

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
VIDEO CONFERENCE  
MONDAY, 8 NOVEMBER, 2021 AT 7:00 PM**

**PRESENT:**

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Park, Director of Finance & Administration
Councillors:	P. Gill V. Granter B. Griffin P. Keeping C. Pender	D. Charters, Director Community Engineering Development and Planning T. Flynn, Director of Protective Services M. Redmond, City Clerk B. Tibbo, Sargent-At-Arms

Absent with Regrets: D. Burden, Director Public Works, Water and Wastewater

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m.

**COW21-150 Approval of Agenda**

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

**COW21-151 Approval of Minutes- (Regular Council Meeting - 18 Oct 2021)**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor V. Granter, it is **RESOLVED** to approve the minutes of the Regular Meeting of October 18, 2021. **MOTION CARRIED.**

**COW21-152 Confirmation of Minutes**

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

It is **RESOLVED** to ratify Minute CC21-013 [Granter/Chaisson]

It is **RESOLVED** to ratify Minute CC21-015 [Granter/Pender]

It is **RESOLVED** to ratify Minute CC21-016 [Granter/Gill]

It is **RESOLVED** to ratify Minute CC21-024 [Granter/Gill]

It is **RESOLVED** to ratify Minute CC21-026 [Granter/Pender]

It is **RESOLVED** to ratify Minute CC21-028 [Granter/Gill] **MOTION CARRIED on all minutes.**

**COW21-153 Business Arising From Minutes**

No items were brought forward.

**COW21-154 Proclamations and Events**

Mayor Parsons reported that proclamations were issued on the following events:

- October is Rett Syndrome Awareness Month
- October is Disability Employment Awareness Month
- November 1-11 is Remembrance Period

**COW21-155 Remembrance Day Ceremony**

Mayor Parsons provided information regarding the 2021 Remembrance Day Ceremony.

**COW21-156 Crematorium Application**

Mayor Parsons commented that a Notice of Motion was presented at the Committee of the Whole Meeting of 18 October 2021 to rescind Minute 21-79; and to place a moratorium on all applications for the establishment of crematoria within the City of Corner Brook until such a time as the city establishes, through a public process, criteria for the establishment of crematoria within city limits and adopts any and all changes as required to zoning and development regulations with respect to said criteria.

Councillor Pender indicated it is his intention to bring forward the portion of the motion to rescind Minute 21-79 however he will be proposing an alternate motion to the second part of the motion.

Councillor Pender presented the Motion to Rescind Minute 21-79  
It is RESOLVED to rescind Minute 21-79 approving the application for a crematorium at 167 Country Road.

Mayor Parsons ruled the motion to rescind "Out of Order" based upon Section 26 of the City of Corner Brook Rules of Procedure and based upon legal advice wherein Council was advised that Council does not have the legal authority to revoke the development application. Councillor Pender challenged the Mayor's ruling.

On motion by Councillor C Pender, seconded by Councillor L. Chaisson it is RESOLVED to appeal the Ruling of the Mayor that the motion to rescind is out of order. Councillors Gill and Griffin voted against the motion. **MOTION CARRIED**

On motion by Councillor C. Pender, seconded by Councillor L. Chaisson it is RESOLVED to rescind Minute 21-79 approving the application for a crematorium at 167 Country Road. **Motion Tabled.**

On motion by Councillor C. Pender, seconded by Councillor V. Granter it is RESOLVED to Table the Motion to rescind Minute 21-79 until Council has questions answered pertaining to recent information Council received from staff. Mayor Parsons, Councillors Gill and Griffin voted against the motion.

**MOTION CARRIED.**

On motion by Councillor C. Pender, seconded by Councillor P. Gill it is RESOLVED that as a component of the current review of the Integrated Municipal Sustainable Plan and Development Regulations that the City of Corner Brook review all non-residential permitted and discretionary uses that have a potential to cause air pollution, or other noxious concerns, for adjacent or abutting residential properties. **MOTION CARRIED.**

On motion by Councillor C. Pender, seconded by Councillor L. Chaisson it is RESOLVED that until the City of Corner Brook has enacted a new Integrated Municipal Sustainability Plan and Development Regulations, all applications for development of crematoriums in any zone whether the use is permitted or discretionary in the zone, shall be referred to Corner Brook City Council for consideration pursuant to Section 11 of the City of Corner Brook Development Regulations. **MOTION CARRIED.**

**COW21-157 Adopt a Hydrant Contest 2021-2022**

Councillor B. Griffin announced that the Adopt a Hydrant Program will run from December 15, 2021 to March 31, 2022. The grand prize draw for the 2020-2021 year will be held at City Hall on December 15th.

**COW21-158 Protective Services Activity Report**

Councillor B. Griffin presented the activity report from the Protective Services Division for the month of September 2021 as per the following:

- Municipal Enforcement Officers - 93 calls for service for by-law enforcement, taxi regulations, animal control and 105 parking related violations were issued.
- ATV Permits - a total of 352 permits have been issued to date, the season ends November 15th.
- Corner Brook Fire departments - 35 calls for service
- Fire Prevention Inspector conducted 30 commercial inspections
- Corner Brook PSAP - 5662 calls.

**COW21-159 Sidewalk Presentation**

This item was deferred to a later meeting date as the Director of Public Works was not in attendance.

**COW21-160**

**Property Markers**

Councillor V. Granter reminded residents that Public Works staff can drop off wooden markers to residents who request them. He further reminded residents that steel markers are prohibited and will be removed if installed.

**COW21-161**

**Engineering, Development and Planning Updates**

Councillor P. Gill presented an update from Engineering, Development and Planning as outlined below:

- City Hall Repair of Concrete Sills project is almost complete
- City Hall Heat Pumps - delivery of two units is delayed
- Storm Sewer Assessment - the consultant has completed a storm sewer assessment and have provided a recommendation to staff
- Corner Brook Regional Recreation Centre - The City is waiting on the official land transfer to MUN from the province before finalizing a land lease agreement with MUN. Once this is complete staff will recommend entering into a contract with the Design Build team with the preferred proponent.
- 2021 Asphalt Program is complete
- St. Mary's Brook Culvert (Phase 2) Project should be completed in the next few weeks
- Retaining Walls Project - three walls are currently being designed and will be tendered in the spring 2022 for construction
- Multi Year Capital Projects - prime consultant agreements are being executed for the following projects:
  - Johnson's Avenue Storm Sewer Project;
  - Retaining Walls
  - Intersection Improvements (Griffin at Lewin Parkway, Mill Road at Lewin Parkway)
  - Bells Brook Culvert
  - Blackwoods Hill Culvert
  - Citadel Drive PRV Upgrades
- Steady Brook Water Study final report is expected soon
- Waste Water Co-Treatment Study is completed. Staff is waiting on the draft report from the consultant
- Mt. Bernard Avenue Rebuild Project - Request for Proposals for engineering services has been issued. A funding application has been submitted to the province.

**COW21-162**

**Community Services Project Update**

Councillor P. Keeping provided an update from the Community Services Division on the following projects:

Tourism

- Strategic Tourism for Areas and Regions (STAR)

- Aspiring Cabox Geopark
- DMO Photo Project
- Christmas 2021 (Traditional Parade and Light up City Hall)
- CNA Tourism Course
- Deer Lake Airport Sense of Arrival Project

Business

- World Council on City Data (WCCD) 2020
- Downtown Urban Design Plan (DUDAP)
- Special Tax Assistance for New Commercial Enterprises (STANCE) Program

Sustainability

- Community Gardens
- Trans Canada Trail Project
- Urban Forestry Project
- Fall Leaf Collection Program
- Grenfell Environmental Protection Institute (EPI) Lab

**COW21-163 COVID-19 Vaccination Policy**

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to adopt the COVID-19 Vaccination Policy as presented. **MOTION CARRIED.**

**COW21-164 Expression of Interest - Assessment Review Commissioner 2022**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to appoint Mr. Dennis Waterman as the Assessment Review Commissioner for 2022. **MOTION CARRIED.**

**COW21-165 Revised Capital Investment Plan - Gas Tax Agreement**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the revised 2019-2024 Capital Investment Plan in the amount of \$6,144,196.09 as attached. **MOTION CARRIED.**

**COW21-166 Council Remuneration Overview**

The report on Council Remuneration was discussed. It was confirmed that under existing regulations the remuneration for members of Council can only take place after the 2025 general election. In accordance with regulation in year three of Council's term of office an independent third party review of Council remuneration must be conducted. Based upon that review Council has the option to amend remuneration for future Council members in accordance with the provision of the Council Remuneration and Reimbursement Regulation.

**COW21-167 Civic Centre Update**

Councillor L. Chaisson presented the following update on civic centre operations:

- Staff are implementing changes to Public Health Guidelines for recreational facilities including vax pass program and the permitted full use of dressing areas;
- All traditional minor programming have restarted this fall and a number of private camps/seminars are also being hosted
- Civic Centre has hosted a number of provincial tournaments with over 20 teams across the province
- Other groups and activities that have resumed are general skating, toddler skating, public and adult skating, Humber Valley speed skating and the recreational hockey league;
- Meetings, conferences, craft fairs and training sessions have increased for the fall of 2021 and 2022
- Civic Centre just hosted the annual MNL Conference which hosted over 300 delegates from across the province

**COW21-168 Recreation Services Updates**

Councillor L. Chaisson presented the Recreation Services division report. She commented that the following programs are being offered:

- Older Adult Fitness with Nora Lundrigan
- Active Tots
- Drop in Yoga
- After School Sports Drop In
- Drop In Pickleball
- TIME Program
- Adult Lunchtime Sports Drop In
- Youth Drop In
- National Child Day
- Hippocampe Wheelchairs

**COW21-169 Request to Lease City Land –Carberry's Rd**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the execution of the lease agreements between the City of Corner Brook and the residents of 53,50 & 49 Carberry's Road for City land on Carberry's Road. **MOTION CARRIED.**

**COW21-170 Council Meeting Schedule**

The council meeting schedule for the period November - June 2022 was presented for information purposes. The schedule will remain in effect until the end of June 2022. Any changes to the schedule will be brought forward.

**ADJOURNMENT**

The meeting adjourned at 8:28 p.m.

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City Clerk

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Mayor