

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 26 JANUARY, 2026 AT 7:00 PM**

PRESENT:

Mayor	L. Chaisson	D. Charters, City Manager
Deputy Mayor	P. Keeping	T. Flynn, Director of Protective Services
		R. George, Director of Finance and Administration
Councillors:	S. Dean	P. Robinson, Director of Recreation Services
	E. Kennedy	A. O'Brien, Assistant Director of Engineering, Development and Operational Services
	D. Luther	
	S. Perchard	A. Miller, Assistant Director of Engineering, Development and Operational Services
	D. Wheeler	J. Smith, City Clerk
		R. Teliz, Sergeant-At-Arms

Absent with regrets: D. Burden, Director of Engineering, Development and Operational Services.

COW26-01 Land Acknowledgement

Councillor P. Keeping read the land acknowledgement.

COW26-02 Approval of Agenda

On motion by Councillor S. Perchard, seconded by Councillor E. Kennedy, it is **RESOLVED** to approve the agenda as circulated. **MOTION CARRIED.**

COW26-03 Approval of Minutes- January 13, 2026

On motion by Councillor D. Luther, seconded by Councillor D. Wheeler, it is **RESOLVED** to approve the minutes of the Regular Meeting of January 13, 2026. **MOTION CARRIED.**

COW26-04 Business Arising From Minutes

No business arising from the minutes.

COW26-05 Civic Centre Update

Councillor P. Keeping presented a Civic Centre update as follows:

- This season began with successfully hosting the 2025 Municipalities Newfoundland and Labrador conference welcoming delegates from municipalities from all across the province;
- the Civic Centre hosted multiple craft fairs, Corner Brook Royals senior hockey games, Christmas parties and the annual Hospital gala;
- In the past two months the Civic Centre has hosted five minor hockey tournaments, four different hockey camps and the Silver Blades Western Figure Skating Classic Competition.

COW26-06 Recreation Update

Councillor P. Keeping presented a Recreation update as follows:

- The Corner Brook Rapids Swim Club successfully hosted its first-ever swim meet at the Marina Redmond Centre which highlighted the facility's ability to support competitive aquatics programming;
- Fall swimming lessons had a successful first season at the MRC and registration recently reopened for winter swimming lessons with several new levels being added including adult lessons and opportunities for private lessons - there has been over 300 people register for lessons to date;
- City Aquatic staff delivered an instructor training course to allow for more offerings of swimming lesson during the winter session.
- The Seniors Christmas Party was held on December 10th in the Civic Centre Studio and was met with overwhelmingly positive feedback with more than 250 seniors attending
- Several regular programs - including Active Tots, and Pickleball Drop-In sessions - were temporarily relocated to the Marina Redmond Centre to allow for the increased demand in programming to continue and allow for the Civic Centre Studio to host multiple Christmas parties and seasonal events without interruption;
- Additionally, December 1st marked the launch of a promotional initiative offering 50% off memberships at the Marina Redmond Centre which generated an increase in memberships and introduced new users to the facility.

COW26-07 Tourism Update

Councillor P. Keeping presented a Tourism update as follows:

- Cruise season statistics for the 2025 season are expected to be received shortly and will provide an update on overall passenger numbers, economic impact, and related statistics;
- Staff are waiting on the cruise schedule for the 2026 season to prepare for the cruise welcome program which includes a list of over 100 participating vendors and partners;
- Tourism staff will be attending upcoming conferences such as Hospitality Newfoundland Conference and the 2026 International Indigenous Tourism Conference to support professional development and destination marketing efforts;
- Work is progressing on the new wayfinding signage for the Humber Bay of Islands region with the design currently being finalized and committee meetings scheduled for February to confirm final details and determine installation timelines.

COW26-08 Protective Services Statistics for the month of December 2025

Councillor S. Dean presented the statistics for December 2025 from the Protective Services Department as follows:

- Municipal Enforcement received 59 calls for services;
- Animal Control received 9 calls for services;
- There were 18 Parking related violations issued;
- Corner Brook Fire Department received 49 calls for service;
- PSAP received a total of 9226 calls of which 6555 were transferable.

COW26-09 Corner Brook Community Wildfire Resiliency Presentation

Councillor S. Dean introduced Jeff Motty who presented on the Community Wildfire Resiliency program as follows:

- The City is participating in a Community Wildfire Resiliency Plan (CWRP) template which is a pilot project funded by the Canadian Interagency Forest Fire Centre (CIFFC);
- The template is being worked on by various partner contribution and is designed to be nationally accessible and used by local governments, indigenous communities or other planning authorities and presents a whole-of-society approach to wildfire preparedness, mitigation and response;
- The pilot will test and refine Newfoundland and Labrador's provincial, landscape-level community risk assessment, tailor to local conditions and serve as a template for other communities seeking to proactively strengthen wildfire resiliency;
- The CWRP is aligned with seven FireSmart disciplines including: education, emergency planning, vegetation management, legislation, development, interagency cooperation, cross training;
- The plan assesses wildfire risk by assessing vegetation hazard within 15km of the perimeter of the built area within the municipal boundary of the City and proposes mitigations the City and residents can take;
- The project started on September 29th, 2025 and it set to be completed by March 31, 2026.

COW26-10 Public Works, Water and Wastewater Update

Councillor D. Wheeler an update on the Public Works operation as follows:

Public Works Summary

- In the Fall staff focused on finalizing asphalt patching throughout the city, and over 2025 they conducted 104 pavement patches in various locations;
- Prior to winter, the team conducted maintenance work on storm ditching and culverts to prepare the systems for significant rain events, as well as completed all pre-season maintenance on our winter vehicles;
- Fall of 2025 also included the roll out of our new Service Request software;
- With over 235cm of snow as of January 20th (more than double of the amount in the same period last year), staff have incurred a total of

2,880 operating hours and are continuing snow clearing operations 24/7;

- Staff have begun development of our sidewalk snow clearing program, beginning with additional focus this winter on downtown and surrounding areas within the allocated budget for 2026. This program will continue to develop, and proposals will be presented to council in advance of the 2027 budget process.

Water and Wastewater Summary

- Staff have had a large focus on our water audit program which allows staff to identify water loss throughout the water distribution system and identify water leaks that were otherwise unknown, which allows for necessary repairs. The program has contributed to the city's water consumption being the lowest on record for 5 consecutive months and counting, and 2025 being the lowest year on record for water consumption since our treatment plant opened in 2015. This is a decrease of 7% compared to 2024;
- Through the winter, staff are conducting operation and maintenance of our water distribution and wastewater collection systems, conducting fire hydrant snow clearing to maintain hydrant accessibility, and completing waterline repairs promptly and efficiently as issues arise to minimize the impact on our water system and residents in the affected areas.

COW26-11 Snow Clearing Presentation

Assistant Director A. Miller presented some information on snow-clearing which included what the scope of work for snow clearing is (i.e. salt and sanding application, snow plowing, sidewalk clearing, downtown snow removal and road widening and cleanup). Assistant Director provided information about designated routes and priorities, some background on the different equipment used, what work is deployed and how - during a typical work event, and improvements that are being made to the snow clearing operations including increases to the 2026 sidewalk clearing budget and the purchase of a new plow truck.

COW26-12 Finance & Administration Report

Councillor D. Luther presented an update from the Finance and Administration Department as follows:

- Staff have working entering the 2026 budget and preparing the 2026 Municipal tax invoices which were mailed to residents this week;
- Staff have also working on month-end and year-end tasks for December 2025, getting the City's accounting records updated and preparing for year-end reporting;
- While the accounts receivable balance is comparable to the prior year, the balance is significant and the City Collector has been actively engaged in contacting taxpayers and businesses regarding their

outstanding accounts and have made some progress in January 2026 however, there are still many accounts with outstanding taxes.

COW26-13 Development Planning and Community Services January 2026

Councillor E. Kennedy presented an update from Development and Planning as follows:

Development and Planning

- **29 Lundrigan Drive (Office/Warehouse)** - Permits issued, foundation complete;
- **40 North Shore Highway (Mt. Patricia Cemetery Extension)** - Permits issued, work almost complete;
- **4 Herald Avenue (Annex converted to Apartment Building)** - Permit issued for exterior upgrades, permit issued for interior fit-up;
- **39 Confederation Drive (New Car Dealership)** - Permit complete for Phase #1 (Civil/ Site Works), permit issued for Phase #2 (Rock pad & Site Services), permit issued for foundation & steel, plans under review for final permit;
- **21 Mt. Bernard Avenue (33-unit apartment building)** - All permits issued, work in old section almost complete, occupancy issued for the new addition section (12 units);
- **24 Murphy Square (Significant Interior Renovation)** - Permit issued, work ongoing;
- **44 Brook Street (Building Extension)** - Permit issued for foundation, final permit issued;
- **28 Commercial Street (Interior Renovations)** - Complete permit issued;
- **57 Riverside Drive (New Warehouse Building)** - Permit issued for complete building;
- **16 West Street (Apartment Building & Commercial Units)** - Final permit issued;
- **168 Country Road (New Church)** - Permit issued for new church;
- **14 West Street (2nd floor office renovation)** - Project under review;
- **10 Wellington Street (Alteration of Water and Sewer Services)** - Permit issued;
- **36 Crestview Avenue (New 6 Unit Apartment Building)** - Permit issued for site works, final permit issued;
- **North Shore Highway (Maintenance Garage (WRWM))** - Permits issued, work ongoing;
- **41 Clarence Street (NLHC)** - Exterior renovation, permit issued;
- **4 Main Street (EMCO)** - Exterior/Interior renovations, partial permit issued;
- **4 Clarence Street (4 Unit Apartment Building)** - Partial permit issued;

Industrial Park Study

- Project is nearing completion, Consultant has advised that report will be submitted by Jan 31, 2026;

IMSP - New Municipal Plan

- Upland have submitted the final documents;
- The consultant is progressing through the Provincial Government process to approve these documents. This process will require an extensive review by the provincial planning office.

COW26-14 Capital Project and Engineering Committee Updates

Councillor S. Perchard presented an update from Capital Works and Engineering as follows:

Current Projects

- **Deep Gulch Brook Culvert Replacement (JCL Investments)** - Construction of this project is complete pending some minor deficiencies and landscaping, reinstatement work will take place this Spring;
- **Petries Bridge Street Replacement (Englobe)** - This contract is tendered and awarded to Marine Contractors, work will be completed in the 2026 Construction Season;
- **Rebuild of Cape Blow Me Down Trail (Russells Landscaping)** - Work will restart in Spring of 2026 with work to be completed by mid-late summer. This is a jointly funded project through the City (10%) ACOA (65%) and Industry, Energy & Technology (25%);
- **Bartlett's Point Park Bandstand (Englobe)** - Final design expected in the coming weeks;

Funding Applications

- **Canadian Housing Infrastructure Fund** - Wastewater Treatment Facility (Est. \$140M) – No Update, Westside Water Reservoir (Est. \$13.3M) – Funding Secured, RFP to be issued for Consulting in near future;
- **Active Transportation Fund** - Country Road Sidewalk (Est. \$2M) – No Update
- **Confederation Drive Multi Use Trail (Est. \$3.7M)** – No Update;

Corner Brook City Transit

The on-demand application for accessible transit launched in January 2026. Trial testing has shown very positive results, and passengers can expect full access to the application in February. Accessible transit users will be able to pre-book rides, track vehicles in real time, and receive live estimated arrival times (ETA);

Garbage Collection

The City officially launched its new waste collection system on January 19, 2026. The contractor has provided positive feedback, noting that residents are doing well with proper recycling sorting. There have been some delays with the local delivery of garbage schedules, which has caused minor issues; however, staff are actively assisting residents with information, education, and providing schedules as required.

COW26-15 Discretionary Use - 37 Fisher's Road - Home Based Business Office

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 a home-based business office from the dwelling located at 37 Fisher's Road in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

COW26-16 Purchasing of Cyber Insurance

On motion by Councillor D. Luther, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** to accept the quote of \$ 18,825.00 from Cal Legrow Insurance and allow staff to proceed with securing cyber insurance. **MOTION CARRIED.**

COW26-17 Garbage and Refuse Regulations 2026

On motion by Councillor S. Perchard, seconded by Councillor D. Luther, it is **RESOLVED** that 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. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:48 p.m.



City Clerk



Mayor