

**MINUTES OF A COMMITTEE OF THE WHOLE OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 27 FEBRUARY, 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:	V. Granter	T. Flynn, Director of Protective Services
	B. Griffin	D. Burden, Director of Public Works, Water and Waste Water Services
	P. Keeping	S. Maistry, Director of Finance and Administration
	C. Pender	K. Patten, Director of Recreation Services
		J. Smith, Acting City Clerk
		J. Baines, Sergeant-At-Arms

Absent with regrets: Councillor P. Gill

**COW23-16 Approval of Agenda**

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

**COW23-17 Approval of Minutes- Regular Meeting February 13, 2023**

On motion by Councillor V. Granter, seconded by Councillor P. Keeping, it is **RESOLVED** to approve the minutes of the Regular Meeting of February 13, 2023. **MOTION CARRIED.**

**COW23-18 Business Arising From Minutes**

No business arising from the minutes.

**COW23-19 Code of Conduct Complaint Decision**

On motion by Councillor V. Granter, seconded by Councillor P. Keeping, it is **RESOLVED** to dismiss the complaint in question made against Councillor B. Griffin by Councillor C. Pender. **MOTION CARRIED.**

**COW23-20 Online Reporting Portal and Voyent Update**

Deputy Mayor L. Chaisson provided a report on a new online reporting portal and an update on the City's Voyent system. The new online portal is now available on the City's website. In addition to calling 637-1666, residents can submit their issues and concerns through the online form and it will be triaged to the appropriate City staff. There are also three new categories added to the Voyent alert system for residents to sign up for notifications: City Events, Garbage Information and General Notices.

**COW23-21 Public Works Winter Summary**

Deputy Mayor L. Chaisson provided an update on the Public Works operations during January 1 to February 20 as follows:

- Plows have been out plowing snow for 30 days;
- City Blowers have been out widening streets for 12 days;
- Loaders with baskets have been pushing back snowbanks at intersections and cleaning up cul de sacs for 6 days;
- Sidewalk clearing - bobcat was out for 30 days;
- Salt Used - 1900 tonnes, Sand Used - 2000 tonnes;
- Winter Carnival - staff spent 10 days preparing and providing support to committee;
- Snow clearing and blowers are ongoing, pot holes - work is ongoing, expecting more work as the weather settles.

**COW23-22 Water and Wastewater Work Summary**

Deputy Mayor L. Chaisson provided a Water and Wastewater Work Summary from January 1 to February 17, 2023 as follows:

- received a total number of 115 complaints;
- recoverable works total cost \$7,351.34;
- there were 11 water and wastewater repairs;
- general maintenance - annual operational check on 3 pressure reducing stations (17 remaining) and completed 2 rounds of hydrant snow clearing;
- future maintenance - water leak repair (Keough's Lane and Brosnan Street), snow clearing for hydrants and access roads, upgrade system at depot, complete annual operational check on remaining pressure reducing stations and conduct leak detection (Curling area and east end of City);
- water treatment plant - 7800L of diesel used for generator during multiple power outages and general maintenance and repairs are ongoing.

**COW23-23 Protective Services Statistics for month of January 2023**

Councillor V. Granter provided an update on Protective Services statistics for the month of January 2023, as follows:

- Municipal Enforcement received 49 calls for service for by-law enforcement, taxi regulation, animal control and parking enforcement;
- Fire Department had a total of 35 incidents and the Fire Prevention Inspector conducted 1 commercial inspection, 1 mobile vendor inspection and 1 home oxygen inspection;
- PSAP received a total of 2944 transferred calls and 3607 non-transferred calls;
- Update on Ladder truck - work is still progressing, Western Steel is engaged to do welding and are waiting on approval of the welding work plan from the engineer, the truck is currently operational but will require final testing when the work is complete.

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**COW23-24 Capital Project and Engineering Updates**

Councillor C. Pender provided a report on Capital Works and Engineering as follows:

- Regional Recreation Centre - rear pool masonry wall done and work is ongoing alongside the maintenance alley, interior masonry approximately 75% complete, structural steel 95% done, concrete decking complete on level 2, work ongoing for concrete slab on level 1 in daycare area;
- Citadel Drive PRV Upgrades - architectural work complete and project is 70% complete to date;
- Bell's Brook Culvert Phase 2 - expected to open March 3, 2023, curb and asphalt to be done in June 2023;
- Elizabeth Street Pump House Upgrade - 100% funding by province, work is ongoing and project is near completion;
- Great Trail Enhancement Phase 1 - tender recently awarded and contract is being prepared and construction expected to begin in Spring 2023;
- O'Connell Drive at Crestview Ave Pedestrian Crossing Improvements - design work is complete and tender is to close on February 22nd;
- Completed Projects - Retaining Wall Replacement, Johnson's Avenue Storm Sewer Improvements, Pittman's Lane Storm Sewer Improvements, Sidewalk Replacement 2022, Asphalt Patching 2022, Roundabout Tower Protection Wall, Asphalt Program 2022, Bell's Brook Culvert Phase 1, Blackwood's Hill Culvert Replacement;
- Future Projects - Deep Gulch Brook Storm Sewer Replacement (RFP recently issued), Great Trail Enhancement Phase 2 (waiting on funding agreement); Engineering Studies - Water System Audit (no funding option, possible phased approach) and Transportation Study (RFP for consultant to be released in spring 2023).

**COW23-25 Development, Planning and Community Services**

Councillor B Griffin provided an update on Development, Planning and Community services projects as follows:

**Development and Planning**

- construction work and permits have been issued on a variety of projects including the new Recreation Centre, Vet Clinic (Poplar Road), Glass Repairs Shop (O'Connell Drive), Robins Donuts (Herald Avenue), Physiotherapy Business (Herald Avenue), Western Star Building Conversion to Apartment building (West Street), 8 Unit Apartment Building (Dove's Road), New Western Motor Sports Location (Lundrigan Drive), 4 Unit Apartment Building (Armstrong Avenue), Sobeys Renovations, Canada Post Expansion (Maple Valley Road) and The Shoe Company (Plaza);
- various other potential projects are coming forward including a self-storage building (O'Connell Drive), Conversion of Old Church to 14 Unit Apartment Building (Phillip Drive), Gas Station and Fast Food

- Restaurant (Grenfell Drive) and Cemetery Expansion (Mount Patricia);
- IMSP and Development Regulations - staff have completed their review of the draft plan and provided feedback to consultant, waiting on final document from consultant to provide for staff and council review.

### **Business Development**

- Downtown Urban Development Plan (DUDAP II) - waiting on feedback on draft proposal from ACOA and the province, then staff will submit formal application;
- YOLO Nomads Project - website is being created, work with consultant is ongoing;
- Facade Appeal Comprehensive Enhancement (FACE) Program - one application for \$10,000 and a blade sign application is approved, another application is in the process of being reviewed;
- Downtown Business Association (DBA) - staff are consulting with other downtown associations and local downtown businesses;
- Newfoundland and Labrador Organization of Women Entrepreneurs (NLOWE) - staff are developing a program to work parallel to this program and are consulting with NLOWE.

### **Sustainable Development**

- Local Food infrastructure Fund Community Greenhouse - received \$100,000 in total funding, partnered with WEC and other Community outreach groups, building process for 42ft Geodesic Dome Greenhouse to begin by June;
- Trans Canada Trail (The Great Canadian Trail) - working with Qalipu to ensure proper indigenous engagement and signage;
- STAR Trail Updates - working on finalizing the LTO's, construction to begin this year;
- 2 Billion Trees - working on data collection stage, planning to plant 10,000 trees over next 2 years;
- Community Gardens - partnership with WEC, received funding from MMSB for 4 additional composters and received a provincial grant of \$10,000 for another greenhouse at the Barry Place Community Garden.

## **COW23-26 Finance & Administration Update**

The Director of Finance and Administration provided an updated as follows:

- Detailed financial reports were provided for January 2023 highlighting the key categories for revenue and expenses against the City's budget;
- Deadline reminder - property taxes are due February 28, 2023 and Business Tax is due March 31, 2023;
- Grants have been approved for the following - The Cloud Factory (Snow Screening Display to take place in March), Vine Place

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Community Centre (senior recreational events and transportation),  
Rotary Music Festival and CB Nuit Festival.

**COW23-27 Recreation and Tourism Update**

Councillor P. Keeping provided an update from Recreation and Tourism:

**Recreation**

- Civic centre rinks and studio are busy with regular programming and user groups;
- Pump for the hot water failed but was repaired within a couple of days but caused minimal disruption to regular ice users;
- Sprinkler head failed in the electrical room of the studio resulting in the closure of the building for 48 hours;
- U16 Female Provincial Volleyball Championships held 14 teams from across the province and U15 Male and Female Provincial Volleyball Championships consisting of 50 teams are coming up in March;
- Senior hockey is ongoing with the next game on Friday March 3rd and a make-up game is scheduled for March 10th from the game cancelled in February due to weather.

**Tourism**

- Jiggs and Wheels - Festival is taking place from July 28th to August 6th, Blame it on Broadway kick-off event happening on Friday July 28th with a "Bring Back the 80's" theme;
- Mill Whistler Road Train - call to be issued for drivers and tour guides for the 2023 season;
- Strategic Tourism for Areas and Regions (STAR) - implementation committee and subcommittees are meeting and reviewing terms of references, draft RFP's, trail LTO's, and the remaining recommendations from the STAR report.

**COW23-28 Confirmation of Order - 2023-02**

On motion by Councillor B. Griffin, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** in accordance with section 109(4) of the Urban and Rural Planning Act the following Stop Work Order #2023-02 is hereby confirmed by Council. **MOTION CARRIED.**

**COW23-29 Council Code of Conduct – Policy**

At the Regular Council Meeting of February 13, 2023 the following motion was brought forward and subsequently postponed. The motion is now being brought forward for decision.

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **RESOLVED** to rescind the current Code of Conduct Policy and replace it with the attached Code of Conduct Policy in accordance with the Municipal Conduct Act. **(Deputy Mayor L. Chaisson, Councillor V. Granter,**

**Councillor P. Keeping and Councillor C. Pender voted against the motion).**

**MOTION DEFEATED.**

**COW23-30 Municipal Official Code of Conduct - Policy**

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** to adopt the Municipal Officials Code of Conduct Policy as presented, in accordance with the Municipal Conduct Act. **MOTION CARRIED.**


**COW23-31 Building Age-Friendly Communities Grant**

On motion by Councillor P. Keeping, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the submission of the application for the Building Age-Friendly Communities Grant as presented. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:19 p.m.

  
City Clerk

  
Mayor