



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 **September 9, 2024** at **7 P.M. City Hall Council Chambers**

CITY CLERK

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8	ADJOURNMENT

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 REGULAR MEETING OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 19 AUGUST, 2024 AT 7:00 PM**

PRESENT:

Mayor	J. Parsons	D. Charters, City Manager, Director of Community
Deputy Mayor	L. Chaisson	Engineering Development and Planning
		T. Flynn, Director of Protective Services
Councillors:	P. Gill	S. Maistry, Director of Finance and Administration
	P. Keeping	P. Robinson, Director of Recreation Services
	C. Pender	<i>J. Smith, City Clerk</i>
		<i>R. Teliz, Sergeant-At-Arms</i>

Absent with regrets: Councillor V. Granter, Councillor B. Griffin

24-108 Land Acknowledgement

Councillor P. Gill read the Land Acknowledgement.

24-109 Approval of Agenda

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the agenda as circulated with the following addition to item 3.1 Business Arising from Minutes:

- Update on Accessible Transit Study

MOTION CARRIED.**24-110 Approval of Minutes- Regular Meeting July 15, 2024**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of July 15, 2024. **MOTION CARRIED.**

24-111 Ratification of Decisions

As per section 41(3) of the City of Corner Brook Act, the following minutes were brought forward for ratification:

CC24-027 Approval of Agenda [**Gill/Chaisson**]

CC24-029 Interest relief on property tax account [**Gill/Pender**]

CC24-030 Human Resources [**Gill/Pender**]

CC24-031 Approval of Agenda [**Gill/Keeping**]

CC24-033 Old Humber Road Retaining Wall 2024-17 [**Gill/Keeping**]

24-112 Business Arising From Minutes

Councillor C. Pender requested an update on the accessible transit study. The City Manager advised that the main focus of the study is accessible transit and

the consultant will be compiling the data and the feedback they received to provide feasible options for an accessible transit system.

24-113 Notice of Sale - Used Equipment & Materials Contract#2024-16

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Gill, it is **RESOLVED** that the highest bid be accepted for each unit as proposed and the City release these units for the highest bids as presented. **MOTION CARRIED.**

24-114 Supply of Furnishing for the Corner Brook Regional Recreation Centre

Councillor P. Gill requested a decision to determine if she was in a conflict of interest regarding item 4.2 Supply of Furnishing for the Corner Brook Regional Recreation Centre due to her employment. On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson it is RESOLVED that Councillor P. Gill is not in a conflict of interest with regards to this item as it involves furnishings for the City's Recreation Centre. MOTION CARRIED.

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** that the council of the City of Corner Brook award Tender 2024-18 Supply of Furnishings for the Regional Recreation Centre in the amount of \$152, 269.20 (HST included) to Central Office Equipment Limited. **MOTION CARRIED.**

24-115 Industrial Park Study

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** the City of Corner Brook Council award Dillon Consulting with the Industrial Park Study in the amount of \$99,914.88 (HST included). **MOTION CARRIED.**

24-116 Corner Brook Municipal Plan Amendment No. 24-03 and Development Regulations Amendment No. 24-03

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to authorize staff to carry out a public consultation process, as per section 14 of the Urban and Rural Planning Act, 2000 (URPA) in order to seek public input and receive information with respect to the proposed map amendments - Municipal Plan Amendment No. 24-03 and Development Regulation Amendment No. 24-03. **MOTION CARRIED.**

24-117 26 Union Street (Discretionary Use)

On motion by Deputy Mayor L. Chaisson, seconded by Councillor C. Pender, it is **RESOLVED** that Council of the City of Corner Brook in its Authority approve the application for the proposed Car Rental & Car Wash business at 26 Union Street, Corner Brook, NL. **MOTION CARRIED.**

24-118 Discretionary Use - Home Based Business - 5 Woodrow Avenue

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to operate a home-based business from the dwelling located at 5 Woodrow Avenue in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

24-119 Discretionary Use - Home Based Business - 128 Humber Road

On motion by Deputy Mayor L. Chaisson, seconded by Councillor C. Pender, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to operate a home-based business from the dwelling located at 128 Humber Road in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

24-120 Recreational Vehicles Regulation, 2022 – Revised Schedule “A”

On motion by Councillor C. Pender, seconded by Councillor P. Keeping, it is **RESOLVED** that Pursuant to the powers vested in it by virtue of Section 201 and 202 of the City of Corner Brook Act, 1990 and section 15 of the of the Offroad Vehicles Act, 2021 and all other enabling powers, the Council of the City of Corner Brook hereby amends the Recreational Vehicles Regulation 2019, by adding a revised Schedule A which will permit operation on more streets as follows:

- West Valley Road to connect Confederation Drive to West Street,
- Sunnyslope Drive, Country Road, Popular Road, and Caribou Road, to connect Lundrigan Drive to Broadway,
- For the 2025 ATV season, starting May 01st, 2025, Corporal Pinksen Drive, University Avenue, and Mt. Bernard Avenue connecting Elizabeth Street area to Main Street;

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is RESOLVED to postpone the decision of this item until the next Council meeting to allow for more information to be provided regarding feedback from the schools and ambulatory services. [Councillor P. Gill voted against the motion]. MOTION CARRIED.

24-121 Notice of Motion- Taxi Regulations 2018

Councillor P. Keeping presented a notice of motion as follows:

Notice is hereby given that at the Public Council Meeting on September 9th, 2024, the following motion will be brought forward for consideration:

Pursuant to the powers vested in it by virtue of Section 229 of the City of Corner Brook Act, 1990 and all other enabling powers, the Council of the City of Corner

Brook hereby adopts and enacts the Taxi Regulations 2024, and thereby repeals the City of Corner Brook Tax Regulations 2018.

24-122 Notice of Motion - Council Remuneration Review

Councillor P. Gill presented a notice of motion as follows:

Notice is hereby given that at the Public Council Meeting of September 9, 2024, the following motion will be brought forward for consideration:

Pursuant to the powers vested in it by virtue of section 18 of the City of Corner Brook Act, 1991, and all other enabling powers, the Council of the City of Corner Brook, hereby amends the Council Remuneration and Reimbursement Regulations, Appendix "A".

ADJOURNMENT

The meeting adjourned at 5:43 p.m.

City Clerk

Mayor



Information Report (IR)

Subject: Proclamations and Events

To: Darren Charters
Meeting: Regular Meeting - 09 Sep 2024
Department: Council
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: [Childhood Cancer Proclamation 2024-City of Corner Brook](#)
[Schizophrenia Education and Awareness Day 2024](#)
[FINAL Sz. Ed. & Awareness Poster](#)

BACKGROUND INFORMATION:

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

- September was declared Childhood Cancer Awareness Month- there are about 10,000 children living with cancer in Canada today, and each year about 1600 cases are diagnosed.
- September 17th, was declared Schizophrenia Education and Awareness Day- Approximately 1,100 people are living with schizophrenia on the West Coast of Newfoundland and Labrador. There will be an education and awareness workshop on Sept 17th. Detailed Information is attached to the agenda and shared on the City's social media platforms.

City Clerk	Approved - 04 Sep 2024
Director of Community, Engineering, Development & Planning	Approved - 04 Sep 2024
Administrative Assistant	Approved - 04 Sep 2024

City Manager

PROCLAMATION

CHILDHOOD CANCER AWARENESS MONTH SEPTEMBER 2024

CITY OF CORNER BROOK

- WHEREAS:** THERE ARE ABOUT 10,000 CHILDREN LIVING WITH CANCER IN CANADA TODAY;
AND
- WHEREAS:** EACH YEAR, ABOUT 1600 CASES ARE DIAGNOSED; OVER 25 OF WHICH ARE
CHILDREN IN NEWFOUNDLAND AND LABRADOR;
- WHEREAS:** IN CANADA, CHILDHOOD CANCER REMAINS RESPONSIBLE FOR MORE DEATHS
FROM ONE YEAR THROUGH ADOLESCENCE THAN ANY OTHER DISEASE; AND
- WHEREAS:** ABOUT ONE IN FOUR CHILDREN WHO ARE DIAGNOSED WITH CANCER WILL DIE OF
THE DISEASE;
- WHEREAS:** BECAUSE OF SIGNIFICANT ADVANCES IN THERAPY, 78% OF CHILDREN
DIAGNOSED WITH CANCER WILL SURVIVE 5 YEARS OR MORE, AN INCREASE OF
ALMOST 46% SINCE THE EARLY 1960S.
- WHEREAS:** CHILDHOOD CANCERS HAVE CLOSE TO A 75% CURE RATE, WITH LEUKEMIA
LEADING THE SUCCESS CHARGE WITH CLOSE TO 90% OVERALL CURE RATE.

NOW THEREFORE: I, _____, ON BEHALF OF THE CITY OF CORNER BROOK DO HEREBY
PROCLAIM **SEPTEMBER 2024** AS "**CHILDHOOD CANCER AWARENESS MONTH**" IN THE CITY OF
CORNER BROOK.



Candlelighters
Newfoundland & Labrador

Jim Parsons, Mayor
City of Corner Brook

Proclamation

DECLARING SEPTEMBER 17 SCHIZOPHRENIA EDUCATION AND AWARENESS DAY

WHEREAS: Approximately 1,100 people are living with schizophrenia on the West Coast of Newfoundland and Labrador (1 in 100 people), each with family and friends deeply affected by the illness; and

WHEREAS: We acknowledge and support every part of our unique and diverse community in Newfoundland and Labrador; and

WHEREAS: Schizophrenia is highly stigmatized and lacks accurate representation in the media. Schizophrenia education and awareness day supports the fight against stigma and making it easier for people to seek help; and

WHEREAS: The Schizophrenia Society of Newfoundland and Labrador wishes to inspire everyone to learn more and show compassion for this mental illness in support of the members of our community with lived experience; and

WHEREAS: Every business, government agency, school, healthcare provider, organization, and individual citizen shares a responsibility in promoting and supporting schizophrenia education and awareness.

THEREFORE: I, _____, do hereby proclaim September 17, 2024, as Schizophrenia Education and Awareness Day in the City of Corner Brook. I, _____, do hereby encourage everyone to attend the Schizophrenia Education and Awareness Workshop on September 17th from 1-4pm at the Centre for Innovation and Technology.

Mayor Jim Parsons, City of Corner Brook

Date

SCHIZOPHRENIA EDUCATION & AWARENESS WORKSHOP

- Overview of schizophrenia & psychosis
- Navigating the mental healthcare system
- Crisis & suicide
- Curating healthy communication
- Lived experience speaker



Sept. 17, 2024
1-4 pm 
In-Person/Zoom

Centre for Innovation &
Technology, Corner Brook

Tickets: Event Brite or Cash Day Of.

Student/Senior: \$20

Employed: \$40

Living/Lived-Experience: \$Donation

Sliding Scale Available.

To inquire or register:
caroline.freakessnl@outlook.com
(709) 777-3335



Information Report (IR)

Subject: Council Travel Report - July - December 2023

To: Darren Charters
Meeting: Regular Meeting - 09 Sep 2024
Department: Finance and Administration
Staff Contact: Sievendra Maistry, Director of Finance and Administration
Topic Overview: To present the council travel report for January - June 2024
Attachments: [Council Travel January - June 2024](#)

BACKGROUND INFORMATION:

The City of Corner Brook Council Remuneration and Reimbursement Regulations states that "A summary of Council travel expenses by Councilor will be provided to Council semi-annually and reported on at a public meeting". In accordance with this regulation the council travel report is presented below.

Director of Finance and Administration	Approved - 03 Sep 2024
Director of Community, Engineering, Development & Planning	Approved - 03 Sep 2024
Administrative Assistant	Approved - 03 Sep 2024

City Manager

TRAVEL EXPENSE COUNCIL - January 1 - June 30, 2024

Name	Month	Purpose/Destination	Amount	Total
<u>Jim Parsons</u>	May 2024	MNL Symposium Gander		<u>\$ 805.86</u>
	June 2024	FCM Conference - Calgary, AB		<u>\$ 3,388.37</u>
		Total Travel Jim Parsons		<u>\$ 4,194.23</u>
<u>Linda Chaisson</u>	June 2024	FCM Conference - Calgary, AB		<u>\$ 3,799.33</u>
		Total Travel Linda Chaisson		<u>\$ 3,799.33</u>
<u>Pamela Gill</u>				<u>\$ -</u>
<u>Pam Keeping</u>	June 2024	FCM Conference - Calgary, AB		<u>\$ 4,292.55</u>
		Total Travel Pam Keeping		<u>\$ 4,292.55</u>
<u>Vaughn Granter</u>				<u>\$ -</u>
<u>Bill Griffin</u>				<u>\$ -</u>
<u>Charles Pender</u>				<u>\$ -</u>
GRAND TOTAL				<u>\$ 12,286.11</u>

Total travel previous year January - June 2023	\$11,460.84
Total Travel for current year January - June 2024	\$12,286.11
Difference in semi-annual travel totals	-\$825.27



Request for Decision (RFD)

Subject: Rescind Stop Work Order 2024-01 - 68 Pratt Street

To: Deon Rumbolt
Meeting: Regular Meeting - 09 Sep 2024
Department: Development and Planning
Staff Contact: James King,
Topic Overview: Rescind Stop Work Order
Attachments: [Stop Work Order - 68 Pratt Street](#)

BACKGROUND INFORMATION:

A stop work order was issued to the property owner of 68 Pratt Street for constructing a retaining wall and altering the site grading of the property without the required building permit. This stop work order required the property owner to restore the site to its original condition or obtain the necessary building permit. City staff issued a building permit once all required information was presented to the City of Corner Brook.

PROPOSED RESOLUTION:

Be it **RESOLVED** that the Council of the City of Corner Brook rescind Stop Work Order #2024-01 in accordance with Section 102(3) of the Urban and Rural Planning Act.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
 Urban and Rural Planning Act
 102(3)

RECOMMENDATION:

Staff recommends Option #1.

ALTERNATIVE IMPLICATIONS:

1. That Council revoke Order #2024-01 as recommended by staff.
2. That Council not revoke Order #2024-01.
3. That Council provide other direction to City staff.

Director of Community, Engineering, Approved - 05 Sep 2024
Approved - 06 Sep 2024

Development & Planning
Administrative Assistant

Approved - 06 Sep 2024

City Manager



STOP WORK ORDER

2024-01

To: 

WHEREAS the City of Corner Brook has concluded that you are carrying out development by excavating land and constructing a retaining wall on property located at municipal number 68 Pratt Street (hereinafter called "the Property").

AND WHEREAS no permit has been issued for the excavation of land and construction of a retaining wall 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 stop all work immediately and restore the Property to a condition that existed prior to work taking place OR obtain the required permit(s) for any work on the Property by no later than June 15, 2024.



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 (\$200+HST) and supporting documentation to:

West Newfoundland Regional Appeal Board
4th Floor (West Block)
Confederation Building
P.O. Box 8700
St. John's, NL A1B 4J6

Dated at the City of Corner Brook, this 28th day of May, 2024 A.D.


City Clerk
City of Corner Brook




Request for Decision (RFD)

Subject: Recreational Vehicles Regulation, 2022 - Revised Schedule "A"

To: Darren Charters

Meeting: Regular Meeting - 09 Sep 2024

Department: Protective Services

Staff Contact: Todd Flynn, Director of Protective Services

Topic Overview:

Attachments: [UPDATED-Comments received in relation to proposed amendment to the Recreational Vehicle Regulations Schedule A 2024](#)

BACKGROUND INFORMATION:

After a successful 2019 pilot of the new Recreational Vehicle Regulation, the City is further considering the addition of more streets to the list of streets that All Terrain Vehicles can legally operate in the City of Corner Brook, during the ATV season, as noted in the current regulation.

The City conducted a public consultation on this motion and received comments from ten people of which 3 were opposed to the added streets and 5 were in support of adding the extra streets. 3 reports are considered informational. An updated copy of the comments received is attached.

At the Regular Meeting of August 19, 2024 the following motion was postponed and is now being brought forward for decision:

"On motion by Councillor C. Pender, seconded by Councillor P. Keeping, it is RESOLVED that Pursuant to the powers vested in it by virtue of Section 201 and 202 of the City of Corner Brook Act, 1990 and section 15 of the of the Offroad Vehicles Act, 2021 and all other enabling powers, the Council of the City of Corner Brook hereby amends the Recreational Vehicles Regulation 2019, by adding a revised Schedule A which will permit operation on more streets as follows:

- **West Valley Road to connect Confederation Drive to West Street,**
- **Sunnyslope Drive, Country Road, Popular Road, and Caribou Road, to connect Lundrigan Drive to Broadway,**
- **For the 2025 ATV season, starting May 01st, 2025, Corporal Pinksen Drive, University Avenue, and Mt. Bernard Avenue connecting Elizabeth Street area to Main Street"**

FINANCIAL IMPACT:

There will be more signage required on the newly permitted streets, if the motion is approved.

LEGAL REVIEW:

Amendment is like 2022 revision that was reviewed at that time.

RECOMMENDATION:

After review of the public consultation, City staff recommend the approval of all streets except for Elizabeth Street and Grenfell Drive as was initially proposed. It recommends that Elizabeth Street and Grenfell Drive be replaced by Corporal Pinsent Memorial Drive as noted by a commentor. The commentor noted the busyness of Elizabeth Street and the more appropriateness of Corporal Pinksen Drive, of which, City staff concur.

ALTERNATIVE IMPLICATIONS:

1. Proceed with the above motion to add all streets as proposed.
2. Proceed with a revised motion that removes or replaces "Designated Streets".
3. Cancel the motion and not revise the regulation.

Director of Protective Services	Approved - 06 Sep 2024
Director of Community, Engineering, Development & Planning	Approved - 06 Sep 2024
Administrative Assistant	Approved - 06 Sep 2024

City Manager

UPDATED - August 19th, 2024 – Proposed amendment to 2022 Recreational Vehicle Regulations

Comments received in relation to proposed amendment to the Recreational Vehicle Regulations.

Date	Comments	Staff Comments
July 23, 2024, via email	I'd like to express my support for the proposed amendments. With appropriate levels of compliance monitoring and enforcement, this will improve Corner Brook's already envied tourism position as an ATV-friendly community and will enhance access to multiple trailheads for residents.	No comment.
July 24 th , 2024, via email	Just a note of support for the notice of motion to amend the Recreational Vehicles Regulation to include the three areas listed for the August 19, 2024, meeting. Great idea and needed to allow access from existing trails to the downtown area.	As stated, the purpose of this amendment to add streets is to connect the current designated regions in the City.
July 30 th , 2024, via email	[REDACTED] and I have an ATV, but [REDACTED] vehicle or trailer. With the ATV route, it gives people like myself an opportunity to go for a ride and take [REDACTED] for a ride, without getting into trouble with the law for driving illegally. This is my first summer owning an ATV, and it's been an absolute blast knowing I could hop on at any time and go for a cruise without having to find someone to pay to tow my ATV to a wooded area. Thank you for making Corner Brook that much more fun for us [REDACTED] people 😊	While it is legal to use an ATV in this manner on designated streets, our bylaw is meant for recreation and tourism, and not as an alternate form of transportation.
August 02 nd , 2024, via email	I am writing as a citizen of Corner Brook, as well as in my role of [REDACTED] to oppose the proposed increased usage of ATVs within the city of Corner Brook on West Valley Road, sunny slope and around the university area. I have seen on multiple occasions these machines being used by persons without helmets or seatbelts, they often do not have turn or brake signaling and there seems to be little if any enforcement in the location, speed and safety operation of these machines.	This is a legitimate concern from a [REDACTED] Acknowledgement of this risk has guided the City's approach to allowing All-Terrain Vehicles on City streets. Rather than fully opening City streets to recreational vehicles, the City took a balanced and incremental approach by only opening and

UPDATED - August 19th, 2024 – Proposed amendment to 2022 Recreational Vehicle Regulations

	<p>I see [REDACTED] every summer from the use of these machines and frankly think it's very hazardous but also unconscionable to put the citizens of the city including pedestrians at risk by these machines. Additionally, as a resident [REDACTED] where vehicles already travel well above the speed limit with very little traffic calming maneuvers I feel that the addition of ATVs will only cause more issues</p> <p>Thanks for your time, I'm happy to provide [REDACTED] [REDACTED] risk of these machines and why we should not be advocating their use at all let alone within our city boundaries</p>	<p>designating certain streets and doing so to allow our residents to adjust to the vehicle changes on our streets.</p> <p>To date, we have not experienced any accidents or injuries because of the changes to our Recreational Vehicle Regulations.</p> <p>Notably, the Regulations prescribe the requirements of the operators, when and where they operate, and how they operate. It appears that operators are abiding by our regulations, which is keeping their integration onto our City streets safe and manageable.</p>
<p>August 02nd, 2024, via email</p>	<p>In response to the release posted on the city's website, I'd like to express my concern regarding points #2 and #3 in the proposal:</p> <p>2. Sunnyslope Drive, Country Road, Poplar Road, and Caribou Road, to connect Lundrigan Drive to Broadway,</p> <p>3. For the 2025 ATV season, starting May 01st, 2025, Elizabeth Street, Grenfell Drive, University Drive, and Mt. Bernard Avenue to connect Elizabeth Street area to Main Street.</p> <p>Lewin Parkway and Corporal Pinksen Drive seem like a far more appropriate and scenic route for Offroad Vehicle Operators to access the areas listed here. Country Road, Poplar Road and Sunnyslope drive already see a significant amount of traffic and parts can be quite congested.</p> <p>I am proud to see the city welcoming Offroad Vehicle operators better access to the city, as I believe it is a driver of economic growth and an attractive tourism product. These operators certainly need access to</p>	<p><u>Point #2:</u> The provincial Offroad Vehicles Act only allows travel up to 1 km to a trailhead on provincial roads. The distance proposed would be more than 5 kms. Lewin Parkway is a provincial road thus we cannot designate more than 1 km on the Lewin Parkway to connect our designated routes.</p> <p>The current proposed route can be designated by City Council.</p> <p><u>Point #3.</u> Staff concur with this recommendation and will make the</p>

UPDATED - August 19th, 2024 – Proposed amendment to 2022 Recreational Vehicle Regulations

	businesses and commercial areas. However, routing traffic through a residential area when there is a larger and more scenic roadway seems like a suboptimal choice. Thank you for considering this feedback,	recommendation to council to amend the proposed regulation Schedule A accordingly.
August 07 th , 2024, via telephone	I want to express my support for the proposed amendment to the ATV regulations that allows the added streets. Thank you and I think it a great idea!	No comment.
August 11 th , 2024, via email	I am against the proposed amendment for recreational vehicles. As a resident who [REDACTED] there is already [REDACTED] of West Valley by recreational vehicles of all hours of the day. The noise level with these vehicles is excessive and much louder than regular motor vehicles. These recreational vehicles should be prohibited from driving in residential areas due to the noise and restricted to the areas as was originally communicated. [REDACTED] I fear if this amendment passes, in a short period of time, recreational vehicles will be driving on all roads in Corner Brook, and [REDACTED]	Staff does recognize that there have been sitings on ATVs on West Valley Road, unauthorized. We are unaware of any violations issued by law enforcement.
August 27 th , 2024, via email	I apologize for sending this email past the deadline for public feedback. I wanted to register my concern for expanding the ATV routes to include West Valley Road. [REDACTED] I see everyday how busy the road is and how fast motorists drive on the road - we have come to accept this as West Valley is a major thoroughfare for the City. However, adding to what is already a busy road with ATVs will have a significant negative impact on the street and [REDACTED] Given that ATVs drive quite close to the sidewalk, [REDACTED] and it will further deter us from being able [REDACTED] There is also a lot of pedestrian traffic on and around West Valley Road that adding ATVs could lead to harmful consequences. Crossing the road is difficult at the best of times (even when crossing at designated cross walks) and I think having ATVs that may not always be watching for pedestrians in the same manner could add to this existing issue, especially when you consider motorists will now be navigating both ATVs and pedestrian traffic. Additionally, the intersection at O’Connell and West Valley is congested at the best of times, trying to fit ATVs into the mix is not feasible.	Staff recognize that West Valley Road is a busy road and experiences much traffic.

UPDATED - August 19th, 2024 – Proposed amendment to 2022 Recreational Vehicle Regulations

	<p>I understand that my concerns are late, but I hope they will still be considered before council makes a decision that will have severe negative impacts on us as residents and parents. Thank-you,</p>	
<p>August 28th, 2024, via email</p>	<p>From a [REDACTED] right now I don't see an issue with using Corporal Pinksen Memorial Dr. for ATV usage [REDACTED]</p>	<p>Note from [REDACTED] relating to ATVs using Corporal Pinksen Drive advising there is no concern of ambulance traffic interference.</p>
<p>August 30th, 2024, via email</p>	<p>Just want to thank you and your city for opening tourism to the ATV community. [REDACTED] and 3 ATVs) and I rode across the province by ATV. When we arrived in Corner Brook we fell in love with your city and the ability to ride our ATVs around the city. We liked the city so much we extended our stay. Instead of just 1 night we ended up staying 5 nights at the Greenwood Inn. We were able to try many of your restaurants and took part in your "Rib Fest in the park." If your city were not ATV friendly, we would have by-passed it all together. We are so glad we stopped and stayed in Corner Brook. What a hidden gem. We have been telling all our friends and family to plan to stay a few days in Corner Brook while traveling through. We have already made reservations for another ATV trip next year with an extended stop in Corner Brook. Thanks,</p>	<p>Note from tourist residing outside our province.</p>
<p>August 30th, 2024, from Greenwood Inn via email.</p>	<p>The impact has been all positive, this year we had 15 ATV groups from NS, PEI and NB, most of the groups are in for one night only a few for two. [REDACTED] having their bikes out of the weather is what draws them here. We already have several groups in for next year. Last week we had 4 groups in at the same time [REDACTED]</p>	<p>Note from local hotelier of the business benefit of the ATV program.</p>

UPDATED - August 19th, 2024 – Proposed amendment to 2022 Recreational Vehicle Regulations

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Schedule "A"

Permitted All-Terrain Vehicle Routes

All-terrain vehicles are permitted to travel on or along the following highways:

- Riverside Drive (west from intersection of the Northshore Highway)
- Main Street
- Herald Avenue
- Broadway
- Pier Road
- Griffin Drive
- Petries Street (from the intersection of Curling Street to the intersection of Hilliards Road)
- Hilliards Road
- Confederation Drive
- Massey Drive
- Lundrigan Drive
- Sunnyslope Drive
- Country Road
- Popular Road
- Caribou Road (from intersection of Popular Road to Broadway)
- West Valley Road
- Effective May 01st, 2025:
 - Elizabeth Street (from north of Charles Street intersection)
 - Grenfell Drive
 - University Avenue (from intersection of Grenfell Drive south to O'Connell Drive)
 - Mt. Bernard Avenue

All-terrain vehicles are permitted to travel on or along the following public pathways:

- Trail between the end of Pier Road and Griffin Drive.

All-terrain vehicles can travel the designated one-kilometer zone/s on the provincially owned highways as follows:

- Lewin Parkway to access the designated route of Lundrigan Drive;
- O'Connell Drive extension to access the designated route of Hilliards Road;
- North Shore Highway (Route 440) to access the Hughes Brook trailhead.



Request for Decision (RFD)

Subject: Taxi Regulations 2018 - Repeal and Enact Revised Regulation

To: Darren Charters
Meeting: Regular Meeting - 09 Sep 2024
Department: Protective Services
Staff Contact: Todd Flynn, Director of Protective Services
Topic Overview:
Attachments: [Changes to Taxi Regulations for 2024](#)
[Taxi Regs revised July 19-2024-final](#)

BACKGROUND INFORMATION:

Due to ambiguity of definition of “Taxi” in current Taxi regulations as it relates to other forms of passenger conveyance services, the proposed regulation clarifies the definition of Taxi and excludes “Ride Share Services” and “Chauffeur Services” from city regulation as the province already regulates such services. More clarity has been added to the Appeal Section of the regulation and requirement for “Hospitality” training has been changed to require “Customer Service, Tourism, and or Hospitality Course, when prescribed by the City.”

With recent enactment of provincial legislation for Ride Share Services, and the recent question of Chauffeur Services within the City of Corner Brook, staff identified a need for more clarity of scope of the regulation. The Director met with Taxi Service providers and a Chauffeur service provider to ensure the revised regulation was acceptable to their service operations. No comments have been received from the public regarding the proposed revisions to the regulation.

PROPOSED RESOLUTION:

Pursuant to the powers vested in it by virtue of Section 229 of the City of Corner Brook Act, 1990 and all other enabling powers, the Council of the City of Corner Brook hereby adopts and enacts the Taxi Regulations 2024, and thereby repeals the City of Corner Brook Taxi Regulations 2018.

LEGAL REVIEW:

Reviewed by City legal and meets all legal requirements.

RECOMMENDATION:

Staff recommend the revised legislation be adopted to provide legislative and administrative clarity to enforcement and compliance of taxi operations.

ALTERNATIVE IMPLICATIONS:

1. No change in regulation: this will result in added regulatory measures on chauffeur services and no clarity in the appeals process or enablement of further taxi driver training options.
2. Adopting proposed legislation: this will exclude chauffeur services from municipal regulatory oversight, provide clarity to the appeals process and enable further taxi driver training options.
3. Direct staff to consider another and/or different change to the regulation.

Director of Protective Services	Approved - 06 Sep 2024
Director of Community, Engineering, Development & Planning	Approved - 06 Sep 2024
Administrative Assistant	Approved - 06 Sep 2024

City Manager

TAXI REGULATIONS – a brief of the changes

Recently it has been identified that the current definition of “Taxi” required that we regulate “Chauffeur Services” as well. Also, the NL government has enacted Ride Sharing Legislation that supersedes our Taxi Regulations.

Proposed changes to our Taxi Regulations are as follows:

SECTION	NEW SECTIONS / CHANGES	DESCRIPTION
2. (e)	Added definition of “Chauffeur Service.”	This definition of Chauffeur Service differentiates this service from that of a taxi service.
2. (l)	Added definition of “Luxury” vehicle.	This definition of Luxury vehicle differentiates it from an economy or average vehicle.
2. (p)	Added definition of a “Taxi Service”.	This definition of Taxi Service has been added to further differentiate from other passenger conveyance services.
2. (q)	Added definition of “Ride Share Service”.	This recognizes and provides a definition of Ride Share Service to differentiate this service from that of a taxi service.
2. (r)	Furthered the definition of “Suburban” Taxi.	This provides more definition to “Suburban” Taxi to differentiate from taxi.
3. (a) & (b)	Added an Exemption of Chauffeur Service and Ride Share Service from the Taxi Regulations.	This section exempts Chauffeur Service and Ride Sharing Services from the requirements of the Taxi Regulations, however, empowers our Inspector to audit and inspect records and vehicles to confirm that exemption requirements are met.
4.	Outlines offense to operate without a taxi permit or exemption.	This establishes the offense of operating any form of passenger conveyance service without a permit from the City unless the service is exempted under the regulation.
5.	Section introduction added.	For clarification.
5.vii	Section number change.	Changed to reference the correct section 10 (a).
5.(a) viii	Changed “Hospitality Course” requirements.	“Hospitality Course” requirement of attendance within one year of being issued a taxi license to: participating in a “Customer Service, Tourism, and or Hospitality Course”, when prescribed by the City.
10. (b)	Section number change.	Clause on insurance requirement repointed to proper reference section of 10 (a).
33.	Wording change	More precise wording: ... <i>“provided that Council decides not to revoke such license under this section if it is of the opinion that such license should not be revoked”</i> changed to: <i>“unless Council decides that such license not be revoked.”</i>
42.(b)	Added composition of Appeals Committee and gives time limit for the appeal to be heard.	Clause reads as follows: <i>“The Appeals Committee shall be comprised of the City Manager and two (2) Councillors and shall hear the appeal within fifteen (15) days of it being submitted to the City Clerk;”</i>

**CITY OF CORNER BROOK
TAXI REGULATIONS 2024**

PURSUANT to the powers vested in it under Sections 44, 229 and 438 of the *City of Corner Brook Act*, R.S.N.L. 1990, c. C-15, as amended, and all other powers it is enabling, the Corner Brook City Council, in a session convened on the _____ day of _____, 2024, hereby passes and enacts the following regulations.

PART I | GENERAL

SHORT TITLE	1.	This regulation may be cited as the <i>City of Corner Brook Taxi Regulations</i> .
DEFINITIONS	2.	<p>In these Regulations:</p> <p>(a) “Annual Taxicab Operating License” means a license to own and operate a motor vehicle as a Taxicab and being in the form of Schedule “A” to these Regulations;</p> <p>(b) “Annual Taxicab Driving License” means a license to drive an approved Taxicab and being in the form of Schedule “B” to these Regulations;</p> <p>(c) “Annual Taxi stand Operator’s License” means a license to operate a fixed place of business as a Taxi stand being in the form of Schedule “C” to these Regulations;</p> <p>(d) “Appeals Committee” means the Committee established by Council with authority to hear appeals of decisions made or actions taken pursuant to the provisions of these Regulations;</p> <p>(e) “Chauffeur Service” means a prebooked transportation service provided by a professional driver (chauffeur) in a high quality or luxury vehicle. A chauffeur service requires that:</p> <ul style="list-style-type: none"> i. All rides to be prebooked at least one hour in advance; ii. Vehicles must be classified as luxury or premium vehicles; and iii. Charges are to be pre-arranged flat rate or hourly

		<p>rate, rather than a meter;</p> <p>(f) “City” means the City of Corner Brook;</p> <p>(g) “Council” means the Council of the City of Corner Brook;</p> <p>(h) “Cruising” means the driving of a Taxicab on the streets or public places of the City in search of, or soliciting prospective passengers for hire;</p> <p>(i) “Driver” means a person who drives or has the care or control of a Taxi;</p> <p>(j) “Hire” or “Compensation” means any money, thing, value, payment, consideration, reward, tip, donation or gratuity paid to, accepted or received by the owner or driver of any vehicle in exchange for transportation of a person or persons whether paid upon solicitation, demand, contract or voluntarily.</p> <p>(k) “Inspector” means the person appointed by the Council to supervise all vehicles and persons licensed under these Regulations and to enforce compliance with the provisions of these Regulations.</p> <p>(l) “Luxury” vehicle means a passenger vehicle built by a luxury automaker and provides an above average to high end levels of comfort, features, and equipment. Luxury vehicles include those that are “Subject Vehicles” under the federal government “Luxury Items Tax Act”.</p> <p>(m) “Owner” means;</p> <ol style="list-style-type: none"> i. the person who holds the legal title to a vehicle; ii. in the case of a vehicle that is registered in accordance with the Highway Traffic Act, R.S.N.L. 1990, c. H-3, as amended, the person in whose name it is registered; iii. in the case of a vehicle which is the subject of a mortgage, the mortgagor if the mortgagor is entitled to possession of the vehicle; iv. in the case of a vehicle which is the subject of a hire-
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		<p>purchase agreement, the person in possession of the vehicle under the agreement, or</p> <p>v. in the case of a vehicle which is the subject of a conditional sale contract, the buyer under the conditional sale contract if the buyer is entitled to possession of the vehicle;</p> <p>(n) “Taximeter” or “Meter” means a mechanical or electronic instrument attached to a Taxicab and is mechanically or electronically operated to measure and display distance traveled, or waiting time or both, and upon which such change is plainly registered by means of figures indicating dollars and cents;</p> <p>(o) “Taxi” or “Taxicab” means any motor vehicle, other than a bus or a school bus, operated for the conveyance of passengers for Hire or Compensation</p> <p>(p) “Taxi Service” means conveyance of passengers in a Taxi for Hire or Compensation but does not include a Ride Sharing Service, Chauffeur Service, or service provided by a Suburban Taxi;</p> <p>(q) “Ride Sharing Service” is as defined by NL Transportation Network Company Regulations under the <i>Highway Traffic Act</i>, R.S.N.L. 1990, c. H-3, as amended that is provided by a transportation network company holding a valid license for same under the Highway Traffic Act; and</p> <p>(r) “Suburban Taxi” means any vehicle used or employed in the transportation of passengers to or from a point in the City, from or to a point situated outside the limits of the City that is not licensed under these regulations and which:</p> <p style="padding-left: 40px;">i. Prebooks all rides at least one hour in advance; and</p> <p style="padding-left: 40px;">ii. Charges a pre-arranged flat rate or hourly rate, rather than a meter;</p> <p>(s) “Waiting Time” means the time which has passed while the</p>
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		Taxicab is not in motion at the direction of the passenger and the time which has passed while waiting for the passenger after having responded to a call.
EXEMPTION	3.	<p>a) For further clarity, provisioning of the following passenger conveyance services is exempt from the requirements applicable to “Taxi Services” prescribed by these Regulations:</p> <ul style="list-style-type: none"> i. Chauffeur Service; ii. Ride Sharing Services, and; iii. Suburban Taxis services. <p>b) The City may audit and inspect records and vehicles to confirm exemption compliance criteria is met;</p> <ul style="list-style-type: none"> i. The driver of all exempted services must hold a Class 04 Driver’s License as issued in accordance with the Highway Traffic Act, R.S.N.L. 1990, c. H-3, as amended. ii. All vehicles providing exempted services must have a valid Newfoundland Labrador Motor Vehicle Registration permit for a Taxicab.
TAXI PERMIT REQUIRED	4.	No person shall own or operate a “Chauffeur Service”, “Suburban Taxi”, or “Ride Sharing Service” without a Taxi permit from the City unless such service meets the definition of a Chauffeur Service, Ride Sharing Service or Suburban Taxi in these Regulations and the Provincial licensing requirements prescribed in sections 3 (a) and 3 (b) herein have been complied with.
PART II - TAXI REQUIREMENTS		
LICENSES	5.	<p>Licensing requirements for Taxi Services are as follows:</p> <p>a) No person shall operate or permit a vehicle owned or controlled by such person to be operated as a Taxi within the City without first having obtained an Annual Taxicab Operating License from the Council, which license shall be in</p>

		<p>the form attached as Schedule "A" to these Regulations.</p> <p>b) No person shall operate or permit a vehicle owned or controlled by such person to be operated as a Taxi except by a person who holds a Class 04 Driver's License as issued in accordance with the Highway Traffic Act, R.S.N.L. 1990, c. H-3, as amended.</p> <p>c) No person shall drive or act as a driver of any Taxicab without first having obtained an Annual Taxicab Driving License from Council, which license shall be in the form of Schedule "B" to these Regulations.</p> <p>d) The Annual Taxicab Driving License shall, at all times, have affixed to it a photograph, approved by the Inspector, and the cost of such photograph shall be borne by the license holder.</p> <p>e) Council may require the operator of a Taxi stand to obtain an Annual Taxi stand Operator's License which said License may be in the form of Schedule "C" to these Regulations, or in such form as Council may determine.</p>
APPLICATION REQUIREMENTS	6.	<p>(a) An application for an Annual Taxicab Driving License, an Annual Taxicab Operating License and an Annual Taxi stand Operator's License or renewals thereof shall be filed with the Inspector on forms provided by the Council and such application shall provide such information, documentation and fees as required by the Council and these Regulations to determine the eligibility for such license including but not limited to the following:</p> <p>i. Criminal record/vulnerable sector check with Certificate of Conduct from the Royal Newfoundland Constabulary and or Royal Canadian Mounted Police and any other jurisdictions in which the applicant has resided in the ten (10) years prior to application and dated within thirty (30) days of the application;</p> <p>ii. a statutory declaration attesting to the matters required</p>

		<p>by the City or Council including the Taxi Driver Code of Conduct as identified in Schedule F of this regulation;</p> <ul style="list-style-type: none"> iii. if the applicant is a corporation, confirmation from the Province of Newfoundland Labrador Companies Registry that the corporation is active and in good standing; iv. for an Annual Taxicab Operating License, a valid Newfoundland Labrador Motor Vehicle Registration permit for the Taxicab; v. or an Annual Taxicab Driving License, a valid Newfoundland and Labrador provincial Class 4 Driver's License; vi. for an Annual Taxicab Driving License, a satisfactory Newfoundland Labrador Registry of Motor Vehicles drivers abstract dated within thirty (30) days of the date of application; and; vii. proof of the insurance coverage required by Regulation 10 (a) herein; viii. Every applicant for an Annual Taxicab Driving License shall participate in Customer Service, Tourism, and or Hospitality Course, when prescribed by the City. Failure to participate in the course shall result in the Annual Taxicab Driving License not being renewed. ix. No license shall be issued to any persons where the license issued to such person to operate a motor vehicle pursuant to the Highway Traffic Act, R.S.N.L. 1990, c. H-3, as amended and regulations thereunder is suspended or cancelled by virtue of the operation of any laws of Newfoundland and Labrador.
COMPLIANCE WITH LAWS	7.	Every person issued a license under these Regulations shall comply with all Municipal, Provincial and Federal laws applicable to the operation of motor vehicles in general and Taxicabs in particular.

MULTIPLE TAXICABS	8.	Every owner of more than one Taxicab required to be licensed under these Regulations shall obtain a separate license for each Taxicab.
LICENSES NOT TRANSFERABLE	9.	An Annual Taxicab Driving License and an Annual Taxicab Operating License shall not be transferable, and every Driver must always during operation of the Taxicab keep their Annual Taxicab Driving/Operating License clearly displayed in the Taxicab in a manner that makes it readily visible to any passenger.
INSURANCE COVERAGE	10.	<p>(a) No Annual Taxicab Operating License shall be issued under these regulations until there is lodged with the Inspector, a notarial certified copy of a policy of insurance issued by an insurance company licensed to sell such insurance in the Province of Newfoundland and Labrador, insuring the licensee in a minimum amount of \$1,000,000 (one million dollars) in respect of bodily injury to, or death of a passenger or passengers; and a minimum of \$1,000,000 (one million dollars) insurance coverage against all public liability and property damage arising out of the operation of the Taxicab in respect of which the Annual Taxicab Operating License is issued.</p> <p>(b) No person shall operate, or being the owner, allow another person to operate a Taxicab within the City unless there is in force, in respect of the Taxicab, a policy of insurance as required under section 10(a) for each and every operator and driver of the said Taxicab.</p>
NUMBER OF TAXICABS	11.	Council may from time to time, fix and alter the total number of Taxicabs which may be licensed under these Regulations and thereafter no license in excess of the number so fixed shall be issued by the Council.
LICENSE EXPIRY AND RENEWAL	12.	Every license issued under these Regulations shall relate to the period May 1st in any year to April 30th in the next succeeding year; and shall be valid from the date of issuance and shall expire on 30th of April of the next calendar year. April month of each year shall be designated as the renewal time period for an Annual Taxicab Driving License, Annual Taxicab Operating License and

		Annual Taxi Stand Operator License.
LICENSE DISPLAY	13.	Every driver licensed under these Regulations shall post his or her Annual Taxicab Driving License in such a place as to be in full view of all passengers while such driver is operating a Taxicab.
AGE OF LICENCEES	14.	Every owner and driver licensed under these Regulations shall be of the full age of nineteen (19) years.
FEES	15.	The prescribed fees for licenses to be issued under these Regulations shall be as set out in Schedule "E" attached hereto.
TAXICAB STANDARDS AND INSPECTION	16.	<p>(a) Any Taxi operating under these Regulations shall periodically be inspected by the Inspector at such intervals as shall be established by Council to ensure the continued maintenance of safe conditions.</p> <p>(b) The owner and driver of every Taxicab licensed under these Regulations shall keep the interior and exterior of such Taxicab clean, sanitary, dry and in good repair and without limiting the generality of the foregoing shall ensure that there is no accumulation of food, food wrappers, beverage containers, cigarette butts, ashes, packages or wrappers in the passenger compartment of the Taxi and whenever the owner or driver of any such cab receives a notice in writing, signed by the Inspector, that such Taxicab is not in fit condition for use, stating briefly the items complained of, the owner shall, within the time stated in such notice, put the Taxicab in fit and proper condition by remedying the items complained of.</p> <p>(c) The owner of every Taxicab in respect of which a license has been issued under these Regulations shall, when required, submit such Taxicab for examination by the Inspector, or any person authorized by the Inspector. No owner or driver shall, at any time, when a Taxicab is not employed, prevent or hinder the said Inspector, or any person authorized by the Inspector from entering a garage or other building for the purpose of inspecting the Taxicab.</p>

MOTOR VEHICLE INSPECTION CERTIFICATE		<p>(d) The owner of any Taxicab two model years or older must submit a valid NL Motor Vehicle Inspection Certification for the Taxicab to the Inspector at annual inspection, or whenever requested by the Inspector.</p> <p>(e) Where any licensed owner disposes of a Taxicab and acquires another Taxicab in its place, the owner shall submit the latter Taxicab to the Inspector for approval before using the same.</p> <p>(f) The owner of every Taxicab licensed under these Regulations shall, before commencing to transport passengers for hire in such vehicle, cause to be affixed upon the roof of such vehicle an illuminated sign. The illuminated sign shall be lit at the same time as the headlights of the vehicle are turned on.</p> <p>(g) The owner shall also ensure that the Taxi is in good repair, the body of the Taxi is undamaged and of consistent colour, the side windows are in good working order, and that the interior dome light operated by interior switch as well as when the doors open.</p> <p>(h) No owner or driver licensed under these Regulations shall exhibit on or about any Taxicab, any number, sign or card, other than those approved or obtained from the Council or Inspector, except the Taxicab's motor vehicle plates. No advertising of any kind is permitted.</p>
DRIVERS	17.	<p>(a) No Taxi stand owner or Taxicab owner shall permit any person to operate any vehicle for taxicab purposes, unless the person and vehicle are licensed under these regulations.</p> <p>(b) When any person employs a driver, the person shall immediately thereafter notify the Inspector that they have employed such driver, and where the driver quits their employ, such person shall immediately thereafter notify the Inspector to such effect.</p>
CRUISING	18.	No person shall cruise on, over or along any street in the City with a Taxicab for the purpose of obtaining fares, provided, however, that

		upon the completion of or on the return trip from any call, a Taxicab may stop for the purpose of taking on a passenger.
DOUBLE BILLING	19.	A driver of a licensed vehicle shall convey only the person or persons engaging his or her vehicle and shall not pick up other passengers while so engaged unless requested to do so by the person or persons who engaged the services. The carrying of passengers for separate fares is prohibited.
CANCELLATION	20.	(a) Any Annual Taxicab Driving License is automatically cancelled upon the driver's license issued pursuant to Highway Traffic Act, R.S.N.L. 1990, c. H-3, as amended or regulations made thereunder to the driver being suspended or cancelled. (b) Any Annual Taxicab Driving License is automatically cancelled upon the driver thereof being prohibited from driving a motor vehicle under and by virtue of the Criminal Code of Canada and amendments thereto.
CODE OF ETHICS	21.	Every driver and passenger shall comply with the Code of Ethics prescribed in Schedule "F" of these Regulations.
SMOKING	22.	(a) No person shall smoke while in a Taxicab. (b) Taxicab owners may post in their Taxicabs "No Smoking" signs and no person may smoke in a Taxicab.
EATING AND DRINKING	23.	Taxicab owners may post in their Taxicabs "No Eating" and or "No Drinking" signs and no person shall eat or drink in a taxicab where such sign/s are affixed.
MATERIAL CHANGES	24.	(a) Every person licensed under these Regulations shall, upon changing address, notify the Inspector thereof within seven (7) days of the new address. (b) Every owner licensed under these Regulations shall, in writing, inform and keep informed the Inspector of the names of all people employed by him in such Taxi business. (c) Every licensee under these Regulations shall inform the

		Inspector immediately upon any change that would be material to the issuance of the license held under these regulations.
LOST PROPERTY	25.	Every person licensed under these Regulations shall take due care of all property delivered or entrusted to such person for conveyance or safekeeping. Every driver of a Taxicab, immediately upon termination of any hiring, shall carefully search his or her Taxicab for any property lost or left therein. All property or money left in his or her Taxicab shall be forthwith delivered over to the person owning the same at the owner's expense. If the owner cannot be found, then the nearest police station shall be notified with all information regarding the same being given.
DIRECT ROUTE	26.	Every person shall drive the Taxicab the most direct traveled route to the point of destination, unless otherwise instructed by the passenger.
TAXIMETERS	27.	<p>(a) No person shall operate or permit to be operated any Taxicab that charges for services by metered rates in the City unless and until such Taxicab is equipped with a Taximeter of a type and design approved by the Council or the Inspector and adjusted in accordance with the tariff prescribed in Schedule "D" of these Regulations. The owner and driver shall keep such a meter always operating with such a standard of accuracy as may be prescribed from time to time by the Council. Taxis that do not use distance metered rates must provide a total flat fee rate that will be charged for the trip to passengers in a clear and unambiguous manner at the time a passenger requests the trip and before the start of the trip and must advise if any other passengers can or are being picked up on the trip.</p> <p>(b) All Taximeters shall be attached to the Taxicab in a location and manner approved by the Inspector and shall be placed so that the visual display showing the amount to be charged shall always be well lit and readily discernable by passengers riding in such Taxicabs.</p> <p>(c) Every Taximeter shall be inspected and tested for accuracy by</p>

the owner at least once every six months.

- (d) Every Taximeter used in the operation of Taxicabs shall be subject to inspection at any time by the Inspector, Council, or any person authorized by Council to perform such inspections. The person performing the inspection shall, upon being satisfied that the Taximeter is in good working order, place an official seal in such form as designated by the Inspector or Council, upon the Taximeter. The date on which such inspection was made shall be stamped on the seal in the place provided for that purpose. No label shall be removed except at the time a subsequent inspection is made.
- (e) Upon discovery of any inaccuracy in such Taximeter, the operator thereof shall remove or cause to be removed from service, any vehicle equipped with such Taximeter until such Taximeter has been repaired and accurately adjusted.
- (f) No person shall operate or permit any person to operate any Taxicab unless the Taximeter attached thereto is sealed with the official seal designated by the Council or its Inspector, which seal shall be unbroken.
- (g) No person shall break a seal on a Taximeter or tamper with it, or so manipulate such Taximeter as to cause it to inaccurately measure the distance traveled by the Taxicab to which it is attached.
- (h) The Taximeter shall be operated from any part of the propelling wheels or propelling machinery on the Taxicab on which it is placed.
- (i) It shall be unlawful for any driver of a Taxicab while carrying passengers to display the flag attached to the Taximeter in such a position as to denote that such vehicle is not employed or to throw the Taximeter into a recording position when such vehicle is not actually employed, or to fail to throw the flag of such Taximeter in a non-recording position at the termination of each and every service.

		<p>(j) All charges for metered Taxicab service to which a tariff of fares provided by these Regulations applies shall be calculated and indicated by a Taximeter in accordance with the tariff of fares prescribed in Schedule “D” of these Regulations.</p>
<p>TAXIMETER OPERATION</p>	<p>28.</p>	<p>(a) At all times while the Taxicab is engaged in service charged by metered rates, the flag of the Taximeter shall be in a position to register charges for distance traveled, or into a position to register a combined charge for distance and waiting time in any single position, and no Taximeter shall be so operated as to cause any charge to be registered thereon except during the time while the Taxicab is engaged by a passenger or passengers.</p> <p>(b) Every driver under these Regulations shall have a rate card, setting forth the authorized rates of fares displayed in such a place as to be in full view of all passengers.</p>
<p>TARIFF OF FARES</p>		<p>(c) The metered rates or metered fares to be charged by the owners or drivers of Taxicabs for the transportation of any passenger or passengers on any trip within the City, shall be in accordance with the tariff of fares shown in Schedule “D”, and no rates or fares higher or lower than that contained in the said Schedule shall be charged or payable.</p> <p>(d) No owner or driver licensed under these Regulations shall publish, use a metered tariff, demand or receive any metered rate or metered charge which is not in accordance with these Regulations.</p>
<p>EXACT FARE</p>		<p>(e) No owner or driver licensed under these Regulations shall be entitled to recover or receive any metered fare or metered charge from any person greater or less than those authorized by these Regulations.</p> <p>(f) The metered tariff or metered rates as authorized shall be computed from the time or place when or at which the passenger first enters the cab to the time or place where or at which the passenger finally discharges the Taxicab. No charge</p>

		shall be made for the time which has passed by the premature response to a call for the first three minutes following timely arrival at any locality in response to any call, or for the time lost through traffic interruptions or for delays caused by the inefficiency of the Taxicab or driver.
REFUSAL TO PAY	29.	No person who engages any Taxicab shall fail or refuse upon demand; to pay the fare or charge authorized by these Regulations or in case no fare or charge is provided by these Regulations, the reasonable fare or charge demanded for any Taxi service provided to such person.
NUMBER OF PASSENGERS	30.	A Taxicab may carry as many passengers up to the seating capacity of the Taxicab for the one fare, with the tariff of maximum rates fixed in Schedule "D" of these Regulations, where the passenger paying the fare gives consent and approval, but no driver or owner shall carry or permit to be carried in any Taxicab at any one time, more passengers than the designated seating capacity of the Taxicab will accommodate and in no case, more than six passengers including driver.
DEMAND PAYMENT	31.	Every driver of a Taxicab shall have the right to demand payment of the fare in advance, and may refuse employment unless so paid, but no driver of a Taxicab shall refuse or neglect to convey any orderly person or persons upon request anywhere in the City unless previously engaged.
FIXED LOCATION	32.	<p>(a) Every person operating any Taxicab shall maintain a fixed place of business or location approved by the Council and shall not stand, or ply for hire, or carry on his or its business from any other place. Any approved Taxi stand must be maintained in a clean and sanitary condition meeting the requirements of Municipal and Provincial laws.</p> <p>(b) In the case of Taxicabs not standing for hire on private premises, the Council may appoint a public stand for each Taxicab, and may from time to time, change the same and such Taxicab shall ply for hire at the place so appointed for it and no other, and no vehicle shall stand or be parked at any such public stand except</p>

		<p>the Taxicab for which it is appointed.</p> <p>(c) Nothing in this section shall prevent a Taxicab from attending at any transportation terminal premises to await the arrival of passengers and ply for hire at such place.</p> <p>(d) Every Taxi stand on private land shall have such amount of square feet of vacant land available on such stand as Council in its discretion shall prescribe; and no Taxicab shall be licensed in respect of or allocated to any stand unless such amount of square footage as prescribed by Council is always available on such stand for use by such Taxicab.</p> <p>(e) No person shall park any vehicle other than a Taxicab on a Taxi stand approved by Council.</p>
INOPERATIVE 90 DAYS	33.	<p>Notwithstanding anything in these Regulations contained, all licenses issued under these Regulations which remain inoperative for 90 days shall be revoked, unless Council decides that such license not be revoked.</p> <p>provided that Council decides not to revoke such license under this section if it is of the opinion that such license should not be revoked.</p>
AUTHORITY OF INSPECTOR	34.	<p>The Inspector shall have supervision over all persons licensed under these Regulations and over all Taxicabs, together with the equipment used by them, and shall have all powers and duties assigned to them in these Regulations including:</p> <p>(a) to report to the Council the performance of his duties under these Regulations whenever he shall be required to do so by Council;</p> <p>(b) to make all necessary inquiries concerning application for licenses as may be requisite to secure a due observance of the law, and of these Regulations;</p> <p>(c) to submit to the Council applications for licenses, or recommendations for the revoking or cancelling of any</p>

		<p>license, together with his report thereon;</p> <p>(d) to keep a register of all licenses granted by the Council, which shall contain the name or names of the applicants, the residence of the applicants, the date of the license and such further particulars, and to keep such other books as the Council may order;</p> <p>(e) to cause to be made out licenses and to sign all licenses issued under these Regulations, the fees payable therefore having first paid to the City Treasurer;</p> <p>(f) to furnish each person taking out a license with one copy of these Regulations and to each owner, a tariff card setting forth the rates and fares specified in schedule "D" hereto, and to each driver a badge, both said card and badge to have the number of the license shown thereon;</p> <p>(g) to ascertain by inspection and enquiry from time to time as often as may be required by the Council, whether the persons receiving licenses continue to comply with the provisions of the law and of these Regulations;</p> <p>(h) to prosecute all persons who shall offend against any of the provisions of the law or of these Regulations.</p>
PART III ENFORCEMENT		
SUSPENSION	35.	<p>The Inspector may suspend or revoke an Annual Taxicab Operating License, an Annual Taxicab Driving License, or both, of any license holder, or refuse an applicant who:</p> <p>(a) contravenes these Regulations;</p> <p>(b) is either charged or convicted pursuant to any municipal by-law, or provincial or federal legislation;</p> <p>(c) has committed any act or acts that, in the opinion of the Inspector, it is in the public interest that the person does</p>

		<p>not hold either an owner's license or driver's license; or</p> <p>(d) refuses to respond or cooperate with an investigation conducted by the Inspector.</p>
	36.	<p>The Inspector may refuse to grant an Annual Taxicab Driving License if:</p> <p>(a) The applicant or license holder has been convicted of an offense against vulnerable persons, a sexual offence, an illegal sale or possession of drugs, a violent offence or a breach of trust;</p> <p>(b) The applicant or license holder has failed to immediately notify the Inspector that they have become subject to a court order in a criminal matter, or an undertaking, charge or conviction;</p> <p>(c) The applicant or license holder has a driving record, criminal or provincial offence record or outstanding criminal or driving charges or tickets that in the opinion of the Inspector makes him or her unfit to operate a Taxi or Taxicab; or</p> <p>(d) The applicant or license holder has a criminal record in another country or jurisdiction that is similar in nature to the provisions described in subsection (a).</p>
	37.	<p>Should a taxicab not meet the requirements of these Regulations, the Inspector or any person appointed by Council may notify the owner of such vehicle to cease operating the same as a vehicle licensed under the authority of these Regulations, until such time as the requirements of these Regulations are met; and such owner shall thereupon cease to operate same until permitted to do so by the Inspector or by such person appointed by the Council.</p>
	38.	<p>If an applicant or the holder of any license issued under these Regulations makes a false statement in a statutory declaration made pursuant to these Regulations, the Inspector may:</p> <p>(a) Refuse to issue the license that is the subject of the</p>

		<p>application;</p> <p>(b) Revoke any owner’s licenses and or any driver’s licenses held by the applicant; and</p> <p>(c) Direct that the applicant is ineligible to apply for or to be granted a license under these Regulations for a period of up to five (5) years.</p>
	39.	The Inspector may suspend or revoke any or all licenses granted under the provisions of these Regulations when it shall have determined on the balance of probabilities that any of the provisions thereof have been violated, or that any holder of such license has failed to comply with the terms of such license or the rules and regulations of the Council pertaining to the operations, and to the extent character and quality of the service of any Taxicab.
	40.	The Inspector must immediately notify a license holder whose license has been suspended or revoked. The notice may be personally served on the license holder or sent by registered mail addressed to the license holder’s last known address on file with the City, and if sent by registered mail is deemed to have been served on the earlier date of actual receipt by the license holder or five (5) business days from the date of mailing.
	41.	After the revocation, suspension or cancellation of such license, no person shall ply for hire with, or use, operate, cause to be used, or operated within the City of Corner Brook, a Taxicab in respect of which a license has been revoked, suspended or cancelled. No person shall drive a Taxicab within the City after the revocation, suspension, or cancellation of his or her license to drive a Taxicab.

APPEAL	42.	<p>(a) A person whose application for the issuance or renewal or a license under these Regulations is refused by the Inspector, or a person whose license is suspended, revoked or cancelled by the Inspector, may appeal the refusal, suspension, revocation or cancellation to the Appeals Committee within fifteen (15) days from the date of the refusal, suspension, revocation or cancellation by submitting their appeal in writing to the City Clerk;</p> <p>(b) The Appeals Committee shall be comprised of the City Manager and two (2) Councilors and shall hear the appeal within fifteen (15) days of it being submitted to the City Clerk;</p> <p>(c) Upon hearing the Appellant, the Appeals Committee may:</p> <ul style="list-style-type: none"> i) Confirm or vary the decision of the Inspector; ii) Order that a license be revoked and surrendered; or iii) Order that a license be granted or reinstated, with or without conditions. <p>(c) The Appeals Committee may order that a license be granted or reinstated subject to the appellant passing any tests provided for in these Regulations or proving that they meet the qualifications and requirements of these Regulations, or subject to any conditions that the Appeals Committee determines appropriate under the circumstances.</p> <p>(d) The Appeals Committee must not make any decision that the Inspector, City or Council could not have made under these Regulations.</p> <p>(e) The Appeals Committee shall not make any decision that would overrule a discretionary decision made by council.</p>
OFFENCE	43.	Where any person contravenes any of the provisions of these Regulations such person is guilty of an offence and liable on summary conviction to a fine or to a period of imprisonment or

		both in accordance with s. 438 of the <i>City of Corner Brook Act</i> .
CONFLICTING LEGISLATION	44.	Where a provision of these Regulations conflicts with a provision of another law or regulations in force in the City, the provisions that establish the higher standard to protect the health, safety and welfare of the public shall prevail.
	45.	Each section of these Regulations and each separate part of each section hereby expressly declared to be separate and if any section, sentence, portion or part of these Regulations shall be declared invalid, such invalidity shall affect only such section, sentence, portion or part so declared invalid.

PART IV | ENACTMENT

	46.	<p>(a) These regulations shall come into force as of the date enacted by Council and The City of Corner Brook Taxi Regulations, 2018 and all amendments thereto, are hereby repealed upon the coming into force of these Regulations.</p> <p>(b) Notwithstanding paragraph 44(a), all licenses and permits issued under the City of Corner Brook Taxi Regulations, 2018 shall remain in full force and effect until May 30th, 2025, at which time all permits and licenses issued thereunder shall be null and void.</p>
--	-----	--

IN WITNESS WHEREOF these Regulations are sealed with the Common Seal of the City of Corner Brook and signed by and on behalf of the Council by the Mayor and City Clerk, at Corner Brook, in the Province of Newfoundland and Labrador, this _____ day of August, A.D., 2024.

Mayor

City Clerk

Jim Parsons


Jessica Smith

Published in Saltwire –

First Reading –

Second Reading –

SCHEDULE "A"

		City of Corner Brook	
		Taxicab Operating License	
Permit 810		Stand	
Name			
Address			
Plate #	-	Year/ Make	
Expiry: April 30, 2018			


(Back of card)

The named within permit holder undertakes to comply with all laws, regulations whether they be Federal, Provincial or Municipal.

This permit is not transferable and must be posted in the vehicle.



SCHEDULE "B"

Permit #: 402	City of Corner Brook Taxicab Driving License	
<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; text-align: center; vertical-align: middle;">PHOTO HERE</div>	Expiry Date: April 30, 2018	
		_____ Driver Signature

(Back of card)

The named within permit holder undertakes to comply with all laws, regulations whether they be Federal, Provincial or Municipal.

This permit is not transferable and must be posted in the vehicle.



SCHEDULE "C"

TAXISTAND OPERATOR'S LICENSE NO.

License is hereby granted to _____ of _____ to operate a Taxi stand from _____ Corner Brook.

The licensee undertakes to comply with all the laws and Regulations including the Highway Traffic Act, Taxi Regulations, and the requirements of the Department of Health.

LICENSEE

TAXI INSPECTOR

This License issued this _____ Day of _____, 19____ expires the _____ Day of _____, 19____.

This stand is limited to a maximum of _____ Taxicabs. This license is to be posted in a conspicuous location inside the Taxi stand.

NON-TRANSFERABLE

SCHEDULE "D"**TARIFF OF FARES**

Meter Drop Rate	\$ 4.13
For each 1/13 km or part thereof	\$ 0.26
For each additional kilometer	\$ 2.11
Waiting Time Rate per Hour	\$ 34.51
Handling of Packages	\$ 1.00

(Note: Above rates are subject to HST which would be added to the above noted rate.)

During the Christmas period between 6 p.m. on December 24th, to 8 a.m. on December 27th, and from the period of 6 p.m. on December 31st, to 8 a.m. on January 2nd, an additional fare of \$2.00 may be charged.

A \$2.00 fuel surcharge may be applied to the current drop rate when the price of self-serve regular unleaded motor fuel for Zone 6 exceeds \$1.65 per liter, as and when identified by the Newfoundland and Labrador Board of Commissioners of Public Utilities.

The charges for deliveries within the City limits are to be determined by the Corner Brook Taxi Association.

SCHEDULE "E"

Taxi Licensing fees are as follows:

- 1) Taxicab Driving License Fee \$25.00 / year;**
- 2) Taxicab Operating License Fee \$50.00 / year;**

SCHEDULE "F"

Taxi Driver Code of Ethics

The City of Corner Brook Taxi drivers must abide by the following requirements:

1. Demonstrate Courtesy and be Helpful

The taxi industry often represents the public face of our community. Drivers must be courteous and helpful in the performance of their duties. Drivers shall not use foul language or engage in offensive conversation.

2. Have Knowledge and Observe All Traffic Laws

All taxi drivers are to know and shall obey all traffic laws with intent to provide the utmost of public care and provide a safe transportation service. Erratic and or reckless driving shall not be tolerated.

3. Have Knowledge of the City and Amenities

Drivers are expected to know and use the major routes and destinations within their geographic service area. These include the Deer Lake or Stephenville airports, the trans-island bus service stations, local bussing service, hotels and sporting and cultural facilities.

4. Take the Most Direct and Practicable Route

Taxi drivers must take the most direct, practicable route from when they pick up a customer to the requested destination, unless otherwise directed by the customer. The driver can and should briefly consult a street directory or GPS when in doubt.

5. Exhibit Personal Neatness, Cleanliness and Tidiness

Taxi Drivers must be clean, neat and tidy in appearance, and not wear strong colognes or perfumes or emit body odour. Clothing worn shall be professional in appearance including collared shirts, long trousers or skirt, and closed toed footwear.

6. Taxi Car Neatness, Cleanliness and Condition

Taxi vehicles must be in a safe operating condition and free from mechanical deficiencies. The interior of the car shall be clean and free from rubbish and or clutter. Interior fabrics, glass, handles and trims shall of good condition and be clean and free of dirt and staining. Exterior of the vehicle shall be in good physical condition and appearance. The vehicle must free of damages, be clean, be of consistent colour, and have wheel covers (with exception of winter tires being used between October 1st to May 31st) or dressed rims.

7. Handle Passenger Luggage

Taxi drivers must provide reasonable assistance to a customer loading their luggage and/or personal belongings. This includes assistance with getting luggage into and out of the cab and taking reasonable care while in the taxi. Taxi drivers are not expected to move luggage when it may cause injury to them or others. Neither are they expected to carry more luggage than the reasonable capacity of the

storage facilities of the vehicle. Any found or left behind items shall be reported to their dispatching taxi stand and made available for customer retrieval.

8. Provide Assistance to Special Needs Passengers

Drivers are to demonstrate understanding and patience and must provide assistance to special needs or mobility challenged persons, including children and elderly, embarking and or disembarking their taxi. Service animals must be accepted for carriage provided they can be safely transported in the taxi vehicle. Patience and assistance must also be demonstrated to tourists exploring our City.

9. Exercising the Right to Refuse or Terminate

Drivers are not required to accept or continue to transport a passenger/s if the passenger

- a) is demonstrating violent behaviors
- b) is noisy, is misbehaving, or is being offensive
- c) is unable to demonstrate an ability to pay; the driver can request ensure their ability to pay by requesting a deposit up to the amount of the estimated fare before starting the transport.



Request for Decision (RFD)

Subject: Council Remuneration Review

To: Darren Charters

Meeting: Regular Meeting - 09 Sep 2024

Department: Finance and Administration

Staff Contact: Sievendra Maistry, Director of Finance and Administration

Topic Overview: Bring forward Notice of Motion from Regular Council Meeting of August 19, 2024

Attachments: [Corner Brook Councillor Remuneration Confidential Report Final](#)
[Council Remuneration and Reimbursement Regulation 2018 Appendix A amended](#)

BACKGROUND INFORMATION:

In accordance with section 15 of the Council Remuneration and Reimbursement Regulations, 2018, a remuneration review is required to be conducted in the third year of each Council's term by an external and independent third party. The review is a benchmarking exercise that reviews the current Council remuneration in comparison with other municipalities in the Province, as well as municipalities of similar size and operations. Following the completion of a review, any recommendation for a change in the Council remuneration requires a change to the bylaw and cannot be implemented until the next term of Council.

The review was conducted by LW Consulting and they recommended an increase in Council remuneration as proposed below. At the Public Council Meeting of 19 August 2024, a Notice of Motion was presented to amend the Council Remuneration and Reimbursement Regulations, Appendix "A" as per the recommendation in the benchmarking review report. The notice was advertised on the website and social media and no feedback was received. The Amended Appendix "A" is attached and reflect a change in remuneration for the Mayor, Deputy Mayor and Councillors as presented below:

	Current	2025
Mayor	\$39,300	\$48,293
Deputy Mayor	\$27,120	\$35,119
Councillor	\$36,380	\$32,209

The report also included a recommendation to allow for the remuneration to be adjusted annually in accordance with the Consumer Price Index for the Corner Brook region.

PROPOSED RESOLUTION:

Be it **RESOLVED** that pursuant to the powers vested in it by virtue of section 18 of the City of Corner Brook Act, 1991, and all other enabling powers, the Council of the City of Corner Brook, hereby amends the Council Remuneration and Reimbursement Regulations, Appendix "A" as proposed.

FINANCIAL IMPACT:

\$51,137 annual increase in Council Remuneration

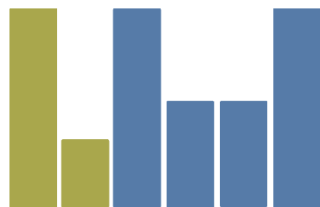
Finance Type: Budget

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
City of Corner Brook Act
Council Remuneration and Reimbursement Regulation 2018

Director of Community, Engineering, Development & Planning	Approved - 06 Sep 2024
Administrative Assistant	Approved - 06 Sep 2024

City Manager



LW Consulting

“Preparing Municipal Officials For The Future”

CONFIDENTIAL REPORT
TO
CITY OF CORNER BROOK
RE:
REVIEW
OF
COUNCILLOR REMUNERATION

August 12, 2024

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

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ENGAGEMENT

LW Consulting was engaged to undertake a review of the level of compensation paid to Councillors of the City of Corner Brook through remuneration and other reimbursements in accordance with the terms contained in an email to the City dated February 16, 2024. A formal Proposal was not requested as LW Consulting had undertaken the same review in 2021 and the deliverables were essentially the same for both Projects. Notification of the approval of LW Consulting's engagement was provided in an email to the Partners of LW Consulting by the City of Corner Brook Legislative Assistant Gloria Manning on April 3, 2024.

REQUIREMENT TO REVIEW

The terms under which the elected officials of the City of Corner Brook are remunerated are included in the City of Corner Brook *Council Remuneration and Reimbursement Regulations, 2018 (the Regulations)*. Section 15 of these Regulations state:

“In the third year of each Council’s term, Council shall conduct a comparative benchmark exercise to review the current Council remuneration with other municipalities in the Province and those of similar size and circumstances. The benchmarking review shall be conducted by an external and independent third party. Any recommendation for a change in the Council remuneration from such review shall be implemented not prior to the first month of office for the next elected Council.”

In accordance with the requirements of Section 15, the Council initiated the review resulting in this Analysis and Report.

PROJECT OBJECTIVE

As noted above, Section 15 requires that the analysis of the current remuneration be “with other municipalities in the Province and those of similar size and circumstances.” Therefore, the objective of this analysis is to determine whether the Councillors of the City of Corner Brook are being appropriately compensated in comparison to other similar municipalities. It was determined that the analysis would focus on three (3) areas in which a relevant comparison would be made. These are:

- Compensation on a Per Capita basis
- Compensation as a percentage of total revenue
- Compensation as a percentage of that which the legislation authorizes Council to compensate its Councillors.

The basis of the first two (2) criteria is self-explanatory. To ensure the basis of the third criteria is clear, elaboration on the use of the criteria is hereby provided. In undertaking the analysis of the remuneration authorized in this Province, the formula included in the *Councillor Remuneration and Reimbursement Regulations, 2001* will be used. This formula will be used even though two (2) municipalities, the City of Corner Brook and the City of Mount Pearl, are not subject to the restrictions provided by this legislation.

It should also be noted that the formula in the *Councillor Remuneration and Reimbursement Regulations, 2001* refers to “fixed revenue”. As all municipalities included in the analysis are included in the “large” municipalities group as determined by the Department of Municipal and Provincial Affairs, the actual amount used for this calculation is the “total revenue” budgeted by the municipality which includes Provincial Grants.

Further elaboration is included in the “Legislative Authority” section of this Report.

Finally, reference to “total remuneration for Councillors” does not include the amount paid to the Mayor and Deputy Mayor unless specifically noted.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

This Project expands on the 2021 comparison in that it not only provides an assessment of the remuneration currently being received by the Councillors of the City of Corner Brook, but it also provides data on how the level of compensation has changed since the 2021 assessment.

As with the 2021 Project, in addition to an assessment being undertaken of remuneration levels provided to Councillors of the City of Corner Brook with other comparable municipalities within the Province of Newfoundland and Labrador, the assessment was expanded to include the other noted municipalities located in Atlantic Canada.

SCOPE OF WORK

The scope of work for the Council Compensation Review as advised by City Officials includes:

1. Hold discussions with the City of Corner Brook Officials, via Zoom, telephone, email, or in person to obtain any relevant information pertaining to existing compensation, expenses, and benefits per the City of Corner Brook *Council Remunerations and Reimbursement Regulations, 2018*, and to clarify the City’s expectations for the Review.
2. Develop and conduct a survey to obtain information from comparative municipalities within the Province, and other Atlantic Provinces. Information to include:
 - a. Municipalities’ annual budget
 - b. Council remuneration rates, formats, and benefits
 - c. If reviews of remuneration are conducted and, if they are, the method of such reviews
 - d. Frequency and method of adjustment to remuneration
 - e. Policies, if any, on Council attendance at internal committee(s)/external body meetings, conferences, and workshops
 - f. Suggested comparative municipalities to be surveyed are included in the following table. While Grand Falls – Windsor and Gander were not included in the initial selection of municipalities in 2021, they were added after discussions were held with City Officials. They are again included in this assessment.

While the City of Dieppe was included in the 2021 comparison, after many attempts by phone and email, the requested information was not received from them.

Municipality	Province	2021 Population
Corner Brook	Newfoundland & Labrador	19,333
Mount Pearl	Newfoundland & Labrador	22,477
Conception Bay South	Newfoundland & Labrador	27,168
Paradise	Newfoundland & Labrador	22,957
Grand Falls - Windsor	Newfoundland & Labrador	13,853
Gander	Newfoundland & Labrador	11,880
Pictou County	Nova Scotia	20,692
East Hants	Nova Scotia	25,631
Dieppe	New Brunswick	25,384
Charlottetown	Prince Edward Island	38,809

3. Review current and past remuneration and any Council Compensation Reviews previously conducted for the City on remuneration for the Mayor, Deputy Mayor and Councillors.
4. Review of 2024 Budget for the City including pertinent data relating to Council compensation, benefits, and reimbursement for meeting expenses.
5. Review population for the City.
6. Review City of Corner Brook Act and its legislated requirements for the payment of remuneration and reimbursement of expenses incurred in the conduct of City business by the Mayor, Deputy Mayor and Councillors.
7. Review Council Remuneration and Reimbursement Regulations, 2018.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

8. Obtain any other information deemed appropriate for the Review
9. Analysis of all information and data obtained; drafting a Report with recommendations for the consideration of Council with information pertaining to the remuneration paid on a Per Capita basis, percentage of total revenue, other method(s) that may arise out of discussions with the City Officials of Corner Brook or methods used in the surveyed comparative municipalities.
10. Present Report to City Officials for review and recommendations for changes.
11. Finalize Report considering any changes that may arise from discussions with City Officials.

This Scope of Work was to be accomplished in three (3) phases.

Phase One (1) was the Project Initiation which involved discussing the objectives of the review with the City Officials and obtaining appropriate documents pertaining to previous Councillor Remuneration Reviews.

As indicated, the objective of this analysis is to determine whether the Councillors of the City of Corner Brook are being appropriately compensated in relation to other similar municipalities. The analysis focuses on three (3) areas in which a relevant comparison should be made. These are:

- Compensation on a Per Capita basis
- Compensation as a percentage of total fixed revenue
- Compensation as a percentage of that which the legislation authorizes Council to compensate its Councillors.

To achieve these comparisons the following information was compiled from online searches and direct contact with the subject municipalities.

- Current population based on 2021 Census Canada data
- 2024 Budget Revenues
- Current remuneration paid to Mayor, Deputy Mayor and Councillors.

Phase Two (2) was a Leading Practices Review that involved the development of a survey which was conducted with selected municipalities of a reasonably similar population size and circumstances to the City of Corner Brook (19,333). Given the population and magnitude of its budget it was decided to include municipalities located in Newfoundland and Labrador, Nova Scotia, New Brunswick, and Prince Edward Island.

The municipalities included in the survey are included in Table 1 below. As previously indicated, after consideration of the Proposal by Council it was decided to also include the Towns of Gander and Grand Falls-Windsor in the analysis. Even though the population of these municipalities are smaller than Corner Brook, it was deemed that the responsibilities of the Councillors of these municipalities required a comparable level of effort as those in the City of Corner Brook. In addition, they were also deemed appropriate to be included as the basis of the analysis is not absolute, but relative, in that the three (3) criteria are remuneration Per Capita, as a percentage of fixed revenue, and as a percentage of that authorized by the respective remuneration legislation.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

Table 1

Municipality	Province	2021 Population
Mount Pearl	Newfoundland & Labrador	22,477
Conception Bay South	Newfoundland & Labrador	27,168
Paradise	Newfoundland & Labrador	22,957
Gander	Newfoundland & Labrador	11,880
Grand Falls-Windsor	Newfoundland & Labrador	13,853
Pictou, County Municipality	Nova Scotia	20,692
East Hants, District Municipality	Nova Scotia	25,631
Dieppe, City	New Brunswick	25,384
Charlottetown, City	Prince Edward Island	38,803

As previously noted, the requested information was not received from the City of Dieppe despite repeated attempts. Therefore, Dieppe will not be included in the 2024 comparison.

Phase Three (3) of the project was the analysis of the data collected and the drafting of the Report. The data collected for the Report includes:

- The population of the municipality.
- The total revenue budget by each municipality.
- Amount of remuneration paid by the subject municipalities to their Mayor, Deputy Mayor, and Councillors.
- The amount of remuneration paid to Councillors in comparison to that which is permitted by the *Councillor Remuneration and Reimbursement Regulations, 2001* imposed by this Province, or the *City of Corner Brook Councillor Remuneration Regulations, 2018*. It is noted that while the Cities Regulations identifies a fixed amount of remuneration as opposed to a formula as provided for in the provincially imposed Regulations provided for municipalities under the authority of the *Municipalities Act, 1999*, a comparison on this criterion was deemed to be appropriate and relevant.

From this data collected an analysis was undertaken with respect to:

- The amount of remuneration on a Per Capita basis.
- The amount of remuneration paid as a percentage of total revenue.
- Appropriate levels of remuneration based on a Per Capita analysis and as a percentage of total revenue.
- A recommendation of the remuneration to be paid to the Mayor, Deputy Mayor and Councillors.
- A recommendation on when the new recommendations on remuneration should take effect.
- A recommendation on how the remuneration should be adjusted annually, if it is so recommended.
- A recommendation on when remuneration should be reviewed and how it should be reviewed.
- Any other issues that may arise from the Review.

LEGISLATIVE AUTHORITY

The legislative authority provided to municipalities in the Province of Newfoundland and Labrador (NL) is under four (4) separate Acts, the *Municipalities Act, 1999* and the three (3) *Cities Acts*. As previously referenced, municipalities established under the *Municipalities Act, 1999* are authorized to compensate their elected officials under the terms of the *Councillor Remuneration and Reimbursement Regulations, 2001*. This legislation provides a formula under which

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

remuneration to Councillors can be provided as a percentage of the “total fixed revenue” collected by the municipality.

Section 4. of the Regulations states:

The total remuneration paid by a Council to its Councillors in a year shall not exceed:

- (a) 2% of a total fixed revenue of more than \$1,000,000 in the approved budget for the financial year of the Council; or*
- (b) 3% of a total fixed revenue of \$500,000 to \$1,000,000 in the approved budget for the financial year of the Council but shall not exceed \$20,000; or*
- (c) 4% of a total fixed revenue of \$250,000 to less than \$500,000 in the approved budget for the financial year of the Council but shall not exceed \$15,000; or*
- (d) 5% of a total fixed revenue of less than \$250,000 in the approved budget for the financial year of the Council but shall not exceed \$10,000.*

This legislation is significantly different than that of the City of Corner Brook, the City of Mount Pearl, and the other three (3) Atlantic provinces. While the legislation in Corner Brook, Mount Pearl, and the Atlantic provinces are enabling, that provided to municipalities under the *Municipalities Act, 1999* is prescriptive.

Despite the authority under which remuneration is paid, the principle of the authority is that all municipalities can compensate individuals who serve as elected Councillors. It is generally seen as compensation to the individuals for their contribution to Council for time served at Council and Committee meetings. While the method and the terms vary depending on the jurisdiction, it also authorizes Council to reimburse a Councillor for personal expenses incurred in the conduct of municipal business.

As indicated, in the City of Corner Brook, City of Mount Pearl, and the other Atlantic provinces the respective provincial legislation enables the Councils to approve remuneration to their elected officials but does not restrict the amounts through a formula as with municipalities in NL established under the *Municipalities Act, 1999*.

Regulation 3. of the City of Corner Brook *Council Remuneration and Reimbursement Regulations, 2018* authorizes Council, “by two-thirds vote of the Councillors as determined in accordance with section 18 of the Act, pay an annual remuneration to the Mayor, Deputy Mayor, and Councillors, and shall fix the amount paid to each of them.” This is aligned with the authority provided to the City of Mount Pearl and municipalities in other Provinces.

In the Province of New Brunswick, Part 4 of the *Local Governance Act, R.S.N.B., 2017 (the LGA)* defines the powers and duties of Councils in that Province. Section 49 of the Act requires that, if a Council chooses to provide remuneration to its elected officials, it must pass a by-law to that effect. The by-law is to specify the amounts to be paid in annual salaries or other remuneration, as well as any amounts paid as allowances for expenses resulting from the discharge of their duties including attendance at meetings. The passing of this by-law requires a majority vote of Councillors.

In the Province of Nova Scotia, the authority to pay remuneration is like that in New Brunswick. Through the *Municipal Government Act (the MGA)*, Council is authorized to pay remuneration but must specify the amounts paid through a policy of Council.

In the Province of Prince Edward Island, the *Municipal Government Act (the MGA)*, the authority to compensate Councillors is through the adoption of a by-law as in New Brunswick. Through the by-law Council is to establish levels of compensation for attending meetings and other municipal functions as well as reimbursement for expenses incurred during the undertaking of these duties.

It was noted that in Prince Edward Island, unlike either of the other provinces, there is specific reference to the provision of pensions and severance pay.

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It is acknowledged in this Report that the terms “by-law” used in New Brunswick and Prince Edward Island and “policy” used in Nova Scotia are often used interchangeably.

ANALYSIS

The primary analysis undertaken in this Report pertains to the remuneration paid on a Per Capita basis, that paid as a percentage of fixed revenue, and the amount paid as a percentage of what the respective legislation authorizes. It is important to note that the amounts used include remuneration and other allowances and benefits (Group Benefits, Pension/RRSP contributions, Cell Phone packages, and other benefits).

Through the compilation and analysis of the respective legislation and data collected from the subject municipalities it was decided to divide the analysis into two (2) components. It is noted that the comparison to municipalities in the other Atlantic Provinces provides a good perspective on the level of compensation paid to other municipalities in their jurisdictions. That comparison is provided in Table 2 below. A brief analysis of this data follows. However, it is believed that a more relevant comparison would be with other municipalities in this Province. Again, it is important to note that the City of Dieppe did not respond to our repeated requests for information and therefore was not included in the 2024 analysis.

In addition, Section 15 of the *Regulations* under which this review was commissioned specifically states that the comparison be “with other municipalities in the Province and those of similar size and circumstances.” Given the geographic proximity to the municipalities in the other Atlantic Provinces there is some merit to assessing the level of remuneration paid by these municipalities with that paid in Corner Brook. However, the recommendations resulting from this analysis will be limited to the comparison with municipalities in this Province.

Note that there is a slight discrepancy between the values included in the spreadsheets and those shown in the Tables. This variation is attributed to the rounding of amounts in the calculations in the spreadsheet which will carry through the Report. These differences are insignificant and have no material impact on the analysis or the Report.

Also worthy of note is that the value included in the spreadsheet as the Per Capita and percentage of fixed revenue for Councillor is the amount for each Councillor. The total for these categories is the amount provided to all Councillors, excluding the Mayor and Deputy Mayor.

Atlantic Province Municipalities

As is evident from the data collected, the City of Corner Brook is relatively comparable to most of the municipalities in the other Atlantic Provinces. While it has the smallest population, it places fourth in the annual fixed revenue.

To enable for an accurate comparison of the data contained in Table 2, the following information must be considered.

- The number of Councillors in each municipality are:
 - Corner Brook – 7
 - Pictou County – 12
 - East Hants – 11
 - Charlottetown – 10 (Mayor Full Time Position)
- While both East Hants and Pictou County are municipalities incorporated to deliver services to their residents, they are structured as regional entities covering a large geographic area encompassing smaller rural communities.
- Other Allowances/Benefits included such expenditure as Group Benefits, Pension/RRSP contributions, Cell Phone packages, and other benefits but did not include funds received by Councillors as reimbursements for personal expenditure.
- For consistency and comparison purposes, the “Amount Permitted” is calculated as 2% of the Total Revenue fixed by each municipality.

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Table 2

CITY OF CORNER BROOK
COUNCILLOR REMUNERATION REVIEW 2024

	Corner Brook		Pictou County		East Hants		Charlottetown		Average	
Population	19,333		20,692		25,631		38,809		26,116	
Year	2021	2024	2021	2024	2021	2024	2021	2024	2021	2024
Fixed Revenue	36,558,400	39,197,890	29,012,750	44,508,189	31,776,795	48,190,179	59,684,248	80,908,063	39,258,048	53,201,080
Reviews Conducted	YES	YES	YES (1)	YES	YES (1)	YES	YES	YES		
Remuneration Policies	YES	YES	YES	YES	YES	YES	YES	YES		
Mayor Remuneration	34,500	39,300	59,256	66,578	55,503	64,411	74,899	83,490	56,040	63,445
Deputy Mayor Remuneration	24,000	27,120	27,360	30,742	35,579	41,289	41,997	46,814	32,234	36,491
Councillor Remuneration	22,500	25,380	22,994	25,835	28,463	33,030	38,450	42,860	28,102	31,776
Total Councillor Remuneration	112,500	126,900	229,940	258,350	256,167	297,270	346,050	385,740	236,164	267,065
Other Benefits / Allowances (4)	18,984	51,396	31,815	105,096	82,830	47,809	56,711	109,366	47,585	78,417
Total Remuneration	189,984	244,716	348,371	460,766	430,079	450,779	519,657	625,410	372,023	445,418
Amount Permitted (4)	731,168	783,958	580,255	890,164	635,536	963,804	1,193,685	1,618,161	785,161	1,064,022
% of Permitted (4)	25.98%	31.22%	60.04%	51.76%	67.67%	46.77%	43.53%	38.65%	49.31%	42.10%
\$ per capita Mayor	1.78	2.03	2.86	3.22	2.17	2.51	1.93	2.15	2.19	2.48
\$ per capita Deputy Mayor	1.24	1.40	1.32	1.49	1.39	1.61	1.08	1.21	1.26	1.43
\$ per capita Councillor	1.16	1.31	1.11	1.25	1.11	1.29	0.99	1.10	1.09	1.24
\$ per capita Total	9.83	12.66	16.84	22.27	16.78	17.59	13.39	16.12	14.21	17.16
% of fixed revenue Mayor	0.09%	0.10%	0.20%	0.15%	0.17%	0.13%	0.13%	0.10%	0.15%	0.12%
% of fixed revenue Deputy Mayor	0.07%	0.07%	0.09%	0.07%	0.11%	0.09%	0.07%	0.06%	0.09%	0.07%
% of fixed revenue Councillor	0.06%	0.06%	0.08%	0.06%	0.09%	0.07%	0.06%	0.05%	0.07%	0.06%
% of fixed revenue Total	0.52%	0.62%	1.20%	1.04%	1.35%	0.94%	0.87%	0.77%	0.99%	0.84%

Primary Analysis Criteria

It is noted that Charlottetown is a City and provides municipal services like the City of Corner Brook. However, both the Municipality of Pictou County and the Municipality of East Hants are regional or district municipalities which provide services to smaller rural communities. Based on this information, it is concluded that these municipal organizations are not appropriate to be utilized as comparisons for the City of Corner Brook and therefore, as previously indicated, the primary analysis of the data compiled from the municipal entities located in other Provinces will not form the basis of any recommendations contained in this Report.

However, for comparison purposes, the following analysis is provided.

It is important to note that the data collected pertaining the amount authorized by the *Councillor Remuneration and Reimbursement Regulations, 2001* is contained in this Table although it has no legal relevance. It is merely included for information and comparison purposes.

Comments on the data collected from the Atlantic Province municipalities are limited to remuneration on a “Per Capita basis” and remuneration as a “percentage of local revenue”.

Per Capita Basis

The Total Per Capita remuneration paid to Councillors in Corner Brook is lower than all the Atlantic counterparts included in this survey. Table 2 shows that Corner Brook is below the average, and well below the highest. As with the 2021 comparison, it is interesting to note that the municipal entity providing the highest Per Capita remuneration (Pictou County) is not providing the highest total remuneration (Charlottetown). This data is impacted by, among other factors, local revenue, population, and the number of Councillors.

The average of the data included shows that Councillors are compensated in the amount of

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

\$17.16 per resident. This is an increase of almost \$3.00 per resident since 2021. Currently, at \$12.66, the total Councillor remuneration for the City of Corner Brook is \$244,716. The following Table contains the amount of compensation that is currently being received or would be received at the various rates at the current population of 19,333.

Table 3

Position	Current	Low	High	Average
Rate	12.66	12.66	22.27	17.16
Compensation	\$244,756	\$244,756	\$430,546	\$331,754

Percentage of Total Fixed Revenue Basis

As with the Per Capita comparison, an analysis on this criterion shows that the Councillors of the City of Corner Brook are receiving remuneration below the subject municipality average. This is depicted in the following Table.

Table 4

Position	Current	Low	High	Average
Rate	.62	.62	1.03	.84
Compensation	\$243,027	\$243,027	\$403,738	\$329,262

As depicted in Table 4, at .62%, the remuneration paid as a percentage of total revenue to the Councillors in Corner Brook is lower than the average of the Atlantic Province municipalities, and considerably lower than the highest.

When considering the methods of comparison, both methods demonstrate that the Councillors in Corner Brook are comparably below the average than their counterparts in the Atlantic Canada municipalities.

To reiterate, the details provided in this section are for information purposes only and will not be factored into any recommendations contained in the Report.

Within Province Municipalities

Throughout the following analysis several Charts will be used to illustrate the results of the data collected. To enhance the legibility of the charts the names of the respective municipalities have been abbreviated. Also, as the data in this Report includes that compiled during both the 2021 and the 2024 comparison, the relevant year is identified with the abbreviated name. This applies to the Charts only. Therefore, for information purposes, the following Table contains the municipality with the relevant year as depicted in the Chart. A component of the analysis includes a comparison to the average of the data compiled and the number “AVG” on the Charts contains this average.

Table 5

Municipality	Year	Chart Number
Corner Brook	2021	CB-21
Corner Brook	2024	CB-24
Mount Pearl	2021	MP-21
Mount Pearl	2024	MP-24
Conception Bay South	2021	CBS-21
Conception Bay South	2024	CBS-24
Paradise	2021	PAR-21
Paradise	2024	PAR-24
Gander	2021	GAN-21
Gander	2024	GAN-24
Grand Falls-Windsor	2021	GFW-21
Grand Falls-Windsor	2024	GFW-24
Average	2021	AVG-21
Average	2024	AVG-24

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The subject municipalities included in this Report are established by three (3) separate pieces of legislation. They are the *City of Corner Brook Act*, the *City of Mount Pearl Act*, and the *Municipalities Act, 1999*. Accordingly, the authority provided to the subject municipalities to compensate their Councillors is also contained in three (3) separate pieces of legislation. While governed by separate legislation, the authority contained within is similar enough to arrive at appropriate and defensible comparisons.

A significant distinction in the remuneration legislation is that while the Cities of Corner Brook and Mount Pearl authorize its Council to establish a “fixed” amount of remuneration to be paid to its elected officials, the other municipalities are provided a formula, included previously in this Report, whereby the amount of remuneration paid is dependent on the amount of local fixed revenue generated by the municipality. As previously indicated, for the purpose of this analysis, the total revenue of the municipality will be used rather than the local fixed revenue.

Also worthy of note is that all municipalities included in the analysis have a complement of seven (7) elected officials except for Conception Bay South which has nine (9) elected officials.

While this distinction provides a different mechanism through which levels of remuneration are determined, the analysis of the data collected will not factor in this mechanism. The analysis will focus on the result of the mechanism, that being the amount of remuneration paid, and not the mechanism itself.

Table 6 contains the primary data on which the analysis is undertaken.

Table 6
CITY OF CORNER BROOK
COUNCILLOR REMUNERATION REVIEW

	Municipality												Average	
	Corner Brook		Mount Pearl		CBS		Paradise		Gander		GFW		19,611	
Population	19,333		22,477		27,168		22,957		11,880		13,853		19,611	
Year	2021	2024	2021	2024	2021	2024	2021	2024	2021	2024	2021	2024	2021	2024
Fixed Revenue	36,558,400	39,197,890	53,318,000	58,483,356	36,456,806	42,512,455	37,971,665	41,880,716	18,633,850	23,277,798	20,054,152	21,230,391	33,832,146	37,763,768
Reviews Conducted	YES	YES	NO	NO	NO	NO	NO	YES	NO	NO	YES	NO		
Remuneration Policies	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES		
Mayor Remuneration	34,500	39,300	57,974	60,317	46,079	46,079	45,252	45,252	45,460	49,080	47,558	49,730	46,137	48,293
Deputy Mayor Remuneration	24,000	27,120	43,086	44,827	32,085	32,085	36,684	36,684	33,353	36,088	32,426	33,907	33,606	35,119
Councillor Remuneration	22,500	25,380	38,646	40,208	30,142	30,142	35,736	35,736	30,779	33,303	27,238	28,482	30,840	32,209
Total Councillor Remuneration	112,500	126,900	193,230	201,040	210,994	210,994	178,680	178,680	153,895	166,515	136,190	142,410	164,248	172,684
Other Benefits / Allowances	18,984	51,396	49,000	56,000	54,000	54,000	35,000	42,000	12,169	79,702	58,444	6,164	37,933	48,210
Total Remuneration	189,984	244,716	343,290	362,184	343,158	343,158	295,616	302,616	244,877	331,385	274,618	232,211	281,924	302,712
Amount Permitted	731,168	783,958	1,066,360	1,169,667	729,136	850,249	759,433	837,614	372,677	465,556	401,083	424,608	676,643	755,275
% of Permitted	25.98%	31.22%	32.19%	30.96%	47.06%	40.36%	38.93%	36.13%	65.71%	71.18%	68.47%	54.69%	41.67%	40.08%
\$ per capita Mayor	1.78	2.03	2.58	2.68	1.70	1.70	1.97	1.97	3.83	4.13	3.43	3.59	2.53	2.69
\$ per capita Deputy Mayor	1.24	1.40	1.92	1.99	1.18	1.18	1.60	1.60	2.81	3.04	2.34	2.45	1.85	1.96
\$ per capita Councillor	1.16	1.31	1.72	1.79	1.11	1.11	1.56	1.56	2.59	2.80	1.97	2.06	1.70	1.78
\$ per capita Total	9.83	12.66	15.27	16.11	12.63	12.63	12.88	13.18	20.61	27.89	19.82	16.76	15.77	16.41
% of fixed revenue Mayor	0.09%	0.10%	0.11%	0.10%	0.13%	0.11%	0.12%	0.11%	0.24%	0.21%	0.24%	0.23%	0.14%	0.15%
% of fixed revenue Deputy Mayor	0.07%	0.07%	0.08%	0.08%	0.09%	0.08%	0.10%	0.09%	0.18%	0.16%	0.16%	0.16%	0.10%	0.11%
% of fixed revenue Councillor	0.06%	0.06%	0.07%	0.07%	0.08%	0.07%	0.09%	0.09%	0.17%	0.14%	0.14%	0.13%	0.09%	0.10%
% of fixed revenue Total	0.52%	0.62%	0.64%	0.62%	0.94%	0.81%	0.78%	0.72%	1.31%	1.42%	1.37%	1.09%	0.89%	0.94%

Primary Analysis Criteria

The criteria on which the analysis contained in this Report is based is:

- Remuneration on a Per Capita basis
- Remuneration as a percentage of total fixed revenue
- Remuneration as a percentage of legislative authority

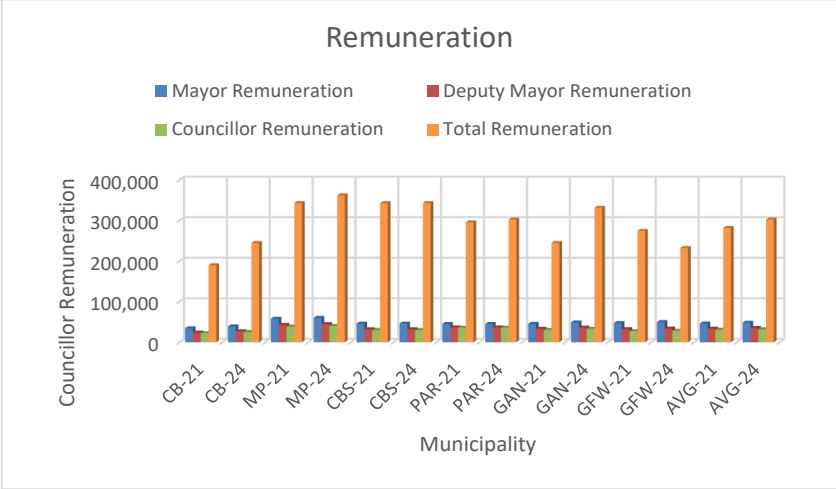
As previously indicated, it is important to note that the figures included in the various Tables may vary slightly from those appearing in other Tables due to rounding of the figures used in

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the calculations. The differences are minor and in no way negatively impact the analysis or recommendations.

Chart 1 below contains the amount of remuneration paid to the Mayor, Deputy Mayor, individual Councillors, and the total paid by the respective municipality. The amount paid to the Mayor is illustrated in blue, the Deputy Mayor in red, the Councillors in green, and the total in orange.

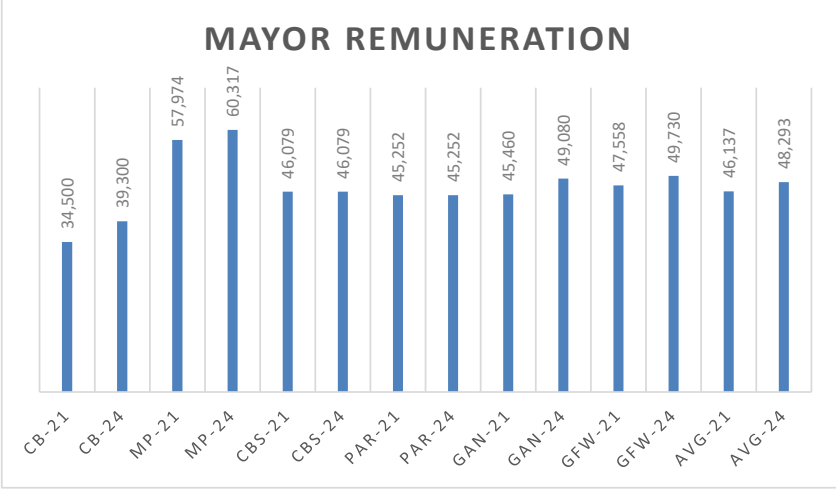
Chart 1



As the Chart illustrates, the total remuneration paid to elected officials by the City of Corner Brook is lower than all other subject municipalities. This data will be reflected throughout this section of the analysis.

To better illustrate this data, the following Charts are included depicting the specific offices, as well as the total remuneration paid. This information is provided to demonstrate that the elected officials in all positions with the City of Corner Brook receive lower compensation than their counterparts. No further analysis of this data will be provided in this section as the following detailed evaluation is based on the three criteria previously noted.

Chart 2



CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

Chart 3

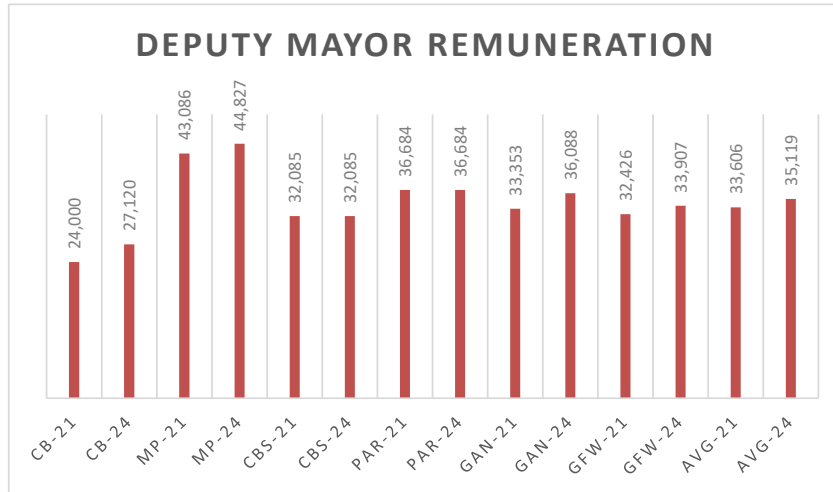


Chart 4

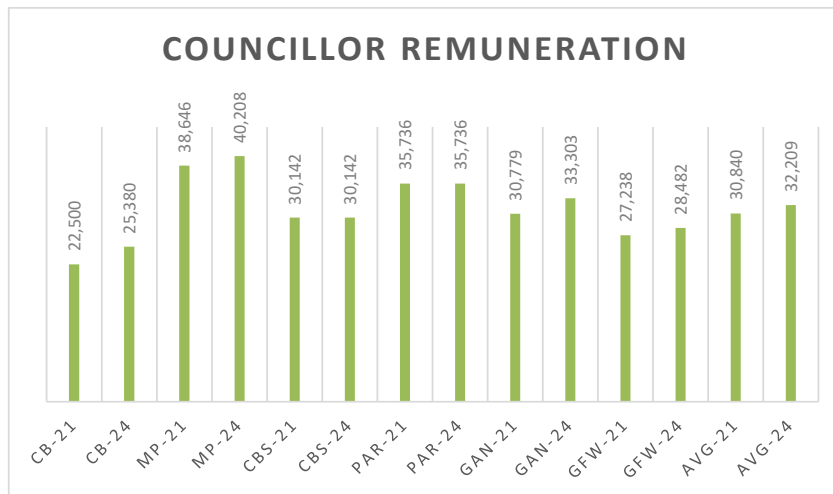
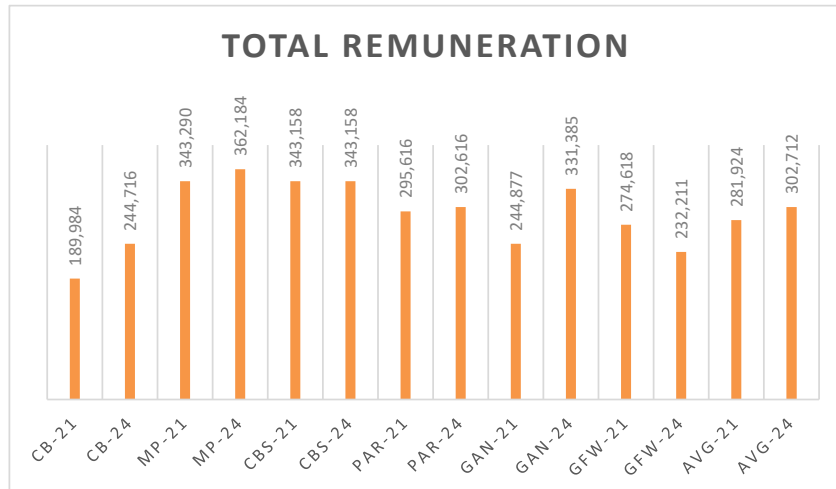


Chart 5

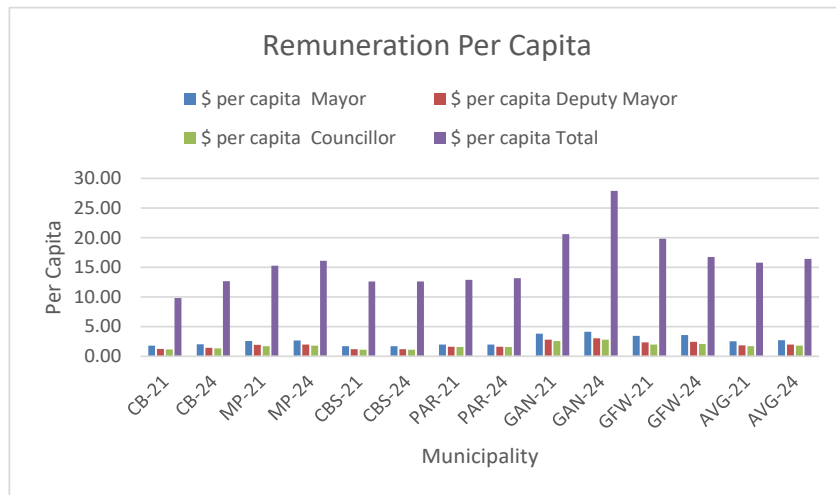


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Per Capita Basis

The results of the Per Capita analysis are contained in Chart 6 below. As in the previous Charts, this illustrates that the remuneration paid on a Per Capita basis in Corner Brook is lower than that paid in the other municipalities except for the Town of Conception Bay South. For the analysis and determining appropriate recommendations, an evaluation is undertaken on a position basis. While it is recognized that a division between offices within a municipality is important, determining the level of remuneration in relation to the counterpart office will form the basis of this analysis.

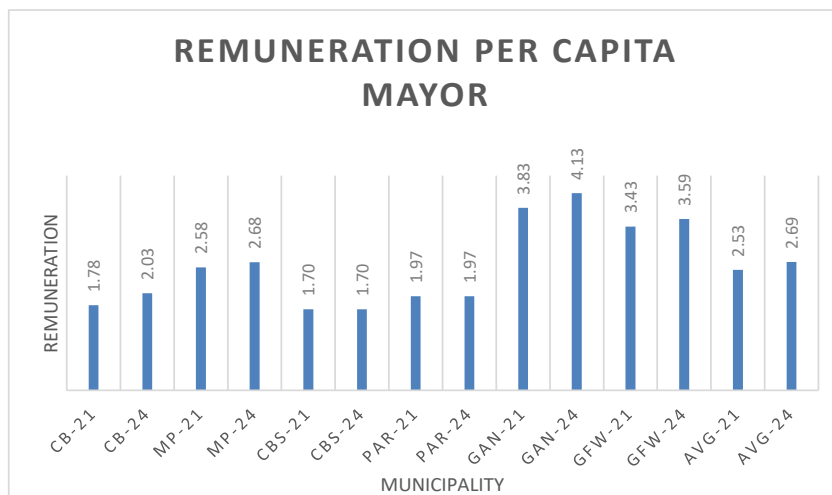
Chart 6



Mayor

The comparison of the remuneration paid to the Mayor of Corner Brook on a Per Capita basis is illustrated in Chart 7. This demonstrates that the Mayor receives lower remuneration Per Capita than all other comparable Mayors except for Conception Bay South and Paradise.

Chart 7



CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

As the Chart indicates, the Per Capita remuneration paid to the Mayor of Corner Brook is lower than all other subject municipalities except for Conception Bay South and Paradise.

The data included shows that while the Mayor of Corner Brook is compensated in the amount of \$2.03 per resident, the average remuneration for Mayors is \$2.69 per resident.

The following Table contains the amount of compensation that is currently being received or would be received at the various Per Capita rates at the current population of 19,333. Also included are the results from the 2021 comparison. Again, note that rounding of the data used results is slightly different outcomes.

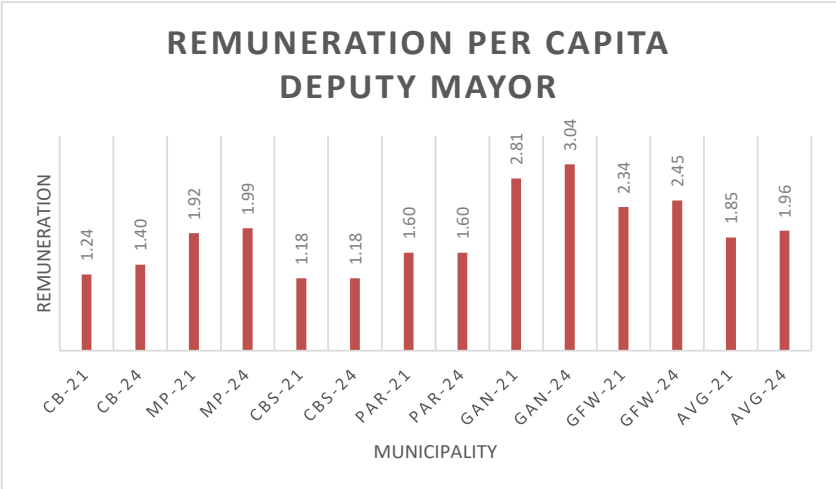
Table 7

Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	1.78	2.03	1.70	1.70	3.83	4.13	2.53	2.69
Compensation	\$34,413	\$39,246	\$32,866	\$32,866	\$74,045	\$79,845	\$48,912	\$50,006

Deputy Mayor

The comparison of the remuneration paid to the Deputy Mayor of Corner Brook on a Per Capita is illustrated in Chart 8. This demonstrates that the Deputy Mayor receives lower remuneration Per Capita than in all other comparable municipalities except for Conception Bay South.

Chart 8



As the Chart indicates, the Per Capita remuneration paid to the Deputy Mayor of Corner Brook is lower than all other subject municipalities except for Conception Bay South.

The data included shows that while the Deputy Mayor of Corner Brook is compensated in the amount of \$1.40 per resident, the average remuneration for Deputy Mayors is \$1.96 per resident.

The following Table contains the amount of compensation that is currently being received or would be received at the various Per Capita rates at the current population of 19,333. For comparison purposes, also included is the 2021 data.

Table 8

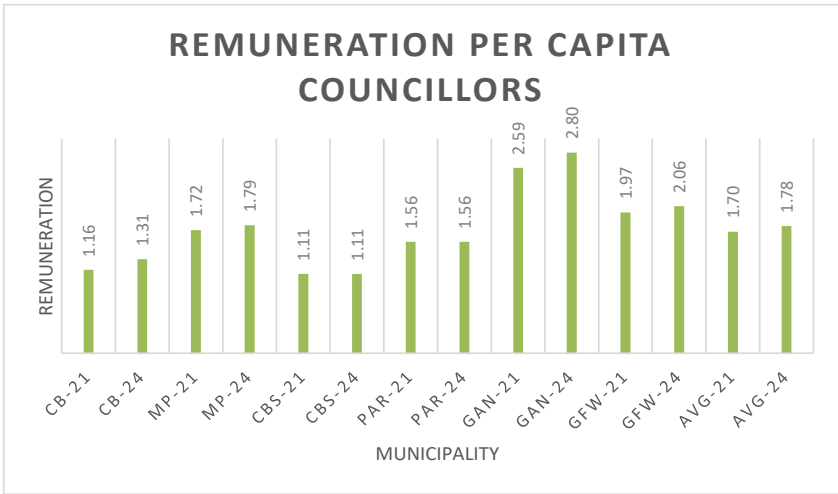
Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	1.24	1.40	1.18	1.18	2.81	3.04	1.85	1.96
Compensation	\$23,973	\$27,066	\$22,813	\$22,813	\$54,326	\$58,772	\$35,766	\$37,893

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Councillor

The comparison of the remuneration paid to the individual Councillors of Corner Brook on a Per Capita basis is illustrated in Chart 9. As with the previous two (2) positions, this demonstrates that the Councillors receive lower remuneration Per Capita than in all other comparable municipalities except for Conception Bay South.

Chart 9



As the Chart indicates, the Per Capita remuneration paid to the Councillors, as with the Mayor and Deputy Mayor of Corner Brook, is lower than all other subject municipalities except for Conception Bay South.

The data included shows that while the Councillors of Corner Brook are compensated in the amount of \$1.31 per resident, the average remuneration for Councillors is \$1.78 per resident.

The following Table contains the amount of compensation that is currently being received or would be received at the various Per Capita rates at the current population of 19,333. For comparison purposes, also included is the 2021 data.

Table 9

Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	1.16	1.31	1.11	1.11	2.59	2.80	1.70	1.78
Compensation	\$22,426	\$25,326	\$21,460	\$21,460	\$50,072	\$54,132	\$32,866	\$34,413

Percentage of Total Fixed Revenue Basis

The second criteria on which an analysis of the remuneration being paid in Corner Brook is as a percentage of the total fixed revenue. As in the analysis undertaken on a Per Capita basis, the following Chart illustrates that the elected officials in Corner Brook are compensated lower than their counterparts.

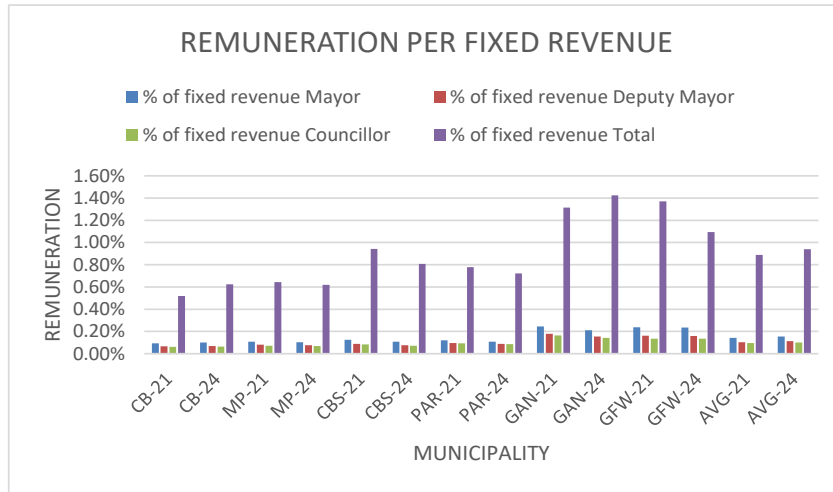
The results of the analysis will also be depicted on each position as with the Per Capita comparison.

The calculation as the percentage of total fixed revenue is based on revenue in the amount of \$39,197,890.

As with the previous analysis, there will be slight differences in the resulting values that are contained in Table 6 due to the rounding of figures.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

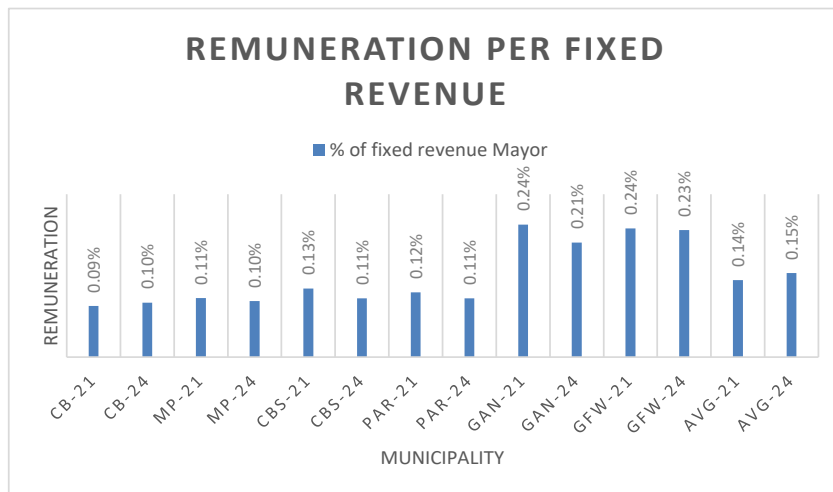
Chart 10



Mayor

As with the Per Capita comparison, the comparison of the remuneration paid to Mayors as a percentage of total revenue shows that the Mayor of Corner Brook is below the comparison municipalities average. This is depicted in the following Chart.

Chart 11



As depicted in Table 10, at .10%, the remuneration paid as a percentage of total revenue to the Mayor of Corner Brook is lower than that of their counterparts except for Mount Pearl.

The average of the data included shows that while the Mayor of Corner Brook is compensated in the amount of .10 as a percentage of total revenue, the average remuneration for Mayors is .15%.

Table 10

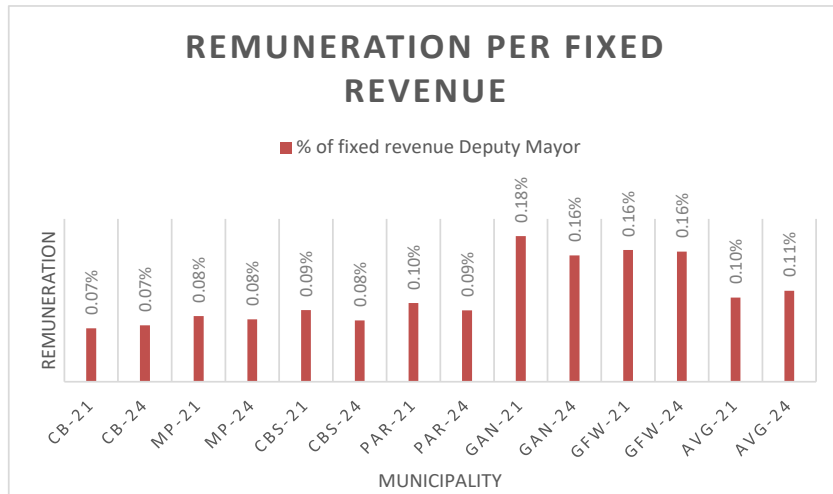
Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	.09	.10	.09	.10	.24	.23	.14	.15
Compensation	\$35,278	\$39,198	\$35,278	\$39,198	\$94,291	\$90,155	\$54,877	\$58,797

Deputy Mayor

The comparison of the remuneration paid to Deputy Mayors as a percentage of total revenue shows that the Deputy Mayor of Corner Brook is below the comparison municipalities average. This is depicted in the following Chart.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

Chart 12



As depicted in Table 11, at .07%, the remuneration paid as a percentage of total revenue to the Deputy Mayor of Corner Brook is lower than that of their counterparts. For calculation purposes the value used is .0694%. This is to distinguish the value used for the Councillor calculation which is .0647%.

The average of the data included shows that while the Deputy Mayor of Corner Brook is compensated in the amount of .07 as a percentage of total revenue, the average remuneration for the Deputy Mayors is .11%.

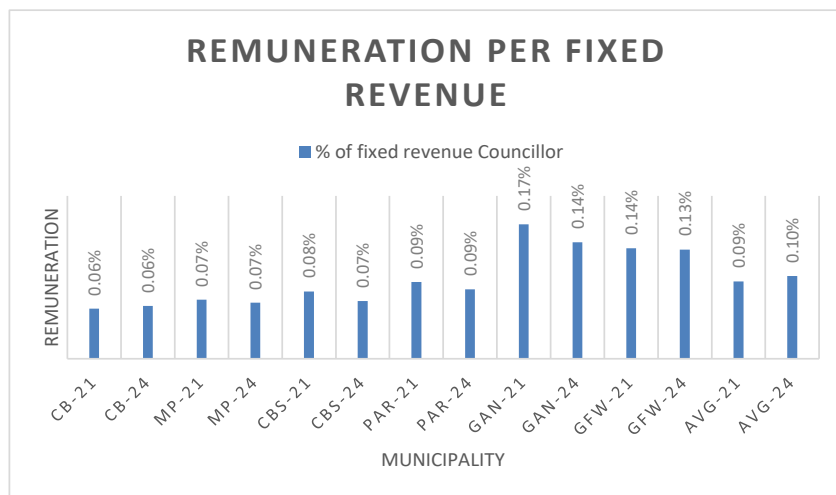
Table 11

Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	.07	.07	.07	.07	.18	.16	.10	.11
Compensation	\$27,125	\$27,125	\$27,125	\$27,125	\$70,669	\$62,717	\$39,198	\$43,118

Councillor

As with the previous offices, the comparison of the remuneration paid to individual Councillors as a percentage of total revenue shows that the Councillors of Corner Brook are below the comparison municipalities average. This is depicted in the following Chart.

Chart 12



CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

As depicted in Table 12, at .06%, the remuneration paid as a percentage of fixed revenue to the Councillors of Corner Brook is lower than that of their counterparts. As previously noted, the value used for the calculation is .0647%.

The average of the data included shows that while the Councillors of Corner Brook are compensated in the amount of .06 as a percentage of total revenue, the average remuneration for Councillors is .10%.

Table 12

Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	.06	.06	.06	.06	.17	.14	.09	.10
Compensation	\$25,361	\$25,361	\$25,361	\$25,361	\$66,730	\$54,877	\$35,278	\$39,198

Percentage of Legislative Authority

As previously indicated, it is recognized that the City of Corner Brook and the City of Mount Pearl are not subject to the restrictions imposed by the *Councillor Remuneration and Reimbursement Regulations*. Therefore, the significance of this component of the analysis is lower than that of the comparison on the former criteria. However, to facilitate this comparison, the principles of these *Regulations* will be used in this analysis.

The *Councillor Remuneration and Reimbursement Regulations, 2001* defines the formula to be used by municipalities established under the *Municipalities Act, 1999* in determining the level of remuneration to be paid to its elected officials. While it does not specify the amount to be paid, it does provide a maximum compensation based on the amount of fixed revenue collected by the municipality. “Fixed revenue” is defined as “revenue raised from municipal taxes, municipal operating grants, grants in lieu and other assured revenues other than subsidies paid by the province to a Council”. As previously noted, all municipalities included in this analysis are deemed to be within the “large” municipality category by the Department and financially supported on the same basis. Therefore, the revenue used in this method of evaluation is the total revenue included in each municipality 2024 budget.

The formula identifies revenue levels with the greater the level of fixed revenue, the lower the percentage of this revenue to be paid in remuneration. As all subject municipalities have a fixed revenue greater than \$1,000,000, they are all subject to the cap of 2% of this fixed revenue in determining an appropriate level of remuneration. This factor is also taken into consideration in determining that the evaluation on this criterion is relevant.

The following Table illustrates that of the amount of remuneration permitted, or would be permitted, by the *Regulations*. It shows that the City of Corner Brook pays only 31.22% of that authorized.

Table 13

Year	CB-21	CB-24	MP-21	MP-24	CBS-21	CBS-24	PAR-21	PAR-24	GAN-21	GAN-24	GFW-21	GFW-24	AVG-21	AVG-24
Fixed Revenue	36,558,400	39,197,890	53,318,000	58,483,356	36,456,806	42,512,455	37,971,665	41,880,716	18,633,850	23,277,798	20,054,152	21,230,391	33,832,146	37,763,768
Total Remuneration	189,984	244,716	343,290	362,184	343,158	343,158	295,616	302,616	244,877	331,385	274,618	232,211	281,924	302,712
Amount Permitted	731,168	783,958	1,066,360	1,169,667	729,136	850,249	759,433	837,614	372,677	465,556	401,083	424,608	676,643	755,275
% of Permitted	25.98%	31.22%	32.19%	30.96%	47.06%	40.36%	38.93%	36.13%	65.71%	71.18%	68.47%	54.69%	41.67%	40.08%

It is evident from the data in this Table that the remuneration paid in Corner Brook falls below the provincial average for comparable municipalities, and significantly below its permitted level. While the total remuneration is \$244,716, the *Regulations* permit as much as \$783,958.

As with the other comparison criteria, Table 14 below identifies where the City of Corner Brook is with respect to other municipalities in the province. As the municipality availing of the

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

lowest percentage of that permitted remuneration in the amount of \$244,716 is being paid to its elected officials. Applying the highest would result in payments totaling \$558,021. The average of 40.08% would increase payments to Councillors by approximately \$69,458 to \$314,210.

Table 14

Position	2021	2024	2021 Low	2024 Low	2021 High	2024 High	2021 Average	2024 Average
Rate	25.98%	31.22%	25.98%	31.22%	68.47%	71.18%	41.67%	40.08%
Compensation	\$189,957	\$244,752	\$189,957	\$244,752	\$500,631	\$558,021	\$304,678	\$314,210

RECOMMENDATION

LW Consulting was engaged by the Council for the City of Corner Brook to assess the level of remuneration paid to its Councillors. The objective of the project was to determine if the compensation paid to the Councillors of the City was comparable to their counterparts in other selected municipalities. It was initially decided that the municipalities included in the study would consist of towns both within and outside the Province. However, as the analysis progressed, it was decided that, even though the information was compiled from the identified municipalities in the other Atlantic Provinces, only those selected municipalities from within this Province would be used to determine appropriate levels of compensation.

The data compiled from the other Atlantic Province municipalities is included in Table 2 and is provided for information purposes.

In accordance with the Proposal approved by Council, the quantifiable factors contained in this Report include the remuneration paid on a Per Capita basis, that paid as a percentage of total fixed revenue, and that paid as a percentage of what the *Councillor Remuneration and Reimbursement Regulations* authorize.

In addition to the results of the municipal surveys, there were two primary factors considered in determining an appropriate recommendation for this compensation review.

First, the expenditure of public funds is always under close scrutiny by the residents of a community. With the increasing cost of delivering municipal service and programs, the decision by the Councillors to increase the level of their remuneration is perceived by many to be a self-serving act. Few residents support an increase in the level of compensation and the expenditure of public funds on remuneration when there are so many other demands on the use of these funds. Regrettably, this opinion is formed by many who have no real appreciation for the level of effort required by elected officials in providing the guidance and policy direction to municipal official officials in the delivery of services and programs.

This leads to the second factor considered in determining an appropriate recommendation. One component of the 2021 review was to canvass the elected officials to determine the level of effort required of them in their respective offices. As determined in that review, the level of effort is significant, and comparable to that of their counterparts in the other participating municipalities.

Therefore, despite the usual public opposition to the increase in remuneration levels and taking into consideration the comparable level of effort required of elected officials in the City of Corner Brook, as with the review undertaken in 2021, it is evident from all components of this research that an increase in remuneration is easily substantiated for the City of Corner Brook. In all categories the amount paid fell below that paid to their counterparts in other municipalities.

The demands on a Municipal Councillors time are significant. The time spent attending Council and committee meetings, community functions, and just having daily interactions with residents requires a major commitment. However, it is a commitment they are quite prepared to make.

From the involvement of the Partners of LW Consulting as CAO’s with two (2) of the surveyed municipalities, the sector in general, and the City of Corner Brook in particular, this level of commitment can easily be attested.

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

An additional issue to be determined is the difference between the levels of compensation paid between the Mayor, Deputy Mayor, and the Councillors. Not only should each office be compensated comparable to their counterparts in other municipalities, but the compensation should also be fair and reasonable in relation to the other offices at the City.

To establish appropriate levels of compensation for all offices, political sensitivities must be factored into the recommendation. A recommendation to increase remuneration, and the amount of the increase, can be linked to either of the two (2) primary evaluation criteria – (1) Per Capita or (2) as a percentage of fixed revenue, or on the average paid by all participating municipalities. On the basis that an increase in remuneration can be easily justified, the decision remained as to what criteria to base the recommended increase on.

After much consideration it was determined that to base the recommended increase on the percentage of fixed revenue criteria would have resulted in a significantly greater increase in remuneration. It was also determined that the use of the Per Capita method would have resulted in increases that would likely be unpopular with the residents. Therefore, considering the political sensitivities associated with elected officials approving an increase in the level of their own compensation, it was decided to base the recommendation on the average of compensation paid to the participating municipalities as determined by the Per Capita basis analysis. The amount recommended using this approach is slightly lower than if the actual Per Capita amounts were used due to the population of the City of Corner Brook (19,333) is slightly lower than the average of the participating municipalities (19,611).

Recommendation 1 pertains to the level of remuneration to be paid to the Councillors of the City of Corner Brook.

Recommendation 1

It is recommended that an adjustment be made to the level of remuneration paid to Councillors of the City of Corner Brook from the current \$25,380 annually to \$32,209 annually.

Recommendation 2 pertains to the level of remuneration to be paid to the Deputy Mayor of the City of Corner Brook.

Recommendation 2

It is recommended that an adjustment be made to the level of remuneration paid to the Deputy Mayor of the City of Corner Brook from the current \$27,066 annually to \$35,119 annually.

Recommendation 3 pertains to the level of remuneration to be paid to the Mayor of the City of Corner Brook.

Recommendation 3

It is recommended that an adjustment be made to the level of remuneration paid to the Mayor of the City of Corner Brook from the current \$39,246 annually to \$48,293 annually.

These recommended increases not only align the remuneration paid to the elected officials in the City of Corner Brook with their counterparts within the Province, but it also results in an appropriate separation between the remuneration paid to the Mayor, Deputy Mayor, and Councillors. With the support of the data compiled during this analysis, this is believed to be a very defensible position.

The summary of the Recommendations is contained in Table 15.

Table 15

Remuneration	Mayor	Deputy Mayor	Councillor
Current	39,300	27,120	25,380
Proposed	48,293	35,119	32,209

The levels of remuneration recommended in this Report reflect the appropriate amounts based on the current level of remuneration paid to the counterparts in the other municipalities. The following Table illustrates the recommended level of remuneration compared to the

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

remuneration received by the other elected officials in the other comparable municipalities.

Table 16

	Corner Brook	Mount Pearl	CBS	Paradise	Gander	GFW	Average
Population	19,333	22,477	27,168	22,957	11,880	13,853	19,166
Mayor Remuneration	48,293	60,317	46,079	45,252	49,080	49,730	48,293
Deputy Mayor Remuneration	35,119	44,827	32,085	36,684	36,088	33,907	35,119
Councillor Remuneration	32,209	40,208	30,142	35,736	33,303	28,482	32,209

The total compensation resulting from these recommendations will increase from the current \$244, 716, which includes remuneration and other benefits and allowances, to \$295,853. This represents an overall increase of \$51,137.

The City of Corner Brook *Council Remuneration and Reimbursement Regulations, 2018* state that any recommended increases, as included in Table 15, are to take effect the first of the month following the next Council election which is scheduled for September of 2025. It is also recommended that these rates be reviewed, and if required, adjusted annually in accordance with the Consumer Price Index for the Corner Brook region. This will provide an annual adjustment to Councillor remuneration with a re-evaluation being conducted as required by the current City of Corner Brook *Council Remuneration and Reimbursement Regulation, 2018*. It will also minimize the magnitude of the adjustment required from an adjustment resulting from an analysis every four (4) years.

Recommendation 4 pertains to an annual adjustment of the level of remuneration being in accordance with the Consumer Price Index for the Corner Brook region.

Recommendation 4

It is recommended that the level of remuneration included in the City of Corner Brook *Council Remuneration and Reimbursement Regulation, 2018* be adjusted annually in accordance with the Consumer Price Index for the Corner Brook region and that the current provision of Section 15 of the City of Corner Brook *Council Remuneration and Reimbursement Regulations, 2018* be maintained in the revised City of Corner Brook *Council Remuneration and Reimbursement Regulations, 2021*

CONCLUSION

LW Consulting thanks Council for the opportunity to assist with the review of the level of remuneration paid to its Councillors. The recommended levels of payment will result in the Councillors for the City of Corner Brook being compensated comparable to similar municipalities. It should be emphasized that the methodology used in determining this level of compensation is based on the average remuneration paid as a percentage of total fixed revenue. This approach results in actual compensation that is comparable to the municipality average and on what is believed to reflect the municipalities capacity to pay. Of course, being the average, some of the subject municipalities are receiving a higher level of remuneration as determined by the criteria applied. However, the results of the analysis demonstrate that the recommendations align elected officials in Corner Brook with their counterparts and provide an appropriate separation between the various offices.

The City of Corner Brook is the regional hub for the western part of the Province. Therefore, it is crucial that the City compensate its elected officials appropriately to attract the individuals with the capacity and skill set to guide and direct the City of Corner Brook into a prosperous future.

We trust that the expectations of Council in engaging LW Consulting in this process has been

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

met and look forward to working with the Council and Staff of the City of Corner Brook in the future.

Respectfully Submitted,

Dan Noseworthy, B. Comm (Hons)



Gerard Lewis, MMC



LW Consulting

CITY OF CORNER BROOK: COUNCILLOR REMUNERATION REVIEW 2024

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Council Remuneration and Reimbursement Regulations, 2018

Pursuant to authority conferred by Section 18 of *The City of Corner Brook Act*, Chapter C-15, RSN 1990, the Council of the City of Corner Brook, in a session convened on the 19th day of November 2018, hereby passes and enacts the following Council Remuneration and Reimbursement Regulations:

Regulations

1. These regulations may be cited as the City of Corner Brook Council Remuneration and Reimbursement Regulations 2018.
2. Interpretation: In these regulations, unless the context otherwise requires:
 - a. "Act" means The City of Corner Brook Act;
 - b. "City Clerk" means a City Clerk appointed as such pursuant to the provisions of the Act;
 - c. "Council" means a City Council pursuant to the provisions of the Act;
 - d. "Leave of Absence" means a period of time during which a Councillor is not involved with the activities of Council with the approval of Council and without remuneration for the period of the approved leave of absence;
 - e. "Councillor" includes the Mayor, Deputy Mayor and Councillors.
3. Council may, by two-thirds vote of the Councillors as determined in accordance with Section 18 of the Act, pay an annual remuneration to the Mayor, Deputy Mayor and Councillors, and shall fix the amount to be paid to each of them. The amount of annual remuneration to the Mayor, Deputy Mayor and Councillors shall be listed in Appendix A of this Regulation.
4. The annual remuneration referred to in section 3 shall not be adjusted without an amendment to these regulations and an amendment to Appendix A.
5. The annual remuneration package will include:
 - a. group life insurance coverage in the amount of \$30,000;
 - b. accidental death and dismemberment benefits and enrollment;
 - c. if desired by a Councillor, participation in the City of Corner Brook health and dental insurance program.

All premiums for the coverage included in this section shall be 100% paid by the City of Corner Brook, provided the Councillor meets the terms and conditions of the program.
6. Remuneration paid pursuant to Section 3 shall be:
 - a. Paid on the last Thursday of each month by direct deposit to an account at a chartered bank as designated by each Councillor;
 - b. Identified on a statement of earnings and deductions to be made available to each Councillor each month.
7. In the event of a leave of absence being approved for a Councillor by Council, the Councillor will be entitled to a pro-rated share of remuneration for the month or part month work prior to the leave of absence being approved.

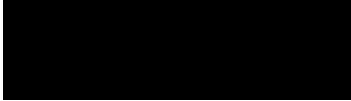
City of Corner Brook
Council Remuneration and Reimbursement Regulations, 2018

8. Notwithstanding section 7, upon the resignation of a Councillor, the departure from the Office Councillor during the general election process, or the election of a Councillor during a by- election or general election, a Councillor will be entitled to a pro- rated share of remuneration for the applicable month.
9. A Councillor assuming the Office of Mayor or Deputy Mayor due to the resignation of the incumbent, will be entitled to a pro-rated share of remuneration at the Mayor/Deputy Mayor rate as applicable from the date of assuming the office.
10. Subject to Section 11, the Council shall reimburse a Councillor in accordance with these regulations for expenses incurred in the conduct of municipal business authorized by the Council.
11. Notwithstanding Section 11 the expenses for which a Councillor may be reimbursed shall be as follows:
 - a. for accommodation, the actual cost as verified by receipt, or for private accommodations at a rate to be fixed by Council in the *Travel Expenses – Accommodations Policy*;
 - b. for transportation
 - i. in the case of the use of a personal vehicle, at a rate per kilometer as approved by Council in the *Travel Expenses – Automobile Usage Policy*;
 - ii. or a fixed car allowance of \$200 per month for the Mayor for use of his/her personal vehicle in carrying out the duties of the office of Mayor;
 - iii. in the case of the use of other transportation, costs as verified by receipt;
 - c. for per diem including meals, at a rate to be fixed by Council in the *Travel Claim – Council Policy*;
 - d. other expenses as provided in the *Travel Claim – Miscellaneous Policy*.
 - e. loss of substantiated income or vacation leave for a normal work day when they are required to take time from their jobs for City business obligations or responsibilities. Claims must be based on the following criteria:
 - i. the City business obligation and responsibility must be prior approved by Council;
 - ii. travel must be funded from the Council budget allocation;
 - iii. a maximum of \$250 per diem will be reimbursed to the employer or Councillor;
 - iv. the maximum number of days that may be claimed and reimbursed in a calendar year is five (5) days. The five (5) days will be prorated for any Councillor joining Council during a calendar year.
12. A Councillor may be reimbursed for the expenses referred to in Section 11 by submitting to the City Clerk or his/her designate a claim in such form as the Council may authorize.
13. A claim submitted pursuant to section 12 shall be certified by the City Manager or his/her designate and shall be paid by Council cheque or direct deposit as determined by the City.
14. A summary of Council travel expense by Councillor will be provided to Council semi-annually and reported on at a public meeting.

City of Corner Brook
Council Remuneration and Reimbursement Regulations, 2018

15. In the third year of each Council's term, Council shall conduct a comparative benchmarking exercise to review the current Council remuneration with other municipalities in the Province and those of similar size and circumstances. The benchmarking review shall be conducted by an external and independent third party. Any recommendation for a change in the Council remuneration from such review shall be implemented not prior to the first month of office for the next elected Council.
16. All previously adopted regulations pertaining to Councillors' remuneration and reimbursement are hereby repealed.
17. These regulations were adopted by resolution at a meeting of Council held on the 19th day of November, 2018 and will come into effect on the 1st day of January 2019.

IN WITNESS WHEREOF, this Regulation is sealed with the Common Seal of the Corner Brook City Council and subscribed by and on behalf of Council by Jim Parsons, Mayor, and Marina Redmond, City Clerk, at the City of Corner Brook, this 22th day of November, 2018.


Jim Parsons, Mayor

November 19, 2018
Date


Marina Redmond, City Clerk

November 19, 2018
Date

1st reading: 05 November 2018

2nd reading: 19 November 2018

Approved by Council: 19 November 2018

Published in Western Star: 24 November 2018

Letter sent to: Minister, Dept. of Municipal Affairs and Environment: November 22, 2018

City of Corner Brook
Council Remuneration and Reimbursement Regulations, 2018

Appendix "A"
Schedule of Remuneration

	<u>2025</u>
Mayor	\$48,293
Deputy Mayor	\$35,119
Councillor	\$32,209



Request for Decision (RFD)

Subject: National Day for Truth and Reconciliation, September 30, 2024

To: Darren Charters

Meeting: Regular Meeting - 09 Sep 2024

Department: Human Resources

Staff Contact:

Topic Overview: National Day for Truth and Reconciliation, September 30, 2024

BACKGROUND INFORMATION:

The National Day for Truth and Reconciliation is a statutory holiday for employees in the federal government and federally regulated workplaces. The holiday was created in June of 2021 with the intent to educate and remind Canadians about the history of residential schools, honor victims and celebrate survivors.

The province of Newfoundland and Labrador has not yet designated this day a provincial statutory holiday; however, they have closed provincial buildings and given provincial employees the holiday. The province states that consultations are ongoing with regards to making this day a provincially recognized holiday.

PROPOSED RESOLUTION:

Be it RESOLVED that the City of Corner Brook approve the request for September 30, 2024, The National Day for Truth and Reconciliation, to be a holiday for City employees and grant City of Corner Brook staff the day of Monday, September 30, 2024, to reflect and commemorate the tragic history of residential schools in Canada.

RECOMMENDATION:

Staff recommends closing City buildings, thereby granting City employee's a day off with pay.

ALTERNATIVE IMPLICATIONS:

1. Approve September 30th as an employee holiday for 2024
2. Do not approve September 30th as a holiday for 2024

City Clerk	Approved - 04 Sep 2024
Director of Community, Engineering, Development & Planning	Approved - 04 Sep 2024
Administrative Assistant	Approved - 04 Sep 2024

City Manager