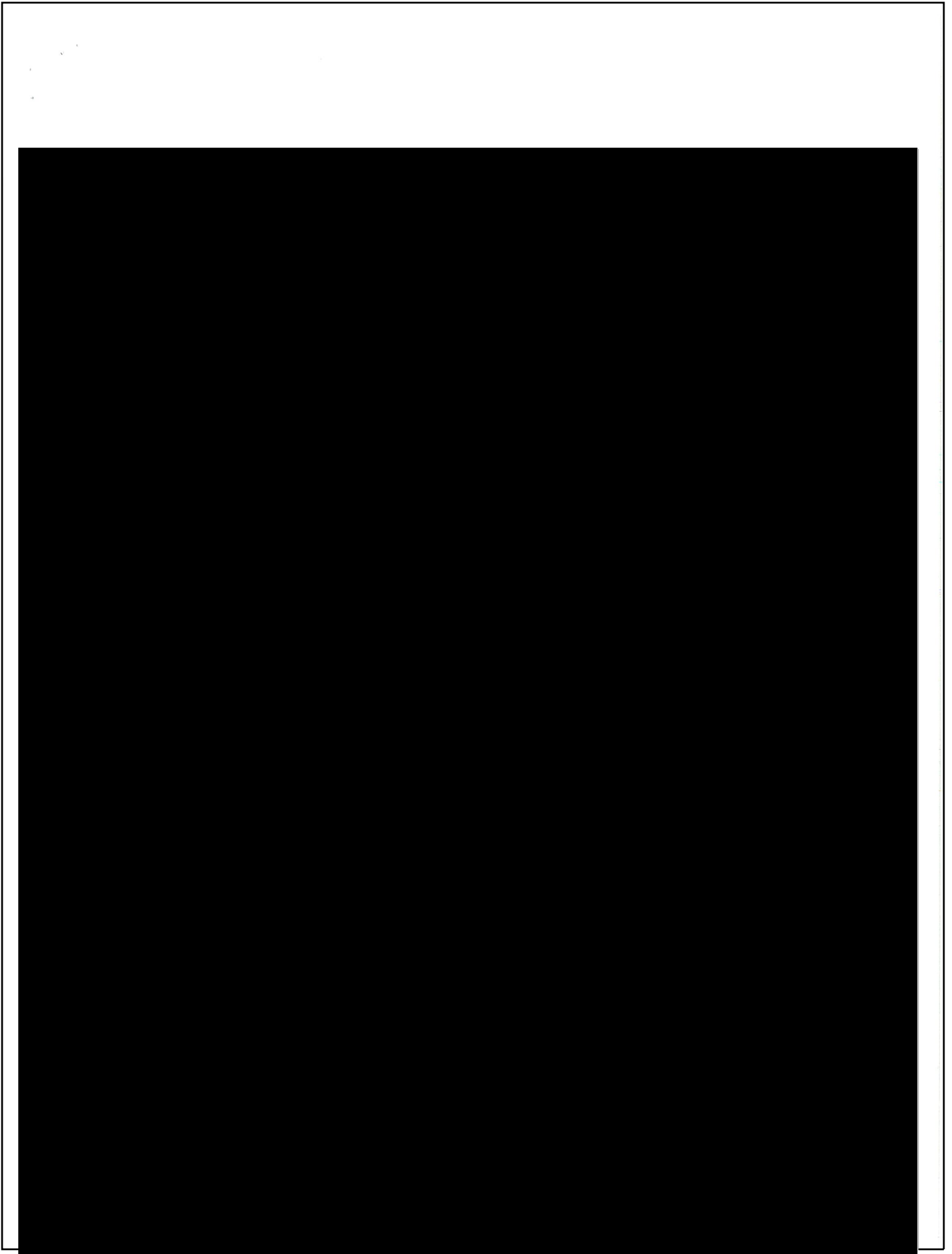


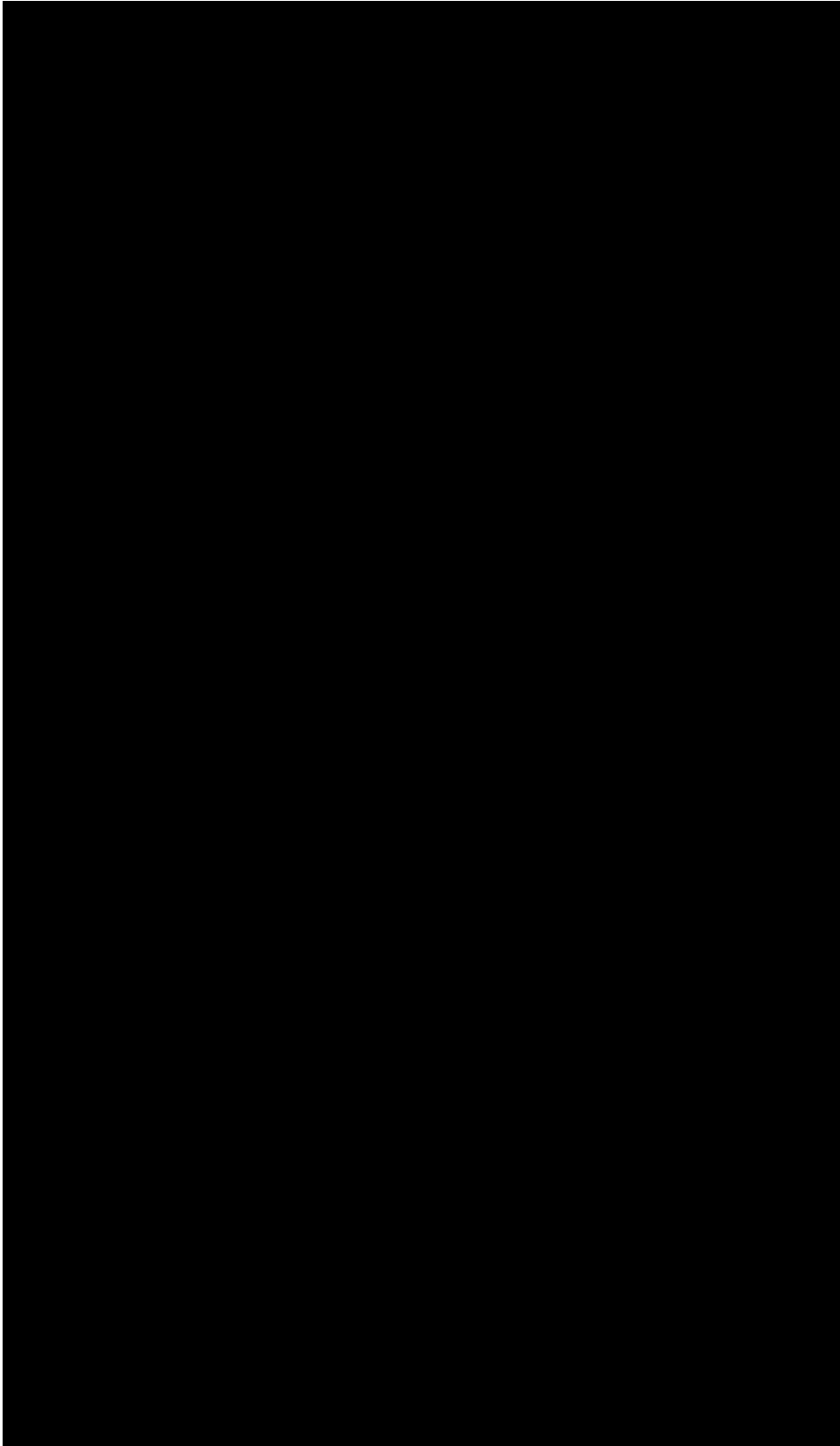


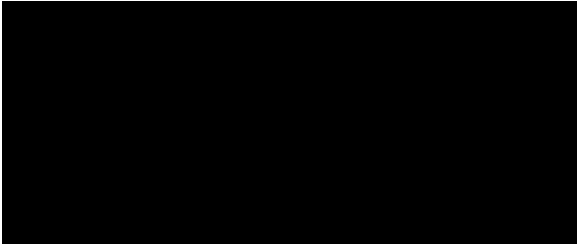
REP: DMS SUBMISSION: ADVERTISING RIGHTS FOR PUBLIC TRANSIT BUS SHELTERS

7









REQUEST FOR PROPOSAL

**ADVERTISING RIGHTS FOR
PUBLIC TRANSIT BUS SHELTERS**



CITY OF CORNER BROOK
5 PARK STREET
CORNER BROOK, NL A2H 6E1

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1. INTRODUCTION

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Sealed submissions clearly marked **“RFP – Advertising Rights for Public Transit Shelters”** will be received up to:

12:00 Noon Local Time

Date: July 25th, 2025 (Friday)

Proposals received after this time will not be considered. The proposals must be submitted in a sealed envelope clearly marked **“RFP – Advertising Rights for Public Transit Shelters”** and delivered to:

Business Division

City of Corner Brook

5 Park Street

Corner Brook, NL, A2H 6E1 email: business@cornerbrook.ca

The proposal in pdf format, protected with a Password, may also be submitted digitally by email and must be received before the due date. The Password must be sent by email separately **after the due date but within three [3] business days after the due date.**

The highest or any submission is not necessarily accepted. The City of Corner Brook reserves the right to reject any or all bids without assigning any reasons, and to award the contract in the best interest of the City of Corner Brook.

Procurement is subject to trade agreements, as applicable.

2. BACKGROUND

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- 2.01 The City of Corner Brook (hereafter, “City”) is currently accepting proposals from experienced and interested candidates for granting exclusive advertising rights **for 3 (three) years from the day of award of contract**, for the existing and future City public transit bus shelters (hereafter, “Bus Shelters”) across Corner Brook.
- 2.02 The successful candidate (hereafter, “Supplier”) shall be responsible for all activities related to Bus Shelters advertisements in compliance with regulations. Typically, these will include procuring advertisements and finalizing contracts, designs and copywriting (where necessary); obtaining or printing according to specifications and standards required by advertisers while meeting the City guidelines and placing the advertisements; and disposing old advertisements at end of contract.
- 2.03 The purpose of this Request for Proposal (RFP) is to solicit proposals from experienced candidates and conduct a fair and extensive evaluation to select the best candidate.
- 2.04 The City (www.cornerbrook.com), a municipality, was incorporated in 1956 and is governed by an elected council, with its day-to-day operations being managed by the City Manager and departmental directors. The City operates a public transit service that is contracted to a private operator. The Bus Shelters are owned and maintained by the City.

3. PROPOSAL GUIDELINES

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- 3.01 The Public Transit system in Corner Brook has a total of 21 (Twenty-One) Bus Shelters spread across various locations in the city. Typical dimensions are:
- a. 4' (W) x 8' (L): 17 Nos. (Standard)
 - b. 4' (W) x 10' (L): 3 Nos. (Large)
 - c. 4' (W) x 20' (L): 1 No. (Transfer Station)
- 3.02 Locations and respective dimensions of all the Bus Shelters are provided in Annex 2. In addition to the existing Bus Shelters, this proposal includes all Bus Shelters that City may install in future.
- 3.03 On their sides, the Bus Shelters are built with clear tempered glass slabs (except for the entry/exit opening) held in place by stainless steel columns. The ceiling is dome-shaped and is built of multi-wall polycarbonate. This makes the Bus Shelters well-lit at all times of the day.
- 3.04 The advertisements are to be placed on the wall (inside and/or outside) that is next to the entry/exit opening. This is to ensure that the approaching bus driver has a clear view of the people inside the Bus Shelters. This is explained in Annex 1, with the wall marked **A**, both in the isometric drawing as well as the side elevation. The drawings pertain to standard size Bus Shelters.

3.05 **The applicable area of the wall for advertising will be 44” x 82”,** for Bus Shelters of size 4’ x 8’ and 4’ x 10’. For the only shelter at Transfer Station (4’ x 20’), **the size of advertising wall is 57” x 82”.**

3.06 Based on this, total advertising space that is offered is around 533.57 sq. ft., if used on one side of the wall, and 1067.15 sq. ft. for both sides, spread all over the city. This represents a significant business opportunity for the Supplier.

3.07 The City is willing to look at the possibility of allowing further advertising space/area on The Bus Shelters (in addition to the Wall “A” specified above) if it is convinced this can be done safely and complying with all regulations. This possibility along with advertising opportunities on new (yet to be built) Bus Shelters will provide substantially higher business potential to the Supplier than that estimated in point 3.06.

4. SUPPLIER’S RESPONSIBILITIES

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4.01 The Supplier will coordinate end-to-end activities for successful advertising and space utilization at the Bus Shelters. These would typically include:

- a. generate and pursue advertisement leads and inquiries
- b. procure advertising orders
- c. develop and sign contracts including payment terms

- d. provide or procure ad design and copywriting services, as needed
- e. organize printing, if required
- f. place advertisements at the Bus Shelters
- g. collect receivables and other payments on time
- h. ensure compliance with environmental and related standards
- i. responsibly dispose old advertisements at the end of contract
- j. submit accounts to City at least every 3 [three] months.
- k. when directed, provide a copy of the advertising contract to the City, within 3 (three) business days.
- l. assume complete responsibility for content, both visual and text of the advertisement, and to ensure they meet all regulatory, moral and ethical standards.
- m. inform the City in advance and procure its approval before undertaking any modifications in the shelter or its adjacent surroundings, that is necessary for better or safer display.
- n. At any time during this contract, The Supplier shall not sell advertising space for a duration exceeding the remaining term of this contract. All contracts signed by the Supplier with the advertisers will become void on the last day of this contract, regardless of their specified or agreed duration of validity.
- o. work closely with the City and provide professional advice as necessary for optimal use of advertising space, increase revenue and project a professional image in the community.
- p. ensure no advertisement for election campaign is installed inside the bus shelters.

- q. at the end of the contract, inspect all the sign cases for their condition and wherever required, must repair or replace to the City's satisfaction.

5. SUPPLIER'S RIGHTS

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The Supplier will have the right to:

- a. select or reject an advertiser's proposal
- b. decide on the pricing and payment terms of every advertisement
- c. decide on the duration of advertising contracts, subject to conditions specified under 4.01 ("Supplier's Responsibility")
- d. offer discounts or other acceptable and viable incentives (such as a few weeks of free run, etc.) to secure a contract.

6. PROPOSAL SCOPE & BIDDER QUALIFICATIONS

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6.01 The proposal must be complete in all respects and be delivered to reach the City before the time and date indicated. No extension of time will be considered unless confirmed in writing by the City. The proposal must be written in English and easily comprehensible; It must include:

- a. Qualifications of the Supplier (individual or company background and track record of handling similar assignments, description of contracts, references, etc.)

- b. Company structure, authorize signatories with status
- c. Details of plan and strategy to execute the assignment
- d. Proposal for revenue sharing with the City, which may include a minimum guaranteed payment per year, or a fixed share of revenue earned per year, whichever is higher
- e. City is willing to consider if there is a sound and viable alternative financial proposal

6.02 This RFP represents the requirements for an open and competitive process according to established procedure of the City.

6.03 The City will accept sealed bids that must carry signature of an authorized official. The City shall not be liable for any loss or damage of any nature whatsoever if the proposal is not received by the City prior to the designated time and date, due to work disruption or for any other reason.

6.04 Contract terms and conditions will be negotiated upon selection of the winning bidder. All contractual terms and conditions will be subject to review by the City and will include scope, tenure, schedule, and other necessary items pertaining to the contract services. Standard Force Majeure clause will apply.

6.05 This RFP process does not create any binding obligations or claims on either party and does not form a contract for either the scope or the price, until execution of a written specific contract.

7. APPLICABLE LEGAL INFORMATION

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7.01 Confidential Information of Proponent

This procurement process is subject to the *Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015)*. A proponent must identify any information in its proposal, or any accompanying documentation supplied in confidence for which confidentiality is requested to be maintained by the Owner. The confidentiality of such information will be maintained by the Owner, except as otherwise required by law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed, on a confidential basis, to advisers retained by the Owner to advise or assist with the RFP process, including the evaluation of proposals.

The proponent agrees that any specific information in its submission that may qualify for an exemption from disclosure under subsection 39(1) of the *ATIPPA, 2015* has been identified in its submission. If no specific information has been identified it is assumed that, in the opinion of the proponent, there is no specific information that qualifies for an exemption under the subsection 39(1) of the *ATIPPA, 2015*.

Contracting with the Owner is a public process. Information provided through this process will be disclosed when requested under the *ATIPPA, 2015*, except where disclosure of that information is harmful

to the business' interests, as set out in the three-part test in the *ATIPPA, 2015*.

Information, including the financial value of a contract resulting from this procurement process, will be publicly released as part of the award notification process, in accordance with section 30 of the *Public Procurement Regulations*.

If a proponent has any questions about the collection and use of personal information pursuant to this RFP, questions are to be submitted to the RFP Contact. Further information relating to subsection 39(1) of the *ATIPPA, 2015* is provided in guidance documents available through the Office of the Information and Privacy Commissioner at <https://oipc.ni.ca/guidance/documents>.

7.02 Procurement Process Non-Binding

7.02.01 No Contract A and No Claims

This procurement process is not intended to create and will not create a formal, legally binding bidding process and will instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation:

- (a) this RFP will not give rise to any Contract A–based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and
- (b) neither the proponent nor the Owner will have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a proposal submitted in response to this RFP.

7.02.02 No Contract until Execution of Written Agreement

This RFP process is intended to identify prospective suppliers for the purposes of negotiating potential agreements. No legal relationship or obligation regarding the procurement of any good or service will be created between the proponent and the Owner by this RFP process until the successful negotiation and execution of a written agreement for the acquisition of such goods and/or services.

7.02.03 Non-Binding Price Estimates

While the pricing information provided in proposals will be non-binding prior to the execution of a written

agreement, such information will be assessed during the evaluation of the proposals and the ranking of the proponents. Any inaccurate, misleading, or incomplete information, including withdrawn or altered pricing, could adversely impact any such evaluation or ranking or the decision of the Owner to enter into an agreement for the Deliverables.

7.02.04 Cancellation

The Owner may cancel or amend the RFP process without liability at any time.

7.03 Governing Law and Interpretation

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These Terms and Conditions of the RFP Process (Part 3):

- (a) are intended to be interpreted broadly and independently (with no particular provision intended to limit the scope of any other provision)
- (b) are non-exhaustive and will not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations; and
- (c) are to be governed by and construed in accordance with the laws of the province of Newfoundland and Labrador and the federal laws of Canada applicable therein.

- (d) The "Atlantic Provinces Standard Terms and Conditions" apply to this RFP and may be obtained from the Public Procurement Agency, or by way of the internet at: www.ppa.gov.nl.ca
- (e) Proponents should note that procurements falling within the scope of the Canadian Free Trade Agreement, the Atlantic Procurement Agreement, and/or the Canada-European Union Comprehensive Economic Trade Agreement are subject to those trade agreements but that the rights and obligations of the parties will be governed by the specific terms of this RFP.

8. CITY'S RIGHTS

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- 8.01 The City reserves the right to reject any or all proposals without assigning any reasons. City is under no obligation to accept the highest bid.
- 8.02 In the event and if in the opinion of the City, the selected Supplier fails to comply with any condition of the Contract or is guilty of misrepresentation of facts and information in its proposal or any other communication, written or otherwise, direct or indirect, the City reserves the right to cancel the contract and award it to another supplier at its sole discretion.

- 8.03 The City will reserve the right to place public notifications, schedules, etc. in the Bus Shelters after making sure that these do not interfere with the advertisements.

9. INFORMATION HANDLING

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- 9.01 For the sole purpose of evaluation of the proposal, the City is free to use and internally circulate any information provided by the bidders, as is reasonably required. Proprietary information on both sides shall be treated with utmost care.

- 9.02 Any addenda or modifications can be submitted before the due date and time, in writing, with authorized signatures.

10. EVALUATION AND AWARD OF CONTRACT

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- 10.01 An Evaluation Committee constituted by City will assess all the valid proposals based on a pre-decided matrix, based on the following parameters:

- a. Overall proposal suitability: the proposal must meet the goal, scope and needs, and inspire confidence (40%)
- b. Supplier background: experience and track record of bidder on handling similar assignments (35%)
- c. Value to the City: potential earning opportunity to City from the contract (25%)

10.02 After evaluation, all proposals will be ranked, and the City will engage in discussions with the top-ranked bidder to finalize the contract and formally appoint the Supplier. Unless formally appointed, the top rank does not guarantee the eventual offer of the contract.

10.03 The decision of the evaluation committee of the City is final and binding on all bidders.

11. TIME FRAME

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Submission Deadline: **12:00 Noon Local NL Time**
Date: July 25th, 2025 (Friday)

The proposal can be submitted in person at the City Hall during Business Hours, by Registered Mail or by Email. No proposal will be accepted if received AFTER the deadline, regardless of the submission method.

Proposed date for Notice of Award: **August 25th, 2025**

All queries relating to this RFP shall be directed to Business Division.

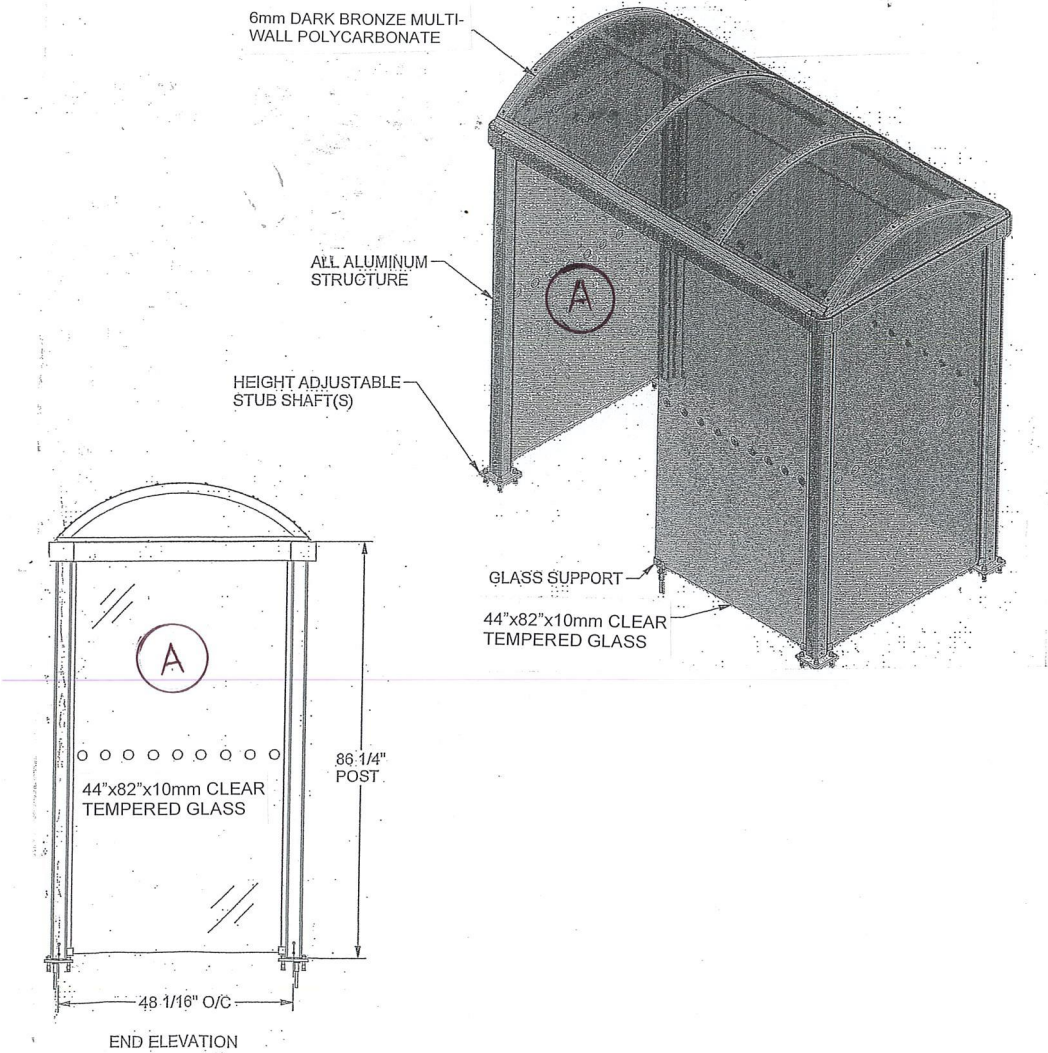
Telephone: (709) 637-1551 (voicemail enabled)

Email: business@cornerbrook.com

Please mention **RFP Shelter Advertising** in the Subject line.

ANNEX 1

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ANNEX 2[Go to Contents](#)**BUS SHELTER LOCATIONS**

Number	Location	Size
1	Petries St.	4' x 8'
2	Mt. Bernard Ave.	4' x 8'
3	Clarence St.	4' x 8'
4	Broadway	4' x 8'
5	Humber Road	4' x 8'
6	Windsor St.	4' x 8'
7	O'Connell Dr. (Interfaith)	4' x 8'
8	O'Connell Dr. (Dyke's)	4' x 8'
9	Elizabeth St.	4' x 8'
10	Elizabeth St. (Carter)	4' x 8'
11	Union St.	4' x 8'
12	Curling St. (Sheppard's)	4' x 8'
13	Curling St. (old Fire Station)	4' x 8'
14	Curling St. (Murray Clinic)	4' x 8'
15	University Dr. (Grenfell)	4' x 10'
16	Woodbine Ave. (school)	4' x 8'
17	Murphy Square	4' x 10'
18	WMR Hospital	4' x 10'
19	Herald Ave. (Smallwood bldg.)	4' x 8'
20	Birchy Cove	4' x 8'
21	Park Street Transfer Station	4' x 20'

RFP – Advertising Rights for Public Transit Shelters

RFP Sent To	Status of Bid Submission
Digital Advertising Solutions 1 Westview Ave Corner Brook, NL A2H 3B7 Cell: (709) 640 7783 digitaladvertisingsolutions.ca	Yes
Pattison Outdoor Advertising 240 Jennett Avenue, Suite # 100 Dartmouth, NS B3B 0G9 Tel: 902 460 5500/5501 skirwin@pattisonoutdoor.com	Yes
Water Weks Communications 96 LeMarchant Road St. John's, NL A1C 2H2 Tel: 709-738-5090 hello@waterwerks.agency	No
E.C. Boone Ltd. 10 Pippy Place, Suite # 301 St. John's, NL A1B 3N7 Tel: (709) 726 2037	No
Sign Guru 131 conception Bay Highway Conception Bay South, NL A1W 3J1 Tel: 709.753.5559	No



Request for Decision (RFD)

Subject: Marina Redmond Centre - Score Clock & Timing System

To: Darren Charters

Meeting: Committee of the Whole - 22 Sep 2025

Department: Recreation

Staff Contact: Peter Robinson, Director of Recreation Services

Topic Overview:

Attachments: [Colorado Timing System Letter to City of Corner Brook.docx](#)

[City of Corner Brook Quote 2 8.15.25](#)

[Ahmed Muzafar - Aquam - Quote 2](#)

[Santiago Morales - Team Aquatic Supplies Ltd -CB Rapids CTS Quote #2](#)

BACKGROUND INFORMATION:

The Marina Redmond Centre (MRC) requires a score clock and timing system in order to be able to host swim meets, including the upcoming 2026 NL Games. The City had budgeted \$75,000.00 within the budget for furnishing the MRC for the purpose. Three quotes have been obtained with lowest quote being provided by DB Perks & Associates Ltd. in the amount of \$100,335.00 plus HST and shipping. As indicated, in the attached letter the Corner Brook Rapids Swim Club has agreed to cover the remaining balance over \$75,000.00.

PROPOSED RESOLUTION:

Be it RESOLVED that the council of the City of Corner Brook approve the purchase of the score clock and timing system as quoted by DB Perks & Associates Ltd. in the amount of \$100,335.00 plus HST and shipping.

FINANCIAL IMPACT:

\$75,000 as budgeted with the MRC furnishings.

Director of Recreation Services

Approved - 17 Sep 2025

City Manager

Approved - 18 Sep 2025

Administrative Assistant

Approved - 18 Sep 2025

City Manager



Corner Brook Rapids Swim Club
PO BOX 1122
Corner Brook, NL
A2H6T2

September 11, 2025

**Peter Robinson,
Director of Recreation and Tourism
City of Corner Brook**

Dear Peter

Thank you for meeting on Friday September 5, 2025 to discuss the Colorado Timing System quotes for the Marina Redmond Center Pool. This timing system will be used by the Corner Brook Rapids Swim Club for swim competitions.

The Corner Brook Rapids Swim Club agrees to cover the remaining balance of the quoted purchase cost beyond \$75,000 (which is to be covered by the City of Corner Brook). The Corner Brook Rapids Swim Club will be billed by the City of Corner Brook for the balance remaining following delivery and installation.

The system will be purchased by the City of Corner Brook using quote from Amanda Moffat - DB Perks and Associates City of Corner Brook Quote _2 8.15.25.

Thank You,

**Laura Edwards
President, Corner Brook Rapids Swim Club**



August 15, 2025

Stephen Leonard
RE: City of Corner Brook

The following is the price quotation you requested. Colorado Time Systems provides premier athletic facilities like yours across the world with platinum quality timing, scoring, and display systems. We look forward to working with you to turn your vision into reality.

Colorado Time Systems offers a wide range of solutions tailored to fit your needs – and your budget. If you have any questions or comments, please call me at +1-970-612-3573 or e-mail me at michael.herman@coloradotime.com. Look for us online at <http://www.coloradotime.com>.

PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 12-16 weeks. Video Displays are estimated at 15-25 weeks. Lead times are based on current estimates and cannot be guaranteed. Product will ship as soon as it is available.

GEN7 TIMING SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	GEN7-TMR-L	<p>GEN 7 Sports Timer with legacy connections</p> <p>The Gen7 Sports Timer is designed to work exclusively with existing CTS timing components and display boards. Incorporates the latest technology with all of the key features of a Colorado Time Systems Console, including up to 12-lane timing, enhanced split handling, start reaction display, automatic lane arming, interface to 3rd party meet management software, scoreboard cycling and more. The hardware and software combination gives you the flexibility to run your meets your way.</p> <p>Features:</p> <ul style="list-style-type: none"> • Intuitive software interface with modern Windows user interface and is touchscreen friendly. • Flexible user interface options: Windows laptop or tablet is primary user interface, with Ethernet connectivity to the timer. • Robust safeguards, all data is logged and saved on the Gen7. Any issues with user interface are recoverable. Timer will continue running and will finish race without user interface. • Rich diagnostics, integrated pre-meet diagnostic mode to check system set up and allows proactive equipment maintenance • Integrated 2.4GHz Wireless to Scoreboards • Facility network connectivity

Note: Includes 3-year limited warranty.

GEN7 LAPTOP

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	R-600-302	

1551 E 11th Street, Loveland, CO 80537 USA • +1(970)667-1000 • (800)279-0111 • +1(970)667-5876(fax)
www.coloradotime.com

ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	R-920-055	Power Supply for the Gen7 Timer

START SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	SSE	Championship Elite Start System with wired, straight microphone (25ft).

Features:

- Bright external 360-degree strobe with variable intensity setting
- Training mode – automated “take your marks” and start signal with a variable interval between starts.
- Alternate start tone
- Built-in 40w/8-ohm speaker
- Legacy speedlight harness adapter
- External Visual Indicators (EVI) and Visual Start Sequence Signaling features (require additional equipment)
- Tabletop mount included. Tripod or flagpole sold separately.

START SYSTEM ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	LS40-6	Six-lane speaker harness with speaker inputs
6	R-SP-6-45	6watt individual block speaker
1	TR-3	Portable tripod for the Infinity or Champ series start system
1	R-INF-SJ25	25’ jumper cable for the Elite and Infinity Series Start System
1	R-SP-125	External Speaker for the Championship series start system, 125’ cable

SIX-LANE TOUCHPAD SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	TP-SYS-6	Six-lane touchpad system for the CTS timing system Includes the primary six-lane cable harness (CH41-6), (7) seven pushbuttons (PB-6), vacuum pump (VP-2), and touchpad meter (TPM-D).

TOUCHPADS NOT INCLUDED**TOUCHPADS**

<u>Qty</u>	<u>Model</u>	<u>Description</u>
7	TP-60G	Aquagrip gutterhung touchpads (60" x 22") US PATENT 5,702,799

Note: Includes 3-year limited warranty.

TOUCHPAD CADDY

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CAD-TP/P	Touchpad caddy for gutterhung touchpads. Holds up to ten touchpads. Some assembly required.

ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
7	4000-0040	Special size Touchpad brackets

Gutter diagram/measurements must be supplied upon order

RELAY JUDGING PLATFORM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
6	RJPLD-S24X32	CTS Relay Judging Platform 24" X 32" w/ Built-in LED Light for Start Reaction
6	R-015-027	Cable RJPLD To Cable Harness or Quick Connect Deck Plate

RELAY JUDGING PLATFORM CADDY

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CAD-RJPL-2	CADDY – 24in Width Relay Judging Platforms (holds 10)

SCOREBOARD – NUMERIC LED SIDE BY SIDE

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	LED-R	Six-line LED Scoreboard: <i>Each module includes:</i> 10-inch LED digits. Standard slotted strut, galvanized steel channel mounting hardware, data cables. Red digits. <i>Scoreboard functions:</i> Displays Lane, Place, and Time for lanes 1-6
1	LED6-EH	Single-line 6 digit Red LED Scoreboard: EVENT/HEAT <i>Each module includes:</i> 10-inch LED digits. Standard unistrut, galvanized steel channel mounting hardware, data cables.
3	SP-LED	Sign Panel Frame

TOTAL PRICE \$100,335.00 + shipping and Taxes

If tariffs are in effect and charged at the time of shipping cost would be + \$32,5000.00

PLUS SHIPPING - TBD

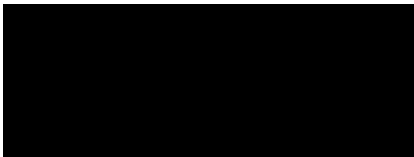
Does not include freight, installation, engineering if required.

NO INSTALLATION INCLUDED

SHIPPING: EX-WORKS

TERMS:	Purchase order or 50% down, net 30 days. Visa, MasterCard or American Express are acceptable however will be subject to a 2% surcharge. Use a check or electronic funds transfer to avoid. Quote does not include power, permits, engineering fees, delivery charges or installation, unless otherwise noted. Change order fee of 5% will apply after purchase. Returns are subject to a restocking fee of up to 50%; custom orders including Matrix/Video displays are non-returnable. [REDACTED] software and/or equipment is non-returnable.
WARRANTY:	Two-year limited warranty. All other components associated with the above equipment including cable harness, deck plates (excluding titanium deck plates), wall plates, push buttons, test meters, microphones, speakers, data cable, etc. will have a one-year limited warranty.
SHIPPING:	PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 12-16 weeks. Video Displays are estimated at 15-25 weeks. Lead times cannot be guaranteed. Product will ship as soon as it is available. Shipping charges are estimated and subject to change. Tailgate delivery, all unloading is done by receiver. If inside delivery is needed, please call our Sales Team at (800) 279-0111, option 2. Any additional fees will be billed to end user/facility.
TAXES:	If purchaser is tax-exempt or purchasing for resale, a copy of purchaser's tax- exempt certificate shall be required at time of order. If purchaser's tax-exempt certificate is not available purchaser shall be charged all appropriate tax.
FORCE MAJEURE:	No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.
NOTE:	Price quotations valid for 30 days. Quoted in CDN funds

Submitted by
Amanda Moffat



DB Perks & Associates Ltd.
108-2411 Dollarton Hwy
North Vancouver, BC V7H 0A2

Sales Quote SV022237

External Document No.

2025-07-31

Currency :



Aquam Aquatic Specialist Inc.

11301 Mirabeau
Montréal, Qc
H1J 2S2
Canada

CORNER BROOK RAPIDS SWIM CLUB
229455
BOB EDWARDS
25 PRATT STREET
CORNER BROOK, NL
A2H 2P4
Canada

meetmanager@cbrapids.com

Sell-to address

CORNER BROOK RAPIDS SWIM CLUB
00000CO048
BOB EDWARDS
25 PRATT STREET
CORNER BROOK, NL
A2H 2P4
Canada

Ship-to Address

CORNER BROOK RAPIDS SWIM CLUB
00000CO048
BOB EDWARDS
25 PRATT STREET
CORNER BROOK, NL
A2H 2P4
Canada

Sales person	Payment Terms	Payment Method	Shipment Method	GST/HST Registration No.	QST Registration No.
	COD			R100240662	1003076942TQ0001JS

No.	Description	Quantity	Unit	Unit Price	Line Amount
	REVENUS PROJETS SPECIAUX	1		0.00	0.00
	ATT: Stephen Leonard				
	fundraising@cbrapids.com				
TR-29499	COLORADO CONSOLE GEN7	1	Each	8,960.00	8,960.00
TR-29499	COLORADO'S CHAMPIONSHIP ELITE START SYSTEM	1	Each	3,412.27	3,412.27
TR-29499	ELITE START SYSTEM TRIPOD	1	Each	334.13	334.13

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No.	Description	Quantity	Unit	Unit Price	Line Amount
TR-29499	COLORADO'S 60" AQUAGRIP TOUCHPAD (60" X 22")152.4CM X 55.88CM	7	Each	2,023.47	14,164.29
TR-29499	TOUCHPAD TRANSPORT CADDY HOLDS 10 70" OR LESS TOUCHPADS	1	Each	3,332.00	3,332.00
TR-29499	COLORADO'S TOUCHPAD HARNESS 6 LANE, PRIMARY (TOUCHPAD+PB1)	1	Each	1,681.87	1,681.87
TR-29499	COLORADO'S TOUCHPAD HARNESS 6 LANE, BACKUP (PB2+PB3)	1	Each	1,610.93	1,610.93
TR-29499	COLORADO PUSH BUTTON (PB)	12	Each	175.47	2,105.64
TR-29499	COLORADO'S SINGLE LINE 8 DIGITS NUMERIC SCOREBOARD LED-R	6	Each	3,808.00	22,848.00
TR-29499	COLORADO'S SCOREBOARD SIGNAGE UPPER PANEL LINE (LANE/PLACE/TIME)	1	Each	1,428.00	1,428.00
TR-29499	WIRELESS ADAPTER (CONSOLE TO SCOREBOARD)	1	Each	1,095.73	1,095.73
TR-29499	COLORADO'S RELAY JUDGING PLATFORMS	6	Each	2,790.66	16,743.96

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No.	Description	Quantity	Unit	Unit Price	Line Amount
	***RJPLD-2432 24" x 32 W/SPEEDLIGHT TECHNOLOGY				
	***WITH R-015-027 TO CABLE HARNESS				
TR-29499	COLORADO'S RELAY JUDGING PLATFORMS TRANSPORTATION CADDY	1	Each	2,798.60	2,798.60
SHIP	SHIPPING AND HANDLING	1	Each	7,890.40	7,890.40
	***WOOD BOX FOR TRANSPORTING TOUCHPADS INCLUDED				
31526	PRICES ARE VALID FOR 30 DAYS				
31672	INSTALLATION NOT INCLUDED				
31528	THE PRICES OF PRODUCTS FROM THE U.S MAY BE AFFECTED BY CUSTOMS TARIFFS				
Subtotal					88,405.82
					13,260.87
				Total \$	101,666.69
	Amount Subject to Sales Tax	88,405.82			
	Amount Exempt from Sales Tax	0.00			

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TEAM AQUATIC SUPPLIES LTD

HEAD OFFICE:

Maplewood Landing #104 – 2411 Dollarton Hwy., North Vancouver, BC V7H 0A3
Phone: 604-980-2805 • Fax: 604-980-2814 • Toll Free: 1-800-234-4833

August 1, 2025

Stephen Leonard
Corner Brook Rapids Swim Club

The following is the price quotation you requested. Colorado Time Systems provides premier athletic facilities like yours across the world with platinum quality timing, scoring, and display systems. We look forward to working with you to turn your vision into reality.

Colorado Time Systems offers a wide range of solutions tailored to fit your needs – and your budget.

PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 12-16 weeks. Video Displays are estimated at 15-25 weeks. Lead times are based on current estimates and cannot be guaranteed. Product will ship as soon as it is available.

GEN7 TIMING SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
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1	GEN7-TMR-L	
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		GEN 7 Sports Timer with legacy connections
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		The Gen7 Sports Timer is designed to work exclusively with existing CTS timing components and display boards. Incorporates the latest technology with all of the key features of a Colorado Time Systems Console, including up to 12-lane timing, enhanced split handling, start reaction display, automatic lane arming, interface to 3 rd party meet management software, scoreboard cycling and more. The hardware and software combination gives you the flexibility to run your meets your way.
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Features:

- Intuitive software interface with modern [REDACTED] user interface and is touchscreen friendly.
- Flexible user interface options: [REDACTED] laptop or tablet is primary user interface, with [REDACTED] to the timer.
- Robust safeguards, all data is logged and saved on the Gen7. Any issues with user interface are recoverable. Timer will continue running and will finish race without user interface.
- Rich diagnostics, integrated pre-meet diagnostic mode to check system set up and allows proactive equipment

- maintenance
- Integrated 2.4GHz Wireless to Scoreboards
- Facility network connectivity

Note: Includes 3-year limited warranty.

GEN7 LAPTOP

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	R-600-302	Laptop, [REDACTED]

ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	R-920-055	Power Supply for the Gen7 Timer

START SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	SSE	Championship Elite Start System with wired, straight microphone (25ft). <i>Features:</i> <ul style="list-style-type: none"> • Bright external 360-degree strobe with variable intensity setting • Training mode – automated “take your marks” and start signal with a variable interval between starts. • Alternate start tone • Built-in 40w/8-ohm speaker • Legacy speedlight harness adapter • External Visual Indicators (EVI) and Visual Start Sequence Signaling features (require additional equipment) • Tabletop mount included. Tripod or flagpole sold separately.

START SYSTEM ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	LS40-6	Six-lane speaker harness with speaker inputs
6	R-SP-6-45	6watt individual block speaker
1	TR-3	Portable tripod for the Infinity or Champ series start system
1	R-INF-SJ25	25' jumper cable for the Elite and Infinity Series Start System

- | | | |
|---|----------|---|
| 1 | R-SP-125 | External Speaker for the Championship series start system, 125' cable |
|---|----------|---|

SIX- LANE TOUCHPAD SYSTEM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	TP-SYS-6	Six-lane touchpad system for the CTS timing system Includes the primary six-lane cable harness (CH41-6), (7) seven pushbuttons (PB-6), vacuum pump (VP-2), and touchpad meter (TPM-D).

TOUCHPADS

<u>Qty</u>	<u>Model</u>	<u>Description</u>
7	TP-60G	Aquagrip gutterhung touchpads (60" x 22") US PATENT 5,702,799

Note: Includes 3-year limited warranty.

TOUCHPAD CADDY

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CAD-TP/P	Touchpad caddy for gutterhung touchpads. Holds up to ten touchpads. Some assembly required.

ACCESSORIES

<u>Qty</u>	<u>Model</u>	<u>Description</u>
6	4000-0040	Special size Touchpad brackets

Gutter diagram/measurements must be supplied upon order

RELAY JUDGING PLATFORM

<u>Qty</u>	<u>Model</u>	<u>Description</u>
6	RJPLD-S24X32	CTS Relay Judging Platform 24" X 32" w/ Built-in LED Light for Start Reaction
6	R-015-027	Cable RJPLD To Cable Harness or Quick Connect Deck Plate

RELAY JUDGING PLATFORM CADDY

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CAD-RJPL-	CADDY – 24in Width Relay Judging Platforms (holds 10)
2		

SCOREBOARD – NUMERIC LED SIDE BY SIDE

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	LED-R	Six-line LED Scoreboard: <i>Each module includes:</i> 10-inch LED digits. Standard slotted strut, galvanized steel channel mounting hardware, data cables. Red digits. <i>Scoreboard functions:</i> Displays Lane, Place, and Time for lanes 1-6
1	LED6-EH	Single-line 6 digit Red LED Scoreboard: EVENT/HEAT <i>Each module includes:</i> 10-inch LED digits. Standard unistrut, galvanized steel channel mounting hardware, data cables.
3	SP-LED	Sign Panel Frame

TOTAL PRICE \$109,060 + shipping and Taxes

If tariffs are in effect and charged at the time of shipping cost would be + \$32,000.00

PLUS SHIPPING TBD

Does not include installation, engineering if required.

NO INSTALLATION INCLUDED
SHIPPING: EX-WORKS

TERMS: Purchase order or 50% down, net 30 days. Visa, MasterCard or American Express are acceptable however will be subject to a 2% surcharge. Use a check or electronic funds transfer to avoid. Quote does not include power, permits, engineering fees, delivery charges or installation, unless otherwise noted. Change order fee of 5% will apply after purchase. Returns are subject to a restocking fee of up to 50%; custom orders including Matrix/Video displays are non-returnable. [REDACTED] software and/or equipment is non-returnable.

WARRANTY: Two-year limited warranty.

All other components associated with the above equipment including cable harness, deck plates (excluding titanium deck plates), wall plates, push buttons, test meters, microphones, speakers, data cable, etc. will have a one-year limited warranty.

SHIPPING: PLEASE NOTE: Due to ongoing shipping and supply chain issues accurate lead times cannot be established. Lead time for most timing equipment is estimated at 12-24 weeks. Touchpads are estimated at 12-16 weeks. Video Displays are estimated at 15-25 weeks. Lead times cannot be guaranteed. Product will ship as soon as it is available.

Shipping charges are estimated and subject to change. Tailgate delivery, all unloading is done by receiver. If inside delivery is needed, please call our Sales Team at (800) 279-0111, option 2. Any additional fees will be billed to end user/facility.

TAXES: If purchaser is tax-exempt or purchasing for resale, a copy of purchaser's tax- exempt certificate shall be required at time of order. If purchaser's tax-exempt certificate is not available purchaser shall be charged all appropriate tax.**FORCE MAJEURE:** No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.**NOTE:** Price quotations valid for 30 days. Quoted in CDN funds

Submitted by

Santiago Morales
National Sales Manager – Team Aquatic Supplies LTD