



CITY OF CORNER BROOK

Dear Sir\Madam:

I have been directed by His Worship the Mayor to summon you to a Regular Meeting of the Corner Brook City Council, to be held on **October 16, 2023** at **7 PM. City Hall Council Chambers.**

CITY CLERK

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	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 COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 25 SEPTEMBER, 2023 at 7:00 p.m.**

PRESENT:

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	T. Flynn, Director of Protective Services
		S. Maistry, Director of Finance and Administration
Councillors:	P. Gill	K. Patten, Director of Recreation Services
	B. Griffin	J. Smith, City Clerk
	P. Keeping	Jamie Alexander, Sergeant-At-Arms
	C. Pender	

Absent with regrets: Councillor V. Granter, D. Charters, Director Community Engineering Development and Planning, D. Burden, Director of Public Works, Water and Waste Water Services

COW23-87 Land Acknowledgement

Councillor P. Keeping read the land acknowledgement.

COW23-88 Approval of Agenda

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

COW23-89 Approval of Minutes- Regular Meeting August 21, 2023

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the minutes of the Regular Meeting of August 21, 2023.

COW23-90 Ratification of Decisions

In accordance with 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 CC22-032 - **[Gill/Chaisson]**

It is **RESOLVED** to ratify minute CC22-034 - **[Gill/Pender]**

It is **RESOLVED** to ratify minute CC23-035 - **[Gill/Pender]**

It is **RESOLVED** to ratify minute CC23-001 - **[Gill/Pender]**

It is **RESOLVED** to ratify minute CC23-005 - **[Gill/Griffin]**

It is **RESOLVED** to ratify minute CC23-006 - **[Gill/Griffin]**

It is **RESOLVED** to ratify minute CC23-009 - **[Gill/Pender]**

It is **RESOLVED** to ratify minute CC23-010 - **[Gill/Pender]**

MOTION CARRIED on all minutes.

COW23-91 Business Arising From Minutes

There is no business arising from the minutes.

COW23-92 Proclamations and Events

The Mayor declared the following proclamations were made:

- September was declared as Arthritis Awareness Month;
- September was declared as Fetal Alcohol Spectrum Disorder Awareness Month;
- September was declared as Prostate Cancer Awareness Month;
- September 4th was declared as Polycystic Kidney Disease Awareness Day;
- September 10th was declared as Suicide Prevention and Awareness Day;
- September was declared as Childhood Cancer Awareness Month;
- October 1-7 was declared as National Breastfeeding Week.

COW23-93 Finance & Administration Report - August 2023

Councillor P. Gill presented a report from the Finance and Administration Department as follows:

- revenue year to month end of August was \$35,000,000;
- expenses year to month end of August \$22,500,000;
- the sinkhole is estimated to cost an unbudgeted amount of approximately \$150,000;
- total number of accounts outstanding is 1606 for a total of \$4,400,000.

COW23-94 Development, Planning and Community Services

Councillor B. Griffin presented a report from Community Services, Development and Planning as follows:

Development and Planning

- 167 Country Rd (Crematorium) - Permit Issued for Site Development;
- 4a Herald Avenue (Robins Donuts) - Project complete;
- 101 Healthcare Crescent (CB Acute Care Hospital) - Project progressing on schedule for completion in Fall of 2023 to Spring 2024;
- 106 West Street (Western Star Building – Conversion to Apartment Building)- Permits issued for structural steel and building envelope, project is well underway;
- 1 Mount Bernard Avenue (Sobeys) - Interior Renovation, permits issued, work ongoing;
- 8 Grenfell Drive (Gas Station/Fast Food) - Foundation permit issued, site and foundation work progressing;

- 71 Humber Rd (Partially Vacant Building) - Major renovation proposed consisting of a 6 unit apartment building and 1 commercial space, foundation permit issued;
- 1 Ariceen Place (Murphy Brothers – New Industrial Building) - Permits issued, work progressing;
- 16 Confederation Drive (McDonalds) - major renovation and extension, permits issued;
- 22 Confederation Drive (Western Motorsports) - Permits issued, occupancy expected within a few months;
- **New IMSP and Development Regulations** – Council have provided input to the consultant on the draft report and staff have requested planning a session with the consultant in October.

Business Development

- **Downtown Business Improvement Association (BIA)** - Staff are conducting a random survey to ascertain the interest of Downtown Businesses in a new (Business Improvement Area) BIA;
- **Façade Appeal Comprehensive Enhancement (FACE) Program** - Several projects were approved and program funding was exhausted in April;
- **Assistance for Women Entrepreneurs of Small or Medium Enterprises (AWESOME)** - Six businesses have been approved so far under this program;
- **New Economic Development Program** - A new economic development program is being developed exclusively for indigenous people (mainly youth) in the City.

Sustainable Development

- **2 Billion Trees Project** - As part of National Tree Planting Day a number of public events were hosted in the City on September 20th including: 2 Billion Trees Project presentation at the Centre for Research and Innovation, and a tree planting event at 3 locations;
- **Fall Leaf Collection** - Rolling out dates for fall leaf collection and FAQ's (i.e. what type of bags, when to put out bags, etc.), focus on sustainable and independent alternatives to leaf disposal (i.e. mulching, backyard compost piles, etc.);
- **Transit Digital Payment System (M-Card)** - new digital payment system that uses a reloadable smart card (The M-Card) to pay your fare for transit rides. The M-Cards are available at the City Hall Customer Service Desk. The new system has been installed on transit vehicles and is being tested;
- **City Hall Composting** - Staff are rolling out a new composting program to use large tumbler style composters on the Green Roof;
- **Recycling Program Improvements for the City** - Staff are researching recycling programs in other cities and municipalities across Newfoundland to compare and contrast with Corner Brook to formulate a cost-benefit analysis of these programs and create a potential project plan for implementation of 2024 recycling program.

COW23-95 Recreation and Tourism Update

Councillor P. Keeping presented a report from the Recreation and Tourism Department as follows:

- Another busy summer season included Corner Brook Day, pop up Active Tots in Margaret Bowater Park, Bocce: "Try it Day" in partnership with Easter Seals and Bocce NL, Ribfest and Jiggs and Wheels;
- National Seniors Day Celebration on Wednesday October 4th from 2:00pm-4:00pm. This event will be held in the Meeting Rooms at the Civic Centre. Admission is free;
- Agrifoods Show on October 13, 14 and 15th. This show highlights the best of agriculture within the province and is fun for all ages;
- Active Tots and Older Adult fitness with Nora Lundrigan have started again. Pickleball has returned to its full schedule with 5 slots each week;
- Silver Blades started on Wednesday Sept 6th, Corner Brook Minor Hockey starts on Sept 25th and the Western Kings AAA team starts October 6th. A few large tournaments have been announced for Corner Brook to host this year including the U13, U15 and U18 female AAA Provincial kick off tournaments, all to be played on the same weekend of October 27-29;
- The City of Corner Brook was the successful bid to host the 2024 Under 18 Female AAA Atlantics (i.e., with teams from NL, PEI, NB and NS). This tournament will showcase the highest level of competition in minor programming for female hockey in the province. The City of Corner Brook and our team, the Western Warriors, will play host for this event on April 4-7, 2024;
- The 2023 Cruise season has been a record-breaking season, and while summer is over we still have another 16 Cruise ships scheduled to call to the port of Corner Brook;
- Colours of Corner Brook Festival is on Oct 7 as the city of Corner Brook welcomes the Norwegian Joy, with over 3800 passengers & 1800 Crew;
- Jiggs and Wheels 2024 will be held July 26th – August 4th, 2024.

COW23-96 Public Work Summary

Deputy Mayor L. Chaisson presented a report from the Public Works Division, as follows:

- First round of line painting was completed in June and the rest in late August;
- Fields were aerated/seeded/limed/ fertilized in June. Second round of maintenance will occur over next two weeks, weather dependent;
- Margaret Bowater Park pool and splash pad were closed on September 11.
- New fence topper was installed, New nets were installed on Basha softball field;

- 29 lawns were repaired by homeowners and 135 were repaired by the City
- 13 trees have been pruned and 3 trees removed. The trees that were removed were located in Margret Bowater Park and the within the limits of the work done to repair the Glynmill Inn sinkhole;
- Storm work has been completed at Woodbine and Lundrigan Drive where storm sewers developed into sinkholes;
- Contractor is expected to complete patching list over the next two weeks;
- Storm flushing program is underway for the past month and will continue into late October;
- Curb replacement and repairs has been underway throughout the summer. To date, 35 locations have been repaired. Approximately 15 remain that are currently scheduled to be completed this year;
- Sinkhole update - work to repair the two sections of 62" corrugated storm sewer by City staff was completed from Aug 11th to 24th. Sods, trees, shrubbery and benches will be completed in the spring of 2024;
- City sanders and leased loaders are in the shop receiving pre winter maintenance. This work will be on going throughout the fall.

COW23-97 Water and Wastewater Work Summary

Deputy Mayor L. Chaisson presented a report from the Water and Wastewater Division from June 21-Sept 18th, as follows:

- received a total of 164 complaints;
- there were 52 media releases for water outages and road closures;
- recoverable works totaled \$9856.75;
- completed 25 water & wastewater repairs (11 curb stop repair, 6 sewer repairs, 1 water main leaks, 5 water service leaks, and 1 sewer tie in;
- Hydrant Maintenance - 1st round complete on both City owned and private hydrants. Currently working on 2nd round (winterization) of City owned hydrants;
- Water Supply - backwashed water intake screens at Trout Pond & inspected Corner Brook Stream intake;
- Water Main Flushing – Program complete. Flushed all 23 water pressure zones;
- Bio-Green Wastewater Treatment Plant – upgraded 2 clarifying treatment cells during the week of July 31st;
- Sanitary Sewer Lift Stations (10) – 9 stations completed, 1 station remaining;
- Sanitary Sewer Flushing & Rooting Cutting – both programs completed for 2023;
- Installed new 12" diameter flow sensor to monitor the flow to the Corner Brook Pulp and Paper Mill;
- Provided support for Capital Works Projects (Mt. Bernard Ave. reconstruction & Citadel Drive PRV Station upgrade;

- Upcoming maintenance includes: Repair of 15 watermain valves, service remaining sanitary sewer lift station, winterize splash Pad, complete annual Chlorination Station service, 4 stations scheduled to be completed, complete winterization of City owned & private hydrants;
- Water Treatment Plant maintenance is ongoing as follows: annual maintenance on all 3 chlorinators equipment, cleaned, serviced and replaced the probes on both chlorine analyzers, replaced thermostat valve on the air saturation compressor, cleaned filter # 3 with high strength chlorine solution, on June 29th the plant was taken offline to install the new coagulant injection piping in the flash mix chamber, replaced the pressure differential monitor on filter #1, DAF (Dissolved Air Flootation) #1 – drained, cleaned and inspected chamber and equipment, changed out tubing on all water monitoring analyzers, cleaned and inspected analyzer and associated equipment, completed annual service on all air handling units, completed annual drain on air saturation tank #2, replaced scraper brushes and waste channel spray nozzles on DAF#1.

COW23-98 CBFD Smoke Alarm Project

Councillor P. Keeping presented a report from Protective Services on the Corner Brook Fire Department (CBFD) Smoke Alarm Project as follows:

- The CBFD and the NL Department of Justice and Public Safety are working together on a smoke alarm project that will see smoke alarms installed in the bedrooms of homes built before year 2000 in the Provincial Region #5. The CBFD is leading the program and are engaging all fire departments in our region. Over 250 applications have been received so far.

COW23-99 Protective Services Statistics for month of August

Deputy Mayor L. Chaisson presented the Protective Services Statistics for the month of August 2023 as follows:

- Municipal Enforcement received 98 calls for services;
- Corner Brook Fire Department received 42 calls for service;
- The Public Safety Answering Point (PSAP) received 6988 calls, of which 3594 were transferable.

COW23-100 Capital Project and Engineering Updates

Councillor C. Pender presented a report on the Capital Works and Engineering Division, as follows:

- **Recreation Centre** - Project is 80% complete, leisure pool, training pool and beach entry concrete deck completed, formwork removal under slab completed, natari curb is in place (Pool system), drywall installed in the daycare and administration area, nearly complete in the multipurpose room, paint and plaster is well underway, interior masonry nearing completion, structural steel complete, exterior steel studs complete, the building is fully closed in now that concrete pours are finished, exterior facia brick complete, concrete window sills are installed, steel siding complete in some areas, electrical and mechanical work ongoing.
- **Mt Bernard Avenue Reconstruction** - Work includes new underground infrastructure, curb/gutter, side walk (1 side) and asphalt, approximately 66% of underground piping complete, work Zone 2 opened to traffic September 6th (up to Wellington St), reinstatement occurring in Work Zone 3, currently working in Work Zone 4 and will be moving into Work Zone 5 in near future, work will likely stop at Randolph Street for 2023 and commence again in Spring 2024 to finish project (approximately 200 meters).
- **Great Trail Enhancement Phase 1** - Work commenced May 23rd, 2023, pedestrian bridge installed but still requires installation of railing and decking, work ongoing along all areas of trail, anticipated completion date for the project, end of October 2023.
- **O'Connell Drive Pedestrian Crossing** - All underground and reinstatement work complete, waiting on new poles, existing signals will be removed when new is completed, new pedestrian signals will meet current standards, anticipated completion date for the project, end of October 2023.
- **New projects with winter 2024 Tender Call** - include Deep Gulch Brook Culvert Replacement, Curling Street Retaining Wall Replacement, and Great Trail Enhancement Phase 2.

COW23-101 Citadel Drive PRV - Change order No. 5

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve change order No. 5 in the amount of \$33,120 (HST included) for Eco Contracting Ltd. for the Citadel Drive PRV. **MOTION CARRIED.**

COW23-102 Multi-Year Capital Works - 3 Year Allocation 2017-2020 Schedule A Amendment

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to accept the cost-shared funding 2017-2020 Schedule "A" Amendment as outlined in the Department of Transportation and Infrastructure Project Approval Letter dated July 20, 2023 with a total value of \$33,000 from the 2017-2020 Multi Year Capital Works Program

towards the O'Connell Drive Pedestrian Crossing Improvements #17-MYCW-23-00109.

It is **FURTHER RESOLVED** to authorize the Mayor and the City Manager to enter into a Funding agreement with the Department of Transportation and Infrastructure on behalf of the City of Corner Brook.

MOTION CARRIED.

COW23-103 Great Trail Enhancement Phase 1 - PCA Amendment No. 2

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the PCA Amendment No. 5 in the amount of \$22, 832.10 (HST included) for Englobe Corp. for the Great Trail Enhancement Phase 1. **MOTION CARRIED.**

COW23-104 Great Trail Enhancement Phase 2 - Consultant Fee Request

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to accept the proposal submitted by Anderson Engineering Ltd. for the Great Trail Enhancement Phase 2 in the amount of \$126,999.47 (HST included).

It is **FURTHER RESOLVED** to authorize the City Manager to sign the PCA Agreement with the Consultant, Anderson Engineering, on behalf of the City of Corner Brook. **MOTION CARRIED.**

COW23-105 Purchase of Aerial Fire Truck

On motion by Councillor B. Griffin, seconded by Councillor C. Pender, it is **RESOLVED** to approve the purchase of the Pierce Aerial Fire Truck from Safety Source Fire Inc., for the price of \$2,528,299.46 (HST included) for the use by the Corner Brook Fire Department. **MOTION CARRIED.**

COW23-106 Rescind Order

On motion by Councillor B. Griffin, seconded by Councillor P. Gill , it is **RESOLVED** that in accordance with section with section 102(3) of the Urban and Rural Planning Act the following order is hereby rescinded by Council: Order #2023-03. **MOTION CARRIED.**

COW23-107 Master Lease Agreement - Enterprise Fleet Management

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **RESOLVED** to approve the signing and execution of the attached master lease agreement, maintenance management agreement and respective addendums between the City of Corner Brook and Enterprise Fleet Management. **MOTION CARRIED.**

COW23-108 National Day for Truth and Reconciliation

On motion by Councillor P. Gill, seconded by Councillor C, Pender, it is **RESOLVED** to approve the September 30, 2023 the National Day for Truth and Reconciliation to be a holiday for City employees and grant the City of Corner Brook staff the day of Monday, October 2, 2023 to reflect and commemorate the tragic history of residential schools in Canada.
MOTION CARRIED.

ADJOURNMENT

The meeting was adjourned at 8:19 p.m.

City Clerk

Mayor



Information Report (IR)

Subject: Proclamations and Events

To: Jessica Smith

Meeting: Regular Meeting - 16 Oct 2023

Department: City Manager

Staff Contact: Gloria Manning, Legislative Assistant

Topic Overview: The City of Corner Brook routinely receives requests from various organizations to recognize significant days, weeks, and months.

Attachments: [Rett Syndrome Awareness Month 2023](#)
[Wrongful Conviction Day](#)
[INTERNATIONAL TRIGEMINAL NEURALGIA AWARENESS DAY](#)
[Fire Prevention Week](#)
[Green Sports Day](#)
[National Breastfeeding Week](#)
[SBW proclamation 2023_Corner Brook](#)

BACKGROUND INFORMATION:

The City of Corner Brook would like to recognize the following proclamations and events in the City of Corner Brook:

- **October was declared Rett Syndrome Awareness Month-** Rett syndrome is a rare genetic neurological disorder that occurs almost exclusively in girls and leads to severe impairments, affecting nearly every aspect of the individual's life.
- **October 2 was declared Wrongful Conviction Day-** the loss of one's freedom due to a wrongful conviction has far-reaching and devastating consequences which not only affects the innocent individual's life but also affects the quality of life of their families and has a harmful effect on society as a whole;
- **October 7th was declared International Trigeminal Neuralgia Awareness Day-** Trigeminal Neuralgia (TN) is known as the most painful disease known to man. Trigeminal neuralgia pain is triggered by simple every day activities such as touching of the face, teeth brushing, or eating and can last for an extended period of time.
- **October 8-14 was declared Fire Prevention Week-** first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education. Residents are responsive to public education measures and are able to take personal steps to increase their safety from fire/ especially in their homes.
- **October 6 was declared Green Sports Day-** Green Sports Day has served as an unofficial celebration within the sport sector on progress toward low-emissions goals, waste reduction

targets, increasing equitable opportunities to play sport in clean and safe environments, and encouraging continued sustainability efforts.

- **October 1-7 was declared National Breastfeeding Week-** Breastfeeding is recommended for optimal nutrition and healthy growth and development in the early months and years of life.
- **October 15-21 was declared Small Business Week-** Small Business Week is a significant moment in the year to salute our small businesses for their countless contributions to our community. They are at the heart of every city, preserving traditional values while providing new ideas, new jobs, and increased sustainability.

Legislative Assistant
Administrative Assistant

Approved - 12 Oct 2023
Approved - 12 Oct 2023

City Manager



PROCLAMATION

October as Rett Syndrome Awareness Month

WHEREAS Rett syndrome is a rare genetic neurological disorder that occurs almost exclusively in girls and leads to severe impairments, affecting nearly every aspect of the individual's life. Rett syndrome occurs worldwide in 1 of every 10,000 female births and is even rarer in boys, but not impossible. Rett syndrome is usually recognized in children between 6-18 months of age as they begin to miss developmental milestones or lose abilities they had once gained;

AND WHEREAS throughout their lives these courageous individuals will need total care and constant support from their family; they will combat many medical challenges. They may have seizures, osteoporosis, scoliosis, breath holding, hyperventilation, nutritional problems and so much more. Apraxia, which is the inability to motor plan, is one of the most challenging aspects of Rett Syndrome along with loss of speech;

AND WHEREAS in 1999 it was discovered that Rett Syndrome is primarily caused by a sporadic mutation in the MECP2 gene on the X chromosome, and since this discovery there are many research projects taking place across Ontario and Canada;

AND WHEREAS as there is no Canadian Rett Syndrome Association, the Ontario Rett Syndrome Association (O.R.S.A.) has members from many provinces across Canada and through donations and fundraising efforts have been able to fund finances the Canadian Rett Syndrome Registry, has funded over \$600,000 in Canadian Rett syndrome research, and support three Rett clinics in Ontario. The Rett syndrome clinics located at the Children's Hospital of Eastern Ontario, Ottawa, Holland Bloorview Kids Rehabilitation Hospital, Toronto and Thames Valley Children's Centre, London, provide direct critical support to the families and their loved one on care and management issues.

NOW THEREFORE, I, Jim Parsons, Mayor of the City of Corner Brook, DO HEREBY PROCLAIM October 2023 as RETT SYNDROME AWARENESS MONTH in the City of Corner Brook. I urge all citizens to make an effort this month to learn more Rett Syndrome, fight stigma, light Canada purple and wear a purple ribbon to show support.

Mayor

Dated _____

PROCLAMATION

Wrongful Conviction Day

October 2, 2023

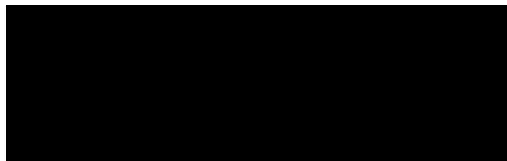
Whereas the loss of one's freedom due to a wrongful conviction has far-reaching and devastating consequences which not only affects the innocent individual's life but also affects the quality of life of their families and has a harmful effect on society as a whole; and

Whereas wrongful convictions question the integrity and fairness of the criminal justice system and unless corrected undermines society's trust in their criminal justice system; and

Whereas Wrongful Conviction Day is a global movement dedicated to advocating for innocent individuals who have been wrongly convicted of a crime they did not commit. The implementation and recognition of this day is the start to reaching a broader audience regarding the importance surrounding miscarriages of justice. A proclamation will assist to advocate, educate, and create awareness around those miscarriages of justice in hope for reform to minimize the effect it could have on another individual.

Therefore I, Jim Parsons, Mayor of the City of Corner Brook, do hereby proclaim October 2, 2023, as:

“WRONGFUL CONVICTION DAY”
in the City of Corner Brook



Jim Parsons, Mayor
Date

11TH INTERNATIONAL TRIGEMINAL NEURALGIA AWARENESS DAY

~ October 7th, 2023~

- WHEREAS 11th International Trigeminal Neuralgia Awareness Day will be recognized on October 7th, 2023
- WHEREAS Trigeminal Neuralgia (TN) is known as the most painful disease known to man. Known also as Tic Dolereaux and has been called the (suicide disease). It has been known to be a disease to elderly people but it is now known babies can be born with TN and it effects children and teens. Any age (10% of MS patients will have TN)
- WHEREAS Trigeminal neuralgia pain is triggered by simple every day activities such as touching of the face or teeth brushing eating and can last for an extended period of time, days, months year
- WHEREAS Trigeminal Neuralgia means isolation, loneliness, depression, anxiety, unable to work, talking is extremely painful and often means loss of friendships, and family understanding. Medications and surgeries quite often don't work, while others get relief
- WHEREAS TNNME hopes to bring awareness to others to help them know they are not alone. We ask the World health organization to recognize Trigeminal Neuralgia as one of the worse pains known to man. We hope for better education, funding, and awareness for this painful disease.

THEREFORE

I, Jim Parsons, Mayor of the City of Corner Brook, do hereby proclaim **October 7, 2023** to be **International Trigeminal Neuralgia Awareness Day** in the City of Corner Brook, NL.

Mayor

**Provincial / territorial / municipal
2023 Proclamation**

WHEREAS, (PROVINCE / TERRITORY / MUNICIPALITY) is committed to ensuring the safety and security of all those living in and visiting our (province, territory, municipality); and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, most fire injuries and fatalities occur in homes, according to the National Fire Protection Association® (NFPA®); and

WHEREAS, cooking is the leading cause of home fires in the Canada; and

WHEREAS, two of every five home fires start in the kitchen with 31 per cent of these fires resulting from unattended cooking; and

WHEREAS, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and

WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire; and

WHEREAS, (PROVINCE / TERRITORY / MUNICIPALITY) residents should turn pot handles toward the back of the stove; always keep a lid nearby when cooking; keep a one-metre kid-free zone around the stove, oven, and other things that could get hot; watch what they heat; and set a timer to remind them that they are cooking; and

WHEREAS, residents who have planned and practised a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

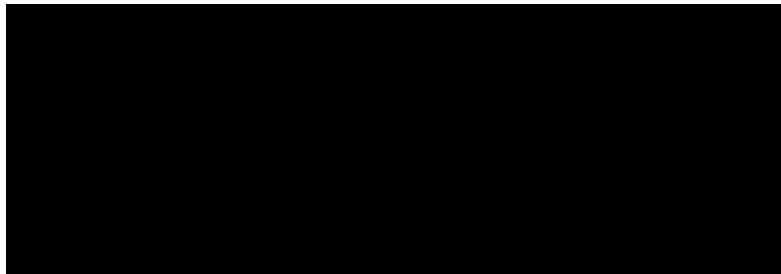
WHEREAS, working smoke alarms cut the risk of dying in reported home fires almost in half; and

WHEREAS, (PROVINCE / TERRITORY / MUNICIPALITY) first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, (PROVINCE / TERRITORY / MUNICIPALITY) residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2023 Fire Prevention Week™ theme, “Cooking safety starts with YOU. Pay attention to fire prevention™,” effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

THEREFORE, I (PROVINCIAL / TERRITORIAL / MUNICIPAL OFFICIAL'S NAME AND TITLE) of (PROVINCE / TERRITORY / MUNICIPALITY) do hereby proclaim October 8–14, 2023, as Fire Prevention Week throughout this (province / territory / municipality), and I urge all the people of (PROVINCE / TERRITORY / MUNICIPALITY) to check their kitchens for fire hazards and use safe cooking practices during Fire Prevention Week 2023, and to support the many public safety activities and efforts of (PROVINCE / TERRITORY / MUNICIPALITY) fire and emergency services.



msm



Canada

Charles the Third, by the Grace of God of the United Kingdom, Canada and His other Realms and Territories KING, Head of the Commonwealth, Defender of the Faith.

Charles Trois, par la Grâce de Dieu, ROI du Royaume-Uni, du Canada et de ses autres royaumes et territoires, Chef du Commonwealth, Défenseur de la Foi.

TO ALL TO WHOM these Presents shall come or whom the same may in any way concern,

À TOUS CEUX à qui les présentes parviennent ou qu'elles peuvent de quelque manière concerner,

GREETING:

SALUT:

A PROCLAMATION

PROCLAMATION

Whereas many dedicated citizens have joined with volunteer, professional and industrial fire safety personnel as "Partners in Fire Prevention" in a relentless effort to minimize loss to life, destruction of property and damage to the environment;

Attendu que de nombreux citoyens dévoués ont épousé la cause des sapeurs-pompiers bénévoles et des services d'incendie professionnels et industriels en qualité de « partenaires dans la prévention des incendies » afin de leur prêter main-forte pour réduire autant que possible les pertes de vie, la destruction de biens et le dommage à l'environnement;

Whereas it is desirable that information on fire causes and recommended preventive measures be disseminated during a specific period of the year;

Attendu qu'il est opportun de diffuser, pendant une période déterminée de l'année, des renseignements sur les causes d'incendies et les mesures préventives recommandées;

And whereas the 2023 fire prevention theme for this period is:

Attendu que le thème de la prévention des incendies en 2023 pour cette période est :

"PAY ATTENTION TO FIRE PREVENTION. COOKING SAFETY STARTS WITH YOU."

« VEILLEZ À PRÉVENIR LES INCENDIES. LA SÉCURITÉ EN CUISINE COMMENCE PAR VOUS. »

Now know you that We, by and with the advice of Our Privy Council for Canada, by this Our Proclamation, have thought fit to designate and do designate the week commencing Sunday, the eighth of October, and ending on Saturday, the fourteenth of October, in the present year as

Sachez que, sur et avec l'avis de Notre Conseil privé pour le Canada, Nous, par Notre présente proclamation, avons cru bon de désigner et désignons par conséquent la semaine commençant le dimanche huit octobre et se terminant le samedi quatorze octobre de la présente année à titre de

"FIRE PREVENTION WEEK";

« SEMAINE DE LA PRÉVENTION DES INCENDIES »

And further, in appreciation of the many services rendered by the fire services of Canada, We do designate Saturday the fourteenth of October as "Fire Service Recognition Day".

Sachez en outre que, en reconnaissance des nombreux bienfaits que les services d'incendie du Canada rendent à la population canadienne, Nous désignons le samedi quatorze octobre « jour en hommage au personnel de sécurité-incendie ».

And, during Fire Prevention Week, We do recommend to all Our loving subjects and to federal, provincial and municipal authorities that they intensify their fire prevention activities.

Ainsi, durant cette semaine, Nous recommandons à tous Nos fidèles sujets ainsi qu'aux autorités fédérales, provinciales et municipales d'intensifier leurs activités de prévention des incendies.

Of all which Our loving subjects and all others whom these presents may concern are required to take notice and to govern themselves accordingly.

De ce qui précède, Nos fidèles sujets et tous ceux que les présentes peuvent concerner sont requis de prendre connaissance et d'agir en conséquence.

IN TESTIMONY WHEREOF, We have caused this Our Proclamation to be published and the Great Seal of Canada to be affixed to it.

EN FOI DE QUOI, Nous avons fait publier Notre présente proclamation et y avons fait apposer le grand sceau du Canada.

WITNESS:

TÉMOIN :

Our Right Trusty and Well-beloved Mary May Simon, Chancellor and Principal Companion of Our Order of Canada, Chancellor and Commander of Our Order of Military Merit, Chancellor and Commander of Our Order of Merit of the Police Forces, Governor General and Commander-in-Chief of Canada.

Notre très fidèle et bien-aimée Mary May Simon, chancelière et compagnon principal de Notre Ordre du Canada, chancelière et commandeur de Notre Ordre du mérite militaire, chancelière et commandeur de Notre Ordre du mérite des corps policiers, gouverneure générale et commandante en chef du Canada.

At the City of Ottawa, this twenty-fourth day of August in the year of Our Lord two thousand and twenty-three and in the first year of Our reign.

Dans la ville d'Ottawa, ce vingt-quatrième jour d'août de l'an de grâce deux mille vingt-trois, premier de Notre règne.

BY COMMAND,

PAR ORDRE,



GENERAL OF CANADA

GÉNÉRAL DU CANADA

DEPUTY ATTORNEY SOUS-PROCURIEUR
GENERAL OF CANADA GÉNÉRALE DU CANADA

GREEN SPORTS DAY

October 6, 2023

WHEREAS, the sport sector has historically been recognized as a venue for improving public health, accelerating the local economy, and facilitating social change in the City of Corner Brook, and has tremendous potential to contribute to the city's climate goals, and

WHEREAS, Green Sports Day has served as an unofficial celebration within the sport sector on progress toward low-emissions goals, waste reduction targets, increasing equitable opportunities to play sport in clean and safe environments, and encouraging continued sustainability efforts;

THEREFORE, I, Jim Parsons, Mayor of the City of Corner Brook, do hereby proclaim **October 6th, 2023 to be Green Sports Day** in the City of Corner Brook.


Mayor

PROCLAMATION

Wrongful Conviction Day

October 2, 2023

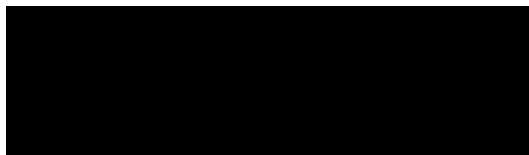
Whereas the loss of one's freedom due to a wrongful conviction has far-reaching and devastating consequences which not only affects the innocent individual's life but also affects the quality of life of their families and has a harmful effect on society as a whole; and

Whereas wrongful convictions question the integrity and fairness of the criminal justice system and unless corrected undermines society's trust in their criminal justice system; and

Whereas Wrongful Conviction Day is a global movement dedicated to advocating for innocent individuals who have been wrongly convicted of a crime they did not commit. The implementation and recognition of this day is the start to reaching a broader audience regarding the importance surrounding miscarriages of justice. A proclamation will assist to advocate, educate, and create awareness around those miscarriages of justice in hope for reform to minimize the effect it could have on another individual.

Therefore I, Jim Parsons, Mayor of the City of Corner Brook, do hereby proclaim October 2, 2023, as:

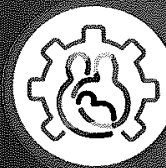
“WRONGFUL CONVICTION DAY”
in the City of Corner Brook



Jim Parsons, Mayor
Date

National Breastfeeding Week 2023

Proclamation



**ENABLING
BREASTFEEDING**
Making a difference
for working parents
WABA | WORLD BREASTFEEDING WEEK 2023



Baby-Friendly
Newfoundland & Labrador

National Breastfeeding Week
October 1-7, 2023

Whereas

Breastfeeding is recommended for optimal nutrition and healthy growth and development in the early months and years of life, and is fundamental to the well-being and prosperity of communities; and

Whereas

Breastfeeding has an impact on lifelong health, with exclusive breastfeeding for the first six months, and continued breastfeeding for two years and beyond, ensuring that mothers and children receive maximum health benefits; and

Whereas

Breastfeeding is one of the most cost-effective prevention strategies for many infections and chronic and acute diseases; and

Whereas

Infant feeding is one of the most important decisions that a new family makes; and

Whereas

Parents need the support of family, friends, Government and Health authorities, municipalities, community groups and organizations, businesses and employers; and

Whereas

National Breastfeeding Week provides an opportunity for people to celebrate and to raise public awareness about the importance of breastfeeding and the role everyone can play in normalizing breastfeeding; and

Whereas

The theme for National Breastfeeding Week 2023 is "Enabling Breastfeeding: Making a difference for working parents". The theme focuses on the impact of paid leave and workplace support on the duration of breastfeeding and the positive impacts for parents, children and families.

Therefore

I, _____, Mayor of _____ proclaim October 1 to 7, 2023
"National Breastfeeding Week" in Newfoundland and Labrador.

Signed: _____

Dated: _____

Sept. 28, 2023

www.babyfriendlynl.ca / @babyfriendlynl



Small Business Week™

Canada's entrepreneurship
celebration
October 15-21, 2023



WHEREAS, Small Business Week is a significant moment in the year to salute our small businesses for their countless contributions to our community; and

WHEREAS, small businesses are at the heart of every city, preserving traditional values while providing new ideas, new jobs, and increased sustainability; and

WHEREAS, small businesses represent a tradition of hard-working, dedicated individuals, striving to provide for their families, create job opportunities for their neighbors and make invaluable contributions to their community; and

WHEREAS, small businesses are a vibrant and vital segment of our economy and an influential economic force; and

WHEREAS, the City of Corner Brook, the Greater Corner Brook Board of Trade, and the Business Development Bank of Canada (BDC) recognize the value of small businesses within our community and their priceless contributions.

NOW, THEREFORE, we, and our fellow members of the Corner Brook business community, do hereby proclaim the week of October 15 - 21, 2023 as **Small Business Week**.

Jim Parsons
Mayor, City of Corner Brook

Renee Wheeler
BDC

Ray Brake
GCBBT



Request for Decision (RFD)

Subject: Mount Bernard Avenue Reconstruction - Change Order No. 8

To: Darren Charters
Meeting: Regular Meeting - 16 Oct 2023
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:
Attachments: [Change Order Notice No. 8 - 21-3090 - Signed by MCI Redacted](#)

BACKGROUND INFORMATION:

The supply and installation of two additional 1400mm HDPE pipes along with a custom storm chamber and headwall are required on this project to facilitate proper storm infrastructure in this area. In addition, grouting and sealing of the active manhole will also be included in change order No. 8.

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council approve change Order No. 8 for Mount Bernard Avenue Reconstruction for Marine Contractors Inc. in the amount of \$156,639.72 HST Included.

FINANCIAL IMPACT:

Budget Amount: \$11,442,569.00 HST Included
 Contract Amount: \$10,436,308.65 HST Included
 Previous Change Orders: \$55,805.04 HST Included
 This Change Order: \$156,639.72 HST Included

Budget Code: 17-GI-23-00001

Finance Type: Funding

Director of Community, Engineering, Development & Planning Approved - 13 Oct 2023
 Administrative Assistant Approved - 13 Oct 2023

City Manager

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

Page 1 of 3

March 2022

PROJECT NAME: Mount Bernard Avenue Reconstruction, Corner Brook **DATE:** October 6, 2023

MI PROJECT NO: 17-GI-23-00001 **CHANGE ORDER NUMBER:** 8

CONTRACTOR: Marine Contractors Inc.

.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

Unit Rates for Site Instruction 12 – Custom Chamber, Custom Concrete Headwall, 2 runs of 1400mm Dia HDPE Pipe, Grout of Active Manhole

.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: 20 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 \$ 156,639.72

Deduction from Contract including HST payable by _____
Contract _____

(Signature)

Transportation and Infrastructure

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

Page 2 of 3

March 2022

Authorized Contract Amount (A)	\$	10,436,308.65
Change Order Limit (greater of 10% or \$15,000)	\$	1,043,630.87
Previous Change Orders (B)	\$	55,805.04
This Change Order (C)	\$	156,639.72
New Approved Contract Amount (A+B+C)	\$	10,648,753.41

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: October 6, 2023 Consultant: _____

DATE: _____ Municipality: _____

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, _____

Transportation and Infrastructure

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

Page 3 of 3

March 2022

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.

Transportation and Infrastructure



QUOTATION

126 EMCO WW MT PEARL
18 BRUCE ST
MOUNT PEARL, NL A1N 4T4
709-747-2626

GST/HST Reg# : 101626026
QST Reg# : 1015301364
Salesperson Fred Cowley

Quotation number	Quotation date	Last print dt
2001778060	2023-09-18	2023-09-18
Your order no	Responsible	Valid to
	Fred Cowley FCowley@emcoltd.com	2023-10-18

Invoice address
MARINE CONTRACTORS INC.
PO BOX 62
PASADENA, NL A0L 1K0
16862015 8390062565

Delivery address
MARINE CONTRACTORS INC.
4 WHITE LAKES ROAD
CORNER BROOK, NL A0L 1K0 14
16862015 8390062565

Placed by _____ Our reference _____

Delivery terms: UNSPECIFIED Delivery method: Day & Ross
PST License _____ Delivery specification _____

Line	Item number	Name	Quantity	U/M	Sales price	U/M	Discount %	Amount
1	ZX4	ZX4 - WATERWORKS ***1400mm RSC250 KRAH 5.7Me Pipe***	34.2	EA	1,087.25	EA	NET	37,183.95
2	6093209	900MM SLFL-M R320 SLD SB 6M	72	ME	357.00	ME	NET	25,704.00
3	6093208	750MM SLFL-M R320 SLD SB 6M	72	ME	255.00	ME	NET	18,360.00
4	6093207	600MM SLFL-M R320 SLD SB 6M	72	ME	175.00	ME	NET	12,600.00
5	6093206	450MM SLFL-M R320 SLD SB 6M	72	ME	99.00	ME	NET	7,128.00
6	6093204	300MM SLFL-M R320 SLD SB 6M	72	ME	41.90	ME	NET	3,016.80

Terms and conditions
Prices are subject to change without notice. Payment net 30 days unless otherwise stated. Orders may require a deposit and may not be cancelled without prior written approval. All deposits and down payments are non-refundable. A cancellation charge may apply on cancelled orders. No returns without prior written approval. A minimum handling charge of 25% will apply to goods returned. All goods quoted are subject to prior sale. Any warranty solely as per terms of applicable manufacturer warranty, vendor makes no warranties, express or implied, regarding any goods sold. Only vendor's terms and conditions of sale apply to this order, regardless of any customer terms. See <http://emco.ca/terms-and-conditions-of-sale/> for full terms and conditions of sale.

Net order value	\$103,992.75
GST/HST	\$15,598.91
PST/QST	\$0.00
Order total	\$119,591.66
Total	\$119,591.66

Accepted by: _____ Date: _____



CENTRAL PRECAST & READY MIX
 Pre-Cast Manholes, Steel Frames & Cover
 Wire Mesh, Rebar & Other Pre-Cast Produ
 P. O. Box 933
 Lewisporte, Newfoundland A0G 3A0
 Tel: (709) 535-8346 Fax:(709) 535-8368



JOB: Mt Bernard Avenue Reconstruction
DATE: September 25, 2023

QUOTATION

I am pleased to quote the following as requested:

Storm Chamber

1 x \$21,916.00 = \$21,916.00

Headwall

1 x \$12,405.00 = \$12,405.00

FOB: JOBSITE **TOTAL** \$34,321.00

Note: Any discrepancies from quantity or items listed on quote may be extra **HST EXTRA**
 Prices based on schedule of quantites and IFT drawings.
 Contractor responsible to confirm all quantities.

PLEASE SEND PURCHASE ORDER SO WE MAY PROCEED.

QUOTE IS GOOD FOR 90 DAYS

WE APPRECIATE YOUR BUSINESS

		Date:	
Contractor: Marine Contractors Inc		Project #:	
Project Nan City of Corner Brook - Mount Bernard Avenue Reconstruction			
Description of Work			

Labour

Classification	No.	Hrs. Each	Man Hrs.	Rate	Total
Excavator Operator(s)	2	8	16.0	31.98	511.68
Pipefitter(s)	2	8	16.0	27.90	446.40
Labourer(s)	2	8	16.0	25.90	414.40
Surveyor	1	8	8.0	26.25	210.00
Foreman	1	8	8.0	50.00	400.00
Subtotal Labour					1,982.48

Equipment

Make, Model & Type	Capacity	Measure	Quantity	Rate	Total
Crane	60T	Hour	5	225.00	1,125.00
30 Tonne Excavator	1.76m3	Hour	8	192.50	1,540.00
20 Tonne Excavator		Hour	8	170.50	1,364.00
Pumps		Hour	8	63.12	504.96
					-
					-
					-
Subtotal Equipment					4,533.96

Materials

Type	Measure	Quantity	Unit Price	Total
Headwall	Each	1	12,405.00	12,405.00
Grout	Each	1	500.00	500.00
				-
				-
				-
				-
Subtotal Materials				12,905.00

Summary

	Item	Amount
	Labour (incl. 35% payroll burden)	2,676.35
	Materials	12,905.00
	Subtotal	15,581.35
	10% Overhead	1,558.14
	Subtotal	17,139.49
Engineer's Representative	5% (Sub Contractor total)	56.25
	Subtotal	17,195.74
	10% Profit (Contractor)	1,719.57
	Subtotal	18,915.31
	Equipment	4,533.96
Contractor	Total	23,449.27

		Date:	
Contractor: Marine Contractors Inc		Project #:	
Project Nan City of Corner Brook - Mount Bernard Avenue Reconstruction			
Description of Work			

Labour

Classification	No.	Hrs. Each	Man Hrs.	Rate	Total
Excavator Operator(s)	2	12	24.0	31.98	767.52
Pipefitter(s)	2	12	24.0	27.90	669.60
Labourer(s)	2	12	24.0	25.90	621.60
Surveyor	1	12	12.0	26.25	315.00
Foreman	1	10	10.0	50.00	500.00
Subtotal Labour					2,873.72

Equipment

Make, Model & Type	Capacity	Measure	Quantity	Rate	Total
Crane	60T	Hour	6	225.00	1,350.00
30 Tonne Excavator	1.76m3	Hour	12	192.50	2,310.00
20 Tonne Excavator		Hour	12	170.50	2,046.00
Pumps		Hour	12	58.46	701.52
					-
					-
					-
Subtotal Equipment					6,407.52

Materials

Type	Measure	Quantity	Unit Price	Total
Storm Chamber	Each	1	21,916.00	21,916.00
Manhole Frame and Cover	Each	1	950.00	950.00
Grout	Each	1	500.00	500.00
				-
				-
				-
				-
Subtotal Materials				23,366.00

Summary		
	Item	Amount
	Labour (incl. 35% payroll burden)	3,879.52
	Materials	23,366.00
	Subtotal	27,245.52
	10% Overhead	2,724.55
	Subtotal	29,970.07
Engineer's Representative	5% (Sub Contractor total)	67.50
	Subtotal	30,037.57
	10% Profit (Contractor)	3,003.76
	Subtotal	33,041.33
Contractor	Equipment	6,407.52
	Total	39,448.85



Request for Decision (RFD)

Subject: Order Confirmation - 2023-04

To: Deon Rumbolt
Meeting: Regular Meeting - 16 Oct 2023
Department: Development and Planning
Staff Contact: Charlotte Patterson, Development Inspector
Topic Overview: Requesting Confirmation of Order #2023-04
Attachments: [Stop Work Order - 29 Wellington Street - Signed Redacted](#)
[Cover Letter - 29 Wellington Street Redacted](#)

BACKGROUND INFORMATION:

Since the previous meeting of Council the following Order was issued by the Department of Community, Engineering, Development & Planning and therefore must be confirmed by Council pursuant to Section 109(4) of the Urban and Rural Planning Act:

Order #	Date of Issue	Civic Address/Location	Violation/Section	Order
2023-04	Sept. 29, 2023	29 Wellington Street	Section 102 of the Urban and Rural Planning Act	Stop Work Order

Section 109(4) of the Urban and Rural Planning Act 2000 requires that all orders issued by the Authority be confirmed by a majority of Council at the next meeting of the Council after the order is made. If the order is not confirmed by Council in this manner, it shall be considered to be cancelled.

PROPOSED RESOLUTION:

In accordance with Section 109(4) of the Urban and Rural Planning Act the following Order is hereby confirmed by Council, Order #2023-04

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
 Urban and Rural Planning Act
 Section 102

RECOMMENDATION:

Staff is recommending that this Order be confirmed by the Council of the City of Corner Brook.

ALTERNATIVE IMPLICATIONS:

1. That the Council of the City of Corner Brook confirm Order #2023-04 pursuant to Section 102 of the Urban and Rural Planning Act.

- 2. That the Council of the City of Corner Brook not confirm Order #2023-04 pursuant to Section 102 of the Urban and Rural Planning Act.
- 3. That the Council of the City of Corner Brook give other direction to Staff.

	Approved - 12 Oct 2023
Director of Community, Engineering, Development & Planning	Approved - 12 Oct 2023
Administrative Assistant	Approved - 12 Oct 2023

City Manager



2023-04

STOP WORK ORDER

To: [Redacted]

c/o V [Redacted]
V [Redacted]
C [Redacted]
J [Redacted]
J [Redacted]

29 Wellington Street
Corner Brook, NL
A2H 5H5

WHEREAS it has been confirmed that an educational use is being operated from the property located at 29 Wellington Street, Corner Brook, NL (herein called "the property") in a Community Service zone;

AND WHEREAS on August 31st, 2023 the City of Corner Brook issued outlining planning permission to operate an educational use on the property, a condition of the planning permission is that the applicant obtain the necessary building permits, Service NL approvals, Provincial government approvals, & an occupancy permit;

AND WHEREAS no building or occupancy permits have been obtained to operate an educational use on the property, as required by Section 8 of the City of Corner Brook Development Regulations;

YOU ARE HEREBY ORDERED under Section 102 of the Urban and Rural Planning Act to discontinue the use at the property immediately.

Under Section 106 of the Urban and Rural Planning Act, 2000 any person who contravenes an order made under the act is liable, upon summary conviction, to a fine of not less than \$500 and not more than \$1000 for the first offence, or in default of payment a period of imprisonment not exceeding three months, and a fine of not less than \$2000 and not more than \$5000 for a subsequent offence, or in default of payment a period of imprisonment not exceeding six months.

Under Section 102 (5) of the Urban and Rural Planning Act, 2000 where a person to whom an order is directed under this section does not comply with the order or part of it, the council, regional authority, authorized administrator or minister may take the action that it considers necessary to carry out the order and any costs, expenses or charges incurred by the council, regional authority, authorized administrator or minister in carrying out the order are recoverable against the person against whom the order was made as a debt owed to the council, regional authority, authorized administrator or the Crown.

You have the right to appeal this Order within fourteen (14) days of its receipt by completing and submitting the attached appeal form, the appeal fee of \$230.00 (\$200+HST) and supporting documentation to:

Appeal Officer
c/o Department of Municipal and Provincial Affairs
4th Floor (West Block)
Confederation Building
P.O. Box 8700
St. John's, NL A1B 4J6

Dated at the City of Corner Brook, this 29th day of September, 2023 A.D.

[Redacted Signature]

City Clerk
City of Corner Brook



September 29, 2023

[REDACTED]
29 Wellington Street
Corner Brook, NL
A2H 5H5

Attention: [REDACTED]:
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

To whom this may concern,

This is in reference to the enclosed stop work order that has been issued to [REDACTED] for the property located at 29 Wellington Street, Corner Brook, NL.

Please be advised first and foremost, that the City of Corner Brook is in support of having an educational use at this location and the City has issued outlining planning permission for such a use at this property on August 31, 2023. The issue is that process has not been followed as outlined in said letter. Although the City is in support of the educational use, there were drawings required to be submitted to have the area converted to meet all codes (National Building Code of Canada, Life Safety Code 101 & National Fire Code of Canada) for the new educational use. All provincial Government approvals and Service NL approvals were also required.

The City has immediate fire and life safety concerns in the basement area of this building with respect to having children in the area for educational purposes without the proper reviews being completed. Furthermore, after a file review, it was determined that an interior demolition permit was issued in 2004 for the interior demolition of the former [REDACTED] space and no building permits obtained to construct anything back. Therefore, whatever construction has been done in this building has been done without permits from the City of Corner Brook as the Authority having jurisdiction.

From pictures of the space sent to the City by the applicant, it can already be noted that the building doesn't have a fire alarm system; the windows in the "classrooms" do not have adequate egress (in the absence of a sprinkler system) or natural light. The children would have to pass by a janitor's room, an electrical room, and a maintenance/storage room in order to try

www.cornerbrook.com

City of Corner Brook

P.O. Box 1080, Corner Brook, NL A2H 6E1

Tel: 709-637-1500

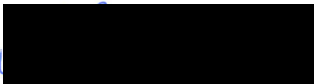


and reach egress paths. One of these egress paths lead out into a café area which was built without permits after an applicant being told the use cannot be at that location. The other exit route leads into a stairwell which seems to lead up into the church and not directly to the outside. It is unclear if the electrical room, janitor's room or maintenance/storage rooms are fire rated, but they do not look to have the required fire rated doors and frames. It has also been noted that there is no mechanical ventilation in this building. This is just a small list based in a couple of pictures that were sent to the City.

I'm sure you will agree that the safety of the children, teachers and other occupants is the City's main concern and is an immediate concern. On Wednesday, an email was sent to the applicants notifying them to stop this use at this location immediately.

The City anticipates your immediate compliance with discontinuing this educational use operating at this location without the required building and occupancy permits. Should you require any further clarification, please contact the City's Solicitor, Mrs. Lorilee Sharpe at (709) 637-1641 or lsharpe@cornerbropok.com.

Regards,



Charlotte Patterson
Development Inspector III

www.cornerbrook.com

City of Corner Brook

P.O. Box 1080, Corner Brook, NL A2H 6E1

Tel: 709-637-1500



Request for Decision (RFD)

Subject: Discretionary Use - Home Based Business - 209 Curling Street

To: Deon Rumbolt
Meeting: Regular Meeting - 16 Oct 2023
Department: Development and Planning
Staff Contact: James King,
Topic Overview: Discretionary Use -209 Curling Street
Attachments: [Memo - Discretionary Use - 209 Curling Street](#)
[Figure 1 - 209 Curling Street.JPG](#)
[Application - 209 Curling Street](#)

BACKGROUND INFORMATION:

The City of Corner Brook has received an application to operate a home based business from the property located at 209 Curling Street which is located in a Residential Medium Density Zone. The nature of the proposed business is to provide relaxation therapy to one client at a time for items such as guided imagery, guided meditation, massage techniques, IPL laser therapy, etc. A home based business is a "Discretionary Use" of the City of Corner Brook Development Regulations for the zone in which the dwelling is located. A notice to occupants was delivered to residents in the immediate vicinity of the subject property and as a result, one (1) submission was received. This submission consisted of an email in which a local resident was not in favor of this proposal due to parking concerns (no parking on this section of Curling Street/ concerns for winter parking). A site visit by City staff confirmed that this property has two (2) parking spaces which meet the parking requirements for both the single dwelling and the proposed home based business.

PROPOSED RESOLUTION:

Be it RESOLVED that the Council of the City of Corner Brook approve the application to operate a home based business from the dwelling located at 209 Curling Street in accordance with Regulation 11 - Discretionary Powers of Authority.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
 City of Corner Brook Development Regulations
 11

RECOMMENDATION:

Staff recommends option #1.

ALTERNATIVE IMPLICATIONS:

- 1. That Council approve the application to operate a home based business from the dwelling located at 209 Curling Street in accordance with Regulation 11 - Discretionary Powers of Authority.
- 2. That Council not approve the application to operate a home based business from the dwelling located at 209 Curling Street in accordance with Regulation 11 - Discretionary Powers of Authority.
- 3. That the Council of the City of Corner Brook provides other direction to staff.

	Approved - 12 Oct 2023
Director of Community, Engineering, Development & Planning	Approved - 12 Oct 2023
Administrative Assistant	Approved - 12 Oct 2023

City Manager

MEMO

To: Manager of Development & Planning
Fr: Development Inspector I
Subject: **209 Curling Street – Home Based Business**
Date: October 5, 2023

The City of Corner Brook has received an application to operate a home based business (relaxation therapy) from the dwelling located at 209 Curling Street which is located in a Residential Medium Density Zone.

A home based business is a “Discretionary Use” of the City of Corner Brook Development Regulations for this zone. A notice was delivered to the residents in the immediate area of 209 Curling Street indicating the above mentioned request. As a result of this notice, one (1) submission was received by way of email. The email objected to the proposed use and identified the area as having no on-street parking in that section of Curling Street and also outlined parking concerns in the winter months.

A site inspection by City staff has revealed that there is sufficient parking at this location for the existing dwelling unit and the proposed home based business.

After review of the application and the results to the notice to occupants, it is recommended that the Council of the City of Corner Brook approve this application.

Should you require further information, please contact me at your convenience.

Signed: _____
 James King, CET, CPT



5 Park St, Corner Brook, NL (PO Box 1080)
 Corner Brook, NL, Canada, A2H 6E1
 709-637-1666 city.hall@cornerbrook.com

PROJECT: Discretionary Use - Home Based Business

TITLE: 209 Curling Street

THIS IMAGE IS A GRAPHICAL REPRESENTATION AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.

NOTES:

LOCATION: 209 Curling Street

PREPARED BY: J. King

DEPARTMENT: Development & Planning

DATE: 2023-10-05

PAGE: 1 OF 1

VERSION: 1

From: ONLINE PERMIT SUBMISSION <noreply@cornerbrook.com>
Sent: August 31, 2023 2:05 PM
To: Rumbolt, Deon
Subject: Online Permit Submission

Date

08/31/2023

Owner Name

[REDACTED]

Phone Number

[REDACTED]

Email

[REDACTED]

Owner / Applicant Address

209 Curling Street
 Corner Brook, Newfoundland and Labrador A2H3J1
 Canada
[Map It](#)

Property Address

209 Curling Street
 Corner Brook, Newfoundland and Labrador A2H 3J1
 Canada
[Map It](#)

Builder Address

Corner Brook, Newfoundland and Labrador
 Canada
[Map It](#)

Building Type (Please check appropriate box)

- RESIDENTIAL

Construction Type (Please check appropriate box)

- OTHER

Development Type (Please check appropriate box)

- HOME BASED BUSINESS

Description of Work

I would like to perform relaxation therapy services such as guided imagery, guided meditation, massage techniques, facials, IPL laser therapy. No renovations are necessary.

Estimated Construction Value (MATERIALS & LABOUR)

\$ 0.00 CAD

DECLARATION

I agree to terms in the declaration

DECLARATION:

I hereby apply for permission to carry out the development herein. I declare that all the information given by me in connection with this application is true and correct to the best of my belief and that the development described, if permitted, will be carried out in accordance with all applicable laws and regulations of the Province of Newfoundland and Labrador and the City of Corner Brook.

NOTE:

Where the Applicant and Property Owner are not the same, the signature of the Property Owner may be required before the application can be processed.

Consent

I agree to the privacy policy stated below.

The City of Corner Brook uses this web form to collect your information in order to better administer programs and services that citizens use and rely on. The City of Corner Brook committed to protecting the privacy of individuals who chose to utilize these services.

This information is collected in compliance with the Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015) and will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose unless you expressly consent otherwise. This information is not disclosed to other public bodies or individuals except as authorized by ATIPPA, 2015.

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Information Report (IR)

Subject: Election of Deputy Mayor

To: Rodney Cumby
Meeting: Regular Meeting - 16 Oct 2023
Department: Council
Staff Contact: Jessica Smith, Legislative Assistant
Topic Overview:

BACKGROUND INFORMATION:

In accordance with section 28 of the City of Corner Brook Act, Council is required to conduct an annual election for the position of Deputy Mayor. As presiding officer of Council, the Mayor conducts the nomination in accordance with the process outlined below:

Nomination Process

- Mayor calls for nomination three times;
- If there is only one nomination, the nominated Councillor is declared Deputy Mayor by acclamation;
- If there is more than one nomination once the nomination period closes, Council members are asked to fill out a ballot indicating the name of one Councillor whom he/she desires to be selected as Deputy Mayor;
- If a Councillor receives a majority in this manner, the Councillor is declared elected Deputy Mayor;
- If no majority is received, a second ballot is then taken which will see the Councillor with the lowest number of votes dropped from the ballot.

GOVERNANCE IMPLICATIONS:

Legislation
 City of Corner Brook Act
 28

Legislative Assistant
 Administrative Assistant

Approved - 13 Oct 2023
 Approved - 13 Oct 2023

City Manager



Request for Decision (RFD)

Subject: Affordable Housing

To: Rodney Cumby
Meeting: Regular Meeting - 16 Oct 2023
Department: Council
Staff Contact:
Topic Overview:

BACKGROUND INFORMATION:

The City's Community Partners Advisory Committee has heard repeatedly from representatives of the Community Mental Health Initiative, the Status of Women Council, Qalipu First Nation Band and the Salvation Army, who attest to the lack of affordable housing in Corner Brook. As of the committee's Sept. 13 meeting, there were at least 34 people in emergency shelters, transitional housing or emergency accommodations and at least 14 people sleeping in tents, vestibules and other untenable conditions. The needs of the community are addressed in the 2022 study "Quantifying Housing Needs in Western Newfoundland," where researchers at Grenfell Campus, Memorial University, and their partners have documented a lack of affordable housing in Corner Brook. The study identified 51 individuals experiencing homelessness or at risk of becoming homeless; just under half of these live in Corner Brook. Eighty per cent of respondents were sheltered but living in temporary places (including in shelters, transitional housing, with family members, with friends, or in short-term temporary rentals) or in institutional care. The remaining 20% were unsheltered, living in public or outdoor spaces, in vehicles, and in abandoned or vacant buildings.

It is clear that Corner Brook City Council must acknowledge this crisis and be supportive of those who are working to provide solutions.

PROPOSED RESOLUTION:

BE IT RESOLVED that Corner Brook City Council support and encourage CHMI, the Corner Brook Status of Women Council, Qalipu First Nation Band and the Salvation Army in their joint efforts to address the housing crisis in Corner Brook, and to meet with these and any other groups as necessary to help them in their work to establish additional affordable housing in the city.

Administrative Assistant

Approved - 13 Oct 2023

City Manager