

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 30 OCTOBER, 2023 AT 7:00 PM**

**PRESENT:**

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Charters, Director Community Engineering Development and Planning
Councillors:	P. Gill	T. Flynn, Director of Protective Services
	V. Granter	S. Maistry, Director of Finance and Administration
	P. Keeping	Director of Recreation Services - vacant
	C. Pender	J. Smith, City Clerk
		Jamie Alexander, Sergeant-At-Arms

Absent with regrets: Councillor B. Griffin and D. Burden, Director of Public Works, Water and Waste Water Services

**COW23-109 Land Acknowledgement**

Councillor P. Gill read the land acknowledgement.

**COW23-110 Approval of Agenda**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the agenda as presented. **MOTION CARRIED.**

**COW23-111 Approval of Minutes- Regular Meeting October 16, 2023**

On motion by Councillor P. Gill, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the minutes of the Regular Council Meeting on October 16, 2023. **MOTION CARRIED.**

**COW23-112 Business Arising From Minutes**

Councillor V. Granter inquired about the parking restrictions on Humber Park and the report provided by staff regarding an assessment of parking and traffic following the request of Council at the Regular Council Meeting of October 16, 2023. The Director of Community, Engineering, Development and Planning advised that staff conducted the study in accordance with requirements under the Highway Traffic Act and the Transportation Association Guidelines considering safety as the main concern and it was assessed to keep it no-parking in that area. The Director also advised that there is a plan to conduct a transportation study to determine traffic patterns once the hospital is relocated. Councillor

V. Granter asked if there was a previous decision of Council to have the no parking on either side of the street. The Director advised that he wasn't aware of any previous decision of Council, however the report stated that the no parking signs have been in place since 2009.

**COW23-113 Proclamations and Events**

The Mayor declared the following proclamations were made:

- October was declared National Child Abuse Prevention Month;
- October was Occupational Therapy Month and October 27th was declared World Occupational Therapy Day;
- November 1-11 was declared Remembrance Period.

**COW23-114 Public Works Summary**

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

- **Tree Maintenance:** Contractor is in the process of finalizing the tree trimming list that was generated;
- **Patching:** Contractor is expected to complete patching list over the next two weeks. City crews have been completing asphalt infills around repaired manholes and newly installed curb and gutter;
- **Storm Sewer flushing:** Storm sewer flushing program is underway for the past month and will continue into late November;
- **Curb & Sidewalks:** Curb work is scheduled to end November 3;
- **Ditching:** Crews have been rechanneling existing open ditches. Locations include: Robertson's Road, Canada Games Place, Lundrigan Drive, Confederation Drive, Griffin Drive and O'Connell Drive;
- **Leaf Clean up:** Crews have begun the cleanup of leaves in the Downtown area, extra staff will be assigned to expedite the cleanup as the season progresses;
- **Street Sweeper:** Sweeper continued its rounds of sweeping the street and keeping the gutter free of litter and debris/leaves and will run until late November;
- **Athletic Fields:** All sports fields are closed for the winter. Nets have been removed and are in storage;
- **Snow clearing Preparation:** City sanders and leased loaders are in the shop receiving pre winter maintenance and will be on going throughout the fall. To date 5 loaders and three sanders are ready to be used as required;
- **Rain Event:** October 20th to 22nd the city received 56mm of rain. Only minor wash outs were reported. No storm sewer issues identified;
- **Service Requests from September 20th to October 24th:** there were 74 calls received from September 20 - October 24 with the top three categories being Road Maintenance, Wash outs, and Potholes.

**COW23-115 Water & Wastewater Work Summary**

Deputy Mayor L. Chaisson presented a report from the Water and Wastewater Division from September 19 - October 24, 2023, as follows:

- received a total of 43 complaints;
- 31 media releases for water outages and road closures;
- recoverable works totaled \$23901.66;
- completed 16 water & wastewater repairs (2 curb stop repair, 1 hydrant repair, 2 main line valve repairs, 6 sewer repairs, and 1 water main leaks;
- hydrant Maintenance - 2nd & 3rd rounds complete on both City owned and private hydrants. Currently working on deficiencies of City owned hydrants;
- splash pad has been winterized
- chlorination Stations – completed annual service at Trout Pond Chlorination Station, 3 Stations remaining;
- provided support for Capital Works Projects (Mt. Bernard Ave. reconstruction & Citadel Drive PRV Station upgrade);
- Upcoming maintenance includes: repair of 5 watermain valves, service remaining sanitary sewer lift stations, winterize tourist chalet dumping station, clean intake screens at Second Pond water supply;
- Water Treatment plant update as follows: completed annual maintenance on UV #1, cleaned and inspected DAF (dissolved air floatation) #2, Scada System upgraded, polymer tank to be cleaned and soda ash tank will be cleaned and flushed.

**COW23-116 Protective Services Statistics for month of September 2023**

Councillor V. Granter presented the Protective Services Statistics for the month of September 2023 as follows:

- Municipal Enforcement received 80 calls for services;
- Corner Brook Fire Department received 26 calls for service;
- The Public Safety Answering Point (PSAP) received 6057 calls, of which 3258 were transferable.

**COW23-117 Capital Project and Engineering Committee Updates**

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

- **Recreation Centre** - Project is 85% complete, all pool concrete has been completed, Natari curb (pool system) is in place and will be grouted in place next week, all drywall installed with the exception of small areas, paint and plaster is well underway, interior masonry nearing completion with some small areas still remaining, some wall tiles installed in locker rooms and washrooms, contractor is prepping for siding alongside the maintenance laneway, electrical and mechanical work ongoing, nearly all fencing installed for the daycare playground, landscaping about 80% complete; hydro-seeding done in most areas and plantings installed in front of the building.

- **Mt Bernard Avenue Reconstruction** - Work includes new underground infrastructure, curb/gutter, side walk (1 side) and asphalt, approximately 80% of underground piping complete, work Zone 2 opened to traffic September 6th (up to Wellington St), reinstatement occurring in Work Zone 4 and 5, currently working in Work Zone 5, asphalt being installed for work zones 3 and 4 on October 26th, 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, miscellaneous items such as fence, gates being completed, anticipated completion date for the project is the 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.
- **Multi Year Capital (MYCW 2023-2026)** - Funding agreement approved and submitted for signature.

Mayor Parsons advised that he received an update from the Province regarding some of the major work that is affecting the residents as follows:

- Lewin Parkway Overpass - was originally supposed to start construction this fall, but is delayed until after the new year as they are still waiting on bearing that will not be received until January;
- Massey Drive/Highway Access Ramp - is supposed to go out for tender over the winter.

#### **COW23-118 Finance & Administration Update - September 2023**

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

- revenue year to month end of September was \$35,800,000;
- expenses year to month end of September \$24,700,000;
- total number of accounts outstanding is 1606 for a total of \$4,100,000
- A number of City facilities have deteriorated due to wear and tear, with some reaching or nearing end of life usage. Significant costs are being incurred to repair, as well as for the general upkeep of these facilities. Replacement of some of them is warranted in the near future. During the summer and fall months, the City incurred a fair amount of costs for the beautification, cleanup and general upkeep of the City. As we head towards winter, snow clearing activities will resume which will in most likelihood exhaust this component of the expense budget. Overall, upward pressures are

being experienced on the expense budget due to the impact of inflation on the price of goods and services across the cost base of the City.

**COW23-119 Development, Planning and Community Services Update**

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

**Development and Planning**

- 22 University Drive (new Rec Centre) - all permits issued;
- 167 Country Road (Crematorium) - new permit issue for site development, new site plan approved;
- 101 Healthcare Crescent (CH Acute Care Hospital) - conditional occupancy issues, small outstanding issues being addressed, building is scheduled to be occupied by Spring to Summer of 2024;
- 106 West Street (Western Star/apartment building) - construction is well underway, permits Issued for Structural Steel , building envelope and interior fit-up;
- 1 Mount Bernard Avenue (Sobeys) - interior renovation, permits issued, work nearing completion;
- 8 Grenfell Drive (Gas Station/Fast Food) - foundation permit issued, site and foundation work progressing;
- 71 Humber Rd – Partially Vacant Building- major renovation proposed, 6 Unit apartment building and 1 Commercial Space, all permits issued;
- 1 Ariceen Place (Murphy Brothers – New Industrial Building) - permits issued, work progressing;
- 16 Confederation Drive - major renovation and extension, permits issued;
- 22 Confederation Drive (Western Motorsports) - permits issued, occupancy expected soon;
- 40 North Shore Highway (Mt. Patricia Cemetery Extension) - permits issued, sitework – new access road being constructed.

**New IMSP and Development Regulations**

- Development Staff will be giving Council a refresher and update on the IMSP and Development Regulations early next month;
- The consultant will be meeting with Council to discuss feedback that was provided on the documents;
- Once discussion with council has taken place, the consultant will submit a final draft of the documents.

**Business Development**

- **Downtown Business Improvement Association (BIA)** - a short random survey (ongoing) to ascertain the interest of Downtown Businesses in the new BIA reveals that 88% very interested and 12% interested, most important issues are being identified, research findings are being compiled for a statistical representation

of needs and expectations of businesses, a strategy document is also being prepared highlighting the immediate priority areas for the new BIA, staff is working with Downtown Atlantic Canada and Downtown St. John's to utilize their experience and suggestions.

- **New Economic development program** - a new economic development program is being developed exclusively for indigenous youth persons (<35 years) in the City, the draft will be finalized after a meeting with the Qalipu Chief, it is proposed that Navigate be involved in the program in some capacity, as it pertains to youth.
- **Assistance for Women Entrepreneurs of Small or Medium Enterprises (AWESOME)** - eight (8) businesses have been approved so far under this program, three (3) more inquiries have been received, those interested in the program are encourage to reach out to our Business Development officer for program details.

### **Sustainable Development**

- 2024 Garbage and Recycling Schedule - the new schedule has been modified to highlight more important information, the schedule was sent to printer on October 19th and will be circulated to the public during last week of November;
- 2 Billion Trees Project - Staff is currently collaborating with Grenfell Forestry Department and Ontario Social Sciences division to create a survey for the public regarding thoughts and beliefs on the benefits of forested areas and having trees accessible throughout the City of Corner Brook. This is the third step in the 2BT agenda and will be able to provide information for a better understanding of co-benefits the project provides. The information gathered will then be cross examined with the urban tree inventory which is currently being compiled from the ground and above ground data collected through the last several months;
- Fall Leaf Collection (November 6<sup>th</sup>-10<sup>th</sup>) - Staff is rolling out informative and easy to access posters about the dates for fall leaf collection and FAQ's (i.e. what type of bags, when to put out bags, etc.), staff are working on a survey for the public to gain information as to how the leaf collection program can be improved;
- Transit Digital Payment System (M-Card) - the new digital payment system uses a reloadable smart card (The M-Card) to pay your fare for transit rides, the M-Cards are now available at the City Hall customer service desk.

### **COW23-120 Recreation/Tourism Update**

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

- the Civic Centre recently hosted the Newfoundland and Labrador Volleyball Association's Volley West which saw 39 teams playing in Corner Brook October 20-21, and Baseball NL hosted training sessions at our facility October 27-29th;

- Daytime programming has started off strong: Pickleball and Active Tots have seen steady numbers and the Older Adult Fitness Class with Nora Lundrigan has been averaging 40-50 participants every class;
- National Seniors Day event took place on October 4th and was a success with over 100 seniors attending. Staff are planning a Seniors Christmas event that will take place in December;
- National Childs Day event is on November 5th, 9am-11am in the Civic Centre Studio Gym. The event is open to children of all ages and will include bouncy castles, gym equipment, and light snacks. Admission is free;
- The Farmer's Market Agriculture Expo took place Oct 13-15th. This family event included crafts, a petting farm, worm experience, food demonstrations and fresh local food;
- A Craft Fair was held on Saturday Oct 21st;
- U13, U15 and U18 female AAA kickoff tournament over the weekend, October 27-29th, Western Kings AAA U18 boys played their first home games of the season vs the Central Impact on October 21 and 22, Corner Brook Minor Hockey Association resumed regular programming in September and House League tournaments begin in November;
- The Western Warriors U18 Female AAA hockey team (host the U18 AAA Female Atlantics) will also host their first league play home games December 1-3, the Kings will host the St. John's Growlers November 3, 4 and 5 and the East Coast Blizzard November 10-12, U15 AAA boys will host a western regional tournament on November 3-5 in conjunction with U18, CBMHA programming and figure skating, and Senior hockey is going ahead for the 2023-24 season with the Corner Brook Royals are hosting the Deer Lake Red Wings in their home opener on Friday, November 10th, followed by the Stephenville Lightning on November 17th;
- The Christmas Craft Fair will be in the Studio and meeting rooms Nov 18th, including an attraction of a Santa Claus photo booth, Western Health Job Fair is scheduled for Nov 25th in the meeting rooms and the return of the Hospital Gala in the Studio for the first-time post pandemic;
- Colours of Corner Brook was a great success, and the Mill Whistler had a successful 2023 season and is now off the road until next year.

**COW23-121 Request for Proposal - Provision for Insurance Services**

On motion by Councillor P. Gill, seconded by Councillor V. Granter, it is **RESOLVED** to award the Request for Proposals for the Provision of Insurance Services to Cal Legrow Insurance and Financial Group.  
**MOTION CARRIED.**

**COW23-122 Crown Land Application - O'Connell Drive - Office Building**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor C. Pender, it is **RESOLVED** to approve the application to obtain Crown Land on O'Connell Drive across from the Allen's Road/O'Connell Drive Intersection for the purpose of constructing an office/light industry building on the property. **MOTION CARRIED.**

**COW23-123 Land Conservation Partnership with Nature Conservancy of Canada (NCC)**

On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** that the Council of the City of Corner Brook:

1. Enter into a non-binding Memorandum of Understanding with Nature Conservancy of Canada to acknowledge the work for the City of Corner Brook has done in conservation and stewardship of ecologically important land.
2. Allow staff to continue to work with the NCC to include Corner Brook's conserved lands, as shown in Schedule A of the agreement, into Canada's target to protect 30% of its lands and oceans by 2030.

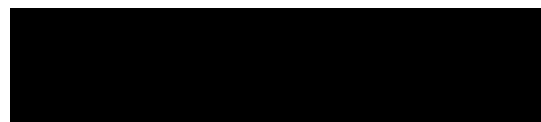
**MOTION CARRIED.**

ADJOURNMENT

The meeting was adjourned at 8:05 p.m.



City 



Mayor