



## **CITY OF CORNER BROOK**

**Dear Sir\Madam:**

I have been directed by Her Worship the Mayor to summon you to a Regular Meeting of the Corner Brook City Council, to be held on **Tuesday, January 13, 2026 at 7:00 PM. Council Chambers, City Hall.**

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CITY CLERK

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1	<b>CALL MEETING TO ORDER</b>
3	1.1 Land Acknowledgement
2	<b>APPROVALS</b>
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5	<b>REPORTS</b>
79	5.1 Launch of New Garbage Collection Program
6	<b>REGULATION/POLICY</b>

6.1 Notice of Motion - Garbage & Recycling By-Laws

**7 ADJOURNMENT**

The meeting adjourned at

## 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  
TUESDAY, 16 DECEMBER, 2025 AT 7:00 PM**

**PRESENT:**

Mayor	L. Chaisson	T. Flynn, Director of Protective Services
Deputy	P. Keeping	R. George, Director of Finance and Administration
Mayor		<i>P. Robinson, Director of Recreation Services</i>
Councillors:	D. Sherry	<i>A. O'Brien, Assistant Director of Engineering and Operational Services</i>
	E. Kennedy	<i>A. Miller, Assistant Director of Engineering and Operational Services</i>
	L. Luther	
	S. Perchard	<i>J. Smith, City Clerk</i>

*Absent with regrets: Councillor D. Wheeler, D. Charters, City Manager and D. Burden, Director of Engineering and Operational Services*

**25-162 Land Acknowledgement**

Councillor D. Luther read the land acknowledgement.

**25-165 Business Arising From Minutes**

No items were brought forward.

**25-166 Proclamations and Events**

Mayor Chaisson declared the following proclamations were made:

- November 27th was declared Project Red Ribbon Day
- December 8-14 was declared Salvation Army Week

**25-167 Electrical Maintenance/Service for Equipment 2025-21**

On motion by Councillor S. Perchard, seconded by Councillor E. Kennedy, it is **RESOLVED** that the City of Corner Brook Council award Tender No. 2025-21 for the Electrical Maintenance/Service for Equipment to K & C Renovation Ltd. in the amount of \$29,881.60 HST included (per annum) for a two-year Contract. **MOTION CARRIED.**

**25-168 Electrical Maintenance/Service for Buildings 2025-22**

On motion by Councillor S. Dean, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** that the City of Corner Brook Council award Contract No. 2025-22 for the Electrical Service/Maintenance for Buildings, to Maximum Power Ltd. in the amount of \$32,119.50 HST included (per annum), for a two-year Contract. **MOTION CARRIED.**

**25-169 Hired Equipment Services**

On motion by Councillor S. Dean, seconded by Councillor D. Luther, it is **RESOLVED** that Corner Brook City Council accept the quotations for Hired Equipment Services as stated in the attached document for a five-month period (December 22nd, 2025 to May 21st, 2026) on a standing offer basis. **MOTION CARRIED.**

**25-170 RFQ Snow clearing Parking Lots**

On motion by Councillor E. Kennedy, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** that the City of Corner Brook accept the lowest bid received from Four Seasons Excavation for the amount of \$28,000.00 plus tax for snow clearing of parking lots for the season. **MOTION CARRIED.**

**25-171 RFQ Snow clearing Small Roads**

On motion by Councillor S. Dean, seconded by Councillor S. Perchard, it is **RESOLVED** that the City of Corner Brook accept the lowest bid received from Four Seasons Excavation for the amount of \$28,000.00 plus tax for the snow clearing of small roads. **MOTION CARRIED.**

**25-172 Borrowing Resolution**

On motion by Councillor P. Keeping, seconded by Councillor S. Dean, it is **RESOLVED** that the Council of the City of Corner Brook approve to borrow \$1,250,000 for a 5 year term with a 5 year amortization at the lowest quoted rate by RBC Bank at 3.48%. **MOTION CARRIED.**

**25-173 Auditing Services - Auditor Appointment**

On motion by Councillor P. Keeping, seconded by Councillor E. Kennedy, it is **RESOLVED** that the Council of the City of Corner Brook appoint BDO Canada LLP as the City of Corner Brook auditor for the 2025 year-end audit. **MOTION CARRIED.**

**25-174 Discretionary Use - 106 Station Road - Home Based Business Office**

On motion by Councillor E. Kennedy, seconded by Councillor S. Dean, 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 106 Station Road in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

**25-175 Discretionary Use - 32 Park Drive - Home Based Business**

On motion by Councillor E. Kennedy, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to operate

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a home-based business from the dwelling located at 32 Park Drive in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

**Notice of Motion - Crosswalk Enhancements at West Valley Road and upper Elswick Road**

Mayor L. Chaisson declared a conflict of interest on this item as she disclosed she has a relative that resides in this area that would utilize this crosswalk. Mayor L. Chaisson entered the gallery and did not participate in discussion, debate or voting on this item. Deputy Mayor P. Keeping chaired the meeting for the purpose of this item.

Councillor S. Perchard presented a report regarding the Notice of Motion for Crosswalk Enhancements at West Valley Road and Upper Elswick Road. The report outlined how the initial request was reviewed in accordance with the Crosswalk Installation Policy and steps staff had taken to review, assess and implement enhancements in accordance with the policy. These enhancements include fluorescent yellow pedestrian signage installed, speed radar sign placed in advance of the crosswalk to address speeding concerns and pedestrian flags added at each side of the crosswalk to improve visibility. Staff also advised that they have collaborated with NL School Board to implement further measures including adjusting the bus operations so that the bus would stop directly at the crosswalk location and the driver would deploy the bus's built-in safety features (flashing lights, stop arm and other protective measures). The report also outlined policy considerations for council, as an implementation of an RRFB in this location would not be in accordance with the policy and that other requests for sidewalks that scored higher would be bypassed.

On motion by Councillor S. Dean, seconded by D. Luther, it is **RESOLVED** to approve a pedestrian crossing light at the upper Elswick-West Valley crosswalk similar to the crosswalk at the lower Elswick-West Valley intersection. **MOTION CARRIED.**

**Mayor L. Chaisson resumed as chair for the remainder of the meeting.**

**25-177 2026 City of Corner Brook Budget**

On motion by Councillor D. Luther, seconded Councilor S. Dean, it is **RESOLVED** that the City of Corner Brook, in accordance with the City of Corner Brook Act, approve the attached tax rates for the 2026 taxation year. **All voted in favour. MOTION CARRIED.**

On motion by Councillor D. Luther, seconded by Councillor S. Perchard, it is **FURTHER RESOLVED** that the City of Corner Brook, in accordance with the City of Corner Brook Act, approve the attached Schedule of Rates & Fees, to take effect January 1, 2026. **All voted in favour. MOTION CARRIED.**

On motion by Councillor D. Luther, seconded by Deputy Mayor P. Keeping, it is **FURTHER RESOLVED** that the City of Corner Brook, in accordance with the City of Corner Brook Act, approve an annual rate of interest of 5.25% to be levied on all past due taxes and accounts receivable on a monthly basis in 2026. **All voted in favour. MOTION CARRIED.**

On motion by Councillor D. Luther, seconded by Deputy Mayor P. Keeping, it is **FURTHER RESOLVED** that the City of Corner Brook, in accordance with the City of Corner Brook Act, approve the 2026 Budget with operating Revenues and Expenditures totaling \$44,696,402. **All voted in favour. MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:26 p.m.

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City Clerk

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Mayor



# Request for Decision (RFD)

**Subject:** Ratification of Decisions

**To:** Darren Charters  
**Meeting:** Regular Meeting - 12 Jan 2026  
**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 - November 17

- **Be it RESOLVED** to ratify minute CC25-030 - Approval of Agenda - agenda was approved as circulated
- **Be it RESOLVED** to ratify minute CC25-033 - Nominee - Board of Directors of the Deer Lake Airport Authority - it was approved to nominate Glen Seaborn as the City's representative for appointment to the Board of Directors of the Deer Lake Airport Authority Inc. for a four-year term commencing on the date of the appointment.

### Council in Committee Meeting - December 2, 2025

- **Be it RESOLVED** to ratify minute CC25-034- Approval of Agenda - agenda was approved as circulated.
- **Be it RESOLVED** to ratify minute CC25-037 Authority and Authorizing Individuals for CRA - it was approved requested authorized authority to allow for CRA account changes.
- **Be it RESOLVED** to ratify minute CC25-038- Parking Pay Stations - it was approved for the purchase and installation of parking pay stations as proposed by J.J. Mackay for the price of \$90,575.00 (plus HST) and a budget of \$25,000.00 for the installation of the parking pay stations. Council also approved the monthly communication fees associated with the digital communication and operation of these terminals for a total of \$13,860.00 (plus HST) per annum.

- **Be it RESOLVED** to ratify minute CC25-039 Sale of Used Equipment and Materials - it was approved to accept the highest bids for the used equipment and materials as proposed.

## **Council in Committee Meeting- December 16, 2025**

- **Be it RESOLVED** to ratify minute CC25-040 Approval of Agenda - agenda was approved as circulated
- **Be it RESOLVED** to ratify minute CC025-042 IAFF 1222 Agreement - it was approved to ratify the Labor Agreement with the International Association of Firefighters for the period ending December 31, 2027.

### **GOVERNANCE IMPLICATIONS:**

Legislation

City of Corner Brook Act  
41(3)

City Clerk	Approved - 09 Jan 2026
City Manager	Approved - 09 Jan 2026
Administrative Assistant	Approved - 09 Jan 2026

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City Manager



# Request for Decision (RFD)

**Subject:** Asphalt Patching 2025 Change Order #1

**To:** Aaron O'Brien  
**Meeting:** Regular Meeting - 12 Jan 2026  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**  
**Attachments:** [Asphalt Patching CO1 Redacted](#)

## BACKGROUND INFORMATION:

The asphalt repair on Elizabeth Street, following the water main break on September 5, 2025, exceeded 100 m<sup>2</sup> and was significantly larger than a standard patch priced under Contract 2025-10. To ensure cost efficiency, the City of Corner Brook requested a separate unit price for this work.

## PROPOSED RESOLUTION:

**Be it resolved that the City of Corner Brook Council** approve Change order No. 1 for the Asphalt Patching 2025 for Marine Contractors Inc. in the amount of \$81,894.61 HST included.

Assistant Director of Engineering	Approved - 06 Jan 2026
City Manager	Approved - 06 Jan 2026
Administrative Assistant	Approved - 06 Jan 2026

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City Manager

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

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September 2023

**OWNER:** City of Corner Brook **DATE:** Dec 11, 2025

**PROJECT NAME:** Asphalt Patching 2025

**PROJECT #:** 2025-10 **CONTRACTOR:** Marine Contractors Inc.

**CHANGE ORDER NUMBER:** 001

**.1 NOTICE**

A change to the Contract is contemplated as indicated herein.

**.2 PROCEDURE**

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

**.3 DESCRIPTION OF CHANGE**

Elizabeth Street asphalt repair exceeded area to be completed under patching unit price. See pricing included on attached detail sheet.

Total = \$71,212.70 + HST

**.4 EFFECT OF CHANGE ON CONTRACT**

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

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

**WORKING DAYS:** 0 **REVISED COMPLETION DATE:** \_\_\_\_\_

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

**No Change**

**Addition to Contract including HST payable by the Owner \$ 81,894.61**

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

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

Transportation and Infrastructure

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

**Page 2 of 3**

**September 2023**

Authorized Contract Amount (A)	\$ 479,895.00
<b>Change Order Limit (greater of 10 % of A or \$15,000)</b>	<b>\$ 47,989.50</b>
Previous Change Orders (B)	\$ 0
<b>This Change Order (C)</b>	<b>\$ 81,894.61</b>
New Approved Contract Amount (A+B+C)	\$ 561,789.61

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

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

**.5 AUTHORIZATION TO PROCEED**

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

DATE: Dec 11, 2025

Consultant: Rod Follett

DATE: \_\_\_\_\_

Municipality /Owner: \_\_\_\_\_

DATE: \_\_\_\_\_

Regional Engineer: \_\_\_\_\_

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

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

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

DATE: \_\_\_\_\_

Consultant: \_\_\_\_\_

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

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

**.8 ENCLOSED DOCUMENTS**

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

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

Transportation and Infrastructure

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Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice

Page 3 of 3

September 2023

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

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Transportation and Infrastructure

## Division of Municipal Infrastructure

## Form 16 – Detail Sheet for Unit Price Contract

Owner: City of Corner Brook Date: 20-Nov-25  
 Project Name: Elizabeth Street Patch  
 MI Project #: 2025-07 Contractor: Marine Contractors Inc  
 Request No.: Patching - Claim 4 Page 1 of 2 Pages

Item No.	Description	Quantities					Value To Date	
		Unit of Measure	Tendered Quantlty	Previous	This Period	To Date (A)	Unit Price (B)	Amount (A x B)
<b>Section 1010 - Mobilization &amp; Demobilization</b>								
1	Mobilization & Demobilization (not greater than 5% if on the Island, or 10% if in Labrador, or 15% north of Cartwright of Sub-Total, Including this Item, before HST)	Lump-Sum		0,0		0,0	11,000.00	-
<b>Section 1570 - Traffic Regulations</b>								
1	Flag Persons Wages	Hour		24.0		24.0	45.00	1,080.00
<b>Section 1710 - Reinstatement and Cleaning</b>								
2	Ditching	Meter		0.0		0.0	40.00	-
7	Hydraulic Seeding & Mulching	Square Meter		0.0		0.0	55.00	-
9	Supply & Placing Topsoll	Square Meter		0.0		0.0	55.00	-
<b>Section 2070 - Sitework, Demolition &amp; Removal of Structures</b>								
5	Removal of Curb & Gutter	Meter		0.0		0.0	25.00	-
<b>Section 2223 - Excavation, Trenching &amp; Backfilling</b>								
1.1	Main Trench Excavation - Rock	Cubic Meter		0.0		0.0	370.00	-
1.2	Main Trench Excavation - Common	Cubic Meter		0.0		0.0	40.00	-
5.1	Granular Pipe Bedding - Type 1	Cubic Meter		0.0		0.0	105.00	-
8.1	Supply & Placement of Making Tape - Plastic	Meter		0.0		0.0	3.00	-
<b>Section 2224 - Roadway Excavation, Embankment &amp; Compaction</b>								
1.2	Mass Excavation & Backfill - Common	Cubic Meter		67.1		67.1	40.00	2,684.00
<b>Section 2231 - Scarifying &amp; Reshaping</b>								
1	Scarifying & Reshaping Incl. Compaction	Square Meter		671.0		671.0	10.00	6,710.00
<b>Section 2233 - Selected Granular Base &amp; Sub Base Materials</b>								
1	Class "A" Granular Base	Cubic Meter		0,0		0,0	130.00	-
<b>Section 2283 - Salvage &amp; Reinstatement of Guide Rail</b>								
1.1	Salvage & Reinstatement of Gulde Rail - On New Posts	Meter		0,0		0,0	210.00	-
<b>Section 2528 - Curbs, Gutters and Sidewalk</b>								
1	Supply & Place Granular Base Material	Cubic Meter		0,0		0,0	140.00	-
5.1	Curb & Gutter - Slip Form	Meter		0,0		0,0	185.00	-
5.2	Curb No Gutter - Slip Form	Meter		0,0		0,0	420.00	-

Transportation and Infrastructure

Revision Date: May 2024

## Division of Municipal Infrastructure

## Form 16 – Detail Sheet for Unit Price Contract

Owner: City of Corner Brook Date: 20-Nov-25  
 Project Name: Elizabeth Street Patch  
 MI Project #: 2025-07 Contractor: Marine Contractors Inc  
 Request No.: Patching - Claim 4 Page 2 of 2 Pages

Item No.	Description	Quantities					Value To Date	
		Unit of Measure	Tendered Quantity	Previous	This Period	To Date (A)	Unit Price (B)	Amount (A x B)
<b>Section 2547 - Asphalt Tack Coat</b>								
1	Supply & Placement of Asphalt Tack Coat	Square Meter		0.0		0.0	5.00	-
<b>Section 2552 - Hot Mix Asphaltic Concrete Pavement</b>								
1.1	Asphaltic Concrete - Base Course	Metric Ton/Tonne		87.4		87.4	300.00	26,220.00
1.2	Asphaltic Concrete - Surface Course	Metric Ton/Tonne		87.4		87.4	300.00	26,220.00
<b>Section 2574 - Reshaping &amp; Patching Asphalt Pavement</b>								
1.1	Removal of Asphalt Pavement - Stripping	Square Meter		0.0		0.0	10.00	-
5	Cutting of Asphalt Pavement	Meter		23.9		23.9	25.00	597.50
	Patching of Asphalt Pavement	Square Meter		15.4		15.4	128.00	1,971.20
<b>Section 2575 - Cold Planing</b>								
1	Cold Planing	Square Meter		0.0		0.0	10.00	-
<b>Section 2601 - Maintenance Holes, Catch Basins, Ditch Inlets</b>								
1.1	Supply & Placement of Pre-Cast Maintenance Holes Diameter depth 2m or less (diameter size)(including cover)	Each		0.0		0.0	10,500.00	-
6	Catch Basins (including cover)	Each		0.0		0.0	6,300.00	-
8.1	Manholes - Adjust Existing	Each		1.0		1.0	2,030.00	2,030.00
	Valve Boxes - Adjust Existing	Each		2.0		2.0	1,850.00	3,700.00
<b>Section 2702 - Sewer Mains</b>								
2	Supply & Placement of Storm Sewer (375mm dia HDPE)	Meter		0.0		0.0	290.00	-
7	Break into & Connect to Existing Maintenance Holes	Each		0.0		0.0	3,200.00	-
Unit Price Items Value:		(Including Petroleum Products Adjustments and Force Account)						
Total Value of Unit Price Items: (Transfer to Item 1 on Contract Payment – Form 15)								71,212.70

## Sign Last Page Only

I hereby certify that the work done and material delivered to site up to the date specified are as listed. Work, material and prices are according to contract.  
 (If prices not specified by contract they have to be preapproved by the Regional Engineer).

Consultant Representative

Contractor Representative

Consultant

Eugene Savard, PM - Marine Contractors Inc

Date

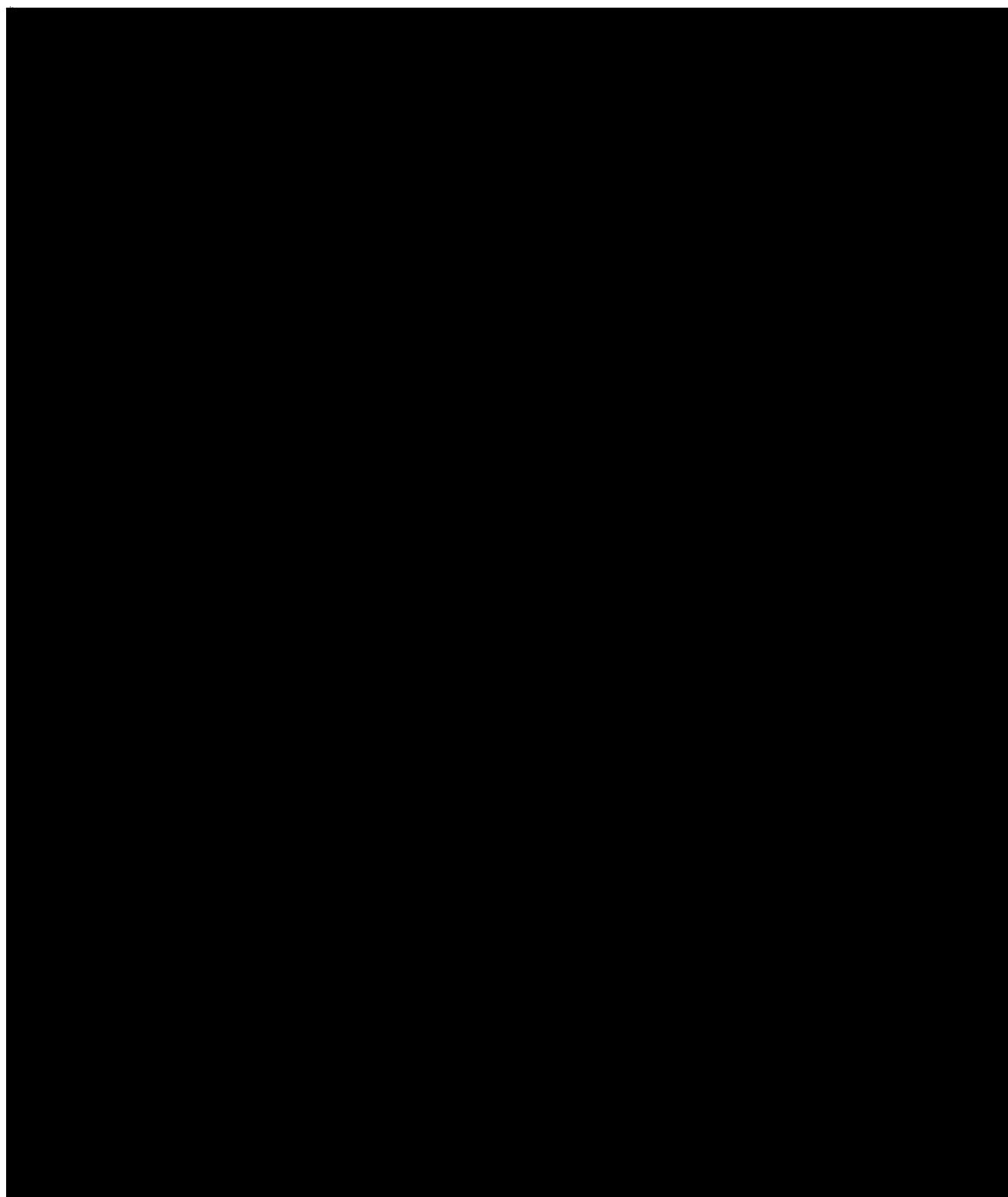
Nov 20, 2025

Contractor

Date

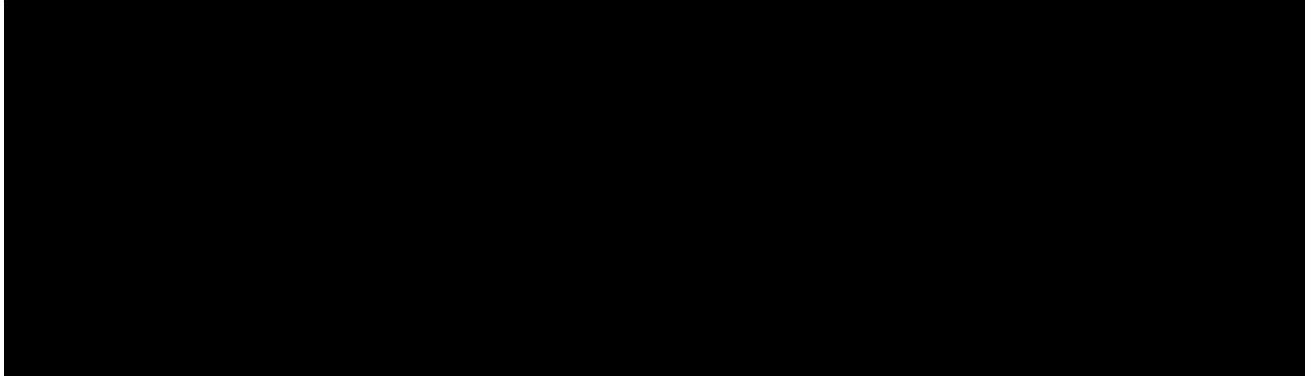
Transportation and Infrastructure

Revision Date: May 2024



**From:** Eugene Savard <[Eugenessavard@marinecontractors.ca](mailto:Eugenessavard@marinecontractors.ca)>  
**Sent:** September 9, 2025 2:56 PM  
**To:** Miller, Andrew <[amiller@cornerbrook.com](mailto:amiller@cornerbrook.com)>  
**Cc:** Remo, Scott <[sremo@cornerbrook.com](mailto:sremo@cornerbrook.com)>; Stefan House <[stefanhouse@marinecontractors.ca](mailto:stefanhouse@marinecontractors.ca)>; Jade Payne <[jpayne@marinecontractors.ca](mailto:jpayne@marinecontractors.ca)>  
**Subject:** Elizabeth Street Patch

Andrew,



Thanks



**Eugene Savard | P.Tech, GSC**  
Project Manager  
4 White Lakes Road  
Corner Brook, NL, A2H 6G1 PO Box 640,  
Office: (709) 639-2330, Fax: (709) 686-5237  
[www.marinecontractors.ca](http://www.marinecontractors.ca)

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# Request for Decision (RFD)

**Subject:** Asphalt Patching 2025 Change Order #2

**To:** Aaron O'Brien  
**Meeting:** Regular Meeting - 12 Jan 2026  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**  
**Attachments:** [Asphalt Patching CO2 Redacted](#)

## BACKGROUND INFORMATION:

Quantity adjustments were required during the Asphalt Patching 2025 contract. This change order addresses the final variances to the quantities.

## PROPOSED RESOLUTION:

**Be it resolved that the City of Corner Brook Council** approve Change Order No. 2 for the Asphalt Patching 2025 for Marine Contractors Inc. in the amount of \$148,159.10 HST included.

Assistant Director of Engineering	Approved - 06 Jan 2026
City Manager	Approved - 06 Jan 2026
Administrative Assistant	Approved - 06 Jan 2026

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City Manager

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

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**September 2023**

**OWNER:** City of Corner Brook      **DATE:** Dec 11, 2025

**PROJECT NAME:** Asphalt Patching 2025

**PROJECT #:** 2025-10      **CONTRACTOR:** Marine Contractors Inc.

**CHANGE ORDER NUMBER:** 002

**.1 NOTICE**

A change to the Contract is contemplated as indicated herein.

**.2 PROCEDURE**

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

**.3 DESCRIPTION OF CHANGE**

Extra Quantities Used:  
 Patching of Asphalt 1145.5m<sup>2</sup> @ \$128.00 = \$146,624.00  
 Cutting of Asphalt 39.2m<sup>2</sup> @ \$ 25.00 = \$980.00  
 Reduction of Quantities:  
 Manhole Adjust 1 @ \$2120.00 = - \$2120.00  
 Valve Adjust 9 @ \$1850.00 = - \$16,650.00  
 Total = \$128,834.00 + HST

**.4 EFFECT OF CHANGE ON CONTRACT**

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

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

WORKING DAYS: 0 REVISED COMPLETION DATE: \_\_\_\_\_

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

No Change

Addition to Contract including HST payable by the Owner \$ 148,159.10

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

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

Transportation and Infrastructure

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

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**September 2023**

Authorized Contract Amount (A)	\$ 479,895.00
<b>Change Order Limit (greater of 10 % of A or \$15,000)</b>	<b>\$ 44,116.88</b>
Previous Change Orders (B)	\$ 81,894.61
<b>This Change Order (C)</b>	<b>\$ 148,159.10</b>
New Approved Contract Amount (A+B+C)	\$ 709,948.71

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

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

**.5 AUTHORIZATION TO PROCEED**

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

DATE: Dec 11, 2025

Consultant: Rod Follett

DATE: \_\_\_\_\_

Municipality /Owner: \_\_\_\_\_

DATE: \_\_\_\_\_

Regional Engineer: \_\_\_\_\_

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

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

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

DATE: \_\_\_\_\_

Consultant: \_\_\_\_\_

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

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

**.8 ENCLOSED DOCUMENTS**

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

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

Transportation and Infrastructure

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

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**September 2023**

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

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Transportation and Infrastructure



# Request for Decision (RFD)

**Subject:** Mount Bernard Avenue Reconstruction Change Order No. 35

**To:** Aaron O'Brien

**Meeting:** Regular Meeting - 12 Jan 2026

**Department:** Engineering

**Staff Contact:** Melody Roberts,

**Topic Overview:**

**Attachments:** [Change Order Notice No. 35 Redacted](#)

## BACKGROUND INFORMATION:

Quantity adjustments were required during the construction of the Mount Bernard Avenue Reconstruction project (Contract 17-GI-23-00001). This change order addresses the variances identified in the attached variance report.

As required by Municipal Infrastructure, this change order ensures that the approved contract quantities align with the actual quantities paid to the contractor. All approved quantities have already been paid, and this change order will not result in any additional funds being issued to the contractor.

This is a housekeeping exercise to ensure that all documents and reports are consistent and accurately reflect the final quantities.

## PROPOSED RESOLUTION:

**Be it resolved that the City of Corner Brook Council** approve Change Order No. 35 for the Mount Bernard Avenue Reconstruction for Marine Contractors Inc. in the amount of \$66,916.50 HST included.

## FINANCIAL IMPACT:

Authorized Contract Amount \$10,436,308.65 HST Included

Previous Change Orders \$1,217,293.41 HST Included

**Budget Code:** 17-GI-23-00001

**Finance Type:** Funding

Assistant Director of Engineering Approved - 06 Jan 2026

City Manager Approved - 06 Jan 2026

Administrative Assistant Approved - 08 Jan 2026

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



**Division of Municipal Infrastructure  
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**September 2023**

**OWNER:** City of Corner Brook      **DATE:** November 20, 2025  
**PROJECT NAME:** Mount Bernard Avenue Reconstruction, Corner Brook  
**PROJECT #:** 17-GI-23-00001      **CONTRACTOR:** Marine Contractors Inc.  
**CHANGE ORDER NUMBER:** 35

**.1 NOTICE**

A change to the Contract is contemplated as indicated herein.

**.2 PROCEDURE**

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

**.3 DESCRIPTION OF CHANGE**

This Change Order is an adjustment to Variance Report No. 1 (Change Order #34). This adjustment is required to ensure that the Project Accounting is in line with the DTI MSIS accounting.

A detailed breakdown is attached to this CO. The changes can be generally described as the following:  
1. Addition of Liquid Asphalt and Petroleum Cost Adjustments  
2. Inclusion of all previously approved Change Orders and exclusion of any Change Orders not approved by MI to accurately reflect the total contract value.

**.4 EFFECT OF CHANGE ON CONTRACT**

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

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

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

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

No Change

Addition to Contract including HST payable by the Owner \$ 66,916.50

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

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

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Authorized Contract Amount (A)	\$ 10,436,308.65
<b>Change Order Limit (greater of 10 % of A or \$15,000)</b>	\$ 1,043,630.87
Previous Change Orders (B)	\$ 1,217,293.41
<b>This Change Order (C)</b>	\$ 66,916.50
New Approved Contract Amount (A+B+C)	\$ 11,720,518.56

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

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

**.5 AUTHORIZATION TO PROCEED**

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

DATE: December 3, 2025

Consultant: \_\_\_\_\_

DATE: \_\_\_\_\_

Municipality /Owner: \_\_\_\_\_

DATE: \_\_\_\_\_

Regional Engineer: \_\_\_\_\_

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

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

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

DATE: \_\_\_\_\_

Consultant: \_\_\_\_\_

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

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

**.8 ENCLOSED DOCUMENTS**

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

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

Transportation and Infrastructure

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

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

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Transportation and Infrastructure

Division of Municipal Infrastructure  
Form 20 - Variance Report

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2023 November

Project Name: City of Corner Brook Mount Bernard Avenue Reconstruction	MI Project #: 17-GI-23-00001
Owner: City Of Corner Brook	Contractor: Marine Contractors Inc.
Date: 2025-14-11	Request No: 2

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

ITEM NO.	DESCRIPTION	UNIT	QUANTITIES			\$ VALUE OF REVISED TOTAL
			ORIGINAL	VARIANCE +, - , or 0	REVISED TOTAL	
01005 1. Maintain Existing Water System		L.S.	1	0	1	\$75,000.00
01005 2. Maintain Existing Sewer System		L.S.	1	0	1	\$100,000.00
01005 3. Temporary Water Supply		L.S.	1	0	1	\$169,860.00
01010 1. Mobilization & Demobilization (not greater than 5% if on the Island, or 10% if in Labrador, or 15% north of Cartwright, of Sub-Total Before HST)		L.S.	1	0	1	\$25,000.00
01020 1. Pole Relocation/Shoring/Bracing		Allowance	20000	31393.84	51393.84	\$1.00
01020 2. Underground Telecommunication Lines, Shoring & Bracing		Allowance	250000	-92343.96	157656.04	\$1.00
01020 3. Dust Control		Allowance	15000	-14904.9	95.1	\$1.00
01020 4. Liquid Asphalt		Allowance	11500	-11552.2	-52.20	\$1.00
01020 5. Petroleum Products Cost		Allowance	11500	-1573.82	-60073.82	\$1.00
01500 1. Consultant Site Office		L.S.	1	0	1	\$4,500.00
01560 1. Silt Fence		m	50	-50	0	\$10.00
01570 1. Flag persons Wages		Hour	5400	3336.55	8736.55	\$28.00
01570 2. Traffic Control		L.S.	1	0	1.00	\$85,000.00
01580 1. Project Sign - Federal		L.S.	1	0	1.00	\$1,000.00
01582 1. Type D - L/W (Stop Sign)		Each	2	2	4.00	\$950.00
01582 2. Type D - L/W (No Parking)		Each	2	-2	0.00	\$950.00
01710 1. Ditching		m	120	-85.9	34.10	\$18.00
01710 2. Remove, Relocate and/or Reinstall Culverts		m	20	-14.3	5.70	\$100.00
01710 3. Supply & Placing Topsoil		m <sup>2</sup>	3000	1442.6	4442.60	\$19.00
01710 4. Supply & Placement of Sods		m <sup>2</sup>	3000	1442.6	4442.60	\$25.00
01710 5. Gravel Driveway Reinstatement		m <sup>2</sup>	60	185	245.00	\$20.00
02070 1. Removal of Concrete Pavement		m <sup>2</sup>	25	55.7	80.70	\$50.00
02070 2. Removal of Concrete Sidewalk		m <sup>2</sup>	1287	195.5	1482.50	\$15.00
02070 3. Removal of Curb & Gutter		m	2155	240.5	2395.50	\$10.00
02070 4. Removal of Catch Basins, Maintenance Holes & Ditch Inlets		Each	42	29	71.00	\$500.00
02070 5. Removal of Fences		m	150	-75.5	74.50	\$30.00
02070 6. Removal of Sanitary Sewers		m	620	674.7	1294.70	\$15.00
02070 7. Removal of Water Lines		m	760	1079.1	1839.10	\$15.00
02070 8. Removal of Culverts		m	20	8.8	28.80	\$15.00
02070 9. Removal of Storm Sewers		m	130	740.4	870.40	\$15.00
02070 10. Removal of Mass Concrete		m <sup>3</sup>	10	23.7	33.70	\$200.00
02070 11. Removal of Asbestos Cement Pipe		m	130	97.7	227.70	\$90.00
02070 12. Removal of Fire Hydrant and 150mm Dia. Lead		Each	4	1	5.00	\$300.00
02104 1.1. Pre-Construction - Method P1		L.S.	1	0	1.00	\$40,000.00
02104 1.2. During Construction - Method P2a		Each	13	-13	0.00	\$8,000.00
02104 1.3. During Construction - Method P2b		Each	8	-8	0.00	\$10,000.00
02104 1.4. During Construction - Method P2c		Each	12	-12	0.00	\$10,000.00
02104 1.5. Post Construction - Method P3		Each	33	-33	0.00	\$2,000.00
02104 2. Tree Removal		Each	4	19	23.00	\$10,000.00
02223 1.1 Main Trench Excavation - Rock		m <sup>3</sup>	1310	-456.3	853.70	\$28.00
02223 1.2 Main Trench Excavation - Common		m <sup>3</sup>	9100	-595.1	8504.90	\$27.50
02223 1.3 Main Trench Excavation - Unsuitable Material		m <sup>3</sup>	2600	1074.3	3674.30	\$27.50
02223 2.1 Service Trench Excavation - Rock		m <sup>3</sup>	50	-50	0.00	\$28.00
02223 2.2 Service Trench Excavation - Common		m <sup>3</sup>	500	196.7	696.70	\$27.50
02223 3. Imported Common Backfill		m <sup>3</sup>	2600	-1751.1	848.90	\$41.50
02223 4.1 Granular Pipe Bedding - Type 1		m <sup>3</sup>	4200	1513.8	5713.80	\$40.50
02223 5. Rock Underbedding (Provisional)		m <sup>3</sup>	500	183.3	683.30	\$69.50
02223 6.1 Supply & Placement of Marking Tape - Plastic Tape		m	3500	718.6	4218.60	\$2.00
02223 6.2 Supply & Placement of Marking Tape - Metallic Tape		m	1250	-1250	0.00	\$2.00
02224 1.1 Mass Excavation & Backfill - Rock		m <sup>3</sup>	285	-285	0.00	\$28.00
02224 1.2 Mass Excavation & Backfill - Common		m <sup>3</sup>	2850	3664.7	6514.70	\$27.50
02224 1.3 Mass Excavation & Backfill - USM		m <sup>3</sup>	570	5630.2	6200.20	\$27.50
02224 2.1 Imported Backfill - Rock		m <sup>3</sup>	3600	4157.1	7757.10	\$42.00
02224 2.2 Imported Backfill - Common		m <sup>3</sup>	420	-203.9	216.10	\$41.50
02231 1. Scarifying & Reshaping incl. Compaction		m <sup>2</sup>	9500	-9417.6	82.40	\$1.50
02233 1. Class "A" Granular Base		m <sup>3</sup>	1900	866.3	2766.30	\$48.50
						\$134,165.55

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02233	2. Class "B" Granular Sub-Base	m <sup>3</sup>	2850	1348.1	4198.10	\$46.00	\$193,112.60
02284	1. Handrail	m	8	-8	0	\$1,000.00	\$0.00
02434	1. Supply & Placement of Debris Racks	Each	1	-1	0.00	\$3,000.00	\$0.00
02434	2. Supply & Placement of Concrete Head Walls	m <sup>3</sup>	6	-1.6	4.40	\$3,500.00	\$15,400.00
02481	1. Cleaning & Deepening of Existing Channels	m	120	-68.8	51.20	\$18.00	\$921.60
02528	1. Supply and Placement of Granular Base Material	m <sup>3</sup>	408	139.2	547.20	\$56.00	\$30,643.20
02528	2.1 Concrete Walks - (1.65m) (200mm)	m	15	140.2	155.20	\$164.00	\$25,452.80
02528	2.2 Concrete Walks - (1.65m) (150mm)	m	162	-162	0.00	\$134.00	\$0.00
02528	2.3 Concrete Walks - (1.65m) (100mm)	m	695	-417.2	277.80	\$101.00	\$28,057.80
02528	2.4 Concrete Walks - (1.35m) (200mm)	m	152	-64.8	87.20	\$144.00	\$12,556.80
02528	2.5 Concrete Walks - (1.35m) (100mm)	m	257	636.6	893.60	\$95.00	\$84,892.00
02528	3. Curb and Gutter	m	1970	409.3	2379.30	\$98.00	\$233,171.40
02528	4. Curb	m	100	301.3	401.30	\$71.00	\$28,492.30
02528	5. Curb Flared Radius	m	150	-110.6	39.40	\$142.00	\$5,594.80
02528	6. Tactile Plates	Each	20	24	44.00	\$306.00	\$13,464.00
02547	1. Supply & Placement of Asphalt Tack Coat	m <sup>2</sup>	9500	2426	11926.00	\$2.00	\$23,852.00
02552	1.1 Asphaltic Concrete - Base Course	tonne	1150	430.4	1580.40	\$215.00	\$339,786.00
02552	1.2 Asphaltic Concrete - Surface Course	tonne	1150	351.1	1501.10	\$215.00	\$322,736.50
02574	1. Removal of Asphalt Pavement	m <sup>2</sup>	10120	2982.1	13102.10	\$5.00	\$65,510.50
02574	2. Patching of Asphalt Pavement	m <sup>2</sup>	620	955.6	1575.60	\$90.00	\$141,804.00
02574	3. Cutting of Asphalt Pavement	m	540	-0.4	539.60	\$10.00	\$5,396.00
02575	Cold Planing	m <sup>2</sup>	130	118.2	248.20	\$30.00	\$7,446.00
02580	1. Pavement Marking	L.S.	1	-1	0	\$30,000.00	\$0.00
02601	1.1 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - 2 m or less	Each	1	8	9.00	\$5,150.00	\$46,350.00
02601	1.2 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2 m to 2.5 m	Each	5	4	9.00	\$5,430.00	\$48,870.00
02601	1.3 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2.5 m to 3.0 m	Each	19	-1	18.00	\$5,970.00	\$107,460.00
02601	1.4 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.0 m to 3.5 m	Each	23	-5	18.00	\$6,270.00	\$112,860.00
02601	1.5 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.5 m to 4.0 m	Each	10	0	10.00	\$6,690.00	\$66,900.00
02601	1.6 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 4.0 m to 4.5 m	Each	2	1	3.00	\$7,030.00	\$21,090.00
02601	1.2.1 Supply & Placement of Pre-Cast Maintenance Holes 1800 - 2 m or less	Each	1	0	1.00	\$8,190.00	\$8,190.00
02601	1.2.2 Supply & Placement of Pre-Cast Maintenance Holes 1800 - > 2 m to 4.5 m or less	Each	2	0	2.00	\$13,880.00	\$27,760.00
02601	3. Supply and Placement of Inflow Protector	Each	60	-10	50.00	\$290.00	\$14,500.00
02601	4. Drop Maintenance Holes as per Dwg. 4310	Each	1	3	4.00	\$7,620.00	\$30,480.00
02601	5. Catch Basins as per Dwg. 4350	Each	44	-9	35.00	\$3,100.00	\$108,500.00
02601	6. Adjustment of Maintenance Hole/Catch Basin Tops	Each	62	-1	61.00	\$750.00	\$45,750.00
02702	1.1.1 Supply & Placement of Sanitary Sewer - Main Line - 200mm Dia. PVC DR18	m	650	25.8	675.80	\$212.00	\$143,269.60
02702	1.1.2 Supply & Placement of Sanitary Sewer - Main Line - 300mm Dia. PVC DR18	m	115	23.6	138.60	\$453.00	\$62,785.80
02702	1.1.3 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC DR18	m	525	-17.4	507.60	\$1,364.00	\$692,366.40
02702	1.1.4 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC SDR35	m	115	14.1	129.10	\$818.00	\$105,603.80
02702	1.1.5 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC DR18	m	55	-5.5	49.50	\$2,557.00	\$126,571.50
02702	1.1.6 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC SDR35	m	315	-49	266.00	\$1,316.00	\$350,056.00
02702	1.2.1 Supply & Placement of Sanitary Sewer - Service Line - 100mm PVC SDR 28	m	170	-3.6	166.40	\$49.00	\$8,153.60
02702	1.2.2 Supply & Placement of Sanitary Sewer - Service Line - 150mm PVC SDR 28	m	40	0.2	40.20	\$72.00	\$2,894.40
02702	1.2.3 Supply & Placement of Sanitary Sewer - Service Line - 100mm long radius bends	Each	25	15	40.00	\$80.00	\$3,200.00
02702	1.2.4 Supply & Placement of Sanitary Sewer - Service Line - 150mm long radius bends	Each	5	4	9.00	\$119.00	\$1,071.00
02702	1.2.5 Supply & Placement of Sanitary Sewers - Service Line - Locate and Connect to Existing Services	Each	30	-4	26.00	\$1,750.00	\$45,500.00
02702	2.1.1 Supply & Placement of Storm Sewer - Main Line - 375mm Dia. PVC SDR 35	m	432	-230.2	201.80	\$299.00	\$60,338.20
02702	2.1.2 Supply & Placement of Storm Sewer - Main Line - 450mm Dia. C-HDPE	m	805	2.6	807.60	\$164.00	\$132,446.40
02702	2.1.3 Supply & Placement of Storm Sewer - Main Line - 525mm Dia. C-HDPE	m	86	-26.8	59.20	\$220.00	\$13,024.00
02702	2.1.4 Supply & Placement of Storm Sewer - Main Line - 1200mm Dia. C-HDPE	m	26	-26	0.00	\$900.00	\$0.00
02702	2.2.1 Supply & Placement of Storm Sewer - Service Line - 100mm PVC SDR 28	m	170	11.1	181.10	\$49.00	\$8,873.90
02702	2.2.2 Supply & Placement of Storm Sewer - Service Line - 150mm PVC SDR 28	m	40	-40	0.00	\$72.00	\$0.00
02702	2.2.3 Supply & Placement of Storm Sewer - Service Line - 100mm long radius bends	Each	25	10	35.00	\$80.00	\$2,800.00
02702	2.2.4 Supply & Placement of Storm Sewer - Service Line - 150mm long radius bends	Each	5	-5	0.00	\$119.00	\$0.00
02702	2.2.5 Supply & Placement of Storm Sewer - Service Line - Locate and Connect to Existing Services	Each	30	-11	19.00	\$1,750.00	\$33,250.00
02702	3.1 Supply & Installation of End Caps - 100mm End Cap	Each	25	0	25.00	\$45.00	\$1,125.00
02702	3.2 Supply & Installation of End Caps - 150mm End Cap	Each	5	-4	1.00	\$67.00	\$67.00
02702	4. CCTV Camera Inspection Services	m	3500	-1480	2020.00	\$20.00	\$40,400.00
02702	5. Break Int & Connect to Existing Maintenance Holes	Each	3	5	8.00	\$3,500.00	\$28,000.00
02702	6. Locate and Connect to Existing Sewer Mains	Each	10	7	17.00	\$2,250.00	\$38,250.00
02713	1.1 Supply & Installation of Water Main - Ductile Iron 300 150mm Dia. PE Encased	m	117	-14.8	102.20	\$265.00	\$27,083.00
02713	1.2 Supply & Installation of Water Main - Ductile Iron 300 200mm Dia. PE Encased	m	860	15.1	875.10	\$359.00	\$314,160.90
02713	1.3 Supply & Installation of Water Main - Ductile Iron 300 250mm Dia. PE Encased	m	440	-1.9	438.10	\$453.00	\$198,459.30
02713	1.4 Supply & Installation of Water Main - Ductile Iron 350 400mm Dia. PE Encased	m	650	-15	635.00	\$982.00	\$623,570.00
02713	2.1 Supply & Installation of Service Connections to ROW - 19mm Municipex	m	130	15.1	145.10	\$32.00	\$4,643.20
02713	2.2 Supply & Installation of Service Connections to ROW - 50mm Municipex	m	8	28	36.00	\$66.00	\$2,376.00

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02713 2.1 Supply & Installation of Service Connections to ROW - 25mm Type K Copper Tubing	m	130	-130	0.00	\$55.00	\$0.00
02713 2.2 Supply & Installation of Service Connections to ROW - 50mm Type K Copper Tubing	m	8	-8	0.00	\$158.00	\$0.00
02713 3. Supply & Installation of Fire Hydrant and Marker (City of Corner Brook Standard)	Each	9	0	9.00	\$6,544.00	\$58,896.00
02713 4.1.1 Supply & Installation of Fittings - Reducers - 200mm x 250mm Dia.	Each	2	1	3.00	\$1,500.00	\$4,500.00
02713 4.1.2 Supply & Installation of Fittings - Reducers - 200mm x 150mm Dia.	Each	1	6	7.00	\$577.00	\$4,039.00
02713 4.2.1 Supply & Installation of Fittings - End Caps/Plugs - 150mm Dia. End Cap	Each	4	-1	3.00	\$631.00	\$1,893.00
02713 4.3.1 Supply & Installation of Fittings - Bends - 150mm. Dia. 90 Deg. D.I. Bend	Each	1	4	5.00	\$943.00	\$4,715.00
02713 4.3.2 Supply & Installation of Fittings - Bends - 200mm. Dia. 11.25 Deg. D.I. Bend	Each	3	0	3.00	\$3,067.00	\$9,201.00
02713 4.3.3 Supply & Installation of Fittings - Bends - 200mm. Dia. 22.5 Deg. D.I. Bend	Each	2	0	2.00	\$3,067.00	\$8,134.00
02713 4.3.4 Supply & Installation of Fittings - Bends - 200mm. Dia. 45 Deg. D.I. Bend	Each	1	19	20.00	\$3,067.00	\$61,340.00
02713 4.3.5 Supply & Installation of Fittings - Bends - 200mm. Dia. 90 Deg. D.I. Bend	Each	2	2	4.00	\$3,067.00	\$12,268.00
02713 4.3.6 Supply & Installation of Fittings - Bends - 250mm. Dia. 11.25 Deg. D.I. Bend	Each	1	0	1.00	\$3,912.00	\$3,912.00
02713 4.3.7 Supply & Installation of Fittings - Bends - 250mm. Dia. 22.5 Deg. D.I. Bend	Each	1	-1	0.00	\$3,912.00	\$0.00
02713 4.3.8 Supply & Installation of Fittings - Bends - 250mm. Dia. 45 Deg. D.I. Bend	Each	2	4	6.00	\$3,912.00	\$23,472.00
02713 4.3.9 Supply & Installation of Fittings - Bends - 400mm. Dia. 11.25 Deg. D.I. Bend	Each	4	4	8.00	\$23,616.00	\$188,928.00
02713 4.3.10 Supply & Installation of Fittings - Bends - 400mm. Dia. 45 Deg. D.I. Bend	Each	1	6	7.00	\$23,616.00	\$165,312.00
02713 4.3.11 Supply & Installation of Fittings - Bends - 400mm. Dia. 90 Deg. D.I. Bend	Each	1	0	1.00	\$23,616.00	\$23,616.00
02713 4.4.1 Supply & Installation of Fittings - Tees - 150mm off 200mm Dia. D.I. Tee	Each	13	-4	9.00	\$1,609.00	\$14,481.00
02713 4.4.2 Supply & Installation of Fittings - Tees - 200mm off 200mm Dia. D.I. Tee	Each	1	7	8.00	\$2,334.00	\$18,672.00
02713 4.4.3 Supply & Installation of Fittings - Tees - 200mm off 400mm Dia. D.I. Tee	Each	11	-3	8.00	\$1,881.00	\$15,048.00
02713 4.4.4 Supply & Installation of Fittings - Tees - 200mm off 400mm Dia. D.I. Tee	Each	1	1	2.00	\$5,060.00	\$10,120.00
02713 4.5.1 Supply & Installation of Fittings - Corporation Stop - 19 mm	Each	30	1	31.00	\$141.00	\$4,371.00
02713 4.5.2 Supply & Installation of Fittings - Corporation Stop - 50 mm	Each	1	4	5.00	\$632.00	\$3,160.00
02713 4.6.1 Supply & Installation of Fittings - Curb Stops & Boxes - 19mm Curb Stop, Rod & Box	Each	30	3	33.00	\$360.00	\$11,880.00
02713 4.6.2 Supply & Installation of Fittings - Curb Stops & Boxes - 50mm Curb Stop, Rod & Box	Each	1	4	5.00	\$1,213.00	\$6,065.00
02713 4.7.1 Supply & Installation of Fittings - Transition Couplings - 150 mm	Each	7.00	-4	3.00	\$935.00	\$2,805.00
02713 4.7.2 Supply & Installation of Fittings - Transition Couplings - 200 mm	Each	3.00	-1	2.00	\$1,031.00	\$2,062.00
02713 4.7.3 Supply & Installation of Fittings - Transition Couplings - 400 mm	Each	2.00	-1	1.00	\$4,642.00	\$4,642.00
02713 4.8. Supply & Install Sounding point/marker	Each	9.00	-9	0.00	\$100.00	\$0.00
02713 6. Supply & Install of Hydrant Extensions (300mm)	Each	9.00	-7	2.00	\$2,127.00	\$4,254.00
02713 7. Colour Coded Painting of Hydrants	Each	9.00	-9	0.00	\$150.00	\$0.00
02713 8.1 Supply & Install Valves Including Valve Boxes - 150mm Dia. Resilient Wedge Gate Valve	Each	15.00	1	16.00	\$3,866.00	\$61,856.00
02713 8.2 Supply & Install Valves Including Valve Boxes - 200mm Dia. Resilient Wedge Gate Valve	Each	9.00	11	20.00	\$6,684.00	\$133,680.00
02713 8.3 Supply & Install Valves Including Valve Boxes - 250mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$7,217.00	\$28,868.00
02713 8.4 Supply & Install Valves Including Valve Boxes - 400mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$45,761.00	\$183,044.00
02713 9.1 Supply & Placement of Joint Restraints - 150mm Dia. Joint Restraint	Each	6.00	72	78.00	\$134.00	\$10,452.00
02713 9.2 Supply & Placement of Joint Restraints - 200mm Dia. Joint Restraint	Each	98.00	86	184.00	\$193.00	\$35,512.00
02713 9.3 Supply & Placement of Joint Restraints - 250mm Dia. Joint Restraint	Each	40.00	19	59.00	\$333.00	\$19,647.00
02713 9.4 Supply & Placement of Joint Restraints - 400mm Dia. Joint Restraint	Each	90.00	22	112.00	\$670.00	\$75,040.00
02713 10. Supply & Install Valve Box Extensions	Each	34	-18	16.00	\$287.00	\$4,592.00
02713 11.1 Swabbing of Water Lines - 150mm Dia.	m	105	-51.4	53.60	\$10.00	\$536.00
02713 11.2 Swabbing of Water Lines - 200mm Dia.	m	860	-302.3	557.70	\$10.00	\$5,577.00
02713 11.3 Swabbing of Water Lines - 250mm Dia.	m	440	-78.2	361.80	\$10.00	\$3,618.00
02713 11.4 Swabbing of Water Lines - 400mm Dia.	m	650	-254.1	395.90	\$10.00	\$3,959.00
02713 12. Locate & Connect to Existing System	Each	14	4	18.00	\$2,500.00	\$45,000.00
02713 13. Locate & Connect to Existing Services	Each	30	2	32.00	\$1,500.00	\$48,000.00
02713 14. Water Main Insulation (100mm thick)	Each	150	-53.5	96.50	\$200.00	\$19,300.00
02831 1. Supply & Erection of Chain Link Fence, including Brace Panels & Gate Openings Requirements	m	150	-90	60.00	\$500.00	\$30,000.00
02897 1. Supply & Install Filter Fabric	m <sup>2</sup>	100	-100	0.00	\$15.00	\$0.00
03300 1. Concrete Bedding	m <sup>3</sup>	100	-100	0.00	\$700.00	\$0.00
03300 2. Concrete Thrust Blocks	m <sup>3</sup>	20	-14.4	5.60	\$1,000.00	\$5,600.00
03300 3. Reinstate Concrete Walkway	m <sup>2</sup>	11	1.6	12.60	\$350.00	\$4,410.00
03300 4. Reinstate Concrete Driveway	m <sup>2</sup>	15	9.8	24.80	\$350.00	\$8,680.00

**Division of Municipal Infrastructure**  
**Form 20 - Variance Report**

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2022 March

Division of Municipal Infrastructure  
Form 20 - Variance Report

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2022 March

**EXPLANATION WHY ADDITIONAL WORK IS REQUIRED OR QUANTITY VARIANCES ARE EXPECTED**

Change Order 34R1 did not include Fuel Adjustment, Liquid Asphalt, Change Order increases, or Change Order decreases. Below is a Break down of approved Costs to date:

Total Approved Payments For Marine Contractors Including HST \$11,614,555.20  
Total Approved Payments For Marine Contractors Excluding HST \$10,099,613.22

A	ORIGINAL VALUE OF TENDER MINUS CO'S	A	\$8,952,468.00
B	ADDITIONAL APPROVED CHANGE ORDERS	B	\$555,691.42
C	APPROVED WORK COMPLETED	A+B=C	\$9,508,159.42
D	TOTAL WORK COMPLETED	D	\$10,157,801.48
E	Change Order 34R1 - Variance Report	E	\$591,453.80
F	Total Approved Payments for Marine Contracting	C+E=F	\$10,099,613.22
G	Corrected Variance with Fuel Adjustment, Liquid Asphalt, and Change Orders	F-D=G	\$58,188.26

**FOR CONSULTANT USE**

RESIDENT SUPERVISOR:

PROJECT MANAGER:

DATE:

2025-14-11

**FOR MI USE**

PROJECT REPRESENTATIVE:

REGIONAL ENGINEER:

DATE:



# Request for Decision (RFD)

**Subject:** Mount Bernard Avenue Reconstruction Change Order No. 36

**To:** Aaron O'Brien

**Meeting:** Regular Meeting - 12 Jan 2026

**Department:** Engineering

**Staff Contact:** Melody Roberts,

**Topic Overview:**

**Attachments:** [Change Order Notice No. 36 Redacted](#)

## BACKGROUND INFORMATION:

Quantity adjustments were required during the construction of the Mount Bernard Avenue Reconstruction project (Contract 17-GI-23-00001). This change order addresses the final variances identified in the attached variance report. As required by Municipal Infrastructure, this change order ensures that the approved contract quantities align with the actual quantities paid to the contractor. All approved quantities have already been paid, and this change order will not result in any additional funds being issued to the contractor.

This is a housekeeping exercise to ensure that all documents and reports are consistent and accurately reflect the final quantities.

## PROPOSED RESOLUTION:

**Be it resolved that the City of Corner Brook Council** approve Change Order No. 36 for the Mount Bernard Avenue Reconstruction for Marine Contractors Inc. in the amount of \$110,135.76 HST Included.

## FINANCIAL IMPACT:

Authorized Contract Amount \$10,436,308.65 HST Included

Previous Change Orders \$1,284,209.91 HST Included

**Budget Code:** 17-GI-23-00001

**Finance Type:** Funding

Assistant Director of Engineering Approved - 06 Jan 2026

City Manager Approved - 06 Jan 2026

Administrative Assistant Approved - 08 Jan 2026

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



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

**Page 1 of 3**

**September 2023**

**OWNER:** City of Corner Brook      **DATE:** December 3, 2025  
**PROJECT NAME:** Mount Bernard Avenue Reconstruction, Corner Brook  
**PROJECT #:** 17-GI-23-00001      **CONTRACTOR:** Marine Contractors Inc.  
**CHANGE ORDER NUMBER:** 36

**.1 NOTICE**

A change to the Contract is contemplated as indicated herein.

**.2 PROCEDURE**

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

**.3 DESCRIPTION OF CHANGE**

This Change Order represents the final variance for project completion and includes:

1. Liquid Asphalt and Petroleum Cost Adjustment.
2. Flag Person Wages (60 hours).
3. Supply and Placement of Asphalt Tack Coat (2,888.5 sq. m).
4. Asphalt Concrete - Surface Course (377.5 tonnes).
5. Cutting Asphalt Pavement (100 m).
6. Adjustment of Maintenance Hole/Catch Basin Tops (16 units).

**.4 EFFECT OF CHANGE ON CONTRACT**

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

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

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

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

No Change

Addition to Contract including HST payable by the Owner \$ 110,135.76

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

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

Transportation and Infrastructure

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

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**September 2023**

Authorized Contract Amount (A)	\$ 10,436,308.65
<b>Change Order Limit (greater of 10 % of A or \$15,000)</b>	\$ 1,043,630.87
Previous Change Orders (B)	\$ 1,284,209.91
<b>This Change Order (C)</b>	\$ 110,135.76
New Approved Contract Amount (A+B+C)	\$ 11,830,654.32

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

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

**.5 AUTHORIZATION TO PROCEED**

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

DATE: December 3, 2025

Consultant: \_\_\_\_\_

DATE: \_\_\_\_\_

Municipality /Owner: \_\_\_\_\_

DATE: \_\_\_\_\_

Regional Engineer: \_\_\_\_\_

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

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

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

DATE: \_\_\_\_\_

Consultant: \_\_\_\_\_

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

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

**.8 ENCLOSED DOCUMENTS**

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

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

Transportation and Infrastructure

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

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**September 2023**

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

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Transportation and Infrastructure

## Division of Municipal Infrastructure

## Form 20 - Variance Report

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2023 November

Project Name: City of Corner Brook Mount Bernard Avenue Reconstruction	MI Project #: 17-GI-23-00001
Owner: City Of Corner Brook	Contractor: Marine Contractors Inc.
Date: 2025-14-11	Request No: 3

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

ITEM NO.	DESCRIPTION	UNIT	QUANTITIES			\$ VALUE OF REVISED TOTAL
			ORIGINAL	VARIANCE +, -, or 0	REVISED TOTAL	
01005 1. Maintain Existing Water System	L.S.	1	0	1	\$75,000.00	\$75,000.00
01005 2. Maintain Existing Sewer System	L.S.	1	0	1	\$100,000.00	\$100,000.00
01005 3. Temporary Water Supply	L.S.	1	0	1	\$169,860.00	\$169,860.00
01010 1. Mobilization & Demobilization (not greater than 5% if on the Island, or 10% if in Labrador, or 15% north of Cartwright, of Sub-Total Before HST)	L.S.	1	0	1	\$25,000.00	\$25,000.00
01020 1. Pole Relocation/Shoring/Bracing	Allowance	20000	31393.84	51393.84	\$1.00	\$51,393.84
01020 2. Underground Telecommunication Lines, Shoring & Bracing	Allowance	250000	-92343.96	157656.04	\$1.00	\$157,656.04
01020 3. Dust Control	Allowance	15000	-14904.9	95.1	\$1.00	\$95.10
01020 4. Liquid Asphalt	Allowance	11500	-14514.51	-3014.51	\$1.00	\$3,014.51
01020 5. Petroleum Products Cost	Allowance	11500	-74460.78	-62960.78	\$1.00	\$62,960.78
01500 1. Consultant Site Office	L.S.	1	0	1	\$4,500.00	\$4,500.00
01560 1. Silt Fence	m	50	-50	0	\$10.00	\$0.00
01570 1. Flag persons Wages	Hour	5400	3396.55	8796.55	\$28.00	\$246,303.40
01570 2. Traffic Control	L.S.	1	0	1.00	\$85,000.00	\$85,000.00
01580 1. Project Sign - Federal	L.S.	1	0	1.00	\$1,000.00	\$1,000.00
01582 1. Type D - L/W (Stop Sign)	Each	2	2	4.00	\$950.00	\$3,800.00
01582 2. Type D - L/W (No Parking)	Each	2	-2	0.00	\$950.00	\$0.00
01710 1. Ditching	m	120	-85.9	34.10	\$18.00	\$613.80
01710 2. Remove, Relocate and/or Reinstall Culverts	m	20	-14.3	5.70	\$100.00	\$570.00
01710 3. Supply & Placing Topsoil	m <sup>2</sup>	3000	1442.6	4442.60	\$19.00	\$84,409.40
01710 4. Supply & Placement of Sods	m <sup>2</sup>	3000	1442.6	4442.60	\$25.00	\$111,065.00
01710 5. Gravel Driveway Reinstatement	m <sup>2</sup>	60	185	245.00	\$20.00	\$4,900.00
02070 1. Removal of Concrete Pavement	m <sup>2</sup>	25	55.7	80.70	\$50.00	\$4,035.00
02070 2. Removal of Concrete Sidewalk	m <sup>2</sup>	1287	195.5	1482.50	\$15.00	\$22,237.50
02070 3. Removal of Curb & Gutter	m	2155	240.5	2395.50	\$10.00	\$23,955.00
02070 4. Removal of Catch Basins, Maintenance Holes & Ditch Inlets	Each	42	29	71.00	\$500.00	\$35,500.00
02070 5. Removal of Fences	m	150	-75.5	74.50	\$30.00	\$2,235.00
02070 6. Removal of Sanitary Sewers	m	620	674.7	1294.70	\$15.00	\$19,420.50
02070 7. Removal of Water Lines	m	760	1079.1	1839.10	\$15.00	\$27,586.50
02070 8. Removal of Culverts	m	20	8.8	28.80	\$15.00	\$432.00
02070 9. Removal of Storm Sewers	m	130	740.4	870.40	\$15.00	\$13,056.00
02070 10. Removal of Mass Concrete	m <sup>3</sup>	10	23.7	33.70	\$200.00	\$6,740.00
02070 11. Removal of Asbestos Cement Pipe	m	130	97.7	227.70	\$90.00	\$20,493.00
02070 12. Removal of Fire Hydrant and 150mm Dia. Lead	Each	4	1	5.00	\$300.00	\$1,500.00
02104 1. 1. Pre-Construction - Method P1	L.S.	1	0	1.00	\$40,000.00	\$40,000.00
02104 1. 2. During Construction - Method P2a	Each	13	-13	0.00	\$8,000.00	\$0.00
02104 1. 3. During Construction - Method P2b	Each	8	-8	0.00	\$10,000.00	\$0.00
02104 1. 4. During Construction - Method P2c	Each	12	-12	0.00	\$10,000.00	\$0.00
02104 1. 5. Post Construction - Method P3	Each	33	-33	0.00	\$2,000.00	\$0.00
02104 2. Tree Removal	Each	4	19	23.00	\$10,000.00	\$230,000.00
02223 1.1 Main Trench Excavation - Rock	m <sup>3</sup>	1310	-456.3	853.70	\$28.00	\$23,903.60
02223 1.2 Main Trench Excavation - Common	m <sup>3</sup>	9100	-595.1	8504.90	\$27.50	\$233,884.75
02223 1.3 Main Trench Excavation - Unsuitable Material	m <sup>3</sup>	2600	1074.3	3674.30	\$27.50	\$101,043.25
02223 2.1 Service Trench Excavation - Rock	m <sup>3</sup>	50	-50	0.00	\$28.00	\$0.00
02223 2.2 Service Trench Excavation - Common	m <sup>3</sup>	500	196.7	696.70	\$27.50	\$19,159.25
02223 3. Imported Common Backfill	m <sup>3</sup>	2600	-1751.1	848.90	\$41.50	\$35,229.35
02223 4.1 Granular Pipe Bedding - Type 1	m <sup>3</sup>	4200	1513.8	5713.80	\$40.50	\$231,408.90
02223 5. Rock Underbedding (Provisional)	m <sup>3</sup>	500	183.3	683.30	\$69.50	\$47,489.35
02223 6.1 Supply & Placement of Marking Tape - Plastic Tape	m	3500	718.6	4218.60	\$2.00	\$8,437.20
02223 6.2 Supply & Placement of Marking Tape - Metallic Tape	m	1250	-1250	0.00	\$2.00	\$0.00
02224 1.1 Mass Excavation & Backfill - Rock	m <sup>3</sup>	285	-285	0.00	\$28.00	\$0.00
02224 1.2 Mass Excavation & Backfill - Common	m <sup>3</sup>	2850	3664.7	6514.70	\$27.50	\$179,154.25
02224 1.3 Mass Excavation & Backfill - USM	m <sup>3</sup>	570	5630.2	6200.20	\$27.50	\$170,505.50
02224 2.1 Imported Backfill - Rock	m <sup>3</sup>	3600	4157.1	7757.10	\$42.00	\$325,798.20
02224 2.2 Imported Backfill - Common	m <sup>3</sup>	420	-203.9	216.10	\$41.50	\$8,968.15
02231 1. Scarifying & Reshaping incl. Compaction	m <sup>2</sup>	9500	-9417.6	82.40	\$1.50	\$123.60
02233 1. Class "A" Granular Base	m <sup>3</sup>	1900	866.3	2766.30	\$48.50	\$134,165.55

Division of Municipal Infrastructure  
Form 20 - Variance Report

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2023 November

02233	2. Class "B" Granular Sub-Base	m <sup>3</sup>	2850	1348.1	4198.10	\$46.00	\$193,112.60
02284	1. Handrail	m	8	-8	0	\$1,000.00	\$0.00
02434	1. Supply & Placement of Debris Racks	Each	1	-1	0.00	\$3,000.00	\$0.00
02434	2. Supply & Placement of Concrete Head Walls	m <sup>3</sup>	6	-1.6	4.40	\$3,500.00	\$15,400.00
02481	1. Cleaning & Deepening of Existing Channels	m	120	-68.8	51.20	\$18.00	\$921.60
02528	1. Supply and Placement of Granular Base Material	m <sup>3</sup>	408	139.2	547.20	\$56.00	\$30,643.20
02528	2.1 Concrete Walks - (1.65m) (200mm)	m	15	140.2	155.20	\$164.00	\$25,452.80
02528	2.2 Concrete Walks - (1.65m) (150mm)	m	162	-162	0.00	\$134.00	\$0.00
02528	2.3 Concrete Walks - (1.65m) (100mm)	m	695	-417.2	277.80	\$101.00	\$28,057.80
02528	2.4 Concrete Walks - (1.35m) (200mm)	m	152	-64.8	87.20	\$144.00	\$12,556.80
02528	2.5 Concrete Walks - (1.35m) (100mm)	m	257	636.6	893.60	\$95.00	\$84,892.00
02528	3. Curb and Gutter	m	1970	409.3	2379.30	\$98.00	\$233,171.40
02528	4. Curb	m	100	301.3	401.30	\$71.00	\$28,492.30
02528	5. Curb Flared Radius	m	150	-110.6	39.40	\$142.00	\$5,594.80
02528	6. Tactile Plates	Each	20	24	44.00	\$306.00	\$13,464.00
02547	1. Supply & Placement of Asphalt Tack Coat	m <sup>2</sup>	9500	2426	11926.00	\$2.00	\$23,852.00
02552	1.1 Asphaltic Concrete - Base Course	tonne	1150	430.4	1580.40	\$215.00	\$339,786.00
02552	1.2 Asphaltic Concrete - Surface Course	tonne	1150	351.1	1501.10	\$215.00	\$322,736.50
02574	1. Removal of Asphalt Pavement	m <sup>2</sup>	10120	2982.1	13102.10	\$5.00	\$65,510.50
02574	2. Patching of Asphalt Pavement	m <sup>2</sup>	620	955.6	1575.60	\$90.00	\$141,804.00
02574	3. Cutting of Asphalt Pavement	m	540	-0.4	539.60	\$10.00	\$5,396.00
02575	Cold Planing	m <sup>2</sup>	130	118.2	248.20	\$30.00	\$7,446.00
02580	1. Pavement Marking	L.S.	1	-1	0	\$30,000.00	\$0.00
02601	1.1 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - 2 m or less	Each	1	8	9.00	\$5,150.00	\$46,350.00
02601	1.2 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2 m to 2.5 m	Each	5	4	9.00	\$5,430.00	\$48,870.00
02601	1.3 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 2.5 m to 3.0 m	Each	19	-1	18.00	\$5,970.00	\$107,460.00
02601	1.4 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.0 m to 3.5 m	Each	23	-5	18.00	\$6,270.00	\$112,860.00
02601	1.5 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 3.5 m to 4.0 m	Each	10	0	10.00	\$6,690.00	\$66,900.00
02601	1.6 Supply & Placement of Pre-Cast Maintenance Holes 1200 Diameter - > 4.0 m to 4.5 m	Each	2	1	3.00	\$7,030.00	\$21,090.00
02601	1.2.1 Supply & Placement of Pre-Cast Maintenance Holes 1800 - 2 m or less	Each	1	0	1.00	\$8,190.00	\$8,190.00
02601	1.2.2 Supply & Placement of Pre-Cast Maintenance Holes 1800 - > 2 m to 4.5 m or less	Each	2	0	2.00	\$13,880.00	\$27,760.00
02601	3. Supply and Placement of Inflow Protector	Each	60	-10	50.00	\$290.00	\$14,500.00
02601	4. Drop Maintenance Holes as per Dwg. 4310	Each	1	3	4.00	\$7,620.00	\$30,480.00
02601	5. Catch Basins as per Dwg. 4350	Each	44	-9	35.00	\$3,100.00	\$108,500.00
02601	6. Adjustment of Maintenance Hole/Catch Basin Tops	Each	62	-1	61.00	\$750.00	\$45,750.00
02702	1.1.1 Supply & Placement of Sanitary Sewer - Main Line - 200mm Dia. PVC DR18	m	650	25.8	675.80	\$212.00	\$143,269.60
02702	1.1.2 Supply & Placement of Sanitary Sewer - Main Line - 300mm Dia. PVC DR18	m	115	23.6	138.60	\$453.00	\$62,785.80
02702	1.1.3 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC DR18	m	525	-17.4	507.60	\$1,364.00	\$692,366.40
02702	1.1.4 Supply & Placement of Sanitary Sewer - Main Line - 450mm Dia. PVC SDR35	m	115	14.1	129.10	\$818.00	\$105,603.80
02702	1.1.5 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC DR18	m	55	-5.5	49.50	\$2,557.00	\$126,571.50
02702	1.1.6 Supply & Placement of Sanitary Sewer - Main Line - 600mm Dia. PVC SDR35	m	315	-49	266.00	\$1,316.00	\$350,056.00
02702	1.2.1 Supply & Placement of Sanitary Sewer - Service Line - 100mm PVC SDR 28	m	170	-3.6	166.40	\$49.00	\$8,153.60
02702	1.2.2 Supply & Placement of Sanitary Sewer - Service Line - 150mm PVC SDR 28	m	40	0.2	40.20	\$72.00	\$2,894.40
02702	1.2.3 Supply & Placement of Sanitary Sewer - Service Line - 100mm long radius bends	Each	25	15	40.00	\$80.00	\$3,200.00
02702	1.2.4 Supply & Placement of Sanitary Sewer - Service Line - 150mm long radius bends	Each	5	4	9.00	\$119.00	\$1,071.00
02702	1.2.5 Supply & Placement of Sanitary Sewers - Service Line - Locate and Connect to Existing Services	Each	30	-4	26.00	\$1,750.00	\$45,500.00
02702	2.1.1 Supply & Placement of Storm Sewer - Main Line - 375mm Dia. PVC SDR 35	m	432	-230.2	201.80	\$299.00	\$60,338.20
02702	2.1.2 Supply & Placement of Storm Sewer - Main Line - 450mm Dia. C-HDPE	m	805	2.6	807.60	\$164.00	\$132,446.40
02702	2.1.3 Supply & Placement of Storm Sewer - Main Line - 525mm Dia. C-HDPE	m	86	-26.8	59.20	\$220.00	\$13,024.00
02702	2.1.4 Supply & Placement of Storm Sewer - Main Line - 1200mm Dia. C-HDPE	m	26	-26	0.00	\$900.00	\$0.00
02702	2.2.1 Supply & Placement of Storm Sewer - Service Line - 100mm PVC SDR 28	m	170	11.1	181.10	\$49.00	\$8,873.90
02702	2.2.2 Supply & Placement of Storm Sewer - Service Line - 150mm PVC SDR 28	m	40	-40	0.00	\$72.00	\$0.00
02702	2.2.3 Supply & Placement of Storm Sewer - Service Line - 100mm long radius bends	Each	25	10	35.00	\$80.00	\$2,800.00
02702	2.2.4 Supply & Placement of Storm Sewer - Service Line - 150mm long radius bends	Each	5	-5	0.00	\$119.00	\$0.00
02702	2.2.5 Supply & Placement of Storm Sewer - Service Line - Locate and Connect to Existing Services	Each	30	-11	19.00	\$1,750.00	\$33,250.00
02702	3.1 Supply & Installation of End Caps - 100mm End Cap	Each	25	0	25.00	\$45.00	\$1,125.00
02702	3.2 Supply & Installation of End Caps - 150mm End Cap	Each	5	-4	1.00	\$67.00	\$67.00
02702	4. CCTV Camera Inspection Services	m	3500	-1480	2020.00	\$20.00	\$40,400.00
02702	5. Break Int & Connect to Existing Maintenance Holes	Each	3	5	8.00	\$3,500.00	\$28,000.00
02702	6. Locate and Connect to Existing Sewer Mains	Each	10	7	17.00	\$2,250.00	\$38,250.00
02713	1.1 Supply & Installation of Water Main - Ductile Iron 300 150mm Dia. PE Encased	m	117	-14.8	102.20	\$265.00	\$27,083.00
02713	1.2 Supply & Installation of Water Main - Ductile Iron 300 200mm Dia. PE Encased	m	860	15.1	875.10	\$359.00	\$314,160.90
02713	1.3 Supply & Installation of Water Main - Ductile Iron 300 250mm Dia. PE Encased	m	440	-1.9	438.10	\$453.00	\$198,459.30
02713	1.4 Supply & Installation of Water Main - Ductile Iron 350 400mm Dia. PE Encased	m	650	-15	635.00	\$982.00	\$623,570.00
02713	2.1 Supply & Installation of Service Connections to ROW - 19mm Municipex	m	130	15.1	145.10	\$32.00	\$4,643.20
02713	2.2 Supply & Installation of Service Connections to ROW - 50mm Municipex	m	8	28	36.00	\$66.00	\$2,376.00

**Division of Municipal Infrastructure**  
**Form 20 - Variance Report**

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02713.2.1 Supply & Installation of Service Connections to ROW - 25mm Type K Copper Tubing	m	130	-130	0.00	\$55.00	\$0.00
02713.2.2 Supply & Installation of Service Connections to ROW - 50mm Type K Copper Tubing	m	8	-8	0.00	\$158.00	\$0.00
02713.3. Supply & Installation of Fire Hydrant and Marker (City of Corner Brook Standard)	Each	9	0	9.00	\$6,544.00	\$58,896.00
02713.4.1.1 Supply & Installation of Fittings - Reducers - 200mm x 250mm Dia.	Each	2	1	3.00	\$1,500.00	\$4,500.00
02713.4.1.2 Supply & Installation of Fittings - Reducers - 200mm x 150mm Dia	Each	1	6	7.00	\$577.00	\$4,039.00
02713.4.2.1 Supply & Installation of Fittings - End Caps/Plugs - 150mm Dia. End Cap	Each	4	-1	3.00	\$631.00	\$1,893.00
02713.4.3.1 Supply & Installation of Fittings - Bends - 150mm. Dia. 90 Deg. D.I. Bend	Each	1	4	5.00	\$943.00	\$4,715.00
02713.4.3.2 Supply & Installation of Fittings - Bends - 200mm. Dia. 11.25 Deg. D.I. Bend	Each	3	0	3.00	\$3,067.00	\$9,201.00
02713.4.3.3 Supply & Installation of Fittings - Bends - 200mm. Dia. 22.5 Deg. D.I. Bend	Each	2	0	2.00	\$3,067.00	\$6,134.00
02713.4.3.4 Supply & Installation of Fittings - Bends - 200mm. Dia. 45 Deg. D.I. Bend	Each	1	19	20.00	\$3,067.00	\$61,340.00
02713.4.3.5 Supply & Installation of Fittings - Bends - 200mm. Dia. 90 Deg. D.I. Bend	Each	2	2	4.00	\$3,067.00	\$12,268.00
02713.4.3.6 Supply & Installation of Fittings - Bends - 250mm. Dia. 11.25 Deg. D.I. Bend	Each	1	0	1.00	\$3,912.00	\$3,912.00
02713.4.3.7 Supply & Installation of Fittings - Bends - 250mm. Dia. 22.5 Deg. D.I. Bend	Each	1	-1	0.00	\$3,912.00	\$0.00
02713.4.3.8 Supply & Installation of Fittings - Bends - 250mm. Dia. 45 Deg. D.I. Bend	Each	2	4	6.00	\$3,912.00	\$23,472.00
02713.4.3.9 Supply & Installation of Fittings - Bends - 400mm. Dia. 11.25 Deg. D.I. Bend	Each	4	4	8.00	\$23,616.00	\$188,928.00
02713.4.3.10 Supply & Installation of Fittings - Bends - 400mm. Dia. 45 Deg. D.I. Bend	Each	1	6	7.00	\$23,616.00	\$165,312.00
02713.4.3.11 Supply & Installation of Fittings - Bends - 400mm. Dia. 90 Deg. D.I. Bend	Each	1	0	1.00	\$23,616.00	\$23,616.00
02713.4.4.1 Supply & Installation of Fittings - Tees - 150mm off 200mm Dia. D.I. Tee	Each	13	-4	9.00	\$1,609.00	\$14,481.00
02713.4.4.2 Supply & Installation of Fittings - Tees - 200mm off 200mm Dia. D.I. Tee	Each	1	7	8.00	\$2,334.00	\$18,672.00
02713.4.4.3 Supply & Installation of Fittings - Tees - 150mm off 250mm Dia. D.I. Tee	Each	11	-3	8.00	\$1,881.00	\$15,048.00
02713.4.4.4 Supply & Installation of Fittings - Tees - 200mm off 400mm Dia. D.I. Tee	Each	1	1	2.00	\$5,060.00	\$10,120.00
02713.4.5.1 Supply & Installation of Fittings - Corporation Stop - 19 mm	Each	30	1	31.00	\$141.00	\$4,371.00
02713.4.5.2 Supply & Installation of Fittings - Corporation Stop - 50 mm	Each	1	4	5.00	\$632.00	\$3,160.00
02713.4.6.1 Supply & Installation of Fittings - Curb Stops & Boxes - 19mm Curb Stop, Rod & Box	Each	30	3	33.00	\$360.00	\$11,880.00
02713.4.6.2 Supply & Installation of Fittings - Curb Stops & Boxes - 50mm Curb Stop, Rod & Box	Each	1	4	5.00	\$1,213.00	\$6,065.00
02713.4.7.1 Supply & Installation of Fittings - Transition Couplings - 150 mm	Each	7.00	-4	3.00	\$935.00	\$2,805.00
02713.4.7.2 Supply & Installation of Fittings - Transition Couplings - 200 mm	Each	3.00	-1	2.00	\$1,031.00	\$2,062.00
02713.4.7.3 Supply & Installation of Fittings - Transition Couplings - 400 mm	Each	2.00	-1	1.00	\$4,642.00	\$4,642.00
02713.5. Supply & Install Sounding point/marker	Each	9.00	-9	0.00	\$100.00	\$0.00
02713.6. Supply & Install of Hydrant Extensions (300mm)	Each	9.00	-7	2.00	\$2,127.00	\$4,254.00
02713.7. Colour Coded Painting of Hydrants	Each	9.00	-9	0.00	\$150.00	\$0.00
02713.8.1 Supply & Install Valves Including Valve Boxes - 150mm Dia. Resilient Wedge Gate Valve	Each	15.00	1	16.00	\$3,866.00	\$61,856.00
02713.8.2 Supply & Install Valves Including Valve Boxes - 200mm Dia. Resilient Wedge Gate Valve	Each	9.00	11	20.00	\$6,684.00	\$133,680.00
02713.8.3 Supply & Install Valves Including Valve Boxes - 250mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$7,217.00	\$28,868.00
02713.8.4 Supply & Install Valves Including Valve Boxes - 400mm Dia. Resilient Wedge Gate Valve	Each	5.00	-1	4.00	\$45,761.00	\$183,044.00
02713.9.1 Supply & Placement of Joint Restraints - 150mm Dia. Joint Restraint	Each	6.00	72	78.00	\$134.00	\$10,452.00
02713.9.2 Supply & Placement of Joint Restraints - 200mm Dia. Joint Restraint	Each	98.00	86	184.00	\$193.00	\$35,512.00
02713.9.3 Supply & Placement of Joint Restraints - 250mm Dia. Joint Restraint	Each	40.00	19	59.00	\$333.00	\$19,647.00
02713.9.4 Supply & Placement of Joint Restraints - 400mm Dia. Joint Restraint	Each	90.00	22	112.00	\$670.00	\$75,040.00
02713.10. Supply & Install Valve Box Extensions	Each	34	-18	16.00	\$287.00	\$4,592.00
02713.11.1 Swabbing of Water Lines - 150mm Dia.	m	105	-51.4	53.60	\$10.00	\$536.00
02713.11.2 Swabbing of Water Lines - 200mm Dia.	m	860	-302.3	557.70	\$10.00	\$5,577.00
02713.11.3 Swabbing of Water Lines - 250mm Dia.	m	440	-78.2	361.80	\$10.00	\$3,618.00
02713.11.4 Swabbing of Water Lines - 400mm Dia.	m	650	-254.1	395.90	\$10.00	\$3,959.00
02713.12. Locate & Connect to Existing System	Each	14	4	18.00	\$2,500.00	\$45,000.00
02713.13. Locate & Connect to Existing Services	Each	30	2	32.00	\$1,500.00	\$48,000.00
02713.14. Water Main Insulation (100mm thick)	Each	150	-53.5	96.50	\$200.00	\$19,300.00
02831.1. Supply & Erection of Chain Link Fence, including Brace Panels & Gate Openings Requirements	m	150	-90	60.00	\$500.00	\$30,000.00
02897.1. Supply & Install Filter Fabric	m <sup>2</sup>	100	-100	0.00	\$15.00	\$0.00
03300.1. Concrete Bedding	m <sup>3</sup>	100	-100	0.00	\$700.00	\$0.00
03300.2. Concrete Thrust Blocks	m <sup>3</sup>	20	-14.4	5.60	\$1,000.00	\$5,600.00
03300.3. Reinstate Concrete Walkway	m <sup>2</sup>	11	1.6	12.60	\$350.00	\$4,410.00
03300.4. Reinstate Concrete Driveway	m <sup>2</sup>	15	9.8	24.80	\$350.00	\$8,680.00

**Division of Municipal Infrastructure**  
**Form 20 - Variance Report**

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Transportation and Infrastructure

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2022 March

## EXPLANATION WHY ADDITIONAL WORK IS REQUIRED OR QUANTITY VARIANCES ARE EXPECTED

Final asphalt placement

FOR CONSULTANT USE	FOR MI USE
RESIDENT SUPERVISOR:	PROJECT REPRESENTATIVE:
PROJECT MANAGER:	REGIONAL ENGINEER:
DATE: 2025-14-11	DATE:



# Request for Decision (RFD)

**Subject:** Marina Redmond Centre Daycare Outdoor Play Area

**To:** Darren Charters

**Meeting:** Regular Meeting - 12 Jan 2026

**Department:** Recreation

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

**Topic Overview:**

**Attachments:** [Estimate 1275 from Dirtworx Landscaping](#)

## BACKGROUND INFORMATION:

As a part of the construction plan for the Marina Redmond Centre (MRC), it was the City of Corner Brook's responsibility to landscape and install the outdoor play area for the daycare that will be in the MRC. Attempts were made to obtain quotes from three different vendors for the landscaping and installation of the outdoor play area. However, only one quote was received from Dirtworx Landscaping in the amount of \$63,250.00 including HST. Funding for this project will be provided through the initial loan taken out by the City for the purpose of completing the portions of the project that the City was responsible for.

## PROPOSED RESOLUTION:

**BE IT RESOLVED** that the council of the City of Corner Brook approve the quote from Dirtworx Landscaping for the landscaping and installation of the outdoor play area for the daycare at the Marina Redmond Centre in the amount of \$63,250.00 including HST.

## RECOMMENDATION:

Staff recommend that council approves the quote from Dirtworx Landscaping.

Director of Recreation Services

Approved - 07 Jan 2026

City Manager

Approved - 08 Jan 2026

Administrative Assistant

Approved - 08 Jan 2026

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



**Dirtworx Landscaping**  
 Country Lane  
 Massey Drive NL  
 +17096403086  
 Dirtworxlandscaping@hotmail.com  
 dirtworxlandscaping.ca  
 GST/HST Registration No.: 784874307 RT0001

## Estimate

### ADDRESS

Zachary Clothier  
 City Of Corner Brook  
 Recreation Facilities  
 Outside Nature Playground  
 Quote

**ESTIMATE #** 1275

**DATE** 27/10/2025

DATE		QTY	RATE	TAX	AMOUNT
	<b>Outside Nature Playground Recreation Facilities City of Corner Brook</b> General Scope & Mobilization	1	55,000.00	HST NL 2016	55,000.00
	• Mobilize all required equipment, tools, and qualified personnel to the project site.				
	• Establish work limits as indicated on the landscape plan.				
	• Protect existing wood fences, gates, concrete sidewalks, and adjacent property during construction.				
	• Maintain safe access to the surrounding facility throughout operations.				
	• Provide temporary safety signage and barriers as required.				
	<b>Site Preparation &amp; Excavation</b>				
	• Strip and remove surface vegetation, organics, and unsuitable materials within the work area.				
	• Excavate to subgrade depths required for asphalt walks, pea-gravel play areas, planting beds, and footings for log and timber features.				
	• Load, haul, and dispose of all excess material at an approved off-site location.				
	• Fine-grade subgrade to design elevations ensuring positive drainage away from structures.				
	<b>Granular Base Installation</b>				

DATE	QTY	RATE	TAX	AMOUNT
	<ul style="list-style-type: none"> <li>• Install LP6 geotextile or approved equivalent beneath granular materials as specified (Detail 6/L2).</li> <li>• Supply and place 150 mm compacted Granular 'A' base over compacted subgrade.</li> <li>• Compact in lifts to achieve 98 % Standard Proctor density.</li> <li>• Laser-grade base course to final elevations and cross-slopes.</li> </ul>			
	<b>Asphalt Paving &amp; Surface Finishes</b> <ul style="list-style-type: none"> <li>• Supply, place, and compact 50 mm hot-mix asphalt for walkways and racetrack areas (Detail 1/L2).</li> <li>• Reinstate asphalt edges flush with adjacent grades.</li> <li>• Apply pavement markings as per drawings – white race-track borders, white arrows and crosswalks, red stop sign – using exterior-grade traffic paint approved for asphalt.</li> </ul>			
	<b>Pea Gravel &amp; Soft Surfacing</b> <ul style="list-style-type: none"> <li>• Install LP6 geotextile beneath all pea-gravel play areas (Detail 6/L2).</li> <li>• Place, spread, and level clean pea gravel to the required depth (approx. 300 mm max).</li> <li>• Compact and level to provide a uniform, stable surface.</li> </ul>			
	<b>Timber, Log &amp; Play Features</b> <ul style="list-style-type: none"> <li>• Supply and install all log and timber elements in accordance with Details 3–8/L2 and L3.</li> <li>• Logs to be bark-free, sanded smooth, knots trimmed, and treated with two coats of linseed oil; underground portions sealed with clear wood preservative.</li> <li>• Secure with galvanized lag or carriage bolts; recess and plug fasteners.</li> <li>• Set posts and beams in compacted backfill or 305 mm Ø concrete footings as detailed.</li> <li>• Install the following play features: <ul style="list-style-type: none"> <li>– Log benches and grouped log clusters</li> <li>– Balance logs and log balance beams</li> <li>– Stump seating areas</li> <li>– Accessible playhouse and stepped benches</li> <li>– Cedar mud tables (infant &amp; toddler heights)</li> </ul> </li> </ul>			

DATE	QTY	RATE	TAX	AMOUNT
				<ul style="list-style-type: none"> <li>• Ensure all elements are plumb, level, and safely finished with rounded edges.</li> </ul>
				<p><b>Boulders &amp; Natural Elements</b></p> <ul style="list-style-type: none"> <li>• Supply and install natural boulders as shown on plan (L1).</li> <li>• Set each boulder to a stable orientation, embedded approximately <math>\frac{1}{3}</math> of its depth, flush with adjacent surfaces.</li> </ul>
				<p><b>Topsoil, Sod &amp; Planting</b></p> <ul style="list-style-type: none"> <li>• Supply and place screened topsoil (150 mm depth) in all sod and planting areas (Detail 2/L2).</li> <li>• Fine-grade to smooth, even contours.</li> <li>• Supply and install Grade #1 nursery sod; roll to ensure full root contact.</li> <li>• Supply and install specified plant material per Plant Schedule (L1 &amp; L4):           <ul style="list-style-type: none"> <li>– 2 Acer freemanii 'Autumn Blaze' (50 mm cal.)</li> <li>– 4 Betula papyrifera (60 mm cal., multi-stem)</li> </ul> </li> <li>• Mulch all planting beds with 75 mm natural, undyed mulch.</li> <li>• Water thoroughly upon completion.</li> </ul>

SUBTOTAL	55,000.00
HST (NL) 2016 @ 15%	8,250.00
<b>TOTAL</b>	<b>\$63,250.00</b>

#### TAX SUMMARY

RATE	TAX	NET
HST (NL) 2016 @ 15%	8,250.00	55,000.00

Accepted By

Accepted Date



# Request for Decision (RFD)

**Subject:** Approval Letter 17-CHIF-26-00014 Curling/Westside Reservoir

**To:** Aaron O'Brien

**Meeting:** Regular Meeting - 12 Jan 2026

**Department:** Engineering

**Staff Contact:** Melody Roberts,

**Topic Overview:**

**Attachments:** [Approval Letter 17-CHIF-26-00014 CurlingWestside Reservoir \(cw trans line control building\)](#)

## BACKGROUND INFORMATION:

The City of Corner Brook has been granted funding from the Department of Transportation and Infrastructure under the Canada Housing Infrastructure Fund (CHIF) for the Curling/Westside Reservoir (c/w trans line & control building).

The project will consist of building a new water storage tank, water pumping station and 2,400 meters of transmission main to expand the City's water distribution system. The project aims to provide water to a new residential development area and tie into the existing water distribution system. The project will serve 8,576 existing housing units and enable 300 new housing units. The project will add water storage to the existing water distribution system as recommended in the City of Corner Brook Water System Master Plan (2013).

## PROPOSED RESOLUTION:

Be it resolved that, we the City of Corner Brook accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 15th day of December, 2025, Project number 17-CHIF-26-00014, Curling/Westside Reservoir with a total project value of \$13,314,858.00. The City of Corner Brook Council agrees to provide the City of Corner Brook share value of \$3,622,313.00 (after GST/HST Rebate) in funding for this project and authorizes the City Manager and City Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the City of Corner Brook

## FINANCIAL IMPACT:

Total Project Cost \$13,314,858.00

30% Recipient Contribution

30% Federal Contribution

40% Provincial Contribution

**Budget Code:** 17-CHIF-26-00014

**Finance Type:** Funding

Assistant Director of Engineering	Approved - 06 Jan 2026
City Manager	Approved - 07 Jan 2026
Administrative Assistant	Approved - 08 Jan 2026

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City Manager



DEC 15 2025

Government of Newfoundland and Labrador  
 Department of Transportation and Infrastructure  
 Office of the Minister

COR/2025/16159

**NOTIFICATION OF PROJECT APPROVAL**  
**Canada Housing Infrastructure Fund**

Mayor Linda Chaisson  
 City of Corner Brook  
 5 Park Street  
 P.O. Box 1080  
 Corner Brook, NL A2H 6E1

Re: 17-CHIF-26-00014 - Curling/Westside Reservoir

Dear Mayor Chaisson:

I am pleased to advise that funding in support of the application AP-MCW-25019 - Curling/Westside Reservoir has been approved as outlined below. This funding is approved on the condition that the Ultimate Recipient is willing and able to meet its share of the costs.

Funding for this project will be announced in due course and in close collaboration with the Federal and Provincial Governments. We ask that no media release or social media announcements be made until advised by the Department.

Total Project Cost	GST/HST Rebate	Total Eligible Costs	Federal Contribution	Provincial Contribution	Recipient Contribution
\$ 13,314,858	\$ 1,240,482	\$ 12,074,376	\$ 3,622,313	\$ 4,829,751	\$ 3,622,313
From your application, included in the project total are the following allowances. The design should work towards the total project less these amounts, as they are contingency only.					
Design Contingency – \$ 57,896					
Construction Contingency – \$ 964,933					
Cost Escalation – \$ 1,484,779					

**Please note that no additional funds will be approved for this project. Any costs over the amount indicated in this letter will be 100% responsibility of the Ultimate Recipient.**



**The Ultimate Recipient should note that if a project scope is completed at a total cost lower than that approved, the remaining federal and provincial funds shall not be used for additional work.**

This funding has been approved subject to a number of conditions as outlined in the attached Funding Agreement, and Municipal Infrastructure Project Guidelines, which apply to the Ultimate Recipient and any agents they have engaged on the project.

**Your Next Steps:**

Please submit the following to [mifunding@gov.nl.ca](mailto:mifunding@gov.nl.ca) within 45 days of the date of this letter, with the project number referenced in the subject line:

1. A resolution (e.g. Minute of Council) passing a motion to enter into this Agreement. A sample resolution is attached.
2. Signed Municipal Infrastructure Agreement(s) (attached). A copy will be returned for your records once signed by the department.
3. Funding agreement checklist. (attached)

To get this project started, please contact the Regional Engineer, Western Regional Engineer, Natasha Smith, P. Eng., at 709-729-5334, to schedule a project initiation meeting prior to the commencement of any work related to the project, this meeting will review all the project requirements and ensure adherence to the agreement and guidelines.

Once again, I'm pleased to support your efforts in advancing this important infrastructure project.

Sincerely,

**HON. BARRY PETTEN, MHA**  
 Deputy Premier  
 Minister of Transportation and Infrastructure  
 District of Conception Bay South

***“Tomorrow: Your reward for working safely today.”***

/jl

Enc.



cc: Ms. Carol Anstey, MP  
Mr. Hal Cormier, MHA  
Mr. Jim Parsons, MHA  
Mr. Eddie Joyce, MHA  
Mr. H. Khan, Director Water Resources, ECCC  
Ms. H. Scott-Walsh, Regional Manager, MCA  
Ms. N. Smith, P. Eng., Regional Engineer  
Ms. C. Johnson, Manager, Fed/Prov Programs  
Mr. J. O'Leary, Admin Officer II  
Ms. M. Madden, Accountant I

CON/2025/0539

**Municipal Infrastructure Funding Agreement****Canada Housing Infrastructure Fund**

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**BETWEEN** HIS MAJESTY THE KING IN RIGHT OF NEWFOUNDLAND AND LABRADOR, as represented by the Minister of Transportation and Infrastructure ("Newfoundland and Labrador")

OF THE FIRST PART,

**AND** CITY OF CORNER BROOK  
("Ultimate Recipient")

OF THE SECOND PART

Individually referred to as a "Party" and collectively referred to as the "Parties".

**WHEREAS** Newfoundland and Labrador and the Ultimate Recipient have agreed to enter into a Municipal Infrastructure Funding Agreement for the financing of **Curling/Westside Reservoir** Project No. **17-CHIF-26-00014**, under the Canada Housing Infrastructure Fund, hereinafter referred to as the "Project", and have agreed to total Project costs not in excess of **\$13,314,858**, including HST/GST.

**AND WHEREAS** the Minister of Transportation and Infrastructure has been authorized to negotiate an Agreement on behalf of the Province of Newfoundland and Labrador;

**AND WHEREAS** the designated signing officials of the Ultimate Recipient have been authorized by an appropriate resolution of the Ultimate Recipient dated the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_ to enter into this Agreement on behalf of the Ultimate Recipient;

**THIS AGREEMENT WITNESSETH** that for and in consideration of the mutual covenants and conditions contained herein, and other good and valuable consideration, and the sum of One Dollar (\$1.00) now paid by each party hereto, one to the other, (the receipt and sufficiency of which are hereby acknowledged by the Parties hereto), Newfoundland and Labrador and the Ultimate Recipient hereby agree as follows:

## 1 OBLIGATIONS OF NEWFOUNDLAND AND LABRADOR

1. To provide funding to the Ultimate Recipient, on a cost shared basis, as detailed in Schedule 1 of this agreement.
2. To make payment to the Ultimate Recipient, as costs are incurred, and upon receipt of the required documentation as outlined in The Project guidelines.

## 2 OBLIGATIONS OF THE ULTIMATE RECIPIENT

3. To fund the Ultimate Recipient's share of the eligible Project Costs as detailed in Schedule 1 of this agreement.
4. To fund the HST/GST rebate share of The Project Costs as detailed in Schedule 1 of this agreement.
5. The UR may fund both contributions utilizing:
  - (i) own financial sources or;
  - (ii) arrange financing through a registered financial institution, with an approval to borrow from the Government of Newfoundland and Labrador.
6. To fund all costs associated with financing either the Ultimate Recipient Share, or the HST/GST share.
7. To ensure that all costs more than the authorized funding will be one hundred per centum (100%) responsibility of the Ultimate Recipient for funding and payment.
8. To inform Newfoundland and Labrador immediately of any fact or event, of which the Ultimate Recipient is aware, that will compromise wholly, or in part, The Project.
9. To maintain complete and accurate procurement records, per the Ultimate Recipient's responsibilities under the Public Procurement Act.

## 3 PROJECT SCOPE

10. The Project scope has been approved as described in Schedule 2 of this agreement.

## 4 PROJECT TIMELINES

11. The Ultimate Recipient is responsible to have all contracts associated with The Project signed and completed and final invoices submitted to Newfoundland and Labrador, in accordance with Schedule 3 of this agreement.

## 5 PROJECT CANCELLATION

### 5.1 BY THE ULTIMATE RECIPIENT

12. The Ultimate Recipient will promptly inform Newfoundland and Labrador of the intent to cancel or withdraw Projects.
13. The Ultimate Recipient will be responsible for any costs associated with a withdrawn or cancelled Project, and will repay to Newfoundland and Labrador, any and all disallowed costs and overpayments made under and according to the terms and conditions of this Agreement, including the full provincial and federal shares disbursed to the Ultimate Recipient.

### 5.2 BY NEWFOUNDLAND AND LABRADOR

14. Newfoundland and Labrador will promptly inform the Ultimate Recipient of the intent to cancel or withdraw Projects.
15. The Ultimate Recipient may not be responsible for any costs associated with a cancelled Project, unless the cause of cancellation is due to material breach by the Ultimate Recipient.

## 6 PROJECT AMENDMENTS

16. Subject to the prior written approval of Newfoundland and Labrador, The Project may be amended provided the amendment does not exceed the approved funding set forth in this Agreement.

### 6.1 PROJECT SCOPE AMENDMENT

17. The Ultimate Recipient will promptly inform Newfoundland and Labrador of the intent to request a change in the approved scope.
18. The Ultimate Recipient will provide, at Newfoundland and Labrador's request and to Newfoundland and Labrador's satisfaction, additional information related to changes to a Project. The Ultimate recipient shall use the "Project scope change request form" that will be supplied at the time of notification. As the

required information may change from time to time, the Ultimate Recipient shall request a new form each time.

19. Newfoundland and Labrador will duly consider and submit Project scope change request to the Federal Government as deemed necessary.
20. Newfoundland and Labrador will promptly inform the Ultimate Recipient of any changes approved.

## **6.2 PROJECT TIMELINE AMENDMENTS**

21. The Ultimate Recipient may request a change to The Project time line, Newfoundland and Labrador will promptly inform the Ultimate Recipient of the decision regarding the request.

# **7 FINANCIAL**

22. Funding beyond the current fiscal year is subject to availability of budgetary appropriations in future years.

23. Newfoundland and Labrador will not:

- (i) pay interest charges related to the Ultimate Recipient failing to make a payment to entities providing service or materials to the Ultimate Recipient.
- (ii) pay capital costs for a Project until the requirements under section 10 (Environmental Assessment) and section 11 (Aboriginal Consultation), if applicable, are, in Newfoundland and Labrador's opinion, satisfied to the extent possible at the date the claim is submitted.

24. Ultimate Recipient acknowledges that Newfoundland and Labrador will not be financially responsible for any ineligible expenditures or cost overruns for a Project.

25. The Ultimate Recipient shall submit monthly application for payment through the Municipal Support Information System (MSIS) with all required supporting information. Newfoundland and Labrador will process payment request and remit funds in a timely manner.

## **7.1 PROJECT SURPLUS FUNDS**

26. Requests for addition of work to utilize unused funding will not be considered.
27. Surplus fund cannot be transferred to other approved Projects.

28. Funds will be considered surplus only after the original Project scope has been completed.

## 8 AWARDING OF CONTRACTS

29. The Ultimate Recipient shall award all contracts in accordance with the *Municipalities Act, 1999*, or any successor legislation, and the *Public Procurement Act*, or any successor legislation.

## 9 REQUIREMENTS FOR PROJECTS

30. In addition to the requirements for eligible Projects as set out in Schedule A (Program Details) and Schedule B (Communications Protocol), eligible Projects must also meet the following requirements:

31. Building Projects must meet or exceed the requirements of the National Energy Code of Canada, latest edition per the Towns and Local Service District Act.

32. A Project must meet or exceed the requirement of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws.

33. The Project shall be executed in accordance with the Municipal Infrastructure Project Guidelines, edition in effect at time of signing of this Agreement.

34. The Project shall follow all policies and guidelines issued by Transportation and Infrastructure that are applicable to The Project.

## 10 ENVIRONMENTAL ASSESSMENT

35. No site preparation, vegetation removal, construction, or other physical activity will occur for a Project and Canada has no obligation to pay any Eligible Expenditures that are capital costs, as determined by Canada, until Canada is satisfied that the federal requirements under the Impact Assessment Act, 2019 (IAA, 2019), other applicable federal environmental assessment legislation that is or may come into force during the term of this Agreement, and other applicable agreements between Canada and Indigenous peoples are met and continue to be met.

## 11 INDIGENOUS CONSULTATION

36. No site preparation, vegetation removal, construction, or other physical activity will occur for a Project and Canada has no obligation to pay any Eligible Expenditures that are capital costs, as determined by Canada, until Canada is

satisfied that any legal duty to consult, and where appropriate, to accommodate Indigenous peoples or other federal consultation requirement has been met and continues to be met. If required, Canada must be satisfied that for each Project:

- (i) Indigenous communities have been notified of The Project and Canada's funding role and, if applicable, they have been consulted;
- (ii) If applicable, a summary of consultation or engagement activities has been provided, including a list of Aboriginal groups consulted, concerns raised, and how each of the concerns have been addressed, or if not addressed, an explanation as to why not;
- (iii) Accommodation measures, where appropriate, are being carried out by the Ultimate Recipient and these costs may be considered Eligible Expenditures; and
- (iv) Any other information has been provided that Canada may deem appropriate.

## **12 AUDIT**

37. The Ultimate Recipient will ensure that proper and accurate financial accounts and records are kept, including but not limited to its contracts, invoices, statements, receipts, and vouchers in respect of all Projects for at least six (6) years after The Project is complete Date.

38. Newfoundland and Labrador reserve the right to Audit at any time during The Project and the six (6) years following.

## **13 ACCESS**

39. The Ultimate Recipient will provide reasonable and timely access to Project sites, facilities, and any records, documentation or information for the purposes of audit, inspection, monitoring, evaluation, and ensuring compliance with this Agreement.

## **14 DISPUTE RESOLUTION**

40. The Parties will keep each other informed of any issue that could be contentious.

41. If a contentious issue arises, Newfoundland and Labrador will examine it and will, in good faith, attempt to resolve the contentious issue as soon as possible, and, in any event, within thirty (30) business days from the receipt of notice of such contentious issue. Where Newfoundland and Labrador cannot agree on a resolution, the matter will be referred to the Parties for resolution. The Parties

will provide a decision within ninety (90) business days from the date of referral to the Parties.

42. Where the Parties cannot agree on a resolution, the Parties may explore any alternative dispute resolution mechanisms available to them to resolve the contentious issue.
43. Any payments related to any contentious issue raised by either Party may be suspended by Newfoundland and Labrador, together with the obligations related to such issue, pending resolution.
44. The Parties agree that nothing in this section will affect, alter or modify the rights of Newfoundland and Labrador to terminate this Agreement.

## 15 DEFAULT

### 15.1 EVENTS OF DEFAULT

45. If the Ultimate Recipient has not complied with one or more of the terms and conditions of this Agreement, that action constitutes the "Event of Default" under this Agreement

### 15.2 DECLARATION OF DEFAULT

46. Newfoundland and Labrador may declare default if:

- (1) The Event of Default occurs;
  - (i) Newfoundland and Labrador give notice to the Ultimate Recipient of the event, which in Newfoundland and Labrador's opinion constitutes an Event of Default; AND
  - (ii) The Ultimate Recipient has failed, within thirty (30) business days of receipt of the notice, either to remedy the Event of Default or to notify and demonstrate to the satisfaction of Newfoundland and Labrador that it has taken such steps as are necessary to remedy the Event of Default.

### 15.3 REMEDIES ON DEFAULT

47. In the event that Newfoundland and Labrador declare default under section 15.2 (Declaration of Default), Newfoundland and Labrador may exercise one or more of the following remedies, without limiting any remedy available to it by law:
  - (i) Suspend or terminate any obligation by Newfoundland and Labrador to contribute or continue to contribute funding to one or more Projects

or Administrative Expenses, including any obligation to pay an amount owing prior to the date of such suspension or termination.

- (ii) Suspend or terminate the approval of Projects.
- (iii) Require the Ultimate Recipient to reimburse Newfoundland and Labrador all or part of the contribution paid by Newfoundland and Labrador to the Ultimate Recipient.
- (iv) Terminate this Agreement.

## 16 LIMITATION OF LIABILITY AND INDEMNIFICATION

### 16.1 LIMITATION OF LIABILITY

48. In no event will Canada, Newfoundland and Labrador, its officers, servants, employees or agents be held liable for any damages in contract, tort (including negligence) or otherwise, for:

- (i) any injury to any Person, including, but not limited to, death, economic loss or infringement of rights
- (ii) any damage to or loss or destruction of property of any Person
- (iii) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease or other long-term obligation

in relation to this Agreement or each of The Projects.

### 16.2 INDEMNIFICATION

49. The Ultimate Recipient will at all times indemnify and save harmless Canada, Newfoundland and Labrador, its officers, servants, employees or agents, from and against all actions, claims, demands, losses, costs, damages, suits or other proceedings, whether in contract, tort (including negligence) or otherwise, by whomsoever brought or prosecuted in any manner based upon or occasioned by:

- (i) any injury to any Person, including, but not limited to, death, economic loss or any infringement of rights
- (ii) any damage to or loss or destruction of property of any Person
- (iii) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease or other long-term obligation

in relation to this Agreement or any Project, except to the extent to which such actions, claims, demands, losses, costs, damages, suits or other proceedings are caused by the negligence or breach of the Agreement by an officer, servant, employee or agent of Newfoundland and Labrador in the performance of his or her duties.

## 17 ASSETS

### 17.1 DISPOSAL OF ASSETS

50. Unless otherwise agreed to by the Parties, Newfoundland and Labrador will require that the Ultimate Recipient will maintain ongoing operations and will agree to retain title to and ownership of any Assets purchased, acquired, constructed, rehabilitated or renovated, in whole or in part, under this Agreement, for the first five (5) years after substantial completion of The Project.

51. If at any time within the first five (5) years after substantial performance of The Project, an Ultimate Recipient disposes of, any Asset purchased, acquired, constructed, rehabilitated or renovated, in whole or in part, under this Agreement, the Ultimate Recipient may be required to reimburse Newfoundland and Labrador, any funding received for The Project.

52. Exemptions are:

- (i) When the asset is transferred to Canada, Newfoundland and Labrador, a municipal or regional government.
- (ii) With Newfoundland and Labrador's consent.

### 17.2 REVENUE FROM ASSETS

53. The Parties acknowledge that Canada's contribution to a Project is meant to accrue to the public benefit. Newfoundland and Labrador will notify Canada in writing within ninety (90) business days of the end of a Fiscal Year if any Asset owned by a for-profit Ultimate Recipient as defined in paragraph b) iii. of section A.2 (Ultimate Recipients) is used in such a way that, in the Fiscal Year, revenues are generated from it that exceed its operating expenses. Canada may require Newfoundland and Labrador to immediately pay to Canada a portion of the excess in the same proportion as the total cost of the Asset. This obligation will only apply during the Asset Disposal Period.

## 18 AMENDMENTS TO AGREEMENT

54. This Agreement may be amended from time to time on written agreement of the Parties.

## **19 CONFLICT OF INTEREST**

55. No current or former public servant or public office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from this Agreement unless the provision or receipt of such benefits is in compliance with such legislation, guidelines, policies or codes. Newfoundland and Labrador will promptly inform Canada should it become aware of the existence of any such situation.

## **20 NO AUTHORITY TO REPRESENT**

56. Nothing in this Agreement is to be construed as authorizing any Person, including a Third Party, to contract for or to incur any obligation on behalf of Canada or to act as an agent for Canada. Newfoundland and Labrador will ensure that any Contract between Newfoundland and Labrador or an Ultimate Recipient and any Third Party contains a provision to that effect.

## **21 LOBBYIST**

57. Newfoundland and Labrador has not made and will not make a payment or other compensation to any individual required to be registered under the federal Lobbying Act that is, in whole or in part, contingent on the outcome of arranging a meeting between a public office holder and any other person, or communicating with a public office holder in the awarding of any contribution funding or other financial benefit under this Agreement or negotiating, in whole or in part, any of the terms and conditions of this Agreement by or on behalf of His Majesty in Right of Canada.

## **22 SEVERABILITY**

58. If for any reason a provision of this Agreement, that is not a fundamental term of this Agreement, between the Parties is found to be, or becomes invalid, or unenforceable, in whole or in part, and if both Parties agree, it will be deemed to be severable and will be deleted from this Agreement, but all other terms and conditions of this Agreement will continue to be valid and enforceable.

## **23 ASSIGNMENT**

59. The Ultimate Recipient will not transfer or assign its rights or obligations under this Agreement without the prior written consent of Newfoundland and Labrador. Any attempt by the Ultimate Recipient to assign any of the rights, duties or

obligations of this Agreement without Newfoundland and Labrador's express written consent is void.

## **24 WAIVER**

60. A Party may waive any of its rights under this Agreement only in writing. Any tolerance or indulgence demonstrated by the Party will not constitute a waiver.

## **25 NOTICE**

61. Any notice provided for under this Agreement may be delivered in person, sent by email, facsimile or mail, addressed to the following or such other address, email or facsimile number, or addressed to such other person as Newfoundland and Labrador may, from time to time, designate.

Director – Municipal Infrastructure  
Municipal Infrastructure  
Department of Transportation and Infrastructure  
PO Box 8700 St. John's, NL, A1B 4J6

## **26 COMPLIANCE WITH LAWS**

62. The Ultimate Recipient will comply with and require that each Project complies with all statutes, regulations, and other applicable laws governing Newfoundland and Labrador, the Ultimate Recipient and all Projects under this Agreement, including all requirements of, and conditions imposed by, regulatory bodies having jurisdiction over the subject matter.

## **27 SUCCESSORS AND ASSIGNS**

63. This Agreement is binding upon the Parties and their respective successors and assigns.

## **28 PROJECT ANNOUNCEMENTS**

64. The Ultimate Recipient will consent to a public announcement of The Project by Newfoundland and Labrador and Canada. After official announcement of The Project by Newfoundland and Labrador and Canada, The Project will be in the public domain.

65. The Ultimate Recipient will not publicly announce The Project until after, or with, the announcement by Newfoundland and Labrador, and Canada.

66. Public announcements of The Project must comply with Schedule B – Communications Protocol.

## **29 AGREEMENT SIGNATURES**

67. This Agreement is executed once both Parties have signed the agreement. The original document will be deemed to be the electronic, secured PDF version, containing both signatures.

## **30 GENERAL**

68. Time shall be of the essence with respect to all matters in this Agreement.

69. This Agreement together with the letter of approval, and the Infrastructure Project Guidelines attached hereto, constitutes the entire Agreement between the Parties with respect to the matters dealt with herein. This Agreement may not be amended or modified in any respect except by written instrument signed by the Parties hereto.

This Agreement has been executed on behalf of Newfoundland and Labrador by the Minister responsible for the Department of Transportation and Infrastructure, and by two designated signing officials of the Ultimate Recipient, the day and year first before written.

**SIGNED** by the  
Minister of Transportation and Infrastructure  
in the presence of:

Witness Name (printed)	Signature	Date
------------------------	-----------	------

Minister of Transportation and Infrastructure (printed)	Signature	Date
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**SIGNED AND SEALED** by the  
Designated signing officials of  
City of Corner Brook  
in the presence of:

Witness #1 Name (printed)	Signature	Date
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Signing Official #1 Name and Title (printed)	Signature	Date
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Witness #2 Name (printed)	Signature	Date
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Signing Official #2 Name and Title (printed)	Signature	Date
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## Schedule 1 - Funding Cost Shares

Total Project Cost	GST/HST Rebate	Total Eligible Costs	Federal Contribution	Provincial Contribution	Recipient Contribution
			30%	40%	30%
<b>\$ 13,314,858</b>	<b>\$ 1,240,482</b>	<b>\$ 12,074,376</b>	<b>\$ 3,622,313</b>	<b>\$ 4,829,751</b>	<b>\$ 3,622,313</b>

From your application, included in the project total are the following allowances. The design should work towards the total project less these amounts, as they are contingency only.

Design Contingency – \$ 57,896

Construction Contingency – \$ 964,933

Cost Escalation – \$ 1,484,779

## Schedule 2 - Approved Project Requirements

The approved scope of The Project shall be:

The project will build a new water storage tank, water pumping station and 2,400 meters of transmission mains to expand the City's water distribution system. The project aims to provide water to a new residential development area and tie into the existing water distribution system. The project will serve 8,576 existing housing units and enable 300 new housing units.

The approved Reportable Conditions are as follows:

Assets
2400M Transmission Drinking Water Pipes; 1 Drinking Water Pump Station; 1 Drinking Water Storage Asset

Demographics	
Population served prior to investment	22184
Population served after investment	24235
Number of houses enabled	300
Number of houses maintained	8576

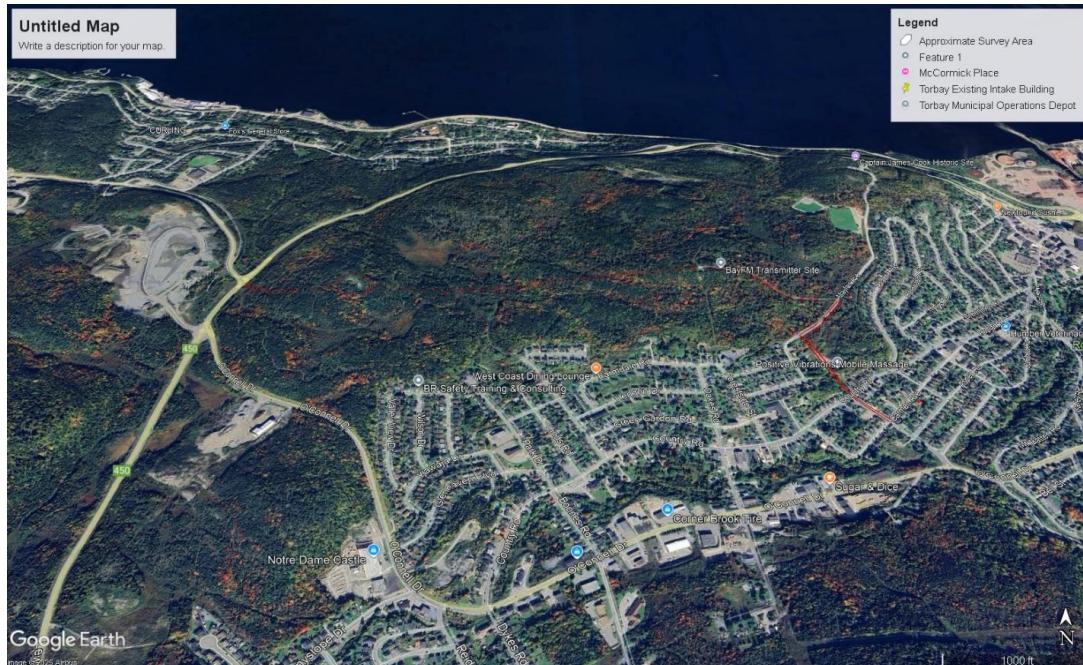
Additional Mandatory Reports
------------------------------

Federal Environmental Assessment Requirements	No
Indigenous Consultation Requirements	No
Housing Requirements	No

<b>Climate Hazards</b>	
Flood Reporting	No
Wildfire Reporting	Yes
Extreme Heat	Yes
Perma Frost	No

- Other reportable conditions will be requested by letter and become part of this agreement.

The Project location is defined in the google earth image below.



### Schedule 3 - Project Timelines

	<b>Milestone</b>	<b>Deadline</b>
1	Sign project Agreement	45 Days from notification of project approval issued by the Minister
2	Consultant Contract Awarded	12 months from notification of project approval issued by the Minister
3	Construction Contract Awarded	24 months from notification of project approval issued by the Minister
4	Project Completion and final invoices submitted to Transportation and Infrastructure	As per table contained in project guidelines, but not more than 48 months from notification of project approval issued by the Minister.

## SCHEDULE A – PROGRAM DETAILS

### A.1 Eligible Projects

70. Eligible Projects will support public infrastructure, defined as tangible capital assets, including hybrid and Natural Infrastructure, primarily for public use and/or benefit.

71. Eligible Projects must fall within one of the following funding categories:

- (iii) Drinking water
- (iv) Wastewater
- (v) Stormwater
- (vi) Solid waste

72. Eligible Projects must enable housing growth. Such Projects must demonstrate, to Canada's satisfaction, that:

- (i) there is a housing need in the community where The Project will take place; and
- (ii) The Project will increase drinking water, wastewater, stormwater, or solid waste system capacity.

73. Notwithstanding paragraph c) of this section, eligible Projects in Rural or Indigenous communities may, on an exceptional basis and subject to approval by Canada, preserve existing capacity or increase reliability and access to drinking water, wastewater, stormwater, or solid waste systems.

74. Planning projects can be considered eligible Projects if they support the potential construction of a capital infrastructure project that would be eligible under the Program.

75. Eligible Projects with total Eligible Expenditures greater than one hundred million dollars (\$100,000,000) must be considered by the Canada Infrastructure Bank.

76. Eligible Projects, except for planning Projects as set out in paragraph e) of this section, must meet or exceed the requirement of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal or local government by-laws.

## **A2. Eligible Expenditures**

77. All costs considered by Canada to be direct and necessary for the successful implementation of an eligible Project, excluding those explicitly identified in section A.3 - Ineligible Expenditures, and which may include capital costs, design and planning costs, and costs related to meeting specific Program requirements.

78. The incremental costs of employees of an Ultimate Recipient may be included as Eligible Expenditures for a Project under the following conditions:

- (iii) The Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a Contract; and
- (iv) The arrangement is prior approved in writing by Canada.

79. Land acquisition costs, as determined and approved by Canada, directly related to the development of Natural Infrastructure for a Project.

80. Costs will only be eligible as of Project approval, except for the following costs which are eligible if Incurred before a Project is approved by Canada for contribution funding under this Agreement, but can only be paid if and when that Project is approved by Canada:

81. Costs associated with federal environmental assessment and Indigenous consultation and engagement activities, which are retroactively eligible up to two (2) years prior to Canada's approval of a Project for contribution funding under this Agreement but no earlier than September 10, 2024.

82. Costs associated with meeting specific Program requirements as outlined in paragraph h) of section 4 (Commitments by Newfoundland and Labrador), which are retroactively eligible up to two (2) years prior to Canada's approval of a Project for contribution funding under this Agreement but no earlier than September 10, 2024.

## **A3. Ineligible Expenditures**

83. Costs Incurred before a Project is approved by Canada, except for:

- (i) Costs associated with federal environmental assessment and Indigenous consultation and engagement activities, which are retroactively eligible up to two (2) years prior to Canada's approval of a Project for contribution funding under this Agreement but no earlier than September 10, 2024.
- (ii) Costs associated with meeting specific Program requirements as outlined in paragraph h) of section 4 (Commitments by Newfoundland and Labrador), which are retroactively eligible up to two (2) years prior to Canada's approval of a Project for contribution

funding under this Agreement but no earlier than September 10, 2024.

84. Costs Incurred for cancelled Projects.
85. Costs for leasing land, buildings and other facilities; costs for leasing equipment other than equipment directly related to the construction of The Project; real estate fees and related costs.
86. The Ultimate Recipient's employee and overhead costs, except:
  - (i) those for the purpose of Indigenous consultation and engagement activities; and
  - (ii) incremental costs related to the Ultimate Recipient's employees, in accordance with paragraph a) iii. of section A.4.
87. Costs associated with on-going operating expenses and regularly scheduled maintenance work.
88. Financing charges, legal fees, mediation and alternative dispute resolution fees, collateral on mortgage financing, and loan interest payments, including those related to easements (e.g. surveys) except for:
  - (i) legal fees, excluding those related to litigation or to the purchase of real property (land or building), Incurred by Indigenous recipients;
  - (ii) legal fees Incurred by Indigenous peoples whose rights may be impacted by Project activities funded by the Program that are reasonable, as determined by Canada;
  - (iii) construction finance costs Incurred for public-private partnership projects.
89. Any goods and services costs which are received through donations or in kind.
90. Provincial sales tax, goods and services tax, or harmonized sales tax for which the Ultimate Recipient is eligible for a rebate, and any other costs eligible for rebates.
91. Costs related to furnishing and non-fixed assets, unless approved by Canada.
92. All capital costs, including site preparation and construction costs, until Canada has confirmed that environmental assessment and Indigenous consultation obligations as required under sections 10 (Environmental Assessment) and 11 (Indigenous Consultation) have been met and continue to be met.
93. Land acquisition costs.

## SCHEDULE B - COMMUNICATIONS PROTOCOL

### B.1 Purpose

94. This Communications Protocol outlines the roles and responsibilities of each of the Parties to this Agreement, as well as those of the Ultimate Recipient, with respect to Communications Activities related to this Agreement and The Projects funded through it.

95. This Communications Protocol will guide the planning, development and implementation of all Communications Activities to ensure clear, consistent and coordinated communications to the Canadian public.

96. The provisions of this Communications Protocol apply to all Communications Activities related to this Agreement and any Projects funded under this Agreement.

### B.2 Guiding Principles

97. Communications Activities undertaken in accordance with this Communications Protocol should ensure that Canadians are informed of infrastructure investments made to help improve their quality of life and that they receive consistent information about funded Projects and their benefits.

98. Newfoundland and Labrador is responsible for communicating the requirements and responsibilities outlined in this Communications Protocol to Ultimate Recipients.

### B.3 Governance

99. The Parties will designate communications contacts that will be responsible for overseeing this Protocol's implementation and reporting on its results to the Agreement Monitoring Committee.

### B.4 Joint Communications

100. Canada, Newfoundland and Labrador and the Ultimate Recipient will have Joint Communications about the funding and progress of The Project(s).

101. Joint Communications under this Agreement should not occur without the prior knowledge and agreement of all Parties as well as the Ultimate Recipient, where applicable.

102. All Joint Communications material will be approved by Canada and Newfoundland and Labrador prior to release, and will recognize the funding of all parties.

103. Each of the Parties or the Ultimate Recipient may request Joint Communications to communicate to Canadians about the progress or completion of The Project(s). The requester will provide at least 15 business days' notice to the other Parties or the Ultimate Recipient. If the Communications Activity is an event, it will take place at a mutually agreed date and location.

104. The requester of the Joint Communications will provide equal visibility for all Parties to participate and choose their own designated representative for both in-person events and/or announcements that are executed by issuing a news release or joint statement only.

105. Newfoundland and Labrador or the Ultimate Recipient will be responsible for providing onsite communications and logistics support. Any related costs are eligible for cost-sharing in accordance with the formula outlined in the funding agreement.

106. Canada has an obligation to communicate in English and French. Joint Communications products must be bilingual and include the Canada wordmark and other Parties' logos. Canada will provide the translation and final approval on Joint Communications products.

107. The conduct of all Joint Communications will follow the Table of Precedence for Canada.

#### **B.5 Individual Communications**

108. Notwithstanding section B.4 of this Communications Protocol (Joint Communications), Canada and Newfoundland and Labrador retain the right to meet their obligations to communicate information to Canadians about the Agreement and the use of funds through their own Communications Activities.

109. Canada will post a copy of this Agreement on its website, in addition to information on any of The Projects funded through it.

110. Canada, Newfoundland and Labrador and the Ultimate Recipient may each include general Program messaging and examples of Projects funded through the Agreement in their own Communications Activities. The authoring Party will not unreasonably restrict the use of such products or messaging by the other Parties, and if web or social-media based, from linking to it.

111. Canada, Newfoundland and Labrador or the Ultimate Recipient may issue digital communications to communicate progress of The Project(s) in accordance with section B.6 (Digital Communications, Websites and Webpages).

112. The Ultimate Recipient will be required to send a minimum of one photograph to each of the Parties of the construction in progress, and of the completed project, for use in social media and other digital individual Communications Activities. Sending the photos will constitute permission to use and transfer of copyright. Photographs are to be sent to [INFC.photos@canada.ca](mailto:INFC.photos@canada.ca) along with project name and location.

#### **B.6 Digital Communications, Websites and Webpages**

113. Where Newfoundland and Labrador or the Ultimate Recipient produces social media content to provide visibility to the Program or Projects, they shall @mention the relevant Housing, Infrastructure and Communities Canada official social media account.

114. Where a website or webpage is created to promote or communicate progress on a Project or Projects, it must recognize federal funding through the use of a digital sign or through the use of the Canada wordmark and the following wording, "This project is funded in part by the Government of Canada" or "This project is funded by the Government of Canada", as applicable. The Canada wordmark or digital sign must link to Canada's website, at <https://housing-infrastructure.canada.ca>. The guidelines for how this recognition is to appear, and language requirements, are published on Canada's website, at <https://housing-infrastructure.canada.ca/pub/signage-panneaux/intro-eng.html>.

#### **B.7 Operational Communications**

115. The Ultimate Recipient is solely responsible for operational communications with respect to Projects, including but not limited to, calls for tender, or construction and public safety notices. Operational communications as described above are not subject to the federal official language policy.

116. Canada does not need to be informed on operational communications. However, such products should include, where appropriate, the following statement, "This project is funded in part by the Government of Canada", or "This project is funded by the Government of Canada", as applicable. As appropriate, operational communications will also recognize the funding of Newfoundland and Labrador in a similar manner.

#### **B.8 Media Relations**

117. Canada and Newfoundland and Labrador will share information promptly with the other Party should significant media inquiries be received or emerging media or stakeholder issues arise to a Project or the overall fund.

#### **B.9 Signage**

118. Unless otherwise agreed to by the Parties, Newfoundland and Labrador or Ultimate Recipients will install a sign to recognize the funding contributions of each Party at The Project site(s).

119. Where a physical sign is to be installed, it will be the Ultimate Recipient who will produce and install a joint physical sign that recognizes funding of each Party at each Project site in accordance with current federal signage guidelines which are published on Canada's website <https://housing-infrastructure.canada.ca/pub/signage-panneaux/intro-eng.html>

120. The joint sign design, content and installation guidelines will be provided by Canada.

- 121. The recognition of funding contributions of each Party and the Ultimate Recipient will be of equal prominence and visibility.
- 122. Digital signage may also be used in addition or in place of a physical sign in cases where a physical sign would not be appropriate due to project type, scope, location or duration.
- 123. Where the Ultimate Recipient decides to install a permanent plaque or other suitable marker with respect to a Project, it must recognize the federal contribution and be approved by Canada.
- 124. Newfoundland and Labrador agrees to inform Canada of sign installations through The Project progress reports.
- 125. Where a physical sign is being installed, signage should be installed at each Project site one (1) month prior to the start of construction, be visible for the duration of that Project, and remain in place until one (1) month after construction is completed and the infrastructure is fully operational or opened for public use.
- 126. Signage should be installed in a prominent and visible location that takes into consideration pedestrian and traffic safety and visibility.

#### **B.10 Communicating Success Stories**

- 127. Newfoundland and Labrador agrees to facilitate, as required, communications between Canada and the Ultimate Recipient for the purpose of collaborating on Communications Activities and products including, but not limited to, project success stories, including the positive impacts on housing, project vignettes, and project start- to-finish features.

#### **B.11 Advertising Campaigns**

- 128. Recognizing that advertising can be an effective means of communicating with the public, Canada and/or Newfoundland and Labrador may, at their own cost, organize an advertising or public information campaign related to this Agreement or eligible Projects. However, such a campaign will respect the provisions of this Agreement. In the event of such a campaign, the sponsoring Party or Ultimate Recipient will inform the other Parties or Ultimate Recipient of its intention no less than twenty-one (21) working days prior to the campaign launch.



Government of Newfoundland and Labrador  
**Department of Transportation and Infrastructure**  
 Municipal Infrastructure Division

## Municipal Infrastructure Agreement Checklist

Please complete the checklist below and have a representative of the Ultimate Recipient sign and date the checklist on the applicable line. There is no need to return the Guidelines or the funding approval letter.

Please ensure that all items noted below are returned by email in PDF format to [mifunding@gov.nl.ca](mailto:mifunding@gov.nl.ca)

Document	Attached
Municipal Infrastructure Agreement Checklist (this document)	<input type="checkbox"/>
Signed Funding Agreement (1 PDF)	<input type="checkbox"/>
Minute of Council/Committee accepting the funding (1 PDF)	<input type="checkbox"/>

\*For Internal Use Only\*

Item	Ultimate Recipient	TI
Date received stamp is on the first page of the Agreement	N/A	<input type="checkbox"/>
Resolution to accept funding supported by Minutes of UR <ul style="list-style-type: none"> <li>Resolution to contain the project name, project number and project value</li> <li>Include only the portion of the meeting minutes pertaining to the discussion and resolution of Council/Committee</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Date entered in the second "AND WHEREAS" clause of the Agreement (p. 1) <ul style="list-style-type: none"> <li>Once the signed by the Department, Municipal Infrastructure will complete the first line of the Agreement.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Agreement signed by Designated UR Official and witnesses	<input type="checkbox"/>	<input type="checkbox"/>
Agreement signed by Minister (or delegate) and witnesses	N/A	<input type="checkbox"/>

To be completed by Ultimate Recipient representative:

\_\_\_\_\_  
 Signature (UR)

\_\_\_\_\_  
 Title (UR)

\_\_\_\_\_  
 Date

To be completed by Municipal Infrastructure representative

\_\_\_\_\_  
 Signature (MI)

\_\_\_\_\_  
 Title (MI)

\_\_\_\_\_  
 Date



Government of Newfoundland and Labrador  
**Department of Transportation and Infrastructure**  
 Municipal Infrastructure Division

### **Sample Council/Committee/ICG Resolution**

At the Meeting on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

\_\_\_\_\_ passed the following motion as it

relates to the Project number \_\_\_\_\_ Project name  
 \_\_\_\_\_

Motion #: \_\_\_\_\_

Moved By: \_\_\_\_\_ Title: \_\_\_\_\_

Second By: \_\_\_\_\_ Title: \_\_\_\_\_

*"Be it resolved that, we the Ultimate Recipient \_\_\_\_\_ accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, Project number \_\_\_\_\_ Project name \_\_\_\_\_ with a total project value of \$ \_\_\_\_\_. This council/board/ICG agrees to provide the Ultimate Recipient share value of \$ \_\_\_\_\_ in funding for this project and authorizes the Mayor/Committee Chair/AngajukKâk and Town Clerk/Secretary to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of \_\_\_\_\_."*

Motion Adopted/Defeated

# In Favour \_\_\_\_\_ .

# Opposed \_\_\_\_\_ .

Abstained or declared conflict of interest \_\_\_\_\_ .



# Information Report (IR)

## **Subject:** Launch of New Garbage Collection Program

**To:** Aaron O'Brien  
**Meeting:** Regular Meeting - 12 Jan 2026  
**Department:** Engineering  
**Staff Contact:** Melody Roberts,  
**Topic Overview:**

## BACKGROUND INFORMATION:

The City of Corner Brook will officially launch its new garbage collection program on January 19, 2026, delayed from the original start date of January 12, 2026. This initiative includes two major changes:

## Automated Collection:

Automated collection will begin in some areas of the city. However, due to procurement delays, the contractor is awaiting delivery of a second truck. Full implementation will occur once all equipment is in place. Residents must begin using their city-provided bins on January 19.

## Dual-Stream Recycling:

Dual-stream recycling will also take effect on January 19, 2026. The first week of recyclables will focus on plastics and containers, as outlined in the collection schedule.

## **Public Information:**

- **Schedules and Sorting Guides:** Residents should expect to receive updated collection schedules and sorting guides in their mailboxes this week.
- **Important Reminders for Residents:**
  - Recycling **must not** be placed on top of garbage in the city provided bins. This creates operational issues and may result in non-collection.
  - Follow the sorting guide carefully to ensure proper recycling practices.
  - If any resident has not yet received a garbage bin, please call 709-637-1666
  - Initial flexibility will be provided by Murphy's during the rollout, and the City will work with residents to support education and compliance.

Assistant Director of Engineering  
City Manager  
Administrative Assistant

Approved - 06 Jan 2026  
Approved - 06 Jan 2026  
Approved - 08 Jan 2026

## City Manager





# Information Report (IR)

**Subject:** Notice of Motion - Garbage & Recycling By-Laws

**To:** Aaron O'Brien

**Meeting:** Regular Meeting - 12 Jan 2026

**Department:** Engineering

**Staff Contact:** Aaron O'Brien, Assistant Director of Engineering

**Topic Overview:**

**Attachments:** [Garbage and Refuse Regulations 2025 Jan26DRAFT](#)

## BACKGROUND INFORMATION:

This Notice of Motion proposes amendments to the City's Garbage and Refuse Regulations to enhance service flexibility and improve accessibility for eligible organizations. The changes are intended to address resident needs and support community-based facilities while maintaining operational efficiency and compliance with established standards. Proposed changes are summarized below:

### Additional Bin Requests:

Residents will now have the option to request an additional bin if they believe one is necessary. Requests will be evaluated based on specific criteria established in the updated regulations.

### Non-Profit Facilities:

Non-profit facilities may be eligible to opt into City garbage collection services. The revised regulations detail the opt-in process and outline the criteria used to determine eligibility.

In accordance with section 39 of the City of Corner Brook Act, a regulation shall not be considered by the Council without written notice having been given at a previous meeting. Therefore, notice is hereby given that at the next public meeting of Council, the Committee of the Whole Meeting on Monday, January 26th the following motion will be brought forward:

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 2025 and enacts the Garbage and Refuse Regulations, 2026.

## FINANCIAL IMPACT:

N/A

Assistant Director of Engineering  
City Manager

Approved - 09 Jan 2026  
Approved - 09 Jan 2026

Administrative Assistant

Approved - 09 Jan 2026

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City Manager

THE CITY OF CORNER BROOK  
GARBAGE AND REFUSE REGULATIONS 2026

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 Comer Brook City Council, in a session convened on the \_\_\_\_ day of \_\_\_\_\_, 2026, 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. 35 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 driveway entrance;
- (r) "Non-Profit Facility" means a property or premises operated by a registered non-profit organization, including charitable, community, or volunteer-based entities, that functions for purposes other than generating profit for owners or shareholders. Any surplus revenues are used to further the organization's objectives rather than distributed as profit.
- (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 people allowed to enter the property;
 and for purposes of these Regulations there may be more than one occupant of the same property;
- (t) Plastics/Metals: Includes recyclable plastic containers and metal cans deemed recyclable by Western Regional Waste Management. ;and
- (u) "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 20 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, **unless otherwise approved in section 15.:**
  - (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 22 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. Occupants of a unit may submit a request for an additional ASC to the City for consideration. Requests for additional ASC's will be reviewed based on the following considerations:
  - i. Whether the number of occupants regularly residing in a unit exceeds 5 persons;
  - ii. Whether there are specific household needs such as medical or developmental needs that generate additional non-hazardous waste (e.g., bandages, packaging, diapers);
  - iii. Whether the unit contains an approved home-based business that produces excess household-type waste; and
  - iv. Whether there is sufficient room for the Occupant to place the additional bin curbside.
  - (a) In order to be considered for an additional ASC, Occupants must submit a signed request form to the City with such back up documentation and other evidence as the City may require to confirm the legitimacy of the necessity of an additional ASC, including but not limited to confirmation of the number of dwelling units in the building, confirmation of the number of Occupants in a unit, and confirmation of special needs. A development inspector may be required to verify this information.
  - (b) If a request for an additional ASC is approved, the property owner shall pay the City for the additional bin at the prescribed replacement cost, prior to issuance of the additional ASC.
  - (c) The City will not approve more than one additional ASC per unit.
16. Only Garbage that has been placed in accordance with sections 12 and 13 herein will be collected.
17. 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.
18. 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.
19. 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.
20. 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.

21. 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.

22. 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**

23. 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. 24. Approved Storage Containers placed curbside must have the lid fully closed.

24. Annual spring cleanup week and other special collection days will be fixed by the Director from time to time.

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.
30. 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**

31. 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.
32. 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.
33. 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.
34. Automotive tires, sheet iron, scrap metal, car bodies and the carcasses of any animal shall not be collected by the City.
35. 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.
36. 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.
37. 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.
38. 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**

- 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 on a landfill any Recyclable Material or any Divertible Material that has been discarded by the Occupant of any Commercial Property.

#### **DIVERTIBLE MATERIALS**

- 42. 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.
- 43. 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.

#### **NON-PROFIT FACILITIES**

- 44. Curbside waste collection services may be provided to non-profit organizations, provided there is a safe and accessible area for the collection provider to access the garbage ASC's.
  - (a) Each non-profit facility will be charged the applicable waste management levy and will be provided one ASC.
  - (b) Additional ASCs can be requested by the organization and will be supplied at the City of Corner Brook's current bin replacement cost.
  - (c) Only non-profit facilities generating residential waste will be eligible for City collection services. Facilities that generate waste consistent with commercial or industrial waste are not eligible for city collection services.

## ENFORCEMENT

45. 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.
46. 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

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

Mayor

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### City Clerk

Published in the NL Gazette

## First Reading

## Second Reading –