

**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.

[Redacted Signature]

City Clerk

[Redacted Signature]

Mayor