

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 23 MARCH, 2026 AT 7:00 PM**

PRESENT:

Mayor	L. Chaisson	D. Charters, City Manager
Deputy Mayor	P. Keeping	R. George, Director of Finance and Administration
Councillors:	S. Dean	D. Burden, Director of Engineering, Development and Operations
	E. Kennedy	P. Robinson, Director of Recreation Services
	D. Luther	J. Smith, City Clerk
	S. Perchard	R. Teliz, Sergeant-At-Arms
	D. Wheeler	

Absent with regrets: T. Flynn, Director of Protective Services

COW26-18 Land Acknowledgement

Councillor D. Wheeler read the land acknowledgement.

COW26-19 Approval of Agenda

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

COW26-20 Approval of Minutes- Regular Meeting March 9, 2026

On motion by Councillor D. Luther, seconded by Councillor D. Wheeler, it is **RESOLVED** to approve the minutes of the Regular Meeting of March 9, 2026. **MOTION CARRIED.**

COW26-21 Business Arising From Minutes

No business arising from the minutes.

COW26-22 Proclamations and Events

The Mayor declared the following proclamations were made:

- March 12 was declared World Kidney Month
- March was declared Long Covid Awareness Month

COW26-23 Protective Services Statistics for the month of February 2026

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

- Municipal Enforcement received 46 calls for services;
- Animal Control received 7 calls for services;
- There were 8 parking-related violations issued;
- Corner Brook Fire Department received 49 calls for service;

- PSAP received a total of 7451 calls of which 5327 were transferable.

COW26-24 Operational Update

Councillor D. Wheeler provided an operational update as follows:

Public Works

- Over 380 cm of snow this winter, sustained snow clearing and removal ongoing;
- Road widening completed in early February, second round began March 6;
- Snow-clearing budget (\$2.5M) currently on track but could be strained by an extended winter;
- Pothole activity increased due to freeze-thaw, 79 reports received and being addressed;
- Upcoming work: clearing catch basins, managing spring runoff, roadway repairs, and transition to spring cleanup.

Water & Wastewater

- Hydrant clearing: five rounds completed; sixth underway (approx. 746 hydrants per round);
- Leak repairs: 23 completed, proactive detection identified 10 before surfacing, five valve leaks scheduled for repair.

Water Treatment Plant

- Water consumption continues to decline: Jan–Feb average 20.15M L/day (down from 21.71M in 2025);
- February 2026 marked one of the lowest usage months on record;
- Routine maintenance ongoing, work has begun on a treatment process review to improve system efficiency

COW26-25 Development Planning and Community Services Report March 2026

Councillor E. Kennedy provided a Development Planning and Community Services update as follows:

Development and Planning

- Currently working on over 250 active files ranging from small permits to major commercial and residential builds;
- 44 Maple Valley Rd (Plaza Mall – No Frills Grocery) - Permits issued;
- 44 Confederation Drive (New Car Dealership) - project to begin this spring;

Customer Service Initiative

- The Development and Planning Department have undertaken a new initiative to improve our service to applicants with the establishment of a Development Inspector that is appointed as the point of contact for incomplete residential applications and currently has 7 applications under review and has dealt with several walk-in related inquiries to aid residents through the permitting process.

Industrial Park Study

- Dillon Consulting has been hired for this project and is nearing completion, the consultant has advised that report will be submitted by March 27, 2026.

IMSP- New Municipal Plan

- Section 15 review is underway through the Provincial Planning Office

Rezoning Requests

- Several rezoning requests are still underway and with the provincial body for review.

COW26-26 Finance & Administration Update - February

Councillor D. Luther presented a Finance & Administration update for February as follows:

- Staff were busy processing payments following the issuance of Property Tax and Business Tax invoices at the end of January. Some residents experienced mail delivery issues; however, tax bills were made available by email or in person when required.
- Customer Service Representatives handled over 3,900 calls during February, in addition to in-person inquiries at the CSR desk.
- With property and business tax invoices issued in January, Accounts Receivable balances are typically at their highest in January and February. The current balance is consistent with prior years, however, the amount of unpaid taxes from previous years remains elevated and continues to be a concern and staff have been actively contacting taxpayers and businesses regarding their outstanding accounts and has continued to make progress on collections throughout February 2026.

COW26-27 Capital Project and Engineering Committee Updates

Councillor S. Perchard presented a Capital Project and Engineering Department update as follows:

Current Projects

- Deep Gulch Brook Culvert Replacement (JCL Investments) - Construction of this project is complete pending some minor deficiencies and landscaping with Reinstatement work will take place this Spring.

- Petries Bridge Street Replacement (Englobe) - This project 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%)
- Westside Water Reservoir - RFP for Consultant Closes on March 31, 2026

Funding Applications

- Canadian Housing Infrastructure Fund - Wastewater Treatment Facility (Est. \$140M) – No Update
- Active Transport Fund
 - Country Road Sidewalk (Est. \$2M) – No Update
 - Confederation Drive Multi Use Trail (Est. \$3.7M) – No Update

Corner Brook City Transit

- Evening and Weekends are beginning on April 1st, 2026. Residents are encouraged to review the slides presented tonight to ensure they are familiar with service hours and operations.

Garbage Collection

- Collection services continue with extremely positive feedback from Recycling provider.
- Spring Cleanup registration is open. Residents are encouraged to visit the City's website to book their appointment

COW26-28 Civic Centre Update

Deputy Mayor P. Keeping presented an update on the Civic Centre as follows:

- February marked the beginning of the hockey season wind-down, highlighted by a successful U7 Jamboree;
- the Civic Centre also hosted a well-attended craft fair as part of the Corner Brook Winter Carnival;
- March has continued this momentum with a number of hockey tournaments and volleyball activities utilizing the facility.
- A notable highlight was the Civic Centre's first-ever "Mrs. Janes Presents St. Patrick's Day Party," featuring live performances by The Navigators, Roblo's Rock, and Jesse Hackett and included partnerships with the Corner Brook Minor Hockey Association and Silver Blades providing bar services, Corner Brook Regional High students managing a coat check, and Corner Brook Intermediate coordinating recycling efforts. Proceeds from these initiatives support user group programming and school band trips, showcasing the broader community benefits generated through Civic Centre events.

- Looking ahead to April, the Civic Centre will host the Saltos Gymnastics Club's Provincial Gymnastics Championships in the studio space.

COW26-29 Recreation Update

Deputy Mayor P. Keeping presented an update from the Recreation & Tourism Services Department as follows:

- This year's Winter Carnival was a tremendous success, and staff were proud to support several key events throughout the carnival, including the flag raising, opening ceremonies, and the ever-popular chili cook-off. Congratulations are extended to the Carnival organizing committee for their dedication and hard work in delivering such a well-coordinated and engaging event for our residents.
- Important infrastructure improvements have recently been completed at the Corner Brook Curling Club. The facility's lighting system underwent a much-needed upgrade, significantly enhancing visibility and the overall user experience. The project was completed just in time for the club to successfully host the Canada Games Qualifier during the weekend of March 13-14.
- That same weekend also proved to be a busy and exciting time at the Marina Redmond Centre, where the Corner Brook Rapids Swim Club hosted an invitational meet which welcomed approximately 200 swimmers from across the province, along with their families and supporters. The meet also served to highlight the facility's newly installed timing system, an essential component in the successful hosting of competitive swim events. The acquisition of this important equipment was made possible through a collaborative partnership, with contributions from the City, the Corner Brook Rapids Swim Club, and the Government of Newfoundland and Labrador's annual Active NL grant.
- Recreation staff are actively preparing for the upcoming spring and summer seasons, with a focus on delivering a diverse and engaging lineup of programs, events, and activities for residents of all ages.

COW26-30 Tourism Update

Deputy Mayor P. Keeping presented an update on the Tourism Department as follows:

- City representatives attended the Indigenous Tourism Association of Canada conference and the 2026 Hospitality NL Conference and Trade Show. These events provided insights into industry trends, regional priorities, Indigenous tourism and opportunities to promote Corner Brook as tourist destination.
- The Humber Bay of Islands Tourism Committee is finalizing the region's wayfinding plan. New entrance and directional signs highlighting key tourism assets will be installed once conditions allow.
- The Jigs & Wheels festival will run from July 24 to August 2, 2026. This year's festival includes a special Opening Weekend Event on

Broadway, numerous other activities and tours, and concludes with the return of the ever popular RibFest.

- The City's Tourism department continues to offer support to Aspiring Cabox Geopark Board, as the initiative moves toward UNESCO designation in 2026. Local and regional support is essential, as this designation presents an opportunity to grow sustainable tourism, raise the city's international profile, and support long-term economic and cultural development.
- The 2026 cruise season will see 12 ships calling at Corner Brook, along with new calls to other Newfoundland and Labrador ports. While Corner Brook will experience a slightly lower number of ships, the overall cruise program remains strong, offering ongoing opportunities for local businesses.

COW26-31 Transit Presentation

The Assistant Director of Engineering, Development and Planning presented information on the Transit system that includes:

- Recent implementations for improvements to the existing transit system came from concerns from residents and results of consultant study results include the addition of 2 accessible buses and on demand accessible transit and a new higher capacity bus;
- Received funding from provincial and federal funds to enable the City to enhance its transit service;
- New evenings (Monday to Friday 6pm-11pm) and Weekends (Saturday and Sunday 7am-6pm)
- Residents encourage to book rides in advance through the app or calling in
- Further enhancements coming in the future include route enhancements to make the routes more accessible and efficient

COW26-32 Employee Engagement Survey RFP

On motion by Councillor D. Luther, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal from Talent Maps for the Employee Engagement Survey at a cost of \$25,716 plus HST. **MOTION POSTPONED.**

On motion by Councillor D. Luther, seconded by Councillor S. Dean, it is **RESOLVED** to postpone the decision on this item until Council can get further information. **ALL IN FAVOUR. MOTION CARRIED.**

COW26-33 Service/Maintenance for SCADA and Instrumentation Equipment

On motion by Councillor D. Wheeler, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** that the City of Corner Brook Council award Tender No. 2026-03 Service/Maintenance of SCADA and Instrumentation Equipment to Cahill Technical Services for the price of \$53,032.09 HST Incl per annum for a two-year term. **ALL IN FAVOUR. MOTION CARRIED.**

COW26-34 Multi-Year Capital Works - 3 Year Allocation 2023-2026 Schedule A Amendment

On motion by Councillor S. Perchard, seconded by Councillor E. Kennedy, it is **RESOLVED** that the Council of the City of Corner Brook proceed with the cost-shared funding 2023-2026 Schedule A Amendment as outlined.

It is **FURTHER RESOLVED that** the Corner Brook City Council authorizes the Mayor and City Manager to sign the 2023-2026 Municipal Infrastructure Agreement Amendment with the Department of Transportation and Infrastructure on behalf of the City of Corner Brook. **ALL IN FAVOUR. MOTION CARRIED.**

COW26-35 Discretionary Use - 57 Humber Road - Apartment Building

On motion by Councillor E. Kennedy, seconded by Councillor S. Perchard, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to convert the existing building to an Apartment Building at 57 Humber Road in accordance with Regulation 11 - Discretionary Powers of Authority. **ALL IN FAVOUR. MOTION CARRIED.**

COW26-36 Third Party and Digital Signage Regulations

On motion by Councillor S. Dean, seconded by Councillor D. Wheeler, it is **RESOLVED** that pursuant to the powers vested in it under section 249, 250, 251, 252, 252, 438 and 439 of the City of Corner Brook Act, R.S.N.L 1990. c. C-15 as amended, and all other powers enabling, the Corner Brook City Council, hereby rescinds the Third Party and Digital Signage Regulations 2021 and replaces it with the Third Party Digital Signage Regulations 2026. **ALL IN FAVOUR. MOTION CARRIED.**

COW26-37 Request for Proposals - Cellular Phone & Mobility Services

On motion by Councillor D. Luther, seconded by Deputy Mayor P. Keeping, it is **RESOLVED** to accept the proposal from Telus Business for the provision of Cellular Phone & Mobility Services as proposed. **ALL IN FAVOUR. MOTION CARRIED.**

ADJOURNMENT

Meeting adjourned at 8:47 p.m.



City Clerk



Mayor