

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 18 NOVEMBER, 2019 AT 7:00 PM**

**PRESENT:**

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	B. Griffin	D. Park, Director of Finance & Administration
Councillors:	T. Buckle	D. Charters, Director Community Engineering
	J. Carey	Development and Planning
	L. Chaisson	T. Flynn, Director of Protective Services
	V. Granter	D. Burden, Director of Public Works, Water and Waste
	B. Staeben	Water Services
		M. Redmond, City Clerk

**CALL MEETING TO ORDER**

The meeting was called to order at 7:00 p.m.

**COW19-001    Approval of Agenda**

The agenda for the Committee of the Whole Committee Meeting was approved as circulated. (Granter/Buckle).

**COW19-002    FINANCE AND ADMINISTRATION**

Councillor B. Staeben reported that the Finance and Administration Committee met on 4 November 2019. Items discussed included:

- RFP- Assessment Review Commission
- Policies were reviewed
- Financial Statements
- Corner Brook Minor Hockey outstanding Fees
- United Church Lawn Property
- NSF Cheques
- Tax Sale
- Insurance RFP response

He also reported the Council budget will be presented December 2, 2019.

**COW19-003    PROTECTIVE SERVICES**

Councillor J. Carey advised that the next committee meeting will be held Thursday, December 5th, 2019 from 11:00 am to 1:00 pm and will be held bi-monthly thereafter. Topics of discussion in the meetings will include:

- 1) new Fire Services bylaw;
- 2) requirement of new fire hall based on life cycle analysis of current fire hall;

- 3) new fire department training facility;
- 4) Municipal Moving Violation enforcement;
- 5) The POMAX report;
- 6) Adopt a Hydrant Program
- 7) Updates on major incidents from fire department; etc.

There was also some discussion regarding fines for moving violations. The Director of Protective Services advised that his department is researching this topic.

**COW19-004    COMMUNITY, ENGINEERING, DEVELOPMENT & PLANNING  
CEDP Oversight Committee - Report**

Councillor L. Chaisson advised that the Community Engineering Development and Planning committee met on October 31, 2019, 12:00 p.m. The managers from each division provided an update on the projects ongoing in their division.

There was some discussion regarding damage to the Bertram Butler Trail as a result of run-off. Staff is addressing this issue.

**COW19-005    Strategic Tourism for Areas and Regions (STAR) Final Report and Presentation**

The Director of Community Engineering Development and Planning presented an overview of the STAR Program. He advised the report is finalized and an action plan will be developed to implement the recommendations of the report.

The Director also reported the findings from the report have been presented to the stakeholders who have been involved in the STAR process. Thanks was extended to the entire team involved in the process.

On motion by Councillor T. Buckle, seconded by Councillor J. Carey, it is resolved to accept the STAR Report as presented. **MOTION CARRIED.**

**COW19-006    PUBLIC WORKS, WATER & WASTEWATER**

Councillor Granter reported that he has met with the Director of Public Works, Water and Wastewater and has been briefed on major initiatives ongoing in the department.

**COW19-007    SUMMER 2020 FESTIVAL**

Councillor T. Buckle reported that a Summer Festival Committee has been established to coordinate a festival for Summer 2020. Committee

members include staff from Leisure Services Division, Tourism Division and Public Works Division. The Committee will be conducting outreach to community stakeholders for support.

**COW19-008     CIVIC CENTRE EFFICIENCY PLAN**

Councillor B. Staeben reported a Committee meeting is scheduled for Thursday, November 21, 2019. He stated the Committee will be looking at opportunities to enhance operations at the Center.

**COW19-009     ACCESSIBILITY & INCLUSIVE ADVISORY COMMITTEE**

Councillor L. Chaisson provided an overview of the activities, membership and agenda items from the Accessibility & Inclusive Committee. She commented the Committee meets quarterly with additional meetings as required.

Recent agenda items from the committee included:

- Parking Meters - meters at 3 city-owned blue zone parking spaces have been removed;
- Accessible Wheelchairs - the City has received funding for 2 all-terrain wheelchairs and 1 beach wheelchair; the wheelchairs will be available to rent;
- Accessible Buildings Downtown - staff will investigate the guidelines for new building codes for accessible renovations; and will investigate available funding options for renovating buildings to become more accessible
- Attendance Pass for City Events - staff is investigating the possibility of issuing free passes to allow personal attendants to accompany their clients to city events

**COW19-010     COMMUNITY PARTNERS ADVISORY COMMITTEE**

Mayor J. Parsons provided an overview of the Community Partners' Committee Meetings. He advised the goal of the Committee is to provide a standing forum for groups that provide social support services to our City (e.g. non—profits, government agencies and faith—based organizations) where they can exchange information and concerns.

The Committee membership is comprised of Councillors and staff and Community Stakeholders with strong community linkages or expertise relevant to gender violence, substance abuse, affordable housing, poverty and other social issues. The Committee meets quarterly with additional meetings as required.

**COW19-011   YOUTH ADVISORY COMMITTEE**

Councillor Chaisson advised that Council was approached by a high school student to form a youth advisory committee. She advised that she is working with the student to develop terms of reference and inviting youth to serve on the Committee.

**ADJOURNMENT**

The meeting adjourned at 8:05 p.m.

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City Clerk

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Mayor