



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 **November 18, 2024** at **7 PM. City Hall Council Chambers**

CITY CLERK

Page

1 CALL MEETING TO ORDER

3 1.1 Land Acknowledgement

2 APPROVALS

2.1 Approval of Agenda

5 - 13 2.2 Approval of Minutes [Committee of the Whole October 21, 2024]

3 BUSINESS ARISING FROM MINUTES

3.1 Business Arising From Minutes

4 CORRESPONDENCE/PROCLAMATIONS/PETITIONS/

15 - 18 4.1 Proclamations and Events

19 - 21 4.2 Western Regional Service Board Appointment

5 TENDERS

23 - 24 5.1 RFP - Community Market Feasibility Study

25 - 47 5.2 Mount Bernard Avenue Reconstruction Change Order No. 30

49 - 54 5.3 Project Amendment Request - Accessible Transit Funding

55 - 59 5.4 Traffic Signals & Decorative Lights Maintenance/Service 2024-26

61 - 66 5.5 Supply of Phosphates for Corrosion Control 2024-24

67 - 68 5.6 Canada Housing Infrastructure Fund

69 - 70 5.7 Margaret Bowater Park Pool Deck Repair

Page

71 - 72	5.8	Increase to Transit Capacity
	6	MUNICIPAL PLAN AND DEVELOPMENT REGULATION AMENDMENT
73 - 86	6.1	Notice of Motion--Animal Regulation 2017
87 - 89	6.2	Notice of Motion--Metered Parking Regulations 2019
91 - 113	6.3	IMSP and Development Regulations Amendment No. 24-03 - 29 Humber Road
115 - 122	6.4	IMSP and Development Regulations Amendment No. 24-04 - 11 O'Connell Drive
	7	PLANNING AND DEVELOPMENT
123 - 156	7.1	Discretionary Use Approval - Mineral Exploration in Protected Water Supply Area Zone
157 - 160	7.2	Crown Land Application - Near Duncan's Rock
161 - 166	7.3	Discretionary Use Approval
	8	REPORTS
167	8.1	Christmas Bulk Cleanup
169 - 170	8.2	Council Meeting Schedule
	9	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 COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 21 OCTOBER, 2024 AT 7:00 P.M.**

PRESENT:

Mayor	J. Parsons	D. Charters, City Manager
Deputy Mayor	L. Chaisson	T. Flynn, Director of Protective Services
Councillors:	P. Gill	D. Burden, Director of Engineering, Development and Operations
	V. Granter	P. Robinson, Director of Recreation Services
	B. Griffin	G. Manning, Legislative Assistant
	P. Keeping	Roy Teliz, Sergeant-At-Arms
	C. Pender	

Absent with regrets: S. Maistry, Director of Finance and Administration and Jessica Smith, City Clerk

COW24-99 Land Acknowledgement

Deputy Mayor L. Chaisson read the Land Acknowledgement.

COW24-100 Approval of Agenda

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

COW24-101 Approval of Minutes- Regular Meeting October 7, 2024

On motion by Councillor V. Granter, seconded by Councillor C. Pender, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of October 7, 2024. **MOTION CARRIED.**

COW24-102 Ratification of Decisions

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

CC24-039 Approval of Agenda [**Granter/Pender**]

CC24-041 Contribution Agreement for Project #226273 [**Granter/Gill**]

COW24-103 Proclamations and Events

The Mayor declared the following proclamations were made:

- October 20-26, 2024, was declared Small Business Week;
- October 17, 2024, was declared International Credit Union Day.

COW24-104 Protective Services Statistics - September 2024

Councillor V. Granter presented the statistics for September 2024 from the Protective Services Department as follows:

- Municipal Enforcement received 154 calls for services;
- Animal Control received 30 calls for services;
- There were 69 Parking related violations issued;
- Corner Brook Fire Department received 41 calls for service;
- PSAP received a total of 7860 calls of which 2426 were transferable.

COW24-105 Water and Wastewater Work Summary

Deputy Mayor L. Chaisson presented an update from the Water and Wastewater Division from September 6 to October 11, 2024 as follows:

- 111 Water and Wastewater Complaints were received with the most common being for curb stop repair and high/low water pressure
- issued a total of 23 Water and Wastewater Media Releases;
- the Water and Wastewater Recoverable Works totaled \$1936.06;
- completed a total of 8 Water and Wastewater Repairs;
- Additional maintenance includes city-owned and private hydrant maintenance, sanitary sewer lift stations service, cleaned water supply intake screens at Burnt Pond and Second Pond, serviced the Eastside Station Chlorination Station, Splash Pad winterization, mainline valve repair on Fudges Road and Wheelers Road, and leak detection;
- Upcoming maintenance includes new water/sewer service installation on Doves Road, install flow meters, sanitary sewer root cutting, and cap a sprinkler waterline on Humber Road;
- Water Treatment Plant maintenance included a chlorine gas leak response, Air Saturation Compressor #1 relieve valve replacement, Raw Water Flow Control Valve replacement, annual generator service, Filter #2 Hypo Scrub, and increased the size of the parking lot. Upcoming maintenance includes winterizing the property, generator load bank testing and transfer switch maintenance, Flow Control Valve – Installation of new operating stem and valve actuator, and Flash Mix and DAF common Channel drain, clean and inspection.

COW24-106 2024 Public Works Summary

Deputy Mayor L. Chaisson presented an update on the Public Works operation for the period of September 9 to October 9, 2024 as follows:

- Storm Installation: 50 meters of 375mm HDPE storm pipe installed on Batstone's Road from Osmond Ave intersection past

- Veterans Square with 103 meters of curb and gutter poured;
- Curb and manhole repair ongoing;
- Guide rail installed on Curling Street;
- Ditches rechanneled on Kawaja Drive, Petries, street, and Cranes Ave;
- Park maintenance;
- Winter preparations including snow clearing equipment inspections and repairs;
- 116 calls for service with the top three categories being potholes, curb, and broken or missing signage.

COW24-107 Capital Project and Engineering Committee Updates

Councillor C. Pender presented an update from Capital Works and Engineering as follows:

- **Corner Brook Recreation Centre** - substantial completion anticipated by the end of the year, delivery of the slide is expected in the next 25 days, deficiencies are anticipated to be rectified by mid-Dec;
- **Mount Bernard Reconstruction** - remainder of surface asphalt Spring 2025. (CBP&P tank farm to O'Connell Drive);
- **Deep Gulch Brook Culvert Replacement** - Rip Rap at outfall placed, endwall completed, large diameter culvert being installed in areas of water transmission mains;
- **Curling Street Retaining Wall Replacement** - new waterline has been installed in construction limits thus far, and slope stabilization is to be completed with full road closure; existing bedrock was deeper than expected, and a redesign was required, Bell underground concrete duct bank required removal to facilitate work, the contractor has remobilized back to the site and completed the removal of the duct bank on September 16th, anticipated completion mid-November;
- **Transportation Study** - draft policies have been submitted for review and Miovision Camera has been deployed to several intersections to obtain counts and movements, waiting on the draft report;
- **Transit Accessibility Study and Implementation Plan** - study continues, final report is expected in early-mid October. Council briefing to follow once received;
- **Intersection Improvements (Elizabeth Street/O'Connell Drive)**- Harbourside Transportation Consultants is the consultant for the project, Fall 2024 tender planned with Spring 2025 installation;
- **Curling Street Storm Sewer**-consulting awarded to Englobe, contract awarded to Marine Contractors, construction started on August 23rd, project approximately 90% complete, asphalt during October 14th -24th;
- **Main Street Pedestrian Bridge**- Anderson Engineering is the

consultant for the project, contract awarded to Brook Construction (2007), construction started September 16th, bridge in place, reinstatement in progress;

- **Old Humber Road Retaining Wall**- consulting awarded Englobe, contract awarded to West Coast Excavating & Equipment Co. Ltd, project commenced August 26th, project is approximately 99% complete, safety railing to be installed;
- **2024 Paving Program**- Contract awarded to Marine Contractors, will utilize Gas tax and MYCW funding, asphalt portion is 95% complete with one street remaining;
- **Great Trail Phase II**- Contract awarded to West Coast Excavating, excavation and Curb work continues, anticipated completion November 2024, project approximately 70% complete;
- **STAR Trail Design & Construction Services**- Design and Construction of Man in the Mountain and Cape Blow Me Down Hiking Trails, funding from several sources, the City funds 10% of the total cost, draft final report received, meeting with stakeholders to review on October 15, 2024;
- **City Hall Atrium Lighting**- trials are being conducted in the Atrium to determine the optimal product for the desired effect;
- **Community Market Feasibility**- funding has been obtained to conduct a feasibility study in the City of Corner Brook surrounding a community market, project will engage residents, business owners, event organizers and local farmers to understand the interests as well as wants and needs of this type of venue, RFP Closes October 16, 2024, an evaluation will take place and RFD will be submitted to the next council meeting for the award;
- **Bartlett's Point Park Bandstand**- funding has been applied to construct a bandstand performing area as well as parking lot upgrades to Bartlett's Point Park, this will see more accessible access for residents to use the park as well as a performing area looking out over the Bay of Islands, if funding is approved the first phase of the project will take place which consists of the design of the upgrades;
- **Confederation Drive Intersection Design**- This project will see Confederation Drive from the Northeast of the plaza intersection to the roundabout redesigned to make the intersections in this area much safer. Work will include lane reductions and installation of a multi-use sidewalk. Future funding is required for the completion of work. This portion of the project is design only and will bring the project to a shovel-ready state. funded by City COR. Design awarded to Englobe, Startup meeting to take place soon;
- **Kinsmen Park Well Upgrade**- City of Corner Brook Contributed \$10,000 to the Kinsmen Prince Edward Park to facilitate a well upgrade.

COW24-108 Sustainable Development Updates

Councillor C. Pender presented an update from Sustainable Development

as follows:

- **2 Billion Tree (2BT) Project** - Aerial imagery combined with on-the-ground LiDAR imagery collected throughout the last 18 months has been able to construct an urban forest inventory of Corner Brook; the imagery is able to provide and validate information on tree location, health, canopy, and other tree attributes.
- **Corner Brook Clean Up with Clean Swell app** - the Clean Swell app is a tool that is used across Canada for organizing beach and community clean-ups; the app allows users to track their time and mileage for the overall clean-up while additionally allowing the number of and type of garbage items to be selected from a list of 45 commonly found littered items.
- **Food Cycler Pilot Program**- In May 2024 the Food Cycler Pilot Program was introduced to the City of Corner Brook; an indoor composting program that offers residents the opportunity to purchase a Food Cycler for a subsidized price through partnerships with Food Cycler and Impact Canada. The pilot program allowed 100 residents to purchase a Food Cycler and track their daily usage of the indoor composter over a 12-week period. The first round of the Food Cycler program wrapped up at the end of September 2024 and there will be a public presentation of the project to present the total amount of organic waste that was diverted from the landfill by using the Food Cycler. As a result of the success of the first program, there will be a second round of the Food Cycler program which will begin at the beginning of November;
- **Fall Leaf Collection 2024** - Third Pond Access will be opened for residents to drop off their leaves and branches into outdoor piles that are designated for natural decomposition from November 4th until November 15th. There will be a dumpster on site for residents to discard their plastic and/or paper leaf bags following dumping their contents in the natural decomposition pile. In addition, between November 4th and November 8th there will be regular curbside collection for leaves and branches.

COW24-109 Development & Planning Updates

Councillor B. Griffin presented an update from Development and Planning as follows:

- The Planning Department is currently working with Dillon Consulting on an Industrial Park Study. There are only three pieces of easily developable industrial land remaining in Corner Brook, this presents both a challenge and an opportunity for strategic economic planning. An industrial park study in Corner Brook can significantly bolster economic development by identifying optimal locations for new businesses and industries,

streamlining infrastructure needs, and attracting investment. By analyzing factors such as land availability, existing infrastructure, transportation access, and resource utilization, the study can pinpoint strategic areas where an industrial park would be most beneficial;

- The planning department is also currently working to finalize the last draft documents of the 2025-2035 Integrated Municipal Sustainability Plan, which we are hoping will be out for public review early in the new year;
- Development staff are busy with multiple large commercial projects ongoing, as well as multiple new builds. A couple of exciting projects the team are working on include an extension to an existing Gym, construction of multiple new apartment buildings, as well as finalizing work on a fast-food restaurant with completion expected early next month.

COW24-110 Finance & Administration Update

Councillor P. Gill presented an update from the Finance and Administration Department for the period ending September 2024, as follows:

- total revenues were \$37,303,446 against a budget of \$36,042,573;
- total expenses were \$23,925,925 against a budget of \$28,284,472;

COW24-111 Recreation Update

Councillor P. Keeping presented an update from Recreation as follows:

As the summer recreation season concludes, a number of recreation projects are occurring in anticipation of summer 2025. These projects include:

- **Margaret Bowater Park:** The swimming pool deck at Margaret Bowater Park is being upgraded in the coming weeks;
- **Windsor Street Basketball Court:** The Windsor Street Basketball Court has been cleaned up and new basketball nets are being installed;
- **Softball/Baseball Netting:** A number of the protective nets surrounding the softball and baseball diamonds are being replaced and upgraded;
- **Carberry's Playground:** Carberry's playground will be updated and upgraded in the coming weeks;

Additionally, a significant number of fall and winter programs have begun at the Civic Center and the Studio including Minor Hockey, Silver Blades Skating Club, Pickleball, Nora's Fitness, Corner Brook Curling Association.

This past weekend Corner Brook played host to the annual VolleyWest volleyball tournament where our city welcomed more than 50 volleyball teams to our city. Coming up on December 3, 2024 the Civic Centre will be hosting the 2024 Stars on Ice Holiday Tour featuring headline skaters Elvis Stojko and Kaetlyn Osmond. Tickets are available through the Civic Centre.

COW24-112 Regional Service Board Representation

The City Manager presented a report to provide Council with information regarding representation on the Western Regional Service Board. It outlined the importance of having 2 members on the board as the City of Corner Brook would allow for a more significant representation of the City's interests and would more effectively represent the residents of the City with regards to decisions made by the Board that impact the City, both financially and operationally.

The report also addressed the issue of Conflict of Interest and stated that voting on an issue that has monetary impacts on the City of Corner Brook would not put a Councillor in a conflict as Councillors are appointed to the board for the purpose of representing the city's interests.

COW24-113 Western Regional Service Board Appointment

Mayor J. Parsons declared a conflict of interest and the motion was for appointing the Mayor to the Western Regional Services Board. The Mayor entered the gallery and refrained from debate and voting on this item. Deputy Mayor L. Chaisson chaired the meeting for the purpose of this item.

Councillor C. Pender requested a point of order as he declared that Councillor P. Gill was previously voted as being in a conflict of interest because she is on the Western Regional Services Board.

Deputy Mayor L. Chaisson requested a point of order and asked Councillor P. Gill to leave her seat and enter the gallery during the discussion and vote.

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping it is **RESOLVED** that Councillor P. Gill is not in a conflict of interest concerning the subject of appointing a representative to the Western Regional Services Board. **MOTION DEFEATED. [Councillor C. Pender, Councillor V. Granter, Deputy Mayor L. Chaisson voted against the motion].**

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping, it

is **RESOLVED** to appoint Mayor Jim Parsons as a City of Corner Brook Council representative on the Western Regional Service Board. **MOTION DEFEATED. [Councillor C. Pender, Councillor V. Granter, Deputy Mayor L. Chaisson voted against the motion]**

Mayor J. Parsons and Councillor P. Gill returned to their seats and Mayor J. Parsons resumed as chair for the remainder of the meeting.

COW24-114 Crown Land Application - Near Massey Drive

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **RESOLVED** to approve the crown land application for the existing walking/hiking trail for a portion of land in the vicinity of Tipping's Pond, Massey Drive, NL which falls within the City of Corner Brook planning boundaries. **MOTION CARRIED.**

COW24-115 Mount Bernard Avenue Reconstruction - Amendment No. 1

On motion by Councillor B. Griffin, seconded by Councillor P. Gill, it is **RESOLVED** to approve Amendment No. 1 for the Mount Bernard Avenue Reconstruction in the amount of \$134,080.41 (HST Included) for Dillon Consulting Limited. **MOTION CARRIED.**

COW24-116 Broadway Storm Sewer - Consulting Services

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** to that the Council of the City of Corner Brook accept the proposal submitted by Anderson Engineering Consultants Ltd. for the Broadway Storm Sewer in the amount of \$42,644.30 (HST included).

It is **FURTHER RESOLVED** that the Corner Brook City Council authorizes the City Manager to sign the PCA agreement with the Consultant, Anderson Engineering Consultants Ltd. on behalf of the City of Corner Brook. **MOTION CARRIED.**

COW24-117 Petries Street Bridge Replacement

On motion by Deputy Mayor L. Chaisson, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook accept the proposal submitted by Englobe Corp. for the Petries Street Bridge Replacement in the amount of \$73,817.59 (HST included).

It is **FURTHER RESOLVED** that the Corner Brook City Council authorizes the City Manager to sign the PCA agreement with the Consultant, Englobe Corp. on behalf of the City of Corner Brook. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:12 p.m.

City Clerk

Mayor



Information Report (IR)

Subject: Proclamations and Events

To: Darren Charters

Meeting: Regular Meeting - 18 Nov 2024

Department: City Manager

Staff Contact: Jessica Smith, City Clerk

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

Attachments: [Project Red Ribbon 2024](#)
[TDOR Nov 2024](#)
[Hope Air Day November 5th](#)

BACKGROUND INFORMATION:

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

- **November 19th is Project Red Ribbon Day-** By displaying the ribbon, you are making a personal commitment to driving sober. A red ribbon is also used to pay tribute to the thousands of Canadians who have lost their lives or who have been injured as a result of impaired driving. The red ribbon also reinforces the message to drive sober throughout the holidays and throughout the year;
- **November 20th is Transgender Day of Remembrance-** Transgender Day of Remembrance helps bring public awareness to transphobic hate crimes and honors the memory of those hurt and killed by acts of transphobic violence each year.
- **November 5 was declared Hope Air Day-**, Hope Air has been instrumental in bridging the gap between smaller communities and hospitals far from home, reducing the geographic and cost barriers that often prevent individuals from reaching medical care

Director of Community, Engineering,
 Development & Planning
 Legislative Assistant

Approved - 14 Nov 2024

Approved - 14 Nov 2024

City Manager

PROCLAMATION

Project Red Ribbon Day: November 19, 2024

WHEREAS, Project Red Ribbon is a commitment made by Canadians to drive safe and sober. It is a highly visible, community public awareness campaign which depends on volunteer participation to promote the message that deaths and injuries resulting from impaired driving are needless tragedies and totally preventable;

WHEREAS, Each year from the beginning of November until the first Monday after New Year's, MADD Canada volunteers across the country distribute red ribbons and/or car decals and ask Canadians to display a red ribbon and/or car decal on their vehicle, key chain, or on a personal item like their purse, briefcase or backpack;

WHEREAS, the MADD Canada red ribbon and/or car decal is a powerful symbol. By displaying the ribbon and/or car decal, you are making a personal commitment to drive sober. A red ribbon and/or car decal is also used to pay tribute to the thousands of Canadians who have lost their lives or who have been injured as a result of impaired driving. The red ribbon and/or car decal also reinforces the message to drive sober throughout the holidays and the year;

THEREFORE, I Jim Parsons, the Mayor, do hereby declare November 19th, 2024 as Project Red Ribbon day in Corner Brook, NL.



Transgender Day of Remembrance

Official declaration by the City of Corner Brook that November 20th, 2024 shall be designated as *Transgender Day of Remembrance 2024*.

Motion presented before the Municipal Council of the City of Corner Brook by Corner Brook and Bay of Islands Pride and Trans Support NL on November 20th, 2024.

WHEREAS the Transgender Day of Remembrance known as TDOR is recognized annually on November 20th through vigil and solidarity in honor of those who are no longer with us;

WHEREAS Transgender Day of Remembrance helps bring public awareness to transphobic hate crimes and honors the memory of those hurt and killed by acts of transphobic violence each year;

WHEREAS the *Canadian Human Rights Act* recognizes that no discrimination and violence on the basis of gender expression and gender identity shall be made;

WHEREAS Newfoundland and Labrador is a society open to everyone, including those who identify within the Transgender community;

WHEREAS discrimination and violence targeting the Transgender community remains present in society despite efforts to the contrary;

WHEREAS there is a widespread general agreement opposing discrimination and violence targeting the Transgender community;

WHEREAS Corner Brook recognizes November 20th, 2024 as *Transgender Day of Remembrance*;

The decision has been made to declare the day of November 20, 2024 as “TRANSGENDER DAY OF REMEMBRANCE.”

Jim Parsons, Mayor
City of Corner Brook

Date

Executive Committee, Corner Brook Pride /
Representative of Trans Support NL

Proclamation Hope Air Day Newfoundland & Labrador

November 5, 2024

Whereas, access to healthcare is a fundamental right for all citizens, regardless of their geographic location;

Whereas, **Hope Air**, a charitable organization, has been tirelessly dedicated to providing access to healthcare by facilitating free flights and other services for patients living in rural, remote and under-served communities in Newfoundland & Labrador, ensuring they can receive vital medical treatment regardless of distance or financial means;

Whereas, **Hope Air** has been instrumental in bridging the gap between smaller communities and hospitals far from home, reducing the geographic and cost barriers that often prevent individuals from reaching medical care;

Whereas, the impact of **Hope Air** extends beyond the individual patients served, positively affecting families, communities, and the healthcare system as a whole by promoting wellness and reducing the burden of untreated medical conditions;

Whereas, the compassion, dedication, and commitment demonstrated by **Hope Air** and its volunteers embody the spirit of community and the belief in the inherent value of every individual's well-being;

Now, therefore, be it proclaimed by the [Name of Municipality] that **November 5, 2024** shall be known as "**Hope Air Day**" in recognition of the invaluable contributions made by Hope Air to the health and well-being of the residents of Newfoundland & Labrador.

We urge all citizens to join us in celebrating **Hope Air Day** and to reflect on the significance of ensuring equitable access to healthcare for all members of our society. Let us reaffirm our commitment to supporting initiatives that promote health equity and extend our gratitude to **Hope Air** for their unwavering dedication to serving those in need.

Signed,

Jim Parsons, Mayor
City of Corner Brook



Request for Decision (RFD)

Subject: Western Regional Service Board Appointment

To: Darren Charters
Meeting: Regular Meeting - 18 Nov 2024
Department: Council
Staff Contact: Jessica Smith, City Clerk
Topic Overview: Western Regional Service Board Appointment
Attachments: [City of Corner Brook WRSB Representation Letter](#)
[Responsibilities of a WRSB Member](#)

BACKGROUND INFORMATION:

In accordance with the governance structure of the Western Regional Service Board the City of Corner Brook appoints two members of Council to serve on the Western Regional Service Board. Councillor Gill is currently serving on the board, however the other position is vacant and the Board is requesting that we appoint a representative from Council.

PROPOSED RESOLUTION:

Be it **RESOLVED** to appoint Councillor B. Griffin as a City of Corner Brook Council representative on the Western Regional Service Board.

Director of Community, Engineering, Development & Planning	Approved - 07 Nov 2024
Administrative Assistant	Approved - 07 Nov 2024

City Manager



14 Main Street, Suite 203
 Corner Brook, NL, A2H 1B8
 Ph: 709-632-2922
 Fax: 709-632-2204
 Toll Free: 1-844-437-2922

Jim Parsons, Mayor
 City of Corner Brook
 P.O. Box 1080
 Corner Brook, NL
 A2H 6E1

November 7, 2024

Notification of Western Regional Service Board Membership Representation

Regional Service Boards in the Province of Newfoundland and Labrador are governed by the Regional Service Boards Act, 2012. This Act lays out the procedure by which regional service boards are formed in the province.

When the Western Regional Service Board was created in 2013, a governance model was approved by the Provincial Government which included the City of Corner Brook having two (2) Representatives from their City Council become official members of the Board. The two City of Corner Brook representatives to sit on the WRSB are in the unique situation to be selected by council and their names and contact information submitted to the WRSB office by the city's Mayor. In the remaining wards of the Western Region, WRSB members are nominated at the community level and then appointed to the WRSB through an election process including all communities within that ward.

With Councillor Linda Chaisson's resignation from the WRSB, the City of Corner Brook currently has a vacant seat on the Board. Once this vacancy is filled, the city will maintain its WRSB membership with the new appointee joining Councillor Pamela Gill as city representatives on the Board. With the decisions that will be made by this WRSB in 2025, it is very important the city is fully represented on the Board. Since the Board's inception, the City of Corner Brook has been extremely efficient in quickly assigning members of council to the WRSB to ensure the city has full representation on the WRSB in making decisions not only for the residents of the City of Corner Brook, but for residents in Western Newfoundland.


We ask that the Corner Brook City Council please select a member of council to fill the vacancy on the WRSB to represent the City of Corner Brook and Western Newfoundland residents. Please ensure any members of council that are interested read the Responsibilities of a Regional Service Board Member document (attached) and accept accordingly.

Please submit the name and contact information for the new City of Corner Brook appointee to the WRSB as soon as possible.

We appreciate your cooperation and support as we move forward.

Please contact our office with any questions or concerns regarding this as we will be pleased to clarify or assist in any way we can.

Regards,


 Bernd Staeben, Chair
 Western Regional Service Board

Email: info@wrwm.ca

Website: www.wrwm.ca



14 Main Street, Suite 203
 Corner Brook, NL, A2H 1B8
 Ph: 709-632-2922
 Toll Free: 1-844-437-2922
 Fax: 709-632-2204

Responsibilities of Western Regional Service Board Members

Members of the Western Regional Service Board are elected under the ***Regional Service Boards Act, 2012*** (<https://assembly.nl.ca/Legislation/sr/statutes/r08-1.htm>) and must follow the terms of the Act.

Official responsibilities of Regional Service Board members will be included in the Terms of Reference drafted by the Western Regional Service Board.

Eligible members of Regional Service Boards are municipal councillors and persons serving on local service district committees. They shall remain on the board until the date of the next general election of councils under the Municipal Elections Act or until expiration of his or her term of office as a member of a local service district committee.

The following are responsibilities expected from members of the Western Regional Service Board:

1. Although Members of the WRSB are nominated by their community, once they are Board Members they will be representing **all communities within the ward, and the Western Region as a whole.**
2. Shall serve on standing or special committees that may be established by the board.
3. Shall attend all meetings of the board unless unexpected or uncontrolled reasons dictate otherwise. **NOTE: most meetings occur between the hours of 10am and 4pm.**
4. Will be expected to act as a liaison between the ward communities they represent and the Western Regional Service Board.
5. Shall not vote or speak on matters involving personal monetary interest. If members have a personal monetary interest, they shall state a conflict of interest and abstain from voting.
6. All Board members are subject to the direction of the board and shall abide by the board's decisions.
7. Run the affairs of the board in accordance with modern procedures and may participate in the hiring of personnel to adequately administer the affairs of the board.
8. Shall act with loyalty to the board and not speak publicly in a derogatory manner about the board, chairperson, vice-chairperson, individual members, or employees.
9. The chairperson, vice-chairperson, or the boards designate, shall be the public voice of the board.
10. The chairperson, vice-chairperson and board members shall act at all times in accordance with the code of behaviour as laid down in the Municipal Council Handbook, 2021 (<https://www.gov.nl.ca/mpa/files/Municipal-Council-Handbook-2021.pdf>).
11. All Board Members are remunerated for their time and travel expenses in relation to WRSB business with no cost to their community.

Email: info@wrwm.ca

Website: www.wrwm.ca



Request for Decision (RFD)

Subject: RFP - Community Market Feasibility Study

To: Donny Burden
Meeting: Regular Meeting - 18 Nov 2024
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:

BACKGROUND INFORMATION:

This Request for Decision (RFD) aims to award a consultant's proposal for the Community Market Feasibility RFP issued in September 2024. This project is jointly funded by the Atlantic Canada Opportunities Agency, the Department of Industry, Energy and Technology and the City of Corner Brook. The project's objectives include:

- Analyzing current market needs and identifying gaps that a community market could fill.
- Engaging with local stakeholders and organizations to gather feedback on the community market, and;
- Proposing potential operating models, analyzing revenue streams, and funding opportunities.

The City of Corner Brook invited proposals to select a Prime Consultant for this project. Three proposals were submitted and evaluated, and the recommended consultant is detailed below.

PROPOSED RESOLUTION:

Be it resolved that the Council of the City of Corner Brook accept the proposal submitted by Fowler Bauld Mitchell Ltd (FBM), in collaboration with Dillon Consulting, and Quay North Urban Development (QNUD) for \$34,442.25 HST Included for the Community Market Feasibility Study. The Corner Brook City Council authorizes the City Mnaager to sign the PCA Agreement with the Consultant Fowler Bauld Mitchell Ltd (FBM) on behalf of the City of Corner Brook.

FINANCIAL IMPACT:

Funding is as follows:

ACOA: 65%

IET: 25%

City: 10%

Finance Type: Funding

Director of Public Works, Water and
Wastewater

Approved - 29 Oct 2024

Director of Community, Engineering,
Development & Planning
Administrative Assistant

Approved - 30 Oct 2024

Approved - 30 Oct 2024

City Manager



Request for Decision (RFD)

Subject: Mount Bernard Avenue Reconstruction Change Order No. 30

To: Donny Burden

Meeting: Regular Meeting - 18 Nov 2024

Department: Engineering

Staff Contact: Melody Roberts,

Topic Overview:

Attachments: [Change Order Notice No. 30 - 21-3090 - signed MCI 10.17.24 \(002\) Redacted](#)

BACKGROUND INFORMATION:

The project specifications provided a specific location for the disposal of unusable excavated material. Specifically, this material was to be disposed of at the City of Corner Brook Depot. During construction, the City of Corner Brook notified the contractor that this location was no longer an option and an alternative location would be required. Due to this change, the Contractor is now entitled to payment for Overhaul, as specified in the Contract documents.

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council approve Change Order No. 30 from Marine Contractors Inc. in the amount of \$59,627.04 HST included for the Mount Bernard Avenue Reconstruction.

FINANCIAL IMPACT:

Authorized Contract amount \$10,436,308.65 HST Inc.

Previous Change Orders \$449,918.45 HST Inc.

New approved Contract \$10,945,854.14 HST Inc.

Director of Public Works, Water and Wastewater Approved - 31 Oct 2024

Director of Community, Engineering, Development & Planning Approved - 31 Oct 2024

Administrative Assistant Approved - 01 Nov 2024

City Manager

Division of Municipal Infrastructure
Form 5 – Contract Change Order Notice

Page 1 of 3

September 2023

OWNER: City of Corner Brook DATE: October 17, 2024
PROJECT NAME: Mount Bernard Avenue Reconstruction, Corner Brook
PROJECT #: 17-GI-23-00001 CONTRACTOR: Marine Contractors Inc.
CHANGE ORDER NUMBER: 30

.1 NOTICE

A change to the Contract is contemplated as indicated herein.

.2 PROCEDURE

The Contractor shall stipulate the effect of the contemplated change of the contract amount in Item 4 below. Where the change increases the amount of the contract, a complete cost breakdown will be returned with each copy of the document. The Contractor shall return three signed copies of this document to the Engineer for approval. Should it be decided to proceed with the work, an approved copy will be returned to the Contractor. Work shall not proceed until the written authorization is received.

.3 DESCRIPTION OF CHANGE

The project specifications provided a specific location for the disposal of unusable excavated material. Specifically, this material was to be disposed of at the City of Corner Brook Depot.

During construction, the City of Corner Brook notified the contractor that this location was no longer an option and an alternative location would be required.

Due to this change, the Contractor is now entitled to payment for Overhaul, as specified in the contract documents.

.4 EFFECT OF CHANGE ON CONTRACT

This change order WILL or WILL NOT (circle one) affect the approved completion date.

If the completion date will be affected, the requested increase in time to the approved completion date is:

WORKING DAYS: _____ REVISED COMPLETION DATE: _____

The change described in Item 3 above will affect the current contract amount as follows:

- No Change
- Addition to Contract including HST payable by the Owner \$ 59,627.04
- De _____ ing HST payable by the Owner \$ _____

Contracto _____ (Signature)

Transportation and Infrastructure

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

Page 2 of 3

September 2023

Authorized Contract Amount (A)	\$	10,436,308.65
Change Order Limit (greater of 10 % of A or \$15,000)	\$	1,043,630.87
Previous Change Orders (B)	\$	449,918.45
This Change Order (C)	\$	59,627.04
New Approved Contract Amount (A+B+C)	\$	10,945,854.14

Enter Motion # approving CO (required) _____

OR, Delegation of Authority (attached) _____

.5 AUTHORIZATION TO PROCEED

The Contractor is authorized to proceed with the changes for the amounts stated in Item 4 above.

DATE: October 17, 2024 Consultant: _____

DATE: _____ Municipality /Owner: _____

DATE: _____ Regional Engineer: _____
(Regional Engineer's signature is assumed to be approval based on the available project funds only – no new funds are contemplated)

.6 CANCELLATION OF CONTEMPLATED CHANGE

It has been decided not to proceed with this change which is hereby cancelled.

DATE: _____ Consultant: _____

.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES

The Bonding Company and Insurance Company shall each be immediately notified by the Contractor of this change to the contract by being issued copies of the Change Order.

.8 ENCLOSED DOCUMENTS

Please attach all back up as supplied by the Contractor for the value of this change order.
List below the attachments provided:

A copy of this document signed by the Owner and Consultant, (list on next page)

Transportation and Infrastructure

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

Note: Upon Regional Engineer approval, the document will be forwarded to Project Representative for processing in MSIS at which time a copy of the documents containing the Regional Engineer’s signature will be returned to the Consultant for distribution to all applicable parties.

Marine Contractors Inc.
 4 White Lakes Road
 Corner Brook, NL
 A2H 6G1

**Mount Bernard Avenue, Corner Brook
 Overhaul Notes, RE: Overhaul Submission Files – Summary**

2024:

The attached submission files are a document containing data for overhaul between April 16, 2024, to August 24, 2024, equating to a total of four-hundred-and-fifty-three (453) loads of overhaul material trucked from Mount Bernard Avenue.

Based on this load count, the total cubic metres of overhaul for 2024 equal four-thousand-five-hundred-and-thirty (4530m3).

Using the proposed calculation of six kilometres (6.0KM) for the overhaul distance, this equates to a total of **\$10,872.00** plus HST for the 2024 duration up to August 24th.

DATES, 2024	TOTAL OVERHAUL
April 16, 2024 – April 25, 2024	1,260.00
April 30, 2024 – May 9, 2024	2,100.00
May 13, 2024 – May 24, 2024	2,160.00
May 28, 2024 – June 6, 2024	3,000.00
June 11, 2024 – June 20, 2024	6,360.00
June 25, 2024 – July 4, 2024	3,180.00
July 9, 2024 – July 18, 2024	3,720.00
July 23, 2024 – Aug 1, 2024	3,600.00
Aug 6, 2024 – Aug 15, 2024	1,320.00
Aug 20, 2024 – Aug 29, 2024,	480.00
SUM:	27,180 KM/M3
KM/M3 RATE	0.40
TOTAL BEFORE HST	\$10,872.00

Please see the attached supporting documentation for a full review of 2024 Overhaul.

2023:

The attached submission file is a document containing data for overhaul for 2022 and 2023 data equating to a total of **\$40,978.56** plus HST for the 2022 / 2023 duration of work preformed.

DATES, 2022 /2023	TOTAL OVERHAUL
2022 / 2023	102,444 KM/M3
KM/M3 RATE	0.40
TOTAL BEFORE HST	\$40,977.60

Please see the attached supporting documentation for a full review of 2022/2023 Overhaul.

Review:

MCI is respectfully requesting a change order for overhaul for 11.6km (distance in excess of contract distance) less the agreed credit of 5.6km. 11.6km – 5.6km = **6.0km**.

The quantity of overhaul would be 6.0km x (17,074.00 m3 + 4,530.00m3) at rate of \$0.40/km•m3 equating to a total of:

$$6.0km \times 21,604.00 = 129,624.00km/m3 \times 0.40 \text{ per km/m3} = \$51,849.60 \text{ plus HST.}$$

Marine Contractors Inc.

SHELBY PIKE

Aug 26, 2024

Force Account Summary Report														
Force Acc. #:		Date			April 16, 2024 - April 25, 2024									
Contractor:		Project			22-042									
Project Name:		Description of Work												
Trucking Overhaul														
OVERHAUL														
Equipment Load Count		16-Apr-24	17-Apr-24	18-Apr-24	19-Apr-24	20-Apr-24	21-Apr-24	22-Apr-24	23-Apr-24	24-Apr-24	25-Apr-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	1	1	1	1	1	1	2	2	2	2	N/A		14.00
Tandem Tandem (Ron Chafe)	20T						2	2	1	1	1	N/A		7.00
														-
														-
														-
														-
Subtotal Load Count													21.00	
Overhaul Material Qty												Total M3	OH KM	Total
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	20	20	20	20	20	20	40	40	40	40	140	6	840.00
Tandem Tandem (Ron Chafe)	20T	0	0	0	0	0	40	40	20	20	20	70	6	420.00
														-
														-
														-
														-
Subtotal Overhaul													1,260.00	

Force Account Summary Report														
Force Acc. #:		Date		April 30, 2024 - May 9, 2024										
Contractor:		Project		22-042										
Project Name:		Description of Work												
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		30-Apr-24	1-May-24	2-May-24	3-May-24	4-May-24	5-May-24	6-May-24	7-May-24	8-May-24	9-May-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T			1	1	1	1			1		N/A		5.00
Tandem Tandem (Ron Chafe)	20T		1	1	1	1	3	2	2	1	1	N/A		13.00
Tandem Tandem (Chris White)	20T		2	2	2	2	2	2	2	2	1	N/A		17.00
														-
														-
														-
Subtotal Load Count														35.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T	0	0	20	20	20	20	0	0	20	0	50	6	300.00
Tandem Tandem (Ron Chafe)	20T	0	20	20	20	20	60	40	40	20	20	130	6	780.00
Tandem Tandem (Chris White)	20T		40	40	40	40	40	40	40	40	20	170	6	1,020.00
														-
														-
														-
Subtotal Overhaul														2,100.00

Force Account Summary Report														
Force Acc. #:		Date		May 13, 2024 - May 24, 2024										
Contractor:		Project		22-042										
Project Name:		Description of Work		Trucking Overhaul										
OVERHAUL														
Equipment, Load Count		13-May-24	14-May-24	15-May-24	16-May-24	17-May-24	21-May-24	22-May-24	23-May-24	24-May-24		Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	1	1	1	2	2	1	1	1	1				11.00
Tandem Tandem (Chris White)	20T	1	1	1	2		5	5	5	5				25.00
														-
														-
														-
														-
Subtotal Load Count														36.00
Overhaul Material Qty												Total M3	OH KM	Total
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	20	20	20	40	40	20	20	20	20	20	0	110	660.00
Tandem Tandem (Chris White)	20T	20	20	20	40	0	100	100	100	100	100	0	250	1,500.00
														-
														-
														-
Subtotal Overhaul														2,160.00

Force Account Summary Report														
Force Acc. #:		Date		May 28, 2024 - June 6, 2024										
Contractor:	Marine Contractors Inc			Project		22-042								
Project Name:	Mount Bernard Road Reconstruction			Description of Work										
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		28-May-24	29-May-24	30-May-24	31-May-24	1-Jun-24	2-Jun-24	3-Jun-24	4-Jun-24	5-Jun-24	6-Jun-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	0	3	3	3	3	10	4	4					30.00
Tandem Tandem (Chris White)	20T	3	2	2	2	2	2	2	2	2	1			20.00
														-
														-
														-
Subtotal Load Count														50.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	0	60	60	60	60	200	80	80	0	0	300	6	1,800.00
Tandem Tandem (Chris White)	20T	60	40	40	40	40	40	40	40	40	20	200	6	1,200.00
														-
														-
														-
Subtotal Overhaul														3,000.00

Force Account Summary Report														
Force Acc. #:					Date		June 11, 2024 - June 20, 2024							
Contractor:		Marine Contractors Inc			Project		22-042							
Project Name:		Mount Bernard Road Reconstruction			Description of Work									
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		11-Jun-24	12-Jun-24	13-Jun-24	14-Jun-24	15-Jun-24	16-Jun-24	17-Jun-24	18-Jun-24	19-Jun-24	20-Jun-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	4	4	4	4	5	4	4	4	4	3			40.00
Tandem Tandem (Chris White)	20T	4	4	4	4	4	4	6	6	6	6			48.00
Tandem Tandem (John Kennedy)	20T					3		5	2	5	3			18.00
														-
														-
Subtotal Load Count														106.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	80	80	80	80	100	80	80	80	80	60	400	6	2,400.00
Tandem Tandem (Chris White)	20T	80	80	80	80	80	80	120	120	120	120	480	6	2,880.00
Tandem Tandem (John Kennedy)	20T	0	0	0	0	60	0	100	40	100	60	180	6	1,080.00
														-
														-
Subtotal Overhaul														6,360.00

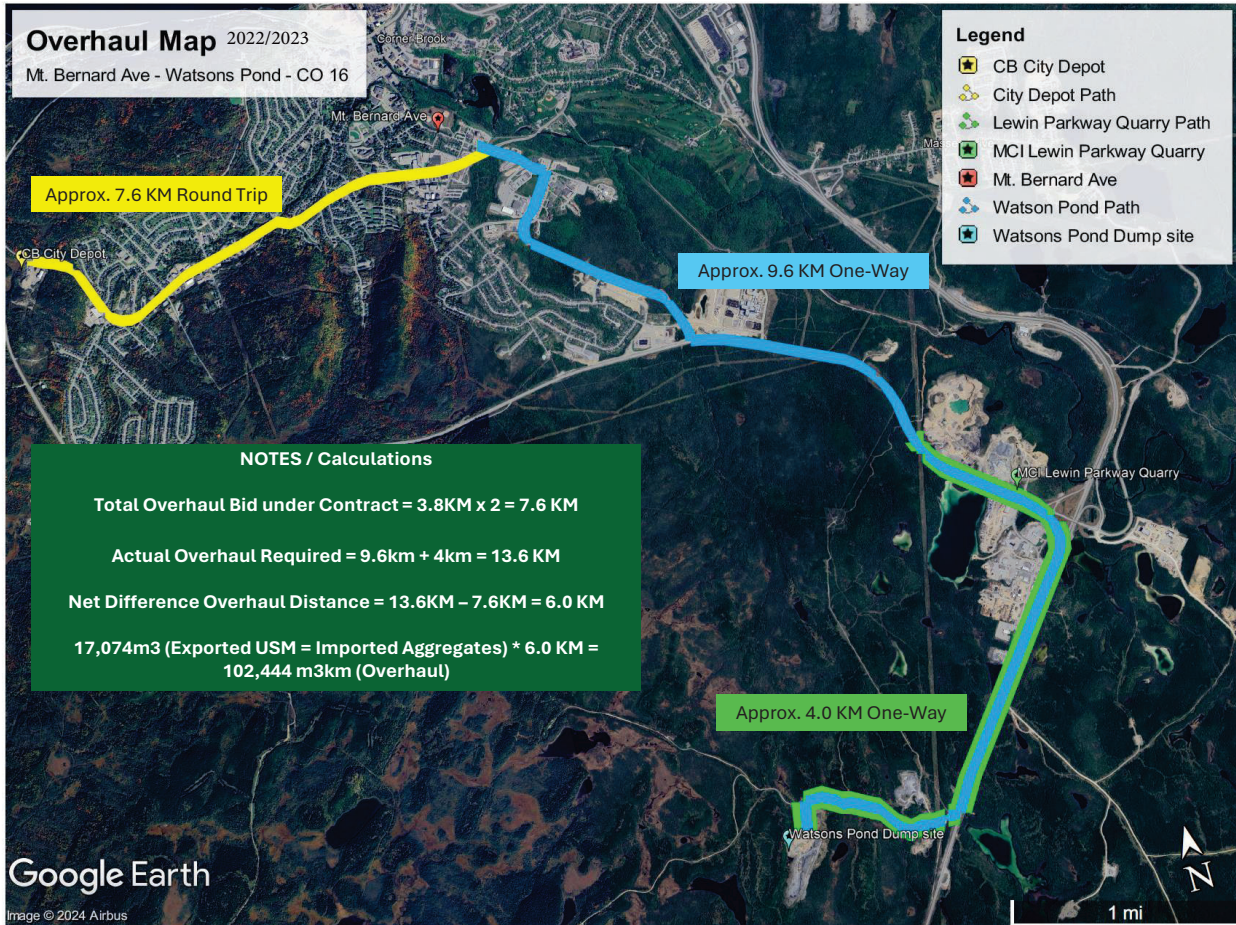
Force Account Summary Report														
Force Acc. #:					Date		June 25, 2024 - July 4, 2024							
Contractor:		Marine Contractors Inc			Project		22-042							
Project Name:		Mount Bernard Road Reconstruction			Description of Work									
Trucking Overhaul														
OVERHAUL														
Equipment Load Count		25-Jun-24	26-Jun-24	27-Jun-24	28-Jun-24	29-Jun-24	30-Jun-24	1-Jul-24	2-Jul-24	3-Jul-24	4-Jul-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	2	2	2	2	3	3	3	3	3	1			24.00
Tandem Tandem (Chris White)	20T													-
Tandem Tandem (John Kennedy)	20T		1	3	3	4	1	2	7	8				29.00
														-
														-
Subtotal Load Count														53.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	40	40	40	40	60	60	60	60	60	20	240	6	1,440.00
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (John Kennedy)	20T	0	20	60	60	80	20	40	140	160	0	290	6	1,740.00
														-
														-
Subtotal Overhaul														3,180.00

Force Account Summary Report														
Force Acc. #:		Marine Contractors Inc		Date		July 9, 2024 - July 18, 2024								
Project Name:		Mount Bernard Road Reconstruction		Project		22-042								
Description of Work														
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		9-Jul-24	10-Jul-24	11-Jul-24	12-Jul-24	13-Jul-24	14-Jul-24	15-Jul-24	16-Jul-24	17-Jul-24	18-Jul-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	3	3	3	3	2	2	2	2	2	1			23.00
Tandem Tandem (Chris White)	20T					2	2	2	2	2	2			12.00
Tandem Tandem (John Kennedy)	20T				3	9	4	1	3		2			22.00
Tandem Tandem (Chad Sheppard)						3	2							5.00
														-
Subtotal Load Count														62.00
Overhaul Material Qty														
Make, Model & Type	Capacity											Total M3	OH KM	
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	60	60	60	60	40	40	40	40	40	20	230	6	1,380.00
Tandem Tandem (Chris White)	20T	0	0	0	0	40	40	40	40	40	40	120	6	720.00
Tandem Tandem (John Kennedy)	20T	0	0	0	60	180	80	20	60	0	40	220	6	1,320.00
Tandem Tandem (Chad Sheppard)	20T	0	0	0	0	80	40	0	0	0	0	50	6	300.00
														-
Subtotal Overhaul														3,720.00

Force Account Summary Report														
Force Acc. #:		Date		July 23, 2024 - August 1, 2024										
Contractor:	Marine Contractors Inc			Project										
Project Name:	Mount Bernard Road Reconstruction			22-042										
Description of Work														
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		23-Jul-24	24-Jul-24	25-Jul-24	26-Jul-24	27-Jul-24	28-Jul-24	29-Jul-24	30-Jul-24	31-Jul-24	1-Aug-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	4	4	4	3	3	3	4	4	3	4			36.00
Tandem Tandem (Chris White)	20T	2	2	2	2	3								11.00
Tandem Tandem (John Kennedy)	20T	1				2	3	1	5		1			13.00
														-
														-
Subtotal Load Count														60.00
Overhaul Material Qty														
Make, Model & Type	Capacity											Total M3	OH KM	Total
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	80	80	80	60	60	60	80	80	60	80	360	6	2,160.00
Tandem Tandem (Chris White)	20T	40	40	40	40	60	0	0	0	0	40	110	6	660.00
Tandem Tandem (John Kennedy)	20T	20	0	0	0	40	60	20	100	0	20	130	6	780.00
														-
														-
Subtotal Overhaul														3,600.00

Force Account Summary Report														
Force Acc. #:		Date			August 6, 2024 - August 15, 2024									
Contractor:		Project			22-042									
Project Name:		Description of Work												
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		6-Aug-24	7-Aug-24	8-Aug-24	9-Aug-24	10-Aug-24	11-Aug-24	12-Aug-24	13-Aug-24	14-Aug-24	15-Aug-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T													-
Tandem Tandem (Chris White)	20T	10	10											20.00
Tandem Tandem (John Kennedy)	20T	1	1											2.00
														-
														-
Subtotal Load Count														22.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Chris White)	20T	200	200	0	0	0	0	0	0	0	0	200	6	1,200.00
Tandem Tandem (John Kennedy)	20T	20	20	0	0	0	0	0	0	0	0	20	6	120.00
														-
														-
Subtotal Overhaul														1,320.00

Force Account Summary Report														
Force Acc. #:		Date			August 20, 2024 - August 29, 2024									
Contractor:		Project			22-042									
Project Name:		Description of Work												
Trucking Overhaul														
OVERHAUL														
Equipment, Load Count		20-Aug-24	21-Aug-24	22-Aug-24	23-Aug-24	24-Aug-24	25-Aug-24	26-Aug-24	27-Aug-24	28-Aug-24	29-Aug-24	Rate	Total Qty	Total
Make, Model & Type	Capacity													
Tandem Tandem (Ben Hickey)	20T													-
Tandem Tandem (Ron Chafe)	20T	2	2	2	1	1								8.00
Tandem Tandem (Chris White)	20T													-
Tandem Tandem (John Kennedy)	20T													-
														-
														-
Subtotal Load Count														8.00
Overhaul Material Qty												Total M3	OH KM	
Make, Model & Type	Capacity													
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (Ron Chafe)	20T	40	40	40	20	20	0	0	0	0	0	80	6	480.00
Tandem Tandem (Chris White)	20T	0	0	0	0	0	0	0	0	0	0	0	6	-
Tandem Tandem (John Kennedy)														-
														-
														-
Subtotal Overhaul														480.00





Request for Decision (RFD)

Subject: Project Amendment Request - Accessible Transit Funding

To: Donny Burden

Meeting: Regular Meeting - 18 Nov 2024

Department: Engineering

Staff Contact: Melody Roberts,

Topic Overview:

Attachments: [Project Amendment Request 17-PT-24-00002 Accessible Transit](#)

BACKGROUND INFORMATION:

In August 2023, the City of Corner Brook entered into a Funding Agreement under the Investing in Canada Infrastructure Program (ICIP) for \$600,000 to conduct an accessible transit study. As the study nears completion, the City is requesting an amendment to the agreement to include key recommendations from the study. This amendment will not affect the total funding amount or the City's contribution; it simply seeks to make the recommendations from the study eligible for funding under the current agreement.

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council authorize the City Manager to sign the attached project amendment request and staff to submit the request to Municipal Infrastructure.

Director of Public Works, Water and Wastewater Approved - 14 Nov 2024

Director of Community, Engineering, Development & Planning Approved - 14 Nov 2024

Legislative Assistant Approved - 14 Nov 2024

City Manager



Government of Newfoundland and Labrador
 Department of Transportation and Infrastructure
 Municipal Infrastructure

PROJECT AMENDMENT REQUEST

Project Title	New Accessible Transit Busses and Payment System		
Ultimate Recipient	City of Corner Brook		
MI Project Number	17-PT-24-00002		
Request Date	2024-11-06		
Request Type (select all that apply)			
<input checked="" type="checkbox"/> Change Project Description		<input type="checkbox"/> Change Project Assets	
<input type="checkbox"/> Timeline Extension – Consultant		<input checked="" type="checkbox"/> Change Project Outcomes	
<input type="checkbox"/> Timeline Extension - Contractor		<input type="checkbox"/> Funding Increase (ICIP only until Mar 2025)	
<input type="checkbox"/> Schedule Change			
Current Project Status (select one)			
<input type="checkbox"/> 01 - Recipient Agreement Not Yet Signed		<input type="checkbox"/> 09 - Tender Called	
<input checked="" type="checkbox"/> 02 - Recipient Agreement Signed		<input type="checkbox"/> 10 - Tender Closed	
<input type="checkbox"/> 03 - Consultant RFP Issued		<input type="checkbox"/> 11 - Contract Awarded	
<input type="checkbox"/> 04 - Preferred Consultant Selected		<input type="checkbox"/> 12 - Construction Ongoing	
<input type="checkbox"/> 05 - Consultant Agreement Signed		<input type="checkbox"/> 13 - Construction Complete	
<input type="checkbox"/> 06 - Design Ongoing		<input type="checkbox"/> 14 - Waiting on Close out Documents	
<input type="checkbox"/> 07 - Tender Document Review		<input type="checkbox"/> 15 - Deficiencies Remain	
<input type="checkbox"/> 08 - Approval to tender Issued		<input type="checkbox"/> 16 – Hold	
Original Approved Project Description (found in funding agreement)			
<p>"From "City of Corner Brook Transit Study and System Design" (Dillon Consulting 2021) Improved accessibility on Corner Brook Transit benefits all other passengers that use h e system. To continue progress towards a more accessible system, it is recommended that Corner Brook develop an Accessibility Plan that will outline actions to remove barriers and improve accessibility. The plan should include a definition of "accessible" and conduct an inventory of stops with an accessibility lens. The AP should also identify actions and priorities to improve the accessibility of vehicle, stops, shelters, facilities, communication and driver /customer service training ."</p>			
Requested Revised Project Description (only complete if there are changes)			
<p>As the City of Corner Brook continues toward a more accessible transit system for the residents of Corner Brook, the City wishes to update the scope of this funding to include the implementation of key reccommendations presented in the Accessibility Plan completed under this funding agreement. Accessibility upgrades reccommended in the report include:</p> <ul style="list-style-type: none"> - Accessible Busses - Accessible Transit Stops - Accessible Transit Shelters - Audible Announcement Prompts - Accessible Transit Service - Accessible Transit Software and Route Optimization 			

MI Project Number	17-PT-24-00002	
Request Date	2024-11-06	
Asset Revision (found in approval agreement)		
Asset Description Approved	Approved Quantity	Amended Quantity <small>Show only the change value</small>
N/A		
Approved Outcomes (approved can be found in approval agreement)		
Original Outcomes	Outcomes after revision <small>only complete if there are changes</small>	
Accessible Transit Plan	Accessible Transit Plan	
	Accessible Transit Stops	
	Accessible Transit Shelters	
	Accessible Busses	
	Audible Announcement Prompts	
Location plan of work (REQUIRED request will be returned unevaluated if not included)		
Insert screen shot of KML showing original extent of work in yellow and proposed in red		
No Change - Worked contained within City limits.		

MI Project Number	17-PT-24-00002				
Request Date	2024-11-06				
Schedule Impacts					
	Original Date	Proposed Date			
Project Completion date	No Change				
Consultant Contracts signed by					
Construction Contracts signed by					
Construction to be complete by					
Funding Impacts					
Original Approved Funding (incl HST)	\$	600000			
Value of all work committed in contracts to date	\$	88711			
Project Over Run					
Project tendered and results are over budget?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>			
Value of Overrun (incl HST)	\$	0			
Resolution of Council/Board to fund the share of the over run, indication method of funding. If financing, a letter from a lender is required.	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Increasing or decreasing scope					
Modifying scope to manage budget?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>			
Proposed cost of Change (incl HST) (indicate + or - value)	\$	0			
Revised Estimated Fiscal Year Cash Flow					
	Prior Years	Y1 Estimate	Y2 Estimate	Y3 Estimate	New Project Total
Original		80000	520000		600000
Proposed		0	88711	511289	600000
Explanation for the Amendment Requested					
Describe the reason for the request, including the cause.					
The City believed the original scope included the implementation of recommendations from the Transit Accessibility Plan. However, this does not appear to be the case. As such, this amendment is to include the implementation of recommendations in the Accessibility Plan.					
What are alternative solutions?					
Only complete the Accessibility Plan and allow approved funding to go unused.					
What will happen if this request it not approved?					
Only 15% of approved budget will be utilized. This funding will not have an impact on the residents of Corner Brook.					

MI Project Number	17-PT-24-00002		
Request Date	2024-11-06		
Ultimate Recipient Approval			
Signature of Board or Council Representative (not consultant)			
Resolution of Council/Board attached. (REQUIRED in all cases)	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Name (print)	Signature		
Title	Date		

Departmental Review (internal use only)			
Project Representative Review			
Comments:			
Support <input type="checkbox"/>		Oppose <input type="checkbox"/>	
		Date	Name (print) & Signature
Regional Engineer			
Comments:			
Support <input type="checkbox"/>		Oppose <input type="checkbox"/>	
		Date	Name (print) & Signature
Director			
Comments:			
<input type="checkbox"/> Infrastructure Canada approval received (if required) <input type="checkbox"/> Meets program requirements. <input type="checkbox"/> Allowable within funding agreement. <input type="checkbox"/> Other:			
Approve <input type="checkbox"/>		Reject <input type="checkbox"/>	
		Date	Name (print) & Signature



Request for Decision (RFD)

Subject: Traffic Signals & Decorative Lights Maintenance/Service 2024-26

To: Donny Burden
Meeting: Regular Meeting - 18 Nov 2024
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:
Attachments: [K&C Bid](#)

BACKGROUND INFORMATION:

The City of Corner Brook requested bids for a 3-year standing offer Contract for maintenance and servicing on Corner Brook's traffic signals and decorative lights. Tenders closed on November 12, 2024 with one (1) bid received:

K & C Renovations Ltd. \$26,450.00 (per annum) HST Included

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council award the Tender for Traffic Signals & Decorative Lights/Maintenance 2024-26 to K & C Renovations Ltd for the annual amount of \$26,450.00 HST included for a 3-year Contract.

FINANCIAL IMPACT:

13.6% increase from the previous 3-year Contract that was awarded in 2021. This is attributed to hourly rates increasing.

Finance Type: Budget

Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 14 Nov 2024

City Manager

TENDER FORM

Tender for: Traffic Signals & Decorative Lights Maintenance / Service
Contract No: 2024-26

To: City of Corner Brook
P.O. Box 1080
5 Park Street
Corner Brook, NL
A2H 2W8

To Whom It May Concern:

- 1. Having carefully examined the site of the proposed work and all conditions affecting such, as well as the Contract Documents including the Specifications, all Addenda, and the Instructions to Bidders for this project,

WE, THE UNDERSIGNED, hereby offer to furnish all necessary labour, materials, superintendence, plant, tools and equipment, and everything else required to perform expeditiously and complete in a satisfactory manner the work for the price of:

Twenty Six thousand, Four hundred and fifty dollars and zero cents.

(\$ 26,450.00) per Annum in lawful money of Canada which includes all prime costs, allowances and Government sales or excise taxes in force at this date, except as otherwise provided in the tendering documents.

- 2. The Work will be substantially performed by November 30, 2027.
- 3. WE ENCLOSE HEREWITH if required by the Instructions to Bidders:

A bid bond issued by an approved Surety Company licensed to do business in the Province of Newfoundland and Labrador and made out in favour of the City of Corner Brook. The bid bond shall be at least ten percent (10%) of the tendered amount. An approved certified cheque may be substituted in lieu of the bid bond.

In the event of this tender being accepted within the time stated in Section 4 below and our failure to enter into a contract in the form hereinafter mentioned for the amount of our tender, the said security may at the option of the City of Corner Brook be forfeited. The forfeiting of the security does not limit the right of action of the City of Corner Brook against us for failure or refusal to enter into a contract.

- 14. The material shall mean only expendable items to construct the Work described on the Work orders issued by the Director of Public Works or Designate and not items such as tools, equipment and other items listed in the Specifications. The Tenderer agrees to submit monthly invoices at his/her company's net cost of material purchased plus 10% mark-up; plus 10% profit.
- 15. For materials in unit price Work where any single material item cost \$300 or more the Contractor must obtain written price quotes from three (3) suppliers. The Contractor shall obtain the materials from the lowest supplier and submit the lowest supplier's invoice along with his/her own invoice showing appropriate mark-ups. The other two quotes must be retained and submitted to the Director of Public Works or Designate should they be requested.
- 16. A hydraulic lift is required to carry out the Work. The cost per hour for the hydraulic lift will be mutually agreed upon based on industry standards.
- 17. The Owner reserves the right to use its own forces to perform any Work and to Tender any Work. Generally however, it is the intent that the Contractor will carry out minor projects which are within his/her competence. Refer also to Section D.
- 18. WE hereby acknowledge receipt of the following addenda: **NONE**
Addendum Numbers: _____ , _____ , _____ , _____
- 19. In order for a Tender to be valid, it must be signed by duly authorized officials as indicated in the Instructions to Bidders.

SIGNATURE OF TENDERER

Firm Name: K+C Renovations Ltd.

Address: 19 Carmen Avenue, Corner Brook NL

Postal Code: A2H 4V1

Email: krenosnl@gmail.com

Phone # 

Corporate Seal

APPENDIX "A"

SCHEDULE OF QUANTITIES AND PRICES

The quantities set out in this schedule are estimated quantities only and are not to be taken as final quantities by the Contractor. The unit prices bid shall include all labour, plant, materials, overhead, duties, and profit and all other obligations and liabilities under the Contract. H.S.T. is to be applied. Totals shall be determined by multiplying the quantity by the tendered unit price.

UNIT PRICE TABLE

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>ANNUAL ESTIMATED QUANTITY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
1.	Electrician	Hours	200	90	18,000
2.	Helper / Labourer	Hours	100	45	4,500
3.	Flag Person	Hours	50	10	500

SUBTOTAL \$23,000.00
 HST 15% \$3,450.00

TOTAL ANNUAL TENDER AMOUNT: \$26,450.00

Note: Quantities shown have been estimated for each year of the three (3) year period of the Contract.

Transfer the Total Annual Tender Amount to Page 1 of the Tender Form.



Request for Decision (RFD)

Subject: Supply of Phosphates for Corrosion Control 2024-24

To: Donny Burden

Meeting: Regular Meeting - 18 Nov 2024

Department: Engineering

Staff Contact: Melody Roberts,

Topic Overview:

Attachments: [Shannon Chemical Corporation bid Submittal Redacted](#)

BACKGROUND INFORMATION:

The City of Corner Brook requested bids for the Supply of Phosphates for Corrosion Control on a standing offer basis. The Tender is for a 12-month term with an option to renew for one (1) additional year based on performance and price.

Tenders were called on October 11, 2024 and closed on October 25, 2024, with one bid received from Shannon Chemical Corporation for the price of \$104,760.00 USD

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council award the Tender for the Supply of Phosphates for Corrosion Control 2024-24 to Shannon Chemical Corporation in the amount of \$104,760.00 USD

FINANCIAL IMPACT:

2022-28 Contract was awarded at \$100,440.00 USD, based on a quantity of 12,000 kg of Orthophosphates at \$8.37/kg

This Contract is based on a quantity of 12,000 kg at \$8.73/kg, resulting in a 4.3 % increase

Finance Type: Budget

Other Type: Operational Budget

Director of Public Works, Water and Wastewater Approved - 14 Nov 2024

Director of Community, Engineering, Development & Planning Approved - 14 Nov 2024

Legislative Assistant Approved - 14 Nov 2024

City Manager

PROJECT: SUPPLY OF PHOSPHATES FOR CORROSION CONTROL

PROJECT NUMBER: 2024-24

TENDER ADDRESS: City of Corner Brook
5 Park Street
Corner Brook, NL A2H 2W8

OWNER: THE CITY OF CORNER BROOK

CONTRACTOR: Shannon Chemical Corporation

P.O. Box 376, Malvern, PA 19355

1. TENDER AND CONTRACT AGREEMENT

Having carefully examined the attached materials, specifications, and all drawings listed in the specifications, WE, THE UNDERSIGNED, hereby offer to supply on a 'Standing Offer' basis all the materials as per contract conditions, for unit prices shown in Appendix 'A' in United States funds. Excise taxes, duty, Province of Newfoundland and Government of Canada sales taxes will be considered extra to the contract.

The Contractor agrees that this Tender/Contract Form, subject to all provisions contained herein, when accepted and executed on behalf of the Owner shall constitute a binding Contract between the Contractor and the Owner.

2. TENDER PRICES

The Contractor declares that the rates and prices variously set forth in the Schedule of Quantities and Prices (Appendix 'A') have been correctly computed for the purposes of the Tender and that they include and cover all contingencies and provisional sums and all, handling charges and all transportation and all other charges, with the exception of brokerage fees, excise taxes and duty, Province of Newfoundland and Government of Canada sales taxes.

3. GENERAL AGREEMENT

The Contractor also agrees that:

- 3.1 this tender shall remain effective for a period of 30 days from the closing date;
- 3.2 the Owner may reject any and all tenders and that the lowest tender may not necessarily be accepted;
- 3.3 the prices herein tendered include all, royalties, transportation, travelling costs, all overhead and profit, all co-ordination fees, insurance premiums, and all other charges;

- 3.4 failure to enter into a contract with the Owner if this Tender is accepted may necessitate forfeiture of the Tender security, if such security is required.
- 3.5 Within 48 hours of tender closing, if requested by the Owner, submit evidence that the material to be supplied is certified as suitable for contact with treated drinking water by an accredited certification organization in accordance with ANSI/NSF Standard 60 Drinking Water Treatment Chemicals – Health Effects and must meet AWWA Standards.
- 3.6 this procurement process is subject to the Access to Information and Protection of Privacy Act, 2015 and agree that the financial value of a contract resulting from this procurement process will be publicly released as part of the award notification process.
- 3.7 the procurement is subject to trade agreements, if applicable.

3 ADDENDA

The Contractor acknowledges receipt of the following Addenda:
Numbers _____

4 PAYMENT

Subject to applicable legislation respecting hold back percentages and in accordance with the provisions of the Terms and Conditions for Purchasing, the Owner shall make payments to the Contractor under such arrangements as may be agreed to by both the Contractor and the Owner.

CONTRACTOR'S SIGNATURE

Shannon Chemical Corporation
Contractor's Name

P.O. Box 376, Malvern, PA 19355
Contractor's Address

Signed by

Daniel C. Flynn, V.P.-Operations
Signed by

10/16/24
Date

(Seal)

OWNER'S ACCEPTANCE

Accepted on behalf of the Owner

Witnessed by

Date

APPENDIX 'A'

**SCHEDULE OF QUANTITIES AND PRICES
FOR
STANDING OFFER AGREEMENT**

The supplier agrees to sell and supply the goods listed at the prices set out herein subject to the terms and conditions stated in the contract.

The unit price bid price shall include all labour, plant, materials, freight, overhead and profit and all other obligations and liabilities under the Contract including any shipping and handling charges related to the return of the empty cylinders, containers, pallets etc. to the Contractors site. The unit price bid is based on the percentage (% w/w) of orthophosphate content, where the orthophosphate content is that stipulated on the CERTIFICATE OF ANALYSIS. The bulk product shall not contain less than 50% (w/w) orthophosphate.

Prices shall be F.O.B. destination City of Corner Brook, Water Treatment Plant.

The quantities shown are only estimates of the City of Corner Brook's annual requirements; the City does not guarantee purchase of these amounts. Payment will be made on the basis of the unit prices included herein applied to the actual quantities supplied in accordance with the Specifications. The City of Corner Brook reserves the right to increase or decrease total annual consumption at the quoted unit price.

Prices shall be in U.S DOLLARS, ALL TAXES EXCLUDED

	DESCRIPTION	UNIT	ESTIMATED ANNUAL QUANTITY (ORTHOPHOSPHATE PORTION)	UNIT PRICE ^{1,2}	TOTAL
1.	Zinc Orthophosphate (bulk)	Kg	12,000	\$8.73/kg	\$104,760.00

Total Tender Amount **U.S DOLLARS** \$104,760.00

¹ The unit price bid is based on the percentage (% w/w) of the bulk product which is orthophosphate where the orthophosphate content is that stipulated on the CERTIFICATE OF ANALYSIS. The bulk product shall not contain less than 50% (w/w) orthophosphate.

Example: If a product is 50% orthophosphate with a bulk product price of \$5/kg, the unit price bid shall be calculated as follows:

$$\text{Bid Unit Price} = \frac{\$5/\text{kg}}{50\% \text{ Orthophosphate}} = \frac{\$10}{\text{kg Orthophosphate}}$$

\$10 is therefore the bid unit price.

The total bid price is therefore calculated as follows:

$$\text{Total Bid Price} = \frac{\$10}{\text{kg Orthophosphate}} * 12,000 \text{ kg Orthophosphate} = \$120,000$$

The total bid price is therefore \$120,000.

² Payment shall be based on the orthophosphate content of each delivery as documented by a CERTIFICATE OF ANALYSIS.



Request for Decision (RFD)

Subject: Canada Housing Infrastructure Fund

To: Donny Burden
Meeting: Regular Meeting - 18 Nov 2024
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:
Attachments: [CHIF Project list November 14 2024](#)

BACKGROUND INFORMATION:

Engineering staff require a motion of Council to officially submit projects for the Canada Housing Infrastructure Fund. The Window for applications under the CHIF program closes on November 29, 2024. As a result, staff met to discuss the projects that could be submitted under this program. A list of the proposed projects to be submitted are shown in Figure-1. The costs shown in Figure-1 are a reasonable estimate of probable cost, however, staff will update the estimated costs for each project before submission once approved by Council.

PROPOSED RESOLUTION:

Be it resolved that the Council of the City of Corner Brook authorize staff to submit the projects listed in Figure-1 for the Canada Housing Infrastructure Fund.

Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 15 Nov 2024
Legislative Assistant	Approved - 15 Nov 2024

City Manager

Figure-1

City Priority	Project	Funding Stream	Estimated cost HST incl.	Description	Comments
1	Curling Reservoir (c/w trans line & control building)	CHIF	\$11,450,000.00	The scope of the project includes construction of a new water reservoir complete with associated transmission mains, control building, and post chlorination. The project aims to provide fire storage, emergency storage and peak balancing storage for the for the west side of the City that will enable development in the CRDA zone (known as Oak Hills). This reservoir will also provide water storage for the Curling area of the City and the neighbouring town of Mount Moriah. (per 2013 City of Corner Brook Water Master Plan).	
2	Wastewater Treatment Plant Construction Phase 1	CHIF	\$120,000,000.00	Project consists the construction of a new wastewater treatment facility in the City of Corner Brook, Newfoundland. The City is currently not in compliance with federal waste water regulations. Future development will increase waste water flows and add to the non-compliance. This project would be be considered regional as the Waste Water from the Town of Massey Drive would be treated as well.	
		Total	\$131,450,000.00		



Request for Decision (RFD)

Subject: Margaret Bowater Park Pool Deck Repair

To: Darren Charters
Meeting: Regular Meeting - 18 Nov 2024
Department: Recreation
Staff Contact: Peter Robinson, Director of Recreation Services
Topic Overview:
Attachments: [Deck Replacement Quote - Tech Construction](#)

BACKGROUND INFORMATION:

The current pool deck at Margaret Bowater Park is half concrete and half wooden. The wooden portion of the deck has reached the end of its usability and is in need of replacing. It was determined that the best approach would be to replace the wooden portion of the deck with concrete that is tied into the existing concrete deck. Three quotes were obtained and the cost of this work has been budgeted for.

PROPOSED RESOLUTION:

Be it RESOLVED that the contract to replace the wooden portion of the pool deck at Margaret Bowater Park be awarded to Tech Construction (2012) Ltd. in the amount of \$72,500.00 plus HST.

ALTERNATIVE IMPLICATIONS:

1. Council approves the recommendation to award the contract.
2. Council does not approve the recommendation to award the contract.
3. Council provides alternative direction.

Director of Recreation Services	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 14 Nov 2024

City Manager

Tel: (709) 634-2320

Fax: (709) 634-9350

TECH CONSTRUCTION (2012) LTD.

P. O. Box 626, 35 Maple Valley Rd., Corner Brook, NL A2H 6G1

September 18, 2024

ATTN: Zachary Clothier
City of Corner Brook

RE: Margaret Bowater Pool Side Decking

Quotation

Our Price to remove existing wooden deck and replace with concrete is seventy two thousand five hundred dollars (**\$72,500.00**) HST Extra.

Scope of Work:

- Remove and dispose of existing wooden deck walkway
- Build up sub grade with approximately 75mm of compacted class A
- Pour new 100mm concrete pad walkway with 25mpa concrete
 - Wire mesh reinforcement
 - Set to same elevation as existing concrete walkway
 - Broom Finish
 - Saw cut control joints at 3m grid
- Liability insurance only

Exclusions

- Any electrical work that may come up
- No permits, or bonding included
- Finish landscaping
- Reinstatement of grass or topsoil
- Winterization of concrete

Quotation valid until September 30th 2024. If you have any questions, please do not hesitate to call.

Sincerely yours,

Chuck Coley, P.Tech.



TECH CONSTRUCTION (2012) LTD.





Request for Decision (RFD)

Subject: Transit Accessibility

To: Donny Burden
Meeting: Regular Meeting - 18 Nov 2024
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:

BACKGROUND INFORMATION:

The City of Corner Brook has been facing capacity challenges with its current transit system, leading to passengers being frequently left behind. Additionally, a recent Accessible Transit Study conducted by Dillon Consulting identified this issue, with a key recommendation being the need for larger capacity buses.

The City is also in discussions with the Province to provide free bus passes for recipients of Guaranteed Income Support (GIS) and Income Support.

Through negotiations with the transit contractor, the following agreements are being proposed:

1. Buckle's Bussing will provide two new buses, which will nearly double the current fleet's capacity.
2. Any transit revenue exceeding \$100,000 will be shared with the city. Previously, no revenue sharing was in place.
3. Once an agreement is reached with the Province, all GIS and Income Support recipients will receive free bus passes, without any changes required to the existing contract.
4. The city will increase its annual operating subsidy to the transit contractor by \$120,000, raising the total to \$569,200.

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council authorize the City Manager to increase the Subsidy to Buckle's Busing Limited by \$120,000, to provide new passenger buses and after the contract to incorporate the items listed above. Contract end date will remain unchanged.

Director of Public Works, Water and Wastewater	Approved - 15 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 15 Nov 2024
Legislative Assistant	Approved - 15 Nov 2024

City Manager



Information Report (IR)

Subject: Notice of Motion--Animal Regulation 2017

To: Darren Charters
Meeting: Regular Meeting - 18 Nov 2024
Department: Protective Services
Staff Contact: Todd Flynn, Director of Protective Services
Topic Overview: Notice of Motion--City of Corner Brook Animal Regulations 2017
Attachments: [Animal Regulations-2024-final \(002\)](#)

BACKGROUND INFORMATION:

In accordance with Section 39 of the City of Corner Brook Act, a notice of motion is required for the amendment, repeal and passing of bylaws/regulations of the City of Corner Brook.

Whereas Section 236 of the City of Corner Brook Act, R.S.N.L. 1990, c. C-15, as amended, authorizes council to make regulations:

- restricting and controlling the running at large or keeping of animals other than dogs;
- providing for the seizure and impounding of animals found at large or kept contrary to the regulations;
- prescribing impounding fees; and
- providing that an impounded animal may be sold, destroyed or otherwise disposed of if it is not claimed and the impounding fee paid in the time set out in the regulations.

Therefore, Notice is hereby given that at the Public Council Meeting on **December 2nd, 2024**, the following motion will be brought forward for consideration:

Pursuant to the powers vested in it by virtue of Section 263, 264, 280.1, 280.2 and 280.4 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 Animal Control Regulations.

Pursuant to the powers vested in it by virtue of Section 263, 264, 280.1, 280.2 and 280.4 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 following amendments to the Animal Regulations:

1. **Section 2. J) Impound Fee definition to include animal medical fees;**
2. **Section 7. d) to make animal medical fees collectable from the animal owner;**
3. **New "Section 10 – Designation" to allow the Director to designate external agencies to provide animal services, collect fees, on behalf of the City;**
4. **Schedule A revised to increase the Daily Base Impound Fee to \$25.00/day;**
5. **New Schedule B, "Dog Registration Form";**
6. **New Schedule C, "More than 5 Animals Form", and;**
7. **New Schedule D, "Keeping of Uncommon Animal Form.**

Director of Protective Services

Approved - 12 Nov 2024

Director of Community, Engineering,
Development & Planning

Approved - 12 Nov 2024

Administrative Assistant

Approved - 12 Nov 2024

City Manager

The City of Corner Brook Animal Regulations

PURSUANT to the powers vested in it under section 263, 264, 280.1, 280.2 and 280.4 of the City of Corner Brook Act, R.S.N.L. 1990, c. C-15, as amended, the Newfoundland and Labrador Animal Health and Protection Act SNL 2010 Chapter A 9.1, and all other powers it enabling, the Corner Brook City Council, in a session convened on the 16th day of October, 2017, hereby passes and enacts the following regulations regulating the control of dogs and other animals in the City of Corner Brook.

These Regulations may be cited as the City of Corner Brook Animal Regulations.

1. PURPOSE

The purpose of these Regulations is to promote the safety, health, and well-being of people and their animals in the City of Corner Brook and to protect people, properties, and promote the humane treatment of animals.

2. DEFINITIONS

In these Regulations:

- a) "Animal" means all types of animals, both domesticated and wild, including, but not limited to dogs, cats and other pets, fowl, livestock as defined by the Livestock Act and wild animals which customarily live independently of people in natural conditions including any reptile or amphibian;
- b) "Animal Control Officer" means the person or persons appointed and authorized by Council to impound animals pursuant to the City of Corner Brook Act and these Regulations and to carry out such other acts as are prescribed by these Regulations and includes Municipal Enforcement Officers and the Director;
- c) "Animal Shelter" means the facility designated by the Director as the facility where surrendered, relinquished or abandoned animals; animals apprehended by Animal Control Officers; and animals requiring impoundment may be taken and kennelled; d) "Cat" means a male or female cat of any age and includes those that are domesticated and those that breed and/or live in the wild;
- e) "City" means the City of Corner Brook;
- f) "Companion Animal" means a dog or a cat or any animal normally kept for companionship or bred or rose for companionship. Companion Animals do not include animals kept for an agricultural purpose such as livestock, nor wildlife and fish as defined in the province of Newfoundland and Labrador Wildlife Act, or any other animals prescribed as being excluded by any Provincial Regulations made under *the Animal Health and Protection Act SNL 2019 Ch. A-9.1*.
- g) "Council" means the Corner Brook City Council as continued by section 12 of the City of Corner Brook Act;

- h) "Director" means the Director designated by Council to manage and oversee the operation of the Animal Shelter and the carrying out of the provisions of these Regulations.
- i) "Dog" means a male or female domesticated dog of any age and includes an animal which is a cross between a wolf or coyote and a dog;
- j) "Impound Fee" means the daily Base Impound Fee prescribed in Schedule A for the housing, cleaning and feeding of an impounded animal plus the costs of any medical/veterinary care or treatment provided to an impounded animal;
- k) "Licensing Officer" means a person appointed pursuant to section 264(d) of the City of Corner Brook Act and includes the Director, Animal Control Officers, Municipal Enforcement Officers and or a City designated agency;
- l) "Municipal Enforcement Officer" means any Municipal Enforcement Officer appointed pursuant to s.211 of the City of Corner Brook Act;
- j) "Owner" includes any person who has the custody, charge, possession or control of an animal, including the owner, tenant or person in charge of the premises where an animal is kept, permitted to live or remain);

3. LICENSING OF DOGS

- a) A valid dog licence is one that has been issued by the City, a Licensing Officer or, other municipality or City designated agency in combination with a registration tag or plate indicating that the registration is in force for the current year.
- b) No person, shall own, keep or have a dog in the City that is older than three (3) months, without having a valid licence for that dog and having the licence registration tag or plate affixed to the dog's collar.
- c) An application for a dog licence shall be made in writing on the prescribed form to the City or Licencing Officer and shall include:
 - i. The name and contact information of the Owner;
 - ii. Name of the dog;
 - iii. Sex and breed of the dog or combinations thereof;
 - iv. Means of identification of the dog such as physical description, photo, or microchip; and
 - v. Whether the dog is spayed or neutered;
- d) The licence fee to licence a dog shall be as set out in Schedule A of these Regulations and shall not be remitted for any cause including the death, loss or removal of the dog from the City after the date of issuance;

- e) Upon completion of the application and payment of applicable fees, the City or Licencing Officer will issue the Owner a numbered tag for the current year registered, which the dog Owner shall attach and display on the collar of the dog.
- f) Information and fees collected by a Licencing Officer shall be forwarded to the City within 2 business days of receipt.
- g) Every dog licence issued pursuant to these Regulations shall, expire on the 31st day of December following the third anniversary of the date of issuance.
- h) Dog licences issued pursuant to these Regulations are non-transferrable between dogs and/or Owners and licence fees are non-refundable.

4. CONTROL OF ANIMALS

- a) No Owner shall permit or allow an animal to stray, roam, or run at large in the City.
- b) No person shall permit an animal upon the streets or other public place within the City without written permission from Council save and except for a licenced dog provided such dog is held by a competent person able to restrain the dog on a leash that is of not more than three (3) metres in length.
- c) Every Owner shall immediately remove excrement deposited by the Owner's animal on any property other than the property of the Owner, unless the Owner is a person with a disability and the animal is trained to assist and is assisting that person. All animal excrement must be held and disposed of in compliance with the City's Garbage and Refuse Regulations and Anti-Litter Regulations;
- d) No Owner shall permit their animal to make repetitive sounds including but not limited to barking, howling, crowing, meowing or screeching, that constitute a nuisance or disturb the peace and enjoyment of another property, and an Animal Control Officer may impound an animal of an Owner that is in breach of this provision;
- e) Notwithstanding subsection (a), where a dog is on public property that has been designated "Off Leash Dog Park", the dog will not be at large as long as the Owner meets all of the following requirements:
 - i. the dog is always accompanied by the Owner;
 - ii. the Owner always has control of the dog by either physical or verbal means; and

- iii. the dog has not been designated, in accordance with these Regulations, as a Dangerous Animal and does not display any signs of aggressive behaviour.

5. LIMIT ON NUMBER OF ANIMALS

- a) No person or persons shall be the Owner of more than five animals of which a maximum of three (3), can be dogs, in any single residential in the City without first obtaining a written permit from the City as per Schedule C of these regulations.
- b) Where in the opinion of an Animal Control Officer conditions do not sufficiently allow for the humane habitation of a property of 5 animals, or the condition of the property and/or animals thereon create a nuisance to neighbouring properties, the Owner shall reduce his quantity of animals accordingly upon receipt of a notice to reduce from the Animal Control Officer.
- c) The limit of animals applies to animals that would inhabit and encroach directly upon a human environment such as cats and dogs and not those in self-contained environments within a residential unit such as aquarium containing fish or reptile/s in a terrarium.
- d) City recognized Animal Rescue organizations are exempt from this "Limit on Number of Animals" requirement however such organizations must maintain a humane animal habitat compatible to the number of animals being kept.

6. DANGEROUS AND NUISANCE ANIMALS

- a) An Animal Control Officer may designate an animal to be Dangerous and/or a Nuisance where it is proven to the satisfaction of the Animal Control Officer that:
 - i. the animal or species thereof has a known propensity or predisposition to attack persons or other domestic animals to cause injury or otherwise threaten the safety of persons or domestic animals;
 - ii. the animal behaves in a vicious or menacing manner and approaches and/or chases persons to
 - iii. cause injury or otherwise threaten the safety of persons or domestic animals;
 - iv. the animal has and without provocation, bitten, inflicted injury, assaulted or otherwise attacked a person or domestic animal; or
 - v. the animal exhibits symptoms or behaviour of illness that threatens the health and safety of persons or other animals.

- b) For the purposes of this section, an animal is presumed not to have been provoked in the absence of evidence to the contrary.
- c) A dog shall not be designated as a Dangerous animal if the dog:
 - i. is acting in defence to an attack from a person or animal;
 - ii. is acting in defence to an attack of its young; or
 - iii. is a professionally trained dog for law enforcement or guard duties and in the process of conducting its duties as is trained.
- d) Once an Animal Control Officer has designated an Animal to be a Dangerous or Nuisance Animal the animal Control Officer may take any one or more of the following actions:
 - i. make application to a Provincial Court in accordance with Sections 34, 35, and 36 of the Newfoundland & Labrador Animal Health and Protection Act (2010 cA-9.1 s34-36) or any similar or successor legislation;
 - ii. Direct the Owner to keep the animal securely enclosed on the Owner's property in a manner that ensures the prevention of injury to people, other animals or to the animal itself;
 - iii. Direct the Owner to muzzle and leash the animal and to keep it under constant control and supervision if the Owner removes the animal from the Owner's property;
 - iv. Direct the Owner to display a sign, on the Owner's property warning of the presence of the animal and to continue to display that sign in good condition so long as the animal is present on the property;
 - v. Direct the Owner to report the sale or other disposition of the animal to the Director no more than 72 hours after the Owner has given up possession of the animal and provide the name, address and telephone number of any new Owner of the animal;
- e) In the case of an animal that is exhibiting behaviour or symptoms of illness that threaten the health and safety of persons or other animals, impound and/or immediately destroy the animal.

7. IMPOUNDMENT AND RELEASE OF ANIMALS

- a) An Animal Control Officer or any person may seize an animal found at large and convey the animal to the City's designated animal shelter for impoundment or alternatively convey the animal to the SPCA or similar or successor organization. The person who conveys the animal

shall provide the name of the Owner of the animal, if known, and the place and time of restraint.

- b) Where an Animal Control Officer has seized or received an animal whose Owner is known, the Animal Control Officer or designate shall within 24 hours, provide notice to the Owner of the fact of the animal's impoundment and the amount required to be paid in order for the animal to be released.
- c) Notice provided in accordance with subsection (b) may be given by telephone or in writing.
- d) Any animal that is injured, sick or otherwise in need of medical attention when seized by the Animal Control Officer may receive such medical care and treatment as the City in its sole discretion deems necessary to minimize pain and distress. The cost of such medical care and treatment administered to an animal shall be recoverable from the Owner as part of the Impound Fee before the animal is released to the Owner, or as a debt owed by the Owner to the City.
- e) At a scheduled time no longer than 48 hours following the date the animal has been seized by the Animal Control Officer or designate, the Owner or Owner's agent may attend the animal shelter and upon providing proof of ownership or entitlement for a detained animal and payment of all Impound Fees, the Animal Control Officer or designate may release the detained animal to the custody of the Owner or Owner's agent.
- f) Where an animal's Owner is unknown, and the animal remains unclaimed after 72 hours in the animal shelter, the Director may sell, give away, place for adoption or arrange for the animal to be destroyed by humane means.
- g) Where an animal's Owner is known by way of licence or other means of identification on the animal, and the animal is not claimed after 72 hours in the animal shelter, the Director may sell, give away, place for adoption, or arrange for the animal to be destroyed by humane means.

8. OBSTRUCTION

No person shall interfere and/or obstruct an Animal Control Officer in the execution of his or her duties under these Regulations.

9. UNCOMMON COMPANION ANIMAL

Where any person, owns or wishes to own and house an animal in the City of Corner Brook that is not a Companion Animal as defined in these Regulations, the person shall make application to the City to house such an animal within the City.

The City will evaluate such applications on a discretionary and case by case basis considering:

- a) whether the animal poses a danger to the public;
- b) manner in which the animal must be kept including sanitation and whether indoor or outdoor; and
- c) impact to neighbour's peaceful enjoyment of their property including noise and odours.

10. DESIGNATION

The Director may designate an external animal services agency to provide animal sheltering services, animal licensing services, and or animal rescue services on behalf of the City. Such designation may include the Impound Fees and Licensing Fees being collected by and or transferred to the designated animal services agency.

11. PENALTIES

Where any person contravenes any provision of these Regulations:

- a) 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 the City of Corner Brook Act; and such person may be issued a violation notice pursuant to section 280.1 of the City of Corner Brook Act.
- b) The Director, the Animal Control Officer and all Municipal Enforcement Officers are designated persons employed by Council who may issue a violation notice pursuant to section 280.1 of the City of Corner Brook Act for any contravention or failure to comply with these Regulations.

12. REPEAL

These Regulations shall come into force as of the date enacted by Council and the City of Corner Brook Animal Regulations, 2008 and the City of Corner Brook Dog Regulations, 2008 and all amendments thereto, are hereby repealed upon the coming into force of these Regulations.

IN WITNESS WHEREOF this Regulation is sealed with the Common Seal of the City of Corner Brook and subscribed by and on behalf of Council by Mayor and City Clerk at the City of Corner Brook, in the Province of Newfoundland and Labrador, this 20th day of November 2017.

Mayor

City Clerk

Published in the Western Star: August 26th and 28th

First Reading: August 21st, 2017

Second Reading: October 16th, 2017

FOR COUNCIL APPROVAL

Schedule A

SECTION	FEE DESCRIPTION	PENALTY AMOUNT	
3. (a)	Licencing of a dog	Regular Fee (per 3 years)	\$25.00
		If dog is spaded or neutered, amount to be deducted from Regular Licencing fee.	-\$10.00
		If dog has implanted owner identity chip, amount to be deducted from Regular Licencing Fee	-\$5.00
7.	Daily Base Impound Fee	\$25.00	

FOR COUNCIL APPROVAL

Schedule B**DOG REGISTRATION FORM**

- NEW** (Form must be completed entirely)
- RENEWAL** (If a renewal, complete owner name, pet name and any information that has changed only.)

APPLICANT INFORMATION

Owner's Name (1)		Owner's Name (2) (if more than one owner)	
Street Address		Street Address (<input type="checkbox"/> Same as 1)	
City	Postal Code	City (<input type="checkbox"/> Same as 1)	Postal Code (<input type="checkbox"/> Same as 1)
Mailing Address (<input type="checkbox"/> Same)		Mailing Address (<input type="checkbox"/> Same as 2)	
City	Postal Code	City (<input type="checkbox"/> Same as 2)	Postal Code (<input type="checkbox"/> Same as 2)
Home Telephone No.	Work Telephone No.	Home Telephone No.	Work Telephone No.
Mobile Telephone No.	Email Address	Mobile Telephone No.	Email Address

DOG INFORMATION

Name	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth	
Breed	Special Markings		
Size <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large	Microchip Implanted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Microchip No.	The Dog License Fee is \$25.00 for three years. If Dog has microchip and number, the registration fee shall be reduced by \$5.00. If Dog Owner provides proof that dog has been spayed or neutered, fee shall be reduced by \$10.00.
Dog Dangerous to People? <input type="checkbox"/> Yes <input type="checkbox"/> No	Spayed/ Neutered <input type="checkbox"/> Yes <input type="checkbox"/> No		
Dog Dangerous to Other Animals? <input type="checkbox"/> Yes <input type="checkbox"/> No	Tattooed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Tattoo No.	Total Fee to be Paid

By signing this application form I acknowledge and agree that the City of Corner Brook may disclose my name, contact information and details concerning my animals to all persons, corporations, or agencies that have been engaged by the City of Corner Brook to administer and/or enforce the City's Animal Regulations, including but not limited to The Bay of Islands Society for the Prevention of Cruelty to Animals Corporation.	Signature of Licensee
	Signature of License Issuer/Witness

LICENSE INFORMATION (office use only)

Tag No.	Receipt No.	Issue Date	Expiry Date
---------	-------------	------------	-------------

Schedule C



MORE THAN 5 ANIMALS

MORE THAN 3 DOGS

APPLICANT INFORMATION

Owner's Name	
Street Address	
City	Postal Code
Mailing Address (<input type="checkbox"/> Same)	
City	Postal Code
Home Telephone No.	Work Telephone No.
Mobile Telephone No.	Email Address

INFORMATION ABOUT OVER LIMIT ANIMALS/DOGS

Breed of Animal/s to be Kept of More Than 5	
Breed of Dog/s of More Than 3	
Total Number of Animals in Unit	Total Number of Dogs in Unit

HABITAT INSPECTION BY ANIMAL CONTROL OFFICER (Office Use Only)

Do Adequate Conditions Exist to Keep the Number of Total Animals? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will Number of Animals Create Nuisance to Neighbouring Properties? <input type="checkbox"/> Yes <input type="checkbox"/> No
Observation Notes	Neighbours Contacted / Notes
Inspection Date	Application <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
<p>PERMIT <i>The Applicant is authorized to keep a total of _____ animals, _____ of which are dogs, in exceedance of the limitation of Section 5 (a) of the City of Corner Brook Animal Regulation.</i></p>	
Signature of Animal Control Officer	Date
Print Name of Animal Control Officer	

Schedule D



KEEPING OF AN UNCOMMON COMPANION ANIMAL

APPLICANT INFORMATION

Owner's Name	
Street Address	
City	Postal Code
Mailing Address (<input type="checkbox"/> Same)	
City	Postal Code
Home Telephone No.	Work Telephone No.
Mobile Telephone No.	Email Address

DETAILS ABOUT THE UNCOMMON ANIMAL

Species and Breed of Animal?	
Special Requirements Keep this Animal?	
Is Animal Dangerous to People?	Is Animal Dangerous to Other Animals?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are Safety Measures Required?	Are Safety Measures Installed?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

HABITAT INSPECTION BY ANIMAL CONTROL OFFICER (Office Use Only)

Location Where the Animal will be Kept (<input type="checkbox"/> Same as Above)	
Do Adequate Conditions Exist to Keep the Number and Type of Animal? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will this Animal Create a Nuisance to Neighbouring Properties? <input type="checkbox"/> Yes <input type="checkbox"/> No
Observation Notes	Neighbours Contacted / Notes
Inspection Date	Application <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
PERMIT	<i>The Applicant is authorized to keep _____ animal/s of the above noted species and breed, in the above noted location, as an Uncommon Companion Animal/s in accordance with Section 9 of the City of Corner Brook Animal Regulation.</i>
Signature of Animal Control Officer	Date
Print Name of Animal Control Officer	



Information Report (IR)

Subject: Notice of Motion--Metered Parking Regulations 2019

To: Darren Charters
Meeting: Regular Meeting - 18 Nov 2024
Department: Protective Services
Staff Contact: Todd Flynn, Director of Protective Services
Topic Overview: Notice of Motion--City of Corner Brook Metered Parking Regulations 2019
Attachments: [Schedule A from Metered Parking Regulation 2019](#)

BACKGROUND INFORMATION:

In accordance with Section 39 of the City of Corner Brook Act, a notice of motion is required for the amendment, repeal and passing of bylaws/regulations of the City of Corner Brook.

Whereas Section 203 of the City of Corner Brook Act, R.S.N.L. 1990, c. C-15, as amended, authorizes council to make regulations:

- In accordance with sections 189 of the *Highway Traffic Act*;

And specifically, Section 189(1)(n) of the *Highway Traffic Act*, authorizes Council to make regulations:

- Regulating the reservation of highways or parts of highways for parking purposes and the charging and collection of fees for parking, and generally in respect of other matters in connection with parking for which the council considers regulations necessary;

Notice is hereby given that at the Public Council Meeting on December 02nd, 2024, the following motion will be brought forward for consideration:

Pursuant to the powers vested in it under Sections 197, 188, 203, 438, & 439 of the *City of Corner Brook Act*, R.S.N.L. 1990, c. C-15, as amended, Section 189 of the *Highway Traffic Act*, R.S.N.L. 1990, c. H-3, as amended, (a) delegation(s) of power by the Minister of Transportation and Works dated February 8, 2010, and all other powers it enabling, the Council of the City of Corner Brook hereby amends Schedule A as follows:

Section 4. (b) Rate for parking in a metered parking space to be “\$2.00 per hour” effective January 1st, 2025;

Section 6. (a) of the Metered Parking Regulations to read “Parking in a metered space while time is expired.”

Director of Protective Services	Approved - 12 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 12 Nov 2024
Administrative Assistant	Approved - 12 Nov 2024

City Manager

SCHEDULE A | Fees and Penalties

SECTION	FEE DESCRIPTION	FEE AMOUNT
4. (b)	Rate for parking in a metered parking space	\$1.00 per hour (increased to \$2.00 per hour effective January 1st, 2025)

SECTION	PENALTY DESCRIPTION	PENALTY AMOUNT
6. (a) & (b)	Parking in a metered parking space while time on meter is expired.	\$25.00
	If above penalty is not paid at City Hall 24 hours before the default conviction date.	\$35.00
6. (c)	Dealer Stock-in-Trade parking	\$100.00
6. (d)	Not parked in close proximity to meter	\$25.00
6. (e)	Not parked within designated parking space	\$25.00
7.	Parking in space with a hooded parking meter	\$100.00

All other penalties shall reference the province of Newfoundland and Labrador Highway Traffic Act, the Accessible Parking Regulations, and the City of Corner Brook Traffic Regulations.



Request for Decision (RFD)

Subject: IMSP and Development Regulations Amendment No. 24-03 - 29 Humber Road

To: Deon Rumbolt
Meeting: Regular Meeting - 18 Nov 2024
Department: Development and Planning
Staff Contact: Christina Pye,
Topic Overview: IMSP and Development Regulations Amendment No. 24-03 - 29 Humber Road
Attachments: [Corner Brook - Amendment No. 24-03 – For Review - Public Consultation Evidence](#)
[Corner Brook - Development Regulations 2012 - Amendment No. 24-03 - Section 15 - Rev 2](#)
[Corner Brook - Municipal Plan - 2012 - Amendment No. 24-03 - Section 15 - Rev 2](#)

BACKGROUND INFORMATION:

The purpose of this map amendment is to rezone 29 Humber Road from 'Open Space' (OS) to 'Residential Commercial Mix' (RCM) to permit re-development of the existing building on the property. The proposal for the re-development includes a 'personal service' (photography studio) and an 'office' on the first floor with a 'dwelling unit' (apartment) on the second floor.

Section 14 Public Consultation was completed, and no written responses were received. Section 15 release was granted by the province October 30th.

This Council request is for adoption of Amendment No. 24-03, and to appoint a public hearing commissioner to satisfy requirements set out in URPA 2000 . This is the second of three readings of this amendment by council.

PROPOSED RESOLUTION:

Be it **RESOLVED** that the Council of the City of Corner Brook:

- (1) Adopt proposed map amendment No. 24-03 to the City of Corner Brook's Integrated Municipal Sustainability Plan 2012;
- (2) Adopt proposed map amendment No. 24-03 to the City of Corner Brook's 2012 Development Regulations;
- (3) Set Thursday, December 19th, 2024, 7:00 p.m. in the Hutchings Room at City Hall for the tentative Public Hearing;
- (4) Authorize staff to give statutory notice of adoption of the proposed amendments;

- (5) Authorize staff to cancel the Public Hearing in the event that no objections are received, or no member of the public expresses intent to attend the Public Hearing, 48 hours prior to the tentative Public Hearing; and
- (6) Appoint Mark Mills to preside over the scheduled Public Hearing.

FINANCIAL IMPACT:

two newspaper notices and cost for public commissioner

GOVERNANCE IMPLICATIONS:

Legislation
Urban and Rural Planning Act
16, 17, 18, 19, and 21

RECOMMENDATION:

Staff recommend that the City Council of Corner Brook adopt the proposed amendments as outlined above.

ALTERNATIVE IMPLICATIONS:

- (1) The City Council of Corner Brook refuse to adopt the proposed amendments as outlined above; or
- (2) The City Council of Corner Brook postpone adoption of the proposed amendments, requesting additional information from staff.

The adoption of the proposed amendments would be an indication that Corner Brook City Council supports the proposal as presented, with the intent to hear any objections and representations of the public prior to rendering a final decision on the proposal. If Council is not supportive of the proposal as is, and would like staff to provide additional information and/or revise the proposed amendments, Council is advised to do so at this stage in the process.

	Approved - 14 Nov 2024
Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 15 Nov 2024

City Manager



City of Corner Brook

PUBLIC CONSULTATION NOTICE

The Public is advised that the City of Corner Brook is considering amendments to its 2012 Integrated Municipal Sustainability Plan (IMSP) and 2012 Development Regulations, as per the following:

The City has received a development proposal for 29 Humber Road (the 'Subject Property') for 'personal service' (photography studio) and 'office' on the first floor with 'dwelling unit' (apartment) on the second floor. The Subject Property is currently zoned 'Open Space (OS)', which prohibits the proposed uses. Until spring 2023, the building was used for a multipurpose 'general industry' use, which included such activities office, wood burning appliance sales and repair, etc. The previous uses are also prohibited in the 'Open Space (OS)' zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the Urban and Rural Planning Act, 2000.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Open Space (OS)' to 'Residential/Commercial Mix (RCM)'. This amendment coincides with a map amendment to the City's Development Regulations. The RCM zone is a commercial zone allowing a mix of residential and commercial uses.

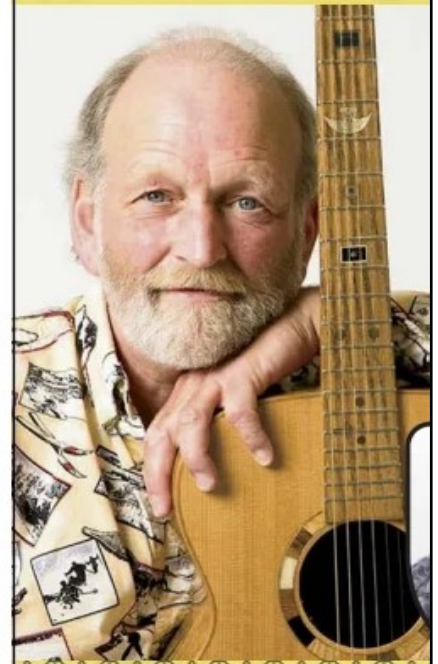
Council requests that anyone wishing to provide comments on the proposed amendments do so in writing by Wednesday, September 25th 2024. A response to this public notice shall form part of the public record. If you do not wish your name attributed to the comment, please advise the City in your response. Anyone wishing to inspect a copy of the proposed amendments may do so by visiting City Hall during normal business hours, by contacting the Planning Office at 637-1578, or by visiting the City's website at www.cornerbrook.com.

Jessica Smith
CITY CLERK



ARTS & CULTURE
PRESENTS

VALD



ST. JOHN'S **SEP 13** | GRAND FALLS-WINDYBAY
LABRADOR WEST
CORNER BROOK **SEP 19** | ST. JOHN'S

TICKETS ON SALE
FOR MORE DETAILS VISIT
ARTSANDCULTURE.COM



HOME

CITY SERVICES ↓

DOING BUSINESS ↓

COUNCIL ↓

TOURISM ↓

NEWS ↓

CONTACT



Municipal Plan Amendments

PUBLIC CONSULTATION NOTICE

The Public is advised that the City of Corner Brook is considering amendments to its 2012 Integrated Municipal Sustainability Plan (IMSP) and 2012 Development Regulations, as per the following:

The City has received a development proposal for 29 Humber Road (the 'Subject Property') for 'personal service'

Search

Recent Posts





[HOME](#)

[CITY SERVICES ↓](#)

[DOING BUSINESS ↓](#)

[COUNCIL ↓](#)

[TOURISM ↓](#)

[NEWS ↓](#)

[CONTACT](#)

former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the *Urban and Rural Planning Act, 2000*.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Open Space (OS)' to 'Residential/Commercial Mix (RCM)'. This amendment coincides with a map amendment to the City's Development Regulations. The RCM zone is a commercial zone allowing a mix of residential and commercial uses.

Council requests that anyone wishing to provide comments on the proposed amendments do so in writing by Wednesday, September 30th, 2024. A response to this public notice shall form part of the public record. If you do not wish your name attributed to the comment, please advise the City in your response. Anyone wishing to inspect a copy of the proposed amendments may do so by visiting City Hall during normal business hours, or by contacting the Planning Office at 637-1578.

[Zoning Map Proposed Amendment](#)

ROAD CLOSURE

SEPTEMBER 19, 2024

WATER OUTAGE AND ROAD CLOSURE

SEPTEMBER 18, 2024



9/23/24, 4:01 PM

Municipal Plan Amendments - City of Corner Brook



[HOME](#)

[CITY SERVICES](#) ↓

[DOING BUSINESS](#) ↓

[COUNCIL](#) ↓

[TOURISM](#) ↓

[NEWS](#) ↓

[CONTACT](#)

Jessica Smith

City Clerk



[Living Here](#)

[Quick Links](#)

[Animal Control](#)

[About Corner Brook](#)

[Bus Transit](#)

[Corner Brook City Hall](#)



9/23/24, 4:01 PM

Municipal Plan Amendments - City of Corner Brook



[HOME](#)

[CITY SERVICES ↓](#)

[DOING BUSINESS ↓](#)

[COUNCIL ↓](#)

[TOURISM ↓](#)

[NEWS ↓](#)

[CONTACT](#)

Events

Claims



Our Spirit, Your Success!

City of Corner Brook © 2023 - Site by J.Osmond Design.



Events



HOME | CITY SERVICES ↓ | DOING BUSINESS ↓ | COUNCIL ↓ | TOURISM ↓ | NEWS ↓ | CONTACT

Content status: Outdated

PUBLIC CONSULTATION NOTICE

The Public is advised that the City of Corner Brook is considering amendments to its 2012 Integrated Municipal Sustainability Plan (IMSP) and 2012 Development Regulations, as per the following:

The City has received a development proposal for 29 Humber Road (the 'Subject Property') for 'personal service' (photography studio) and 'office' on the first floor with 'dwelling unit' (apartment) on the second floor. The Subject Property is currently zoned 'Open Space (OS)', which prohibits the proposed uses. Until spring 2023, the building was used as a multipurpose 'general industry' use, which included activities such as an office, a wood burning appliance sales and repair, etc. The previous uses are also prohibited in the 'Open Space (OS)' zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the *Urban and Rural Planning Act, 2000*.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Open Space (OS)' to 'Residential/Commercial Mix (RCM)'. This amendment coincides with a map amendment to the City's Development Regulations. The RCM zone is a commercial zone allowing a mix of residential and commercial uses.

Council requests that anyone wishing to provide comments on the proposed amendments do so in writing by Wednesday, October 2nd, 2024. A response to this public notice shall form part of the public record. If you do not wish your name attributed to the comment, please advise the City in your response. Anyone wishing to inspect a copy of the proposed amendments may do so by visiting City Hall during normal business hours, or by contacting the Planning Office at 637-1578.

[Zoning Map Proposed Amendment](#)

[Generalized Future Land Use Map A Proposed Amendment](#)

Jessica Smith

City Clerk

Search

Search

Recent Posts

LIFTED PRECAUTIONARY BOIL WATER ADVISORY

SEPTEMBER 26, 2024

WATER OUTAGE & ROAD CLOSURE

SEPTEMBER 25, 2024

WATER OUTAGE AND ROAD CLOSURE

SEPTEMBER 24, 2024

ROAD CLOSURE

SEPTEMBER 23, 2024

City of Corner Brook
14m · 🌐

The Public is advised that the City of Corner Brook is considering amendments to its 2012 Integrated Municipal Sustainability Plan (IMSP) and 2012 Development Regulations, as per the following:

The City has received a development proposal for 29 Humber Road for 'personal service' (photography studio) and 'office' on the first floor with an apartment on the second floor. The Subject Property is currently zoned 'Open Space (OS)', which prohibits the proposed uses. Until August 2023, the building was used as a multipurpose 'general industry' use, which included activities such as an office, a wood burning appliance sales and repair, etc. The previous uses are prohibited in the 'Open Space (OS)' zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the Urban and Rural Planning Act, 2000.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Open Space (OS)' to 'Residential/Commercial Mix (RCM)'. This amendment coincides with a map amendment to the City's Development Regulations. The RCM zone is a commercial zone allowing a mix of residential and commercial uses.

The Council requests that anyone wishing to provide comments on the proposed amendments do so in writing by Wednesday, September 30th, 2024. A response to this public notice shall form part of the public record. If you do not wish your name attributed to the comment, please advise the City in your response. Anyone wishing to inspect a copy of the proposed amendments may do so by visiting City Hall during normal business hours, or by contacting the Planning Office at 637-7878.

For more information on how to participate, please follow the link below:

www.cornerbrook.com/permits/municipal-plan-amendments



3:59 PM
2024-09-23



City of Corner Brook

Intro
The official Facebook Page for the City of Corner Brook.

Page · City
5 Park Street, Corner Brook, NL, Canada, Newfoundland and Labrador
(709) 637-1666
website@cornerbrook.com
cornerbrook.com
Open now

Photos See all photos

National Day for Truth and Reconciliation Closures:
City of Corner Brook

City of Corner Brook
3 days ago

The Public is advised that the City of Corner Brook is considering amendments to its 2012 Integrated Municipal Sustainability Plan (IMSP) and 2012 Development Regulations, as per the following:

The City has received a development proposal for 29 Humber Road for 'personal service' (photography studio) and 'office' on the first floor with an apartment on the second floor. The Subject Property is currently zoned 'Open Space (OS)', which prohibits the proposed uses. Until spring 2023, the building was used as a multipurpose 'general industry' use, which included activities such as an office, a wood burning appliance sales and repair, etc. The previous uses are also prohibited in the 'Open Space (OS)' zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the Urban and Rural Planning Act, 2000.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Open Space (OS)' to 'Residential/Commercial Mix (RCM)'. This amendment coincides with a map amendment to the City's Development Regulations. The RCM zone is a commercial zone allowing a mix of residential and commercial uses.

Council requests that anyone wishing to provide comments on the proposed amendments do so in writing by Wednesday, October 2nd, 2024. A response to this public notice shall form part of the public record. If you do not wish your name attributed to the comment, please advise the City in your response. Anyone wishing to inspect a copy of the proposed amendments may do so by visiting City Hall during normal business hours, or by contacting the Planning Office at 637-1578.

For more information on how to participate, please follow the link below:
www.cornerbrook.com/permits/municipal-plan-amendments

RCM ROAD

MCCARTHY ST

HUMBER ROAD

Privacy · Terms · Advertising · Ad Choices · Cookies · More · Meta © 2024



**CITY OF CORNER BROOK
DEVELOPMENT REGULATIONS AMENDMENT No. 24-03**

Rezoning of 29 Humber Road

October, 2024

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
CORNER BROOK DEVELOPMENT REGULATIONS
AMENDMENT No. 24-03**

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook adopts the Corner Brook Development Regulations Amendment No. 24-03.

Adopted by the City Council of Corner Brook on the ____ day of _____, 2024.

SIGNED AND SEALED this ____ day of _____, 2024.

Mayor: _____

Clerk: _____

(Council Seal)

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Development Regulations Amendment No. 24-03 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.

MCIP   (MCIP Seal)

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
CCORNER BROOK DEVELOPMENT REGULATIONS
AMENDMENT No. 24-03**

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook

- a) adopted Development Regulations Amendment No. 24-03 on the ____ day of _____, 2024; and
- b) gave notice of the adoption of the Development Regulations Amendment No. 24-03 by Notice placed on the ____ day of _____ and the ____ day of _____, 2024 in the West Coast Wire.
- c) set the ____ day of _____ at ____ p.m. at the City Hall, 5 Park Street, Corner Brook, for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook approves Development Regulations Amendment No. 24-03 as adopted.

SIGNED AND SEALED this ____ day of _____, 2024.

Mayor: _____

Clerk: _____

(Council Seal)

CITY OF CORNER BROOK
DEVELOPMENT REGULATIONS AMENDMENT No. 24-03
REZONING OF 29 HUMBER ROAD

Background

The Planning and Development Department received a development proposal for 29 Humber Road (the ‘Subject Property’) for ‘personal service’ (photography studio) and ‘office’ on the first floor with ‘dwelling unit’ (apartment) on the second floor. The Subject Property is currently zoned ‘Open Space (OS)’, which prohibits the proposed uses. Until spring 2023, the building was used for a multipurpose ‘general industry’ use, which included such activities office, wood burning appliance sales and repair, propane tank refills; and welding and sheet metal working. The previous uses are also prohibited in the ‘Open Space (OS)’ zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the *Urban and Rural Planning Act, 2000*.

Through the ongoing Municipal Plan Review process, due to be completed by the end of 2024, the Subject Property is proposed to be rezoned to a mixed-use zoning to reflect the transition of uses and re-development potential for this area. However, due to time constraints, the property owner has submitted a rezoning application to expedite the process.

The purpose of this map amendment is thus to re-designate the Subject Property from ‘Open Space (OS)’ to ‘Residential/Commercial Mix (RCM)’. This amendment coincides with a map amendment to the City’s Development Regulations (see ‘Development Regulations Amendment No. 2024-03’).

The RCM zone is a commercial zone allowing a mix of residential and commercial uses:

PERMITTED USE CLASSES - (see Regulation 127)

Child care, office, medical and professional, personal service, general service, taxi stand, shop**, apartment building, take-out food service, convenience store, single dwelling*, double dwelling*.

*(See condition no. 12) **(See condition no.17)

DISCRETIONARY USE CLASSES - (see Regulations 26 and 128)

Veterinary, educational, amusement, commercial residential, boarding house residential, communications, antenna, club and lodge, row dwelling, home based occupation*, catering**, service station***.

*(See condition no.6) **(See condition no. 10) *** (See condition no. 13)

The Subject Property is fully serviced (water and wastewater) and within the Municipal Services Area (MSA).

The supporting plan policy for this amendment is located in the corresponding ‘IMSP Amendment No. 2024-03.’

Public Consultation

The proposed amendment was advertised as per the URPA s. 14 to satisfy public consultation requirements. A Notice of Public Consultation was posted in the Newfoundland Wire on September 11th, 2024. A Notice of Public Consultation was posted on the City’s IMSP / Development Regulation Amendments web page, and The City Facebook Page advising of Council’s intent to pursue the proposed amendment on September 23rd and September 27th. The notices requested written comments from the public that may support or oppose the amendment. The same was posted in the lobby at City Hall. The Public Consultation received no written comments or objections.

Development Regulations Amendment No. 24-03

The Corner Brook Development Regulations is hereby amended by rezoning 29 Humber Road from ‘Open Space (OS)’ to ‘Residential Commercial Mix (RCM)’ as per attached ‘C1-C5 Zoning Map – Amendment No. 24-03.’

REGISTRATION APPROVAL




LEGEND		ZONING BOUNDARY	CHANGE FROM OS TO RCM
<u>Zone Title</u>	<u>Zone Symbol</u>	<u>Zone Title</u>	<u>Zone Symbol</u>
Residential Special Density	RSD	Downtown Commercial	DTC
Residential Low Density	RLD	Downtown Smithville	DTS
Residential Medium Density	RMD	General Commercial	GC
Residential High Density	RHD	Residential/Commercial Mix	RCM
Mobile/Mini Home Residential	MHR	Highway and Tourist Commercial	HTC
Mosaic Residential	MR	Shopping Centre	SC
Comprehensive Residential Development Area	CRDA	Large Scale Commercial	LSC
Townsite Residential	TR	Waterfront Mixed Use	WMU
Townsite Commercial	TC	General Industrial	GI
Downtown Residential	DTR	Light Industrial	LI
		Hazardous Industrial	HI
		Community Service	CS
		Innovation District	ID
		Open Space	OS
		Cemetery	C
		Environmental Protection	EP
		Environmental Conservation	EC
		Protected Water Supply Area	PWSA
		Rural	R
		Solid Waste/Scrap Yard	SW/SY
		Mineral Working	MW
		Special Management Area	SMA

CITY OF CORNER BROOK

PROJECT TITLE:
DEVELOPMENT REGULATIONS 2012

DRAWING TITLE:
PROPOSED LAND USE ZONING MAP C-2 (AMENDMENT No. 24-03)

 **City of Corner Brook**
Community Services Department
Planning Division

DATE: JULY 2024

SCALE: 1:1000

N

DESCRIPTION

LAND USE ZONING TO CHANGE FROM OPEN SPACE TO RESIDENTIAL COMMERCIAL MIX

THIS MAP IS A GRAPHICAL REPRESENTATION OF THE CITY OF CORNER BROOK SHOWING THE APPROXIMATE LOCATION OF ROADS, BUILDINGS AND OTHER ELEMENTS. THIS MAP IS NOT A LAND SURVEY AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I hereby certify that this City of Corner Brook Development Regulations 2012, Map C-2 has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

M.C.I. [Redacted]
DATE: Oct 24/24



SEAL AND SIGNATURE

Certified that this City of Corner Brook Development Regulations a Plan 2012, Map _____ is a correct copy of the Development Regulations 2012, Map _____ approved by the Council of the City of Corner Brook on the _____ day of _____ (month) (year)

MAYOR _____
CLERK _____
DATE _____ (COUNCIL SEAL)



**CITY OF CORNER BROOK
MUNICIPAL PLAN AMENDMENT No. 24-03**

Rezoning of 29 Humber Road

October, 2024

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
CORNER BROOK INTEGRATED MUNICIPAL SUSTAINABILITY PLAN
AMENDMENT No. 24-03**

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook adopts the Corner Brook Municipal Plan Amendment No. 24-03.

Adopted by the City Council of Corner Brook on the ____ day of _____, 2024.

SIGNED AND SEALED this ____ day of _____, 2024.

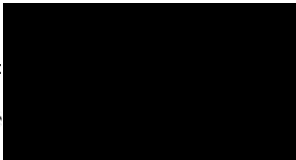
Mayor: _____

Clerk: _____

(Council Seal)

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Municipal Plan Amendment No. 24-03 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.

MCIP 



(MCIP Seal)

**URBAN AND RURAL PLANNING ACT
 RESOLUTION TO APPROVE
 CCORNER BROOK INTEGRATED MUNICIPAL SUSTAINABILITY PLAN
 AMENDMENT No. 24-03**

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook

- a) adopted the Municipal Plan Amendment No. 24-03 on the ____ day of _____, 2024; and
- b) gave notice of the adoption of the Municipal Plan Amendment No. 24-03 by Notice placed on the ____ day of _____ and the ____ day of _____, 2024 in, the West Coast Wire.
- c) set the ____ day of _____ at ____ p.m. at the City Hall, 5 Park Street, Corner Brook, for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act 2000*, the City Council of Corner Brook approves the Municipal Plan Amendment No. 24-03 as adopted.

SIGNED AND SEALED this ____ day of _____, 2024.

Mayor: _____

Clerk: _____

(Council Seal)

CITY OF CORNER BROOK
MUNICIPAL PLAN AMENDMENT No. 24-03
RE-DESIGNATION OF 29 HUMBER ROAD

Background

The Planning and Development Department received a development proposal for 29 Humber Road (the ‘Subject Property’) for ‘personal service’ (photography studio) and ‘office’ on the first floor with ‘dwelling unit’ (apartment) on the second floor. The Subject Property is currently zoned ‘Open Space (OS)’, which prohibits the proposed uses. Until spring 2023, the building was used for a multipurpose ‘general industry’ use, which included such activities office, wood burning appliance sales and repair, propane tank refills; and welding and sheet metal working. The previous uses are also prohibited in the ‘Open Space (OS)’ zone; as such, the former development was legal non-conforming. Since the former uses have been discontinued for a period greater than six (6) months, non-conforming use rights are extinguished as per section 108 of the *Urban and Rural Planning Act, 2000*.

Through the ongoing Municipal Plan Review process, due to be completed by the end of 2024, the Subject Property is proposed to be rezoned to a mixed-use zoning to reflect the transition of uses and re-development potential for this area. However, due to time constraints, the property owner has submitted a rezoning application to expedite the process.

The purpose of this map amendment is thus to re-designate the Subject Property from ‘Open Space (OS)’ to ‘Residential/Commercial Mix (RCM)’. This amendment coincides with a map amendment to the City’s Development Regulations (see ‘Development Regulations Amendment No. 2024-03’).

The RCM zone is a commercial zone allowing a mix of residential and commercial uses:

PERMITTED USE CLASSES - (see Regulation 127)

Child care, office, medical and professional, personal service, general service, taxi stand, shop**, apartment building, take-out food service, convenience store, single dwelling*, double dwelling*.

*(See condition no. 12) **(See condition no.17)

DISCRETIONARY USE CLASSES - (see Regulations 26 and 128)

Veterinary, educational, amusement, commercial residential, boarding house residential, communications, antenna, club and lodge, row dwelling, home based occupation*, catering**, service station***.

*(See condition no.6) **(See condition no. 10) *** (See condition no. 13)

The Subject Property is fully serviced (water and wastewater) and within the Municipal Services Area (MSA).

Plan Policy Framework

Subsection 2.4.3 contains the broad servicing and infrastructure goals of the city. Goal II outlines the importance of steering growth to fully serviced areas of the city:

II. Ensure that development will be staged in a manner that makes full and best use of existing water, stormwater, sewer and emergency services to enhance the affordability and efficiency of infrastructure.

Subsection 3.3 contains the policy framework for Growth Planning. This subsection stresses the importance of focusing future urban developments within the Municipal Services Area (MSA) where significant investments have been made.

Re-development, infill, and intensification are strongly supported in the Municipal Plan. Although not formally defined in the Municipal Plan or Development Regulations, paragraph 3.4.1 provides direction on what constitutes ‘intensification’ development:

Intensification may include, but is not restricted to, the following: infill on vacant or under developed lots, redevelopment of an area by replacing underutilized or underperforming structures with new structures or uses, higher-density development than existing today, conversion of existing buildings to allow for new or more intensive uses and creation of subsidiary apartments or other multi-unit housing within existing buildings. [Emphasis added]

Under this broad qualification, the proposed development constitutes ‘intensification’. This form of development capitalizes on existing public services and infrastructure. Relevant policies of the Municipal Plan that support the application include:

3.3.3 - 01. The Authority shall support and encourage more compact development, including intensification in areas that are deemed appropriate by this Plan and the Authority.

3.4.3 - 01. The Authority shall support and promote more efficient use of land and resources by encouraging intensification within the Municipal Services Area in locations deemed appropriate by this Plan and the Authority

Public Consultation

The proposed amendment was advertised as per the URPA s. 14 to satisfy public consultation requirements. A Notice of Public Consultation was posted in the Newfoundland Wire on September 11th, 2024. A Notice of Public Consultation was posted on the City’s IMSP / Development Regulation Amendments web page, and The City Facebook Page advising of Council’s intent to pursue the proposed amendment on September 23rd and September 27th. The

notices requested written comments from the public that may support or oppose the amendment. The same was posted in the lobby at City Hall. The Public Consultation received no written comments or objections.

Municipal Plan Amendment No. 24-03

The Corner Brook Integrated Municipal Sustainability Plan is hereby amended by re-designating the Subject Property at 29 Humber Road from 'Open Space (OS)' to 'Residential/Commercial Mix (RM)' as per attached 'Generalized Future Land Use Map A – Amendment No. 24-03.'

Municipal Plan/Amendment
REGISTERED

Number _____
Date _____
Signature _____



LEGEND		ZONING BOUNDARY	CHANGE FROM OS TO RCM
<u>Land Use Designations</u>			
Residential	<input type="checkbox"/> RES	Shopping Centre	<input type="checkbox"/> SC
Comprehensive Residential Development Area	<input type="checkbox"/> CRDA	Large Scale Commercial	<input type="checkbox"/> LSC
Townsite Heritage Conservation District	<input type="checkbox"/> THCD	Waterfront Mixed Use	<input type="checkbox"/> WMU
Downtown	<input type="checkbox"/> DT	General Industrial	<input type="checkbox"/> GI
General Commercial	<input type="checkbox"/> GC	Light Industrial	<input type="checkbox"/> LI
Residential/Commercial Mix	<input type="checkbox"/> RCM	Hazardous Industrial	<input type="checkbox"/> HI
Highway and Tourist Commercial	<input type="checkbox"/> HTC	Innovation District	<input type="checkbox"/> ID
Community Service	<input type="checkbox"/> CS	Open Space	<input type="checkbox"/> OS
		Mineral Working	<input type="checkbox"/> MW
		Cemetery	<input type="checkbox"/> C
		Environmental Protection	<input type="checkbox"/> EP
		Environmental Conservation	<input type="checkbox"/> EC
		Protected Water Supply Area	<input type="checkbox"/> PWSA
		Rural	<input type="checkbox"/> R
		Solid Waste/Scrap Yard	<input type="checkbox"/> SW/SY
		Special Management Area	<input type="checkbox"/> SMA

CITY OF CORNER BROOK

PROJECT TITLE:
INTEGRATED MUNICIPAL SUSTAINABILITY PLAN 2012

DRAWING TITLE:
GENERALIZED FUTURE LAND USE MAP A AMENDMENT NO. 24-03

City of Corner Brook Community Services Department Planning Division	DATE: JULY 2024	
	SCALE: 1:1000	

DESCRIPTION

LAND USE DESIGNATION CHANGE FROM OPEN SPACE TO RESIDENTIAL COMMERCIAL MIX

THIS MAP IS A GRAPHICAL REPRESENTATION OF THE CITY OF CORNER BROOK SHOWING THE APPROXIMATE LOCATION OF ROADS, BUILDINGS AND OTHER ELEMENTS. THIS MAP IS NOT A LAND SURVEY AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I hereby certify that this City of Corner Brook Integrated Municipal Sustainability Plan 2012, Map _____ has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

M.C.I. _____
DATE: Oct 24 / 24



SEAL AND SIGNATURE

Certified that this City of Corner Brook Integrated Municipal Sustainability Plan 2012, Map _____ is a correct copy of the Integrated Municipal Sustainability Plan 2012, Map _____ approved by the Council of the City of Corner Brook on the _____ day of _____ (month) (year).

MAYOR _____
CLERK _____
DATE _____

(COUNCIL SEAL)



Request for Decision (RFD)

Subject: IMSP and Development Regulations Amendment No. 24-04 - 11 O'Connell Drive

To: Deon Rumbolt

Meeting: Regular Meeting - 18 Nov 2024

Department: Development and Planning

Staff Contact: Christina Pye,

Topic Overview: IMSP and Development Regulations Amendment No. 24-04 - 11 O'Connell Drive

Attachments: [DR 24-04 DRAFT 1](#)
[MP 24-04 Draft 1](#)
[20241112151535764](#)

BACKGROUND INFORMATION:

The Planning and Development Department received a development proposal for 11 O'Connell Drive (the 'Subject Property') to expand the parking lot associated with the place of worship use. The Subject Property is currently split zoned 'Residential Low Density' (RLD) and 'Community Services' (CS). Regulation 129 of the 2012 Development Regulations state:

"Uses that do not fall within the Permitted Use Classes or Discretionary Use Classes set out in the appropriate Use Zone Tables in Schedule C, shall not be permitted in that Use Zone. This regulation applies to all parking areas, driveways, accesses, uses and areas or activities defined as development that area subsidiary to, associated with and/or connected to the permitted or discretionary use."

The "place of worship" use is not set out in the RLD use zone tables, which prohibits the proposed parking lot extending into the RLD zone. The purpose of this rezoning is to allow for the expansion of parking lot, upon approval, all engineering requirements will need to be met before construction permits will be granted.

Communication Strategy:

The proposed amendment(s) will be advertised as per the URPA s. 14 to satisfy public consultation requirements. Should Council decide to move forward with the amendment(s), a Notice of Public Consultation will be publicized in the Newfoundland Wire newspaper, posted on the City's IMSP / Development Regulation Amendments web page and Facebook Page, as well as mailed to adjacent neighboring properties, advising of Council's intent to pursue the proposed amendment(s). The notice will request written comments from the public that may support or oppose the amendment(s) for a specified period of two weeks. The same will be posted in the lobby at City Hall.

PROPOSED RESOLUTION:

The Corner Brook City Council 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 Municipal Plan and Development Amendments No. 24-04 to permit expansion of the the parking lot associated with the place of worship use located at 11 O'Connell Drive.

FINANCIAL IMPACT:

cost of newspaper publication

GOVERNANCE IMPLICATIONS:

Legislation

Urban and Rural Planning Act

14

RECOMMENDATION:

It is recommended that Council support Option 1 and that the following motion be supported:

ALTERNATIVE IMPLICATIONS:

1. The Council of the City of Corner Brook initiate public consultation for Corner Brook IMSP and Development Regulation Amendment No. 24-04 as proposed.
2. The Council of the City of Corner Brook not initiate public consultation Corner Brook IMSP and Development Regulation Amendment No. 24-04 as proposed.
3. The Council of the City of Corner Brook provide other direction to Staff.

	Approved - 14 Nov 2024
Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 15 Nov 2024

City Manager



**CITY OF CORNER BROOK
DEVELOPMENT REGULATIONS AMENDMENT No. 24-04**

Rezoning of 11 O'Connell Drive

November, 2024

CITY OF CORNER BROOK
DEVELOPMENT REGULATIONS AMENDMENT No. 24-04
REZONING OF 11 O'CONNELL DRIVE

Background

The Planning and Development Department received a development proposal for 11 O'Connell Drive (the 'Subject Property') to expand the parking lot associated with the place of worship use. The Subject Property is currently split zoned 'Residential Low Density' (RLD) and 'Community Services' (CS). Regulation 129 of the 2012 Development Regulations state:

“Uses that do not fall within the Permitted Use Classes or Discretionary Use Classes set out in the appropriate Use Zone Tables in Schedule C, shall not be permitted in that Use Zone. This regulation applies to all parking areas, driveways, accesses, uses and areas or activities defined as development that area subsidiary to, associated with and/or connected to the permitted or discretionary use.”

The “place of worship” use is not set out in the RLD use zone tables, which prohibits the proposed parking lot extending into the RLD zone. The purpose of this rezoning is to allow for the expansion of parking lot, upon approval, all engineering requirements will need to be met before construction permits will be granted.

The purpose of this map amendment is thus to rezone the Subject Property from 'Residential Low Density' (RLD) to 'Community Services' (CS). This amendment coincides with a map amendment to the City's Integrated Municipal Sustainability Plan (see 'Municipal Plan Amendment No. 2024-04').

Supporting plan policy for this amendment is located in the corresponding 'IMSP Amendment No. 2024-01.'

Public Consultation

[To be completed follow consultation]

Development Regulations Amendment No. 24-01

The Corner Brook Development Regulations is hereby amended by rezoning 11 O'Connell Drive from 'Residential Low Density' (RLD) to 'Community Services' (CS) as per attached 'C1-C5 Zoning Map – Amendment No. 24-04.'

CITY OF CORNER BROOK
MUNICIPAL PLAN AMENDMENT No. 24-04
RE-DESIGNATION OF 11 O'CONNELL DRIVE

Background

The Planning and Development Department received a development proposal for 11 O'Connell Drive (the 'Subject Property') to expand the parking lot associated with the place of worship use. The Subject Property is currently has split land use designations of 'Residential' (RES) and 'Community Services' (CS). Regulation 129 of the 2012 Development Regulations state:

“Uses that do not fall within the Permitted Use Classes or Discretionary Use Classes set out in the appropriate Use Zone Tables in Schedule C, shall not be permitted in that Use Zone. This regulation applies to all parking areas, driveways, accesses, uses and areas or activities defined as development that area subsidiary to, associated with and/or connected to the permitted or discretionary use.”

The “place of worship” use is not set out in the RLD use zone tables, which prohibits the proposed parking lot extending into the RES designation. The purpose of this re-designation of land is to allow for the expansion of parking lot, upon approval, all engineering requirements will need to be met before construction permits will be granted.

The purpose of this map amendment is thus to re-designate the Subject Property from 'Residential' (RES) to 'Community Services' (CS). This amendment coincides with a map amendment to the City's Development Regulations (see 'Development Regulations Amendment No. 2024-04').

Plan Policy Framework

Subsection 4.2.2 contains the broad residential objectives of the city. Objective 11 outlines that the city aims to have complementary uses, like community services, located in convenient locations from residential developments:

02. To coordinate the location of housing with complementary facilities and services, such as transportation routes, recreational open space, trails, community services and commercial areas.

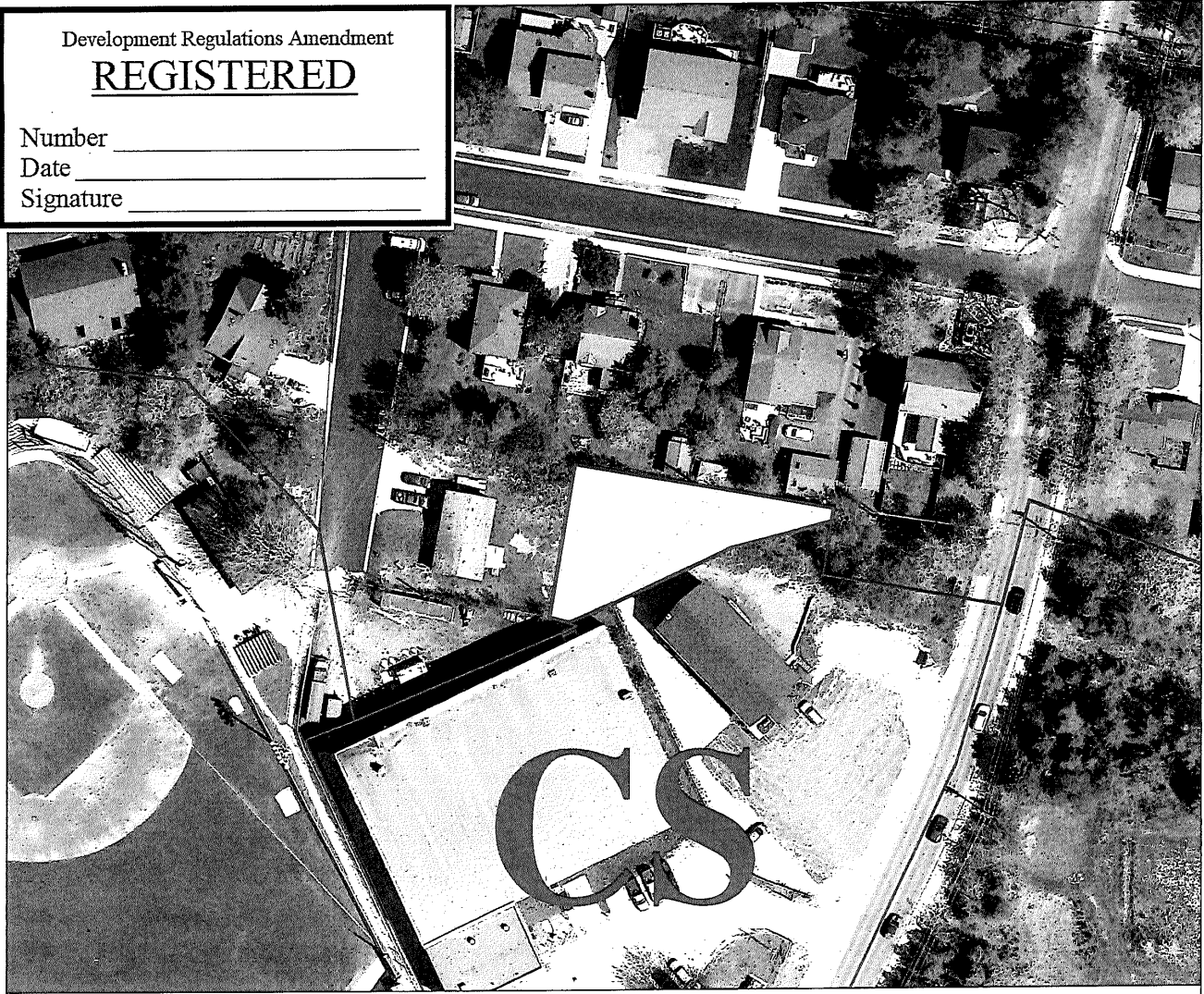
Public Consultation

[To be completed follow consultation]

Municipal Plan Amendment No. 24-04

The Corner Brook Integrated Municipal Sustainability Plan is hereby amended by re-designating the Subject Property at 11 O'Connell from 'Residential' (RES) to 'Community Services' (CS). as per attached 'Generalized Future Land Use Map A – Amendment No. 24-04.'

Development Regulations Amendment
REGISTERED
 Number _____
 Date _____
 Signature _____



LEGEND _____ ZONING BOUNDARY CHANGE FROM RES TO CS

CITY OF CORNER BROOK

PROJECT TITLE:
**FOR DEVELOPMENT REGULATIONS
 2012**

DRAWING TITLE:
**LAND USE ZONING MAP C2
 AMENDMENT No. 24-04**

 City of Corner Brook Community Services Department Planning Division	DATE: NOVEMBER 2024
	SCALE: 1:1000

DESCRIPTION

**REZONING FROM RESIDENTIAL LOW DENSITY TO
 COMMUNITY SERVICE**

THIS MAP IS A GRAPHICAL REPRESENTATION OF THE CITY OF CORNER BROOK SHOWING THE APPROXIMATE LOCATION OF ROADS, BUILDINGS AND OTHER ELEMENTS. THIS MAP IS NOT A LAND SURVEY AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I hereby certify that this City of Corner Brook
 Development Regulations 2012, Map _____
 has been prepared in accordance with the
 requirements of the Urban and Rural Planning
 Act.

M.C.I.P _____

DATE _____ (M.C.I.P SEAL)

SEAL AND SIGNATURE

Certified that this City of Corner Brook
 Development Regulations 2012, Map _____ is a
 correct copy of the Development Regulations
 2012, Map _____ approved by the Council of the
 City of Corner Brook on the _____ day of
 _____,
 (month) (year)

MAYOR _____

(COUNCIL SEAL)

CLERK _____

DATE _____

Municipal Plan/Amendment
REGISTERED

Number _____
Date _____
Signature _____



LEGEND		ZONING BOUNDARY		CHANGE FROM RES TO CS	
<u>Land Use Designations</u>					
Residential	RES	Shopping Centre	SC	Open Space	OS
Comprehensive Residential Development Area	CRDA	Large Scale Commercial	LSC	Cemetery	C
Townsite Heritage Conservation District	THCD	Waterfront Mixed Use	WMU	Environmental Protection	EP
Downtown	DT	General Industrial	GI	Environmental Conservation	EC
General Commercial	GC	Light Industrial	LI	Protected Water Supply Area	PWSA
Residential/Commercial Mix	RCM	Hazardous Industrial	HI	Rural	R
Highway and Tourist Commercial	HTC	Innovation District	ID	Solid Waste/Scrap Yard	SW/SY
Community Service	CS				
		Mineral Working	MW	Special Management Area	SMA

CITY OF CORNER BROOK

PROJECT TITLE:
INTEGRATED MUNICIPAL SUSTAINABILITY PLAN 2012

DRAWING TITLE:
GENERALIZED FUTURE LAND USE MAP A AMENDMENT NO. 24-04

 **City of Corner Brook**
Community Services Department
Planning Division

DATE: NOVEMBER 2024
SCALE: 1:1000



DESCRIPTION

LAND USE DESIGNATION CHANGE FROM RESIDENTIAL TO COMMUNITY SERVICE

THIS MAP IS A GRAPHICAL REPRESENTATION OF THE CITY OF CORNER BROOK SHOWING THE APPROXIMATE LOCATION OF ROADS, BUILDINGS AND OTHER ELEMENTS. THIS MAP IS NOT A LAND SURVEY AND IS NOT INTENDED TO BE USED FOR LEGAL DESCRIPTIONS.

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I hereby certify that this City of Corner Brook Integrated Municipal Sustainability Plan 2012, Map _____ has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

M.C.I.P. _____

DATE _____ (M.C.I.P. SEAL)

SEAL AND SIGNATURE

Certified that this City of Corner Brook Integrated Municipal Sustainability Plan 2012, Map _____ is a correct copy of the Integrated Municipal Sustainability Plan 2012, Map _____ approved by the Council of the City of Corner Brook on the _____ day of _____, _____ (month) (year)

MAYOR _____

CLERK _____

DATE _____

(COUNCIL SEAL)



Request for Decision (RFD)

Subject: Discretionary Use Approval - Mineral Exploration in Protected Water Supply Area Zone

To: Deon Rumbolt

Meeting: Regular Meeting - 18 Nov 2024

Department: Development and Planning

Staff Contact: Christina Pye,

Topic Overview: The applicant is looking to remove samples from four previously blasted trenches via fiber bags and helicopter.

Attachments: [thomas_resources_watershed_management](#)
[RE Watershed Management Committee Meeting Recommendation](#)
[E240290 Thomas Resources - Corner Brook Lake Application](#)
[E240290 Thomas Resources - Corner Brook Lake Property Map](#)
[E240290 Thomas Resources - Website Public Notice](#)
[E240290 Thomas Resources - Newspaper Public Notice](#)
[E240290 Thomas Resources - Public Comments](#)
[RFD MEMO Thomas Resources -R2](#)

BACKGROUND INFORMATION:

This application is for mineral exploration in the PWSA zone where Mineral Exploration is a "Discretionary Use" of the City of Corner Brook's Development Regulations.

There is a condition in the Development Regulations that requires staff to engage Corner Brooks Watershed Management Committee. This was completed, the committee met twice to discuss the application, and they provided a recommendation as per the condition in the regulations which is attached.

There was a public notice done on June 12th, 2024 in order for residents to voice any possible concerns regarding this development. This was also placed on the City of Corner Brook website and Facebook page. Since then, we have received 12 comments, 8 comments for zero development of any kind in the PWSA, 2 Comments against this type of development/use in the PWSA, and 2 comments outlining concerns of garbage, spills, and equipment in the watershed.

Policy 4.13.3 (06) from Corner Brooks IMSP states that *"The Watershed Management Committee shall provide scientific advice and technical assistance to the City of Corner Brook and concerned parties, in order to minimize the environmental impacts of development and/or other activities which are to be considered by Council, and ensure that approved undertakings are carried out in an environmentally acceptable manner."* The Watershed Management Committee did not put forth any conditions on their recommendation to allow for this development.

PROPOSED RESOLUTION:

Be it RESOLVED that the Council of the City of Corner Brook, pursuant to Section 11 of the City of Corner Brook 2012 Development, deny the application for the proposed “mineral exploration” use within the PWSA zone.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
 City of Corner Brook Development Regulations
 11

ALTERNATIVE IMPLICATIONS:

Staff are presenting the following options for council:

1. Follow Recommendation from Watershed Management Committee and not approve this application.
2. Approve application, but enforce best practice measures and set strict conditions including, but not limited to:
 - Fly route for helicopter be submitted and approved by staff and council
 - Wind directions for materials not to be transported in
 - Provide a detailed risk assessment using current data and up to date information
3. Provide staff with other direction.

	Approved - 14 Nov 2024
Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 15 Nov 2024
Legislative Assistant	Approved - 15 Nov 2024

City Manager



Mineral Lands Division
 Department of Industry, Energy & Technology
 P.O. Box 8700; St. John's, NL A1B 4J6
exploration_approval@gov.nl.ca

MLD - MEA-02

2023/01/31

APPLICATION FOR EXPLORATION APPROVAL

Activities proposed on this form must be carried out in accordance with the conditions of approval and all applicable policies, regulations and legislation.

Section A: Applicant Information

What is the name of the individual and / or company who will be conducting the proposed work?

NCD Consulting Limited

Address: 34 Yellowwood Drive
 Paradise, NL
 A1L0 0X9

Phone number: 709 685 1800

E-mail address: brad.dyke@ncdconsulting.ca

Contractor or field level 24 / 7 contact:
 NCD Consulting
 Brad DYke

Phone number: 709 685 1800

E-mail address: brad.dyke@ncdconsulting.ca

Section B: Property Information

What is the name of the property? Corner Brook Lake Project

NTS Map sheet(s): 12A / 13

Mineral licence(s):
 8139 M

Licence holder:
 Thomas Resources Inc.

Where a licence is not held by the applicant or is shared with another party, indicate the agreements or permissions in place.

General summary of mineral exploration activities proposed:

Bulk Rock Sample Collection via Helicopter

What is / are the commodity(ies) of interest on the property (e.g., Au, Ni, U, PGE's, Critical Minerals etc.)?

Garnet, Kyanite and Staurolite

Section C: Line Cutting		<input type="checkbox"/>
<p>Areas where line cutting is to occur must be indicated on appropriately scaled maps or in vector data.</p>		
Start date: _____		End date: _____
Total line km's: _____ Baseline azimuth: _____ Cross line spacing: _____ Approx. width of lines: _____		If sub-contractor hired: Name: _____ Address: _____ Contact person: _____ Email address: _____
Additional comments on line cutting program, such as density and types of vegetation where line cutting is to occur.		

Section D: Ground Geophysics		<input type="checkbox"/>															
<p>Complete this section only if you plan to conduct a ground geophysical survey that has the potential to impact wildlife or cause ground disturbance. Authorization for other types of ground geophysical surveys should be sought using the "Planned Exploration Work for Prospecting, Geochemical Sampling and/or Ground-Based Geophysical Surveying" form.</p>																	
Start date: _____		End date: _____															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Type</th> <th style="width: 30%;">Approx. no. of kilometers</th> <th style="width: 40%;">If sub-contractor hired:</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Seismic survey: _____</td> <td>_____</td> <td>Name: _____</td> </tr> <tr> <td><input type="checkbox"/> Other: _____</td> <td>_____</td> <td>Address: _____</td> </tr> <tr> <td></td> <td></td> <td>Contact person: _____</td> </tr> <tr> <td></td> <td></td> <td>Email address: _____</td> </tr> </tbody> </table>	Type	Approx. no. of kilometers	If sub-contractor hired:	<input type="checkbox"/> Seismic survey: _____	_____	Name: _____	<input type="checkbox"/> Other: _____	_____	Address: _____			Contact person: _____			Email address: _____		
Type	Approx. no. of kilometers	If sub-contractor hired:															
<input type="checkbox"/> Seismic survey: _____	_____	Name: _____															
<input type="checkbox"/> Other: _____	_____	Address: _____															
		Contact person: _____															
		Email address: _____															

Section E: Test Pitting		<input type="checkbox"/>
<p>Please complete this section if you are conducting test pitting for quarry / aggregate materials exploration.</p> <p>"Test pit" means an excavation that is excavated and backfilled either the same day or without the excavator having departed the test pit site.</p>		
Start date: _____		End date: _____
Method: <input type="checkbox"/> Mechanical <input type="checkbox"/> Hand dug		
Walking an excavator to access test pitting sites requires completion of Section J: Access trails.		

No. of test pits: _____ Approximate length of each pit: _____ Approximate width of each pit: _____ Type of digging equipment used: Pumping and cleaning equipment used:	If sub-contractor hired: Name: Address: Contact person: Email address:
For pumping water to wash exposed bedrock, you must also complete Section I: Water use and activities within a body of water.	
Purpose of test pitting program:	

Section F: Trenching and Channel Sampling <input style="float: right; margin-left: 20px;" type="checkbox"/>		
"Trench" refers to any excavation made to expose bedrock, soil, or till for mineral exploration purposes. "Channel Sampling" is a technique used to collect small chips of rock over a specified linear interval. This can be done within trenches or on exposed bedrock, which requires no excavation. Please indicate on a map channel sampling locations that do not correspond to trenches. Channel sampling within a trench site that you are approved to excavate does not require any further approval as channel sampling is inherent to trenching activities.		
Start date: _____ End date: _____		
Method: <input type="checkbox"/> Mechanical <input type="checkbox"/> Explosives <input type="checkbox"/> Hand trenching		
Walking an excavator to access trench sites requires completion of Section K: Access trails.		
<table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> No. of trenches: _____ Planned length (total): _____ Planned width (average or range): _____ Type of digging equipment to be used: Pumping and cleaning equipment to be used: </td> <td style="width: 50%; vertical-align: top;"> If sub-contractor hired: Name: Address: Contact person: Email address: </td> </tr> </table>	No. of trenches: _____ Planned length (total): _____ Planned width (average or range): _____ Type of digging equipment to be used: Pumping and cleaning equipment to be used:	If sub-contractor hired: Name: Address: Contact person: Email address:
No. of trenches: _____ Planned length (total): _____ Planned width (average or range): _____ Type of digging equipment to be used: Pumping and cleaning equipment to be used:	If sub-contractor hired: Name: Address: Contact person: Email address:	
For pumping water to clean exposed bedrock, you must also complete Section L: Water use.		
Channel sampling not requiring excavation or trenching: No. of channel samples: _____ Planned length (total): _____		

Section G: Bulk Sampling		<input checked="" type="checkbox"/>
Bulk sampling must be undertaken in accordance with applicable legislation and regulations. If bulk sampling is to take place from an exposure that first needs to be excavated, then the excavation site must be approved as a trench.		
Start date: 06/10/2024		End date: 07/30/2024
Will explosives be used: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Sample(s) will be taken from: <input checked="" type="checkbox"/> Surface <input type="checkbox"/> Underground <input type="checkbox"/> Drill core		
For transportation of equipment or bulk sample on an access trail you must also complete Section J: Access trails.		
Planned no. of bulk sample sites: <u>4</u> Planned total volume (m ³): <u>10</u> Expected total weight (kg): <u>30 tonnes</u>	If sub-contractor hired: Name: Address: Contact person: Email address:	
Specific type of machinery to be used: Helicopter to transport pieces in 1 tonne fiber bags		
Type of processing used: None - Collected from four blast trenches completed in 2012		
How will sample be stored? Shipped out of Province for processing/analysis		
How will sample be transported? Helicopter and Dump Truck then shipped out of Province		
Anticipated volume of waste rock to remain on site: None - Sampling previously blasted exposed bedrock as is		
Please explain how any waste rock produced from the bulk sampling program will be managed: None (N/A)		

Section H: Drilling		
Start date:	End date:	
Method	Number of holes:	Contractor:
<input type="checkbox"/> Diamond drilling:	_____	Name: Address: Contact person: Email address:
<input type="checkbox"/> Reverse circulation drilling:	_____	
<input type="checkbox"/> Percussion drilling:	_____	
<input type="checkbox"/> RAB:	_____	
<input type="checkbox"/> GT Probe:	_____	
<input type="checkbox"/> Other (Please Specify):	_____	
Planned number of drill holes (total):	_____	Drilling additives to be used:
Planned program meterage (total):	_____	
Planned no. of drill rigs:	_____	
Specific type of drill rigs: For diamond and reverse circulation drilling types you must also complete Section I: Water use and activities within a body of water.		
Drill rig transportation method(s):	<input type="checkbox"/> Track-mounted travel <input type="checkbox"/> Skid-mounted travel <input type="checkbox"/> Helicopter transported	<input type="checkbox"/> Barge <input type="checkbox"/> Ice drilling <input type="checkbox"/> ATV mounted
For drill rig transportation by ground travel, you must also complete Section K: Access trails.		
How will waterborne drill cuttings and drilling additives be controlled to ensure they do not enter a body of water or watercourse? (Select all that apply)		
<input type="checkbox"/> Sediment retention ponds (i.e., sumps) <input type="checkbox"/> Pumping discharge waters onto forested or otherwise well-vegetated ground <input type="checkbox"/> Settling tanks to collect drill cuttings <input type="checkbox"/> Use of sediment fences		
If sediment retention ponds will be used, please provide the approximate dimensions (length, width and depth) and number that will be required to complete the proposed exploration program:		
If another type of drill cutting containment measure will be to collect drill cuttings, please provide details:		

Section I: Water Use and Activities Within a Body of Water

All planned water withdrawal sites must be indicated on an appropriately scaled map or in vector data.

Water withdrawal from a waterbody will be required for the following purposes:

- To supply one or more drill rigs
- For washing one or more trenches
- To supply a base camp

Distance of pump(s) from waterbody(s): _____

Do you currently have a valid WUL for the base camp? Yes No

If yes, provide the permit number and expiry date: _____

Will any activities take place within a water body? Yes No
(example: drilling on ice or barge)

All locations where activities are planned to take place within or on a waterbody must be indicated on an appropriately scaled map or in vector data.

Activities within or on a water body or wetland may require a permit issued by the Water Resources Management Division.

Will any waterbodies need to be crossed by machinery or vehicles? Yes No

All planned water crossings must be indicated on an appropriately scaled map or in vector data.

Crossing of a waterbody (including a stream) depicted on the 1:50,000 scale NTS map requires a permit issued by the Water Resources Management Division.

Section J: Access Trails

Ground vehicle access in support of mineral exploration activities that is not confined to paved, gravel, or "dirt" roads must be confined to access trails, whether newly established or pre-existing. All access trails that will be used for mineral exploration activities must be approved on a recurring basis through the exploration approval process, irrespective of whether the trails are to be newly established or are pre-existing.

All pre-existing and proposed new access trails that will be used by the exploration program must be depicted on appropriately scaled mapping or in vector data. The mapping / data must differentiate between those trails that are pre-existing and those that are proposed to be newly established.

Describe the ground vehicle access proposed for the access trails that will be used in support of mineral exploration activities (e.g., vehicle types to be used, frequency of traffic):

These trails are old logging roads that are starting to grow in and ATV will be utilized to travel them.

Will pre-existing access trails be used:

 Yes No

If yes, describe the condition of pre-existing access trails and indicate whether preparation will be required to improve trail conditions to support use.

Partially grown in but suitable for ATV use.

Will new access trails be prepared:

 Yes No

If yes, indicate the biophysical environments that the new access trail(s) will pass through and the anticipated methods of preparation that may be necessary:

Section K: Airborne Survey	
Start date:	End date:
Aircraft type: <input type="checkbox"/> Fixed wing <input type="checkbox"/> Helicopter <input type="checkbox"/> Drone (UAV)	
Total line km's: _____	If sub-contractor hired:
Baseline azimuth: _____	Name: _____
Cross line spacing: _____	Address: _____
Planned altitude – Aircraft _____	Contact: _____
Planned altitude – Sensor _____	Phone number: _____
	E-mail address: _____
<p>Before an airborne survey can be conducted, consent is required from any third party mineral license holder and documentation of consent must be provided to the Exploration Approvals Geologist along with the Application for Exploration Approval. All airborne work is subject to a referral process, even if on Crown Land.</p> <p>Consent is not required to collect incidental data as long as the contractor conducting the geophysical survey does not provide the data to another party, including the client. Any data supplied to the client must be clipped by the contractor to exclude the incidental data. If the contractor is providing the incidental data to the client or a third party, then consent must be obtained in all cases.</p>	
<p>Will there be data collection over third-party mineral licences?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>How will data collection over third party mineral licences be handled?</p> <p>Consent from licence holder*? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Contractor clip incidental data? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>*Consent from licence holders must be attached if there will be data collection over third-party licences.</p>	

Section L: Fuel Storage

Fuel and oil storage and handling must be carried out in accordance with terms and conditions of approval, applicable legislation and regulations, which may include **Mineral Exploration Standards Regulations** under the **Labrador Inuit Land Claims Agreement Act**.

Will the exploration program require the storage of fuel in the field? Yes No

What aspects of the program will require use of fuel stored in the field:

How will fuel be transported to the storage site(s) and to sites where vehicles or equipment will be refueled:

For each storage site, indicate the type(s) of fuel to be stored, the containers to be used and their capacity, and the number of containers to be stored:

The location of fuel storage site(s) must be indicated on an appropriately scaled map or in vector data.

For drum-based products, storage of 5 or more drums requires a fuel cache permit issued by Service NL.

Do you currently have a valid **Fuel Cache Permit** for the property that gives authorization for all fuel storage locations where 5 or more drums will be stored?

Yes for all locations

Yes for some locations.

If yes, provide the file number:

For stationary fuel tanks, provide registration number:

Date fuel tank(s) to be positioned:

Method of transporting fuel to resupply the tank(s):

Supplier of fuel:

How, when and to where will stationary fuel tanks be removed?

Section M: Camp or Laydown Area (excludes private or community accommodations) <input type="checkbox"/>																		
<p>Camp sites must be prepared in accordance with the conditions of approval and applicable legislation and regulations.</p>																		
<p>Type of camp(s) that will be used to support exploration work:</p> <p><input type="checkbox"/> Fly camp (occupation < 90 days and no ground disturbance)</p> <p><input type="checkbox"/> Laydown area (occupation < 90 days and no ground disturbance)</p> <p><input type="checkbox"/> Base camp (occupation > 90 days and / or ground disturbance)</p> <p><input type="checkbox"/> Laydown area (occupation > 90 days and / or ground disturbance)</p> <p>A base camp or a laydown area (occupation > 90 days and / or ground disturbance) requires a Licence to Occupy (LTO) issued by the Crown Lands Division of the Lands Branch.</p> <p>Note that occupation refers not just to the presence of people but also to the presence of structures, equipment, vehicles, or supplies.</p> <p>Do you currently have a valid Licence To Occupy for a base camp, or laydown area, that will support exploration work on this property?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, provide the file number: _____</p>																		
<p>The camp will be (or is, if an existing base camp) comprised of the following structures:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Structure type</th> <th style="text-align: left; border-bottom: 1px solid black;">Number</th> </tr> </thead> <tbody> <tr> <td>plywood building</td> <td>_____</td> </tr> <tr> <td>quonset-style tent</td> <td>_____</td> </tr> <tr> <td>prospector tent or traditional tent</td> <td>_____</td> </tr> <tr> <td>plywood platform</td> <td>_____</td> </tr> <tr> <td>trailer</td> <td>_____</td> </tr> <tr> <td>core rack</td> <td>_____</td> </tr> <tr> <td>septic system</td> <td>_____</td> </tr> <tr> <td>other:</td> <td>_____</td> </tr> </tbody> </table> <p>Indicate the expected peak number of camp occupants: _____</p> <p>For a base camp or laydown area, describe the ground disturbance (if any) that will be involved in preparing the camp site:</p> <p>_____</p>	Structure type	Number	plywood building	_____	quonset-style tent	_____	prospector tent or traditional tent	_____	plywood platform	_____	trailer	_____	core rack	_____	septic system	_____	other:	_____
Structure type	Number																	
plywood building	_____																	
quonset-style tent	_____																	
prospector tent or traditional tent	_____																	
plywood platform	_____																	
trailer	_____																	
core rack	_____																	
septic system	_____																	
other:	_____																	

Section N: Requirements Checklist

Complete and accurate information is important to avoid delays in processing your application.

Please review and confirm the following:

- All applicable sections of this form have been completed.
- Registered agreements are in place for all mineral licences that are not held by the applicant.
- Vector data compatible with ArcGIS (e.g., ESRI shape files (preferred), Google Earth kmz files)
- Appropriately scaled mapping
- For point locations, UTM coordinates provided in a spreadsheet with datum indicated (e.g., NAD 83)
- The locations of all of the following (as applicable) are identified in an acceptable format:
 - Cut lines
 - Drill sites or drilling areas
 - Trench and test pitting sites or trenching and testing pitting areas
 - Bulk sampling sites
 - Access trails, both pre-existing and planned new
 - Water withdrawal sites
 - Fuel storage sites
 - Camp sites
 - Laydown areas
 - Channel sampling sites (if not within a trench)

Note that mineral exploration activities proposed on this form may only be carried out once an Exploration Approval is issued. Once an Exploration Approval is issued, the approval holder and any employee or contractor working for them must conduct their activities in compliance with the conditions of the exploration approval, as well as in compliance with the **Mineral Act**, the **Mineral Regulations** and other applicable legislation and regulations.

- I hereby certify that I have reviewed the completed Application for Mineral Exploration Approval and that the information contained within is true and accurate to the best of my information, knowledge and belief.

Name: Brad Dyke P.Geo. Title / Position: Owner/Operator Date: 05/16/2024

Under the authority of the **Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015)**, personal information is collected in order to process, manage and issue the programs or services of the Department of Industry, Energy and Technology. Personal information is kept confidential as required by **ATIPPA, 2015**, but may be released under request in accordance with **ATIPPA, 2015**. If you have questions pertaining to the collection, use and / or disclosure of this information please contact the ATIPP Coordinator at 729-0463.

Exploration Approval
 (Bulk Sample
 from 4 Existing Trenches
 [Helicopter Program])
 for Thomas Resources on the
 Corner Brook Lake Property
 NTS: 12A/13
 Licence: 008139M

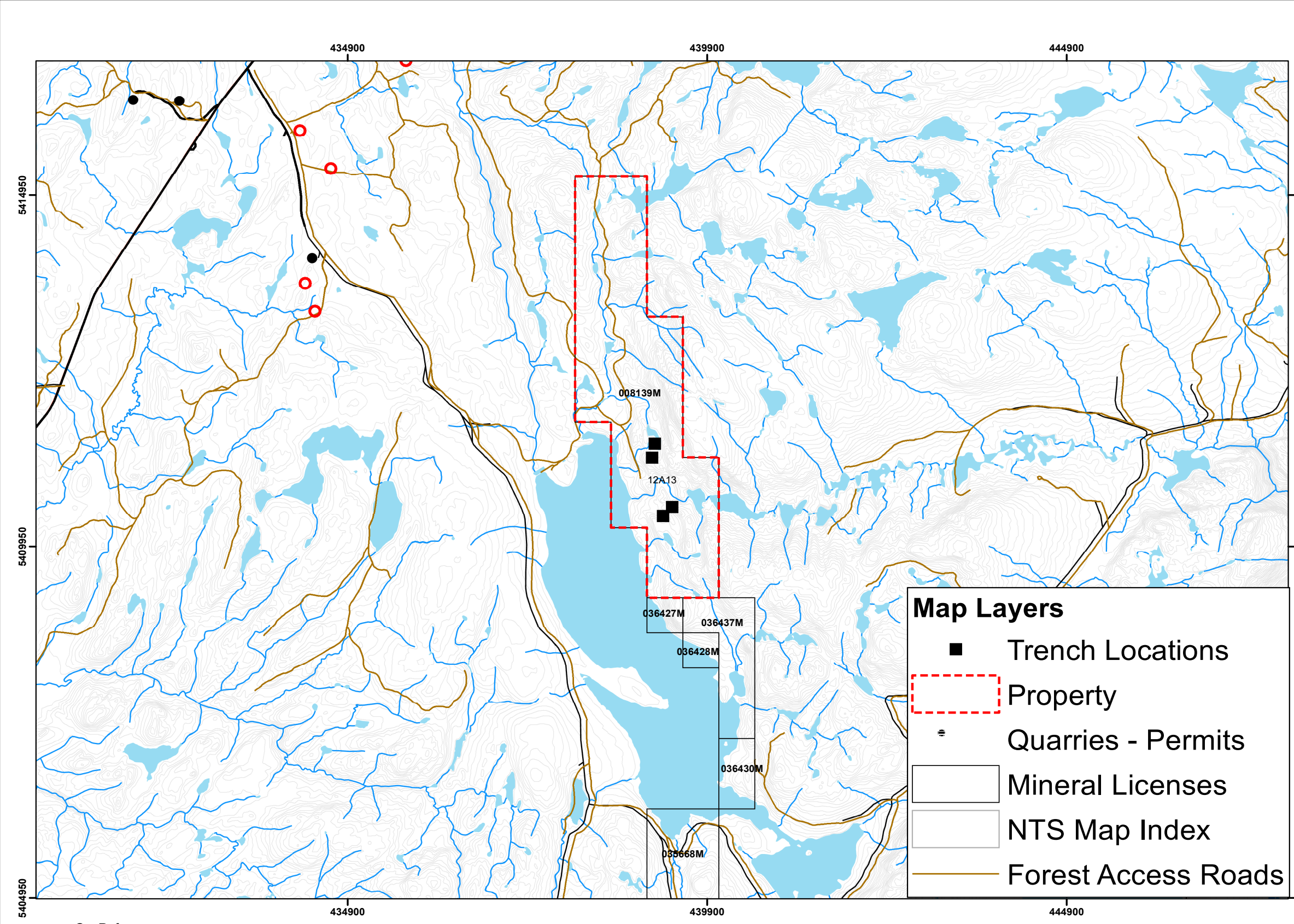
Land Use Details

Energy Referral
 CBPPL Timber Rights
 Municipal Boundary
 Hydro - Deer Lake Power
 DGSNL - Corner Brook
 FMD 15

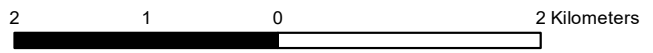
E240290

Map Layers

- Trench Locations
- ▭ Property
- ≡ Quarries - Permits
- ▭ Mineral Licenses
- ▭ NTS Map Index
- Forest Access Roads



GeoReference
 UTM NAD 27 Zone 21 1:50,000



Project
 Location



JUNE 13, 2024 | CITY PLANNING & DEVELOPMENT, NEWS RELEASES | CHRISTINA PYE

The City of Corner Brook has received an application to remove mineral samples from our Protected Water Supply Area (PWSA) Zone. The use is mineral exploration and is considered a "Discretionary Use" of the City of Corner Brook's Development Regulations.

This application is to complete bulk rock sample collection from four sites with a total volume of 10m³. The materials are to be transported off site in pieces in 1 tonne fibre bags via helicopter. **There is to be no drilling or blasting, the proponent is collecting existing samples from four blast trenches completed in 2012.**

This mineral claim existed previous to the development of the [Corner Brook Watershed Management](#), at that time the mineral exploration had progressed to Stage 2 (trenching and removal of material). This application does not propose to progress further, it is only to remove material from existing trenches.

Discretionary Use Applications within the PWSA are assessed by staff to ensure all regulations are met, and then reviewed based on additional parameters set out in [Corner Brook's Watershed Management Plan](#). Once this review is complete a public notice is sent out to ensure public feedback is considered, and the application presented to the Watershed Management Committee. Discretionary applications are not put in front of council for discretionary approval until all of the steps mentioned above have been completed and a comprehensive package compiled.

Additional Information is available at the following links:

[Development Zones for Corner Brooks Watershed](#)

[City of Corner Brook 2012 Development Regulations](#)

The public is advised that should they wish to provide comment about the proposed development they may do so in writing by contacting the Development & Planning Office at City Hall by July 8, 2024. Comments can be forwarded to: Development & Planning Division, City of Corner Brook, P.O. Box 1080, Corner Brook, NL, A2H 6E1; Fax: 637-1514; Email: planning@cornerbrook.com



The news you want, right in your inbox.

From daily headlines to editorial cartoons, we have a newsletter for every interest. Visit saltwire.com/newsletters



City of Corner Brook

PUBLIC NOTICE

The City of Corner Brook has received an application to remove mineral samples from our Protected Water Supply Area (PWSA) Zone. The use is considered **mineral exploration** and is a **"Discretionary Use"** of the City of Corner Brook's Development Regulations.

This application is to complete bulk rock sample collection from four sites with a total volume of 10 m³. The materials are to be transported off site in pieces in 1 tonne fibre bags via helicopter. There is to be no drilling or blasting, samples are to be collected from four blast trenches completed in 2012.

The public is advised that should they wish to provide comment about the proposed development they may do so **in writing** by contacting the Development & Planning Office at City Hall within seven (7) days from the date of this notification. Comments can be forwarded to: Development & Planning Division, City of Corner Brook, P.O. Box 1080, Corner Brook, NL, A2H 6E1; Fax: 637-1514; Email: planning@cornerbrook.com



Cit

PUBLIC

Please take notice th proposed Amendme Municipal Sustainabi and 2012 Developr regular meeting of Ci

This administrative hc No. 24-01) was brou the purpose of future map amendment is t side of Corporal Pi Residential (MR)' to 'I Subject Property wc options and streamli once the land disposi The Subject Property lands to the west and latter zoned 'Open Sp 12.3 acres. The new' (zoned 'Community' and adjacent to the v

If you would like to receive more informa City's website, call [7](#) regular business hou and 4:30pm.

A public hearing to h the proposal is sche in the Hutchings Rox Brook). If you have submit them in writ Corner Brook, P.O. B

In accordance with s Planning Act, 2000, t no objections are re to attend the public time of the schedul 2024).

Jessica Smith
CITY CLERK



Request for Decision (RFD)

Subject: Crown Land Application - Near Duncan's Rock

To: Deon Rumbolt
Meeting: Regular Meeting - 18 Nov 2024
Department: Development and Planning
Staff Contact: James King,
Topic Overview: Crown Land Application
Attachments: [Figure 1 - Crown Land - Near Duncan's Rock](#)
[Application - Crown Land - Near Duncan's Rock](#)

BACKGROUND INFORMATION:

The City of Corner Brook has received a Crown Land application pertaining to a portion of land in the vicinity of Duncan's Rock, south of the Trans Canada Highway that is located within the planning boundaries of the City of Corner Brook. The applicant is seeking a license to occupy land for the purpose of building a mountain bike preferred / multi-use (non-motorized) trail, taking advantage of, and improving upon previously existing/abandoned trails. The proposed trail will provide access to other trails in the area. The proposed trail will provide improved access for existing trail users and reduces and/or avoids travel on municipal roadways and the Trans Canada Highway. The land is located in Environmental Protection and Environmental Conservation Zones where a trail, as a recreational open space classification of use, is a "Permitted Use" of the City of Corner Brook Development Regulations. This application was considered by internal staff and there are no concerns other than the City requests that a "as is" map of all trails, with location markers/points be provided to the City for emergency response as in the past the City has had incidents of injured persons requiring the fire department to respond in these trail systems.

PROPOSED RESOLUTION:

It is RESOLVED to approve the crown land application for the proposed mountain bike/multi use (non-motorized) trail for a portion of land in the vicinity of Duncan's Rock which falls within the City of Corner Brook planning boundaries.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations
 Other
 City of Corner Brook Crown Land Acquisition Policy

RECOMMENDATION:

Staff recommends option #1.

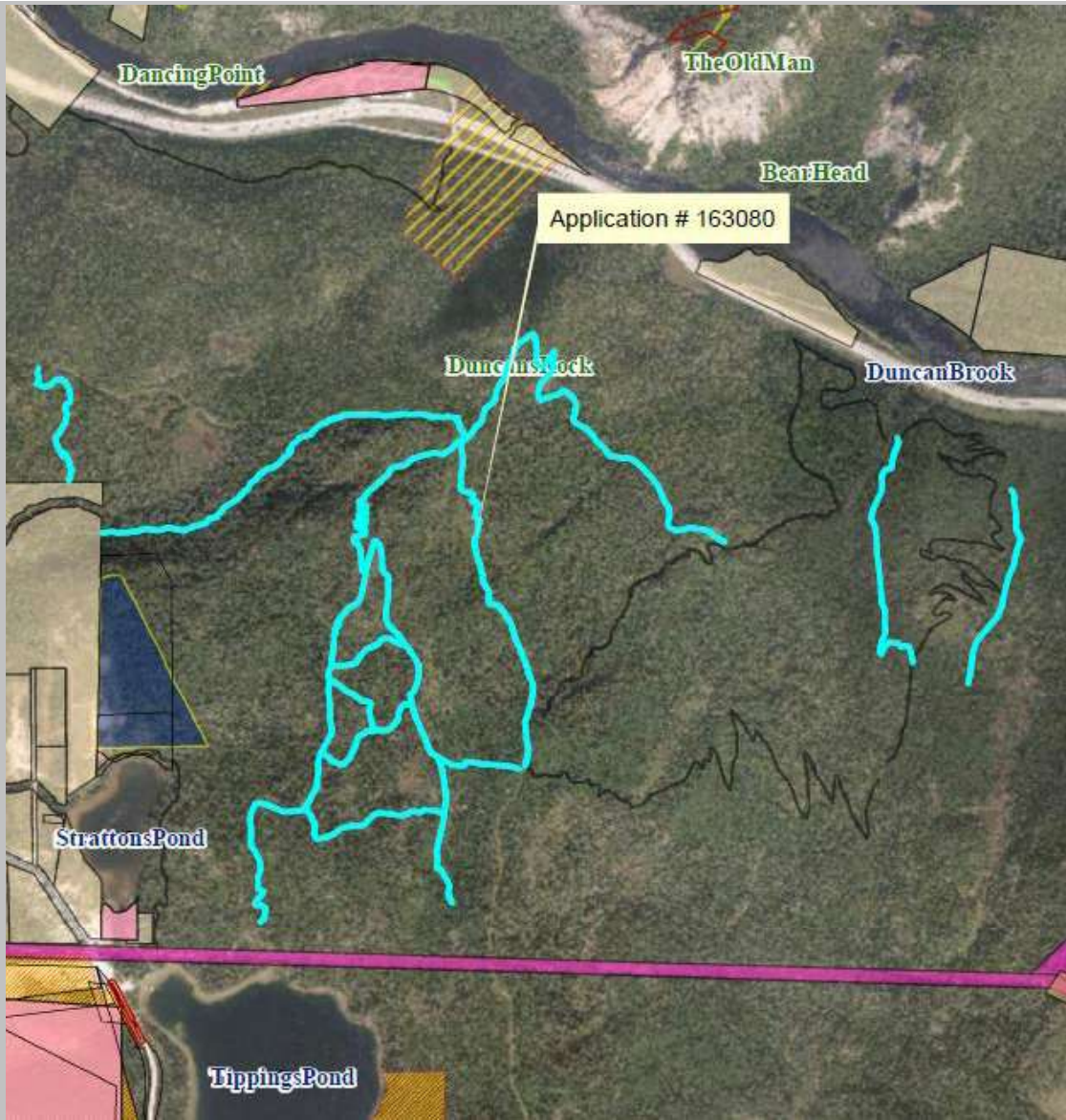
ALTERNATIVE IMPLICATIONS:

1. That Council approve the crown land application for the proposed mountain bike/multi use (non-motorized) trail for a portion of land in the vicinity of Duncan's Rock which falls within the City of Corner Brook planning boundaries.

- 2. That Council not approve the crown land application for the proposed mountain bike/multi use (non-motorized) trail for a portion of land in the vicinity of Duncan's Rock which falls within the City of Corner Brook planning boundaries.
- 3. That the Council of the City of Corner Brook provides other direction to staff.

	Approved - 14 Nov 2024
Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 14 Nov 2024

City Manager



City of Corner Brook
Community Services Department
Planning Division

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

PROJECT: Crown Land Application

TITLE: License to Occupy

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

NOTES:

LOCATION: Near Duncan's Rock

PREPARED BY: J. King

DEPARTMENT: Development & Planning

DATE: 2024-11-12

PAGE: 1 OF 2

VERSION: 1

CITY OF CORNER BROOK

BUILDING INSPECTION OFFICE, COMMUNITY SERVICES, CITY HALL, 637-1500
BUILDING PERMIT / DEVELOPMENT APPLICATION

RESERVED FOR OFFICE USE	
PROPERTY ID _____	PERMIT NUMBER _____

OWNER / APPLICANT:	DATE: 16 Oct 2024
ADDRESS: Duncan's Rock	EMAIL: [REDACTED]
CITY: Corner Brook NL	PROVINCE: NL
POSTAL CODE: A2H 7S6	TELEPHONE: [REDACTED]
PROPERTY LOCATION:	
BUILDER: West Coast Cycling Association	
ADDRESS: [REDACTED]	
CITY: [REDACTED]	PROVINCE: NL
POSTAL CODE: [REDACTED]	TELEPHONE: [REDACTED]

BUILDING PERMIT APPLICATION (Please check appropriate box)

<u>BUILDING TYPE</u>	<u>CONSTRUCTION TYPE</u>	PATIO / DECK <input type="checkbox"/>
ASSEMBLY <input type="checkbox"/>	ERECT (NEW) <input type="checkbox"/>	CARPORT / GARAGE <input type="checkbox"/>
INSTITUTIONAL <input type="checkbox"/>	REPAIR <input type="checkbox"/>	ACCESSORY BUILDING <input type="checkbox"/>
RESIDENTIAL <input type="checkbox"/>	EXTEND <input type="checkbox"/>	APARTMENT <input type="checkbox"/>
BUSINESS / SERVICE <input type="checkbox"/>	ALTERATION <input type="checkbox"/>	RETAINING WALL <input type="checkbox"/>
MERCANTILE <input type="checkbox"/>	SIGN <input type="checkbox"/>	DRIVEWAY <input type="checkbox"/>
INDUSTRIAL <input type="checkbox"/>	POOL <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

DEVELOPMENT APPLICATION (Please check appropriate box)

<u>DEVELOPMENT TYPE</u>	SITE DEVELOPMENT <input type="checkbox"/>
RESIDENTIAL DEMOLITION <input type="checkbox"/>	HOME BASED BUSINESS <input type="checkbox"/>
COMMERCIAL DEMOLITION <input type="checkbox"/>	NEW BUSINESS <input type="checkbox"/>
SUBDIVISION / CONSOLIDATION OF PROPERTY <input type="checkbox"/>	CHANGE OF USE <input type="checkbox"/>
NEW BUILDING (RESIDENTIAL / COMMERCIAL) <input type="checkbox"/>	RELOCATION OF BUILDING <input type="checkbox"/>
	OTHER <input checked="" type="checkbox"/>

DESCRIPTION OF WORK: Trail building and maintenance
Construction & repair of multi-use, non motorized trails.
Crown Lands App 163080

ESTIMATED CONSTRUCTION VALUE - (MATERIALS & LABOUR) \$ _____

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

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

SIGNED BY: **CROWN LAND** APPLICANT: [REDACTED]

PROPERTY OWNER: _____ WITNESS: [REDACTED]

**THIS APPLICATION IS NOT VALID UNTIL COMPLETED AND SIGNED
SEE REVERSE FOR FEES AND CONDITIONS**



Request for Decision (RFD)

Subject: Discretionary Use Approval

To: Deon Rumbolt

Meeting: Regular Meeting - 18 Nov 2024

Department: Development and Planning

Staff Contact: Christina Pye,

Topic Overview: Less Intrusive Non-Conforming Use - 2 Barrys Pace

Attachments: [MEMO - Pye to Rumbolt - Change of Use to less intrusive - 2 Barry Place](#)
[DISCRETIONARY USE NOTICE - WEBSITE](#)
[DISCRETIONARY USE NOTICE - Newfoundland wire](#)
[Figure 1 - 2 Barry Place - Discretionary Use](#)

BACKGROUND INFORMATION:

This is in reference to an application the City received on September 27th, 2024 requesting permission to construct a "single dwelling" at the property located on 2 Barry Place, Corner Brook, NL.

The "Single Dwelling" classification of use is non-conforming in the General Industrial (GI) zone of the City's development regulations. However, **Section 82(3)(d)** of the City's development regulations states "A building, structure or development that does not conform to a scheme, plan or regulation may have the existing use for the building, structure or development varied by the appropriate Council to a use that is, in their opinion, more compatible with the plan and regulations".

The last use on the property was a scrap yard which was non-conforming to the zone.

This single dwelling will allow a use which, although is also non-conforming, is less intrusive than the buildings former use. In addition to Section 82 (3)(d) above, **Section 3.5 of the Municipal Plan 2012 (Policy 3.5.3)** states that the Authority (Council) may permit changes in non-conforming uses where the change is to a more compatible use. Approving this change to a less intrusive non-conforming use would accomplish that.

A public notice was posted in the Newfoundland Wire on Oct 23rd, as well as on the City's website. No comments or concerns were received.

PROPOSED RESOLUTION:

Be it RESOLVED that the Council of the City of Corner Brook, pursuant to Section 82 (3)(d) of the City of Corner Brook 2012 Development, approve the application for the proposed "single dwelling" at the property located at 2 Barry Place.

GOVERNANCE IMPLICATIONS:

Bylaw/Regulations

City of Corner Brook Development Regulations

RECOMMENDATION:

Staff Recommends Option 1 and that the proposed resolution be supported.

ALTERNATIVE IMPLICATIONS:

Options:

- 1. That Council approves the discretionary use application at the above location.
- 2. That Council refuses the discretionary use application at the above location.
- 3. That Council gives other direction to City staff.

	Approved - 14 Nov 2024
Director of Public Works, Water and Wastewater	Approved - 14 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 14 Nov 2024
Legislative Assistant	Approved - 14 Nov 2024

City Manager

**Community
Development &
Planning**

Memo

To: Deon Rumbolt, Manager of Planning and Development
 From: Christina Pye, Planning Technician
 Date: November 13, 2024
 Re: **Change of Non-Conforming Use – 2 Barry Place, Corner Brook, NL**

This is in reference to an application the City received on September 27th, 2024 requesting permission to construct a “*single dwelling*” at the property located on 2 Barry Place, Corner Brook, NL.

The “Single Dwelling” classification of use is non-conforming in the General Industrial (GI) zone of the City’s development regulations. However, **Section 82(3)(d)** of the City’s development regulations states “A building, structure or development that does not conform to a scheme, plan or regulation may have the existing use for the building, structure or development varied by the appropriate Council to a use that is, in their opinion, more compatible with the plan and regulations”.

The last use on the property was a scrap yard which was non-conforming to the zone. This single dwelling will allow a use which, although is also non-conforming, is less intrusive than the properties former use. In addition to Section 82 (3)(d) above, **Section 3.5 of the Municipal Plan 2012 (Policy 3.5.3)** states that the Authority (Council) may permit changes in non-conforming uses where the change is to a more compatible use. Approving this change to a less intrusive non-conforming use would accomplish that. Through the ongoing Municipal Plan Review process, due to be completed by the end of 2025, the Subject Property is proposed to be rezoned to a residential medium zoning to reflect the existing adjacent residential non-conforming uses. The new dwelling will be required to meet all of today’s setbacks and development standards for residential medium density. The proponent will utilize the existing access to the property, and municipal water and sewer services are available.

A public notice was posted in the Newfoundland Wire on Oct 23rd, as well as on the City’s website. No comments or concerns were received.

It is recommended that this change in non-conforming use to a less intrusive non-conforming use and new building development be approved at this location. I do believe that all of these concerns will be addressed during the demolition, design and construction phases. Should you have any questions or require further clarification, please contact the undersigned at your convenience at 637-1525.

Christina Pye
 Planning Tech

The screenshot displays the website for the City of Corner Brook. At the top left is the city logo. A navigation menu includes links for HOME, CITY SERVICES, DOING BUSINESS, COUNCIL, TOURISM, NEWS, and CONTACT. Below this is a 'QUICK LINKS' section with categories like ABOUT CORNER BROOK, EMPLOYMENT OPPORTUNITIES, GARBAGE AND RECYCLING, CORNER BROOK TRANSIT, and REPORT AN ISSUE. Social media icons for Facebook, X, Instagram, YouTube, and LinkedIn are also present.

The main content area features a large banner image of a moose statue with the text 'DISCRETIONARY USE – PUBLIC NOTICE' overlaid in large white letters. Breadcrumbs above the title read: HOME > CITY PLANNING & DEVELOPMENT > DISCRETIONARY USE – PUBLIC NOTICE.

Below the banner, the article metadata shows the date 'OCTOBER 22, 2024', the category 'CITY PLANNING & DEVELOPMENT', and the author 'CHRISTINA PYE'. The main text of the article describes an application to change a 'Scrap Yard' to a 'Single Dwelling' at 2 Barry Place. It notes that the current use is non-conforming but can be changed under city regulations. Contact information for the Development & Planning Office is provided, including phone numbers, an email address (planning@cornerbrook.com), and a fax number, with a deadline of 4:30 p.m. on October 31, 2024.

On the right side of the page, there is a search bar with a 'Search' button. Below it is a 'Recent Posts' section listing two articles: 'DISCRETIONARY USE – PUBLIC NOTICE' dated October 22, 2024, and 'ROAD CLOSURE' dated October 21, 2024.

At the bottom left, a 'Previous:' link points to an article titled 'Road Closure'.

ire/20241023

 CB Agenda Report I...
  Submission Standar...
  MBNA Home Page
  Login
  2012 IMSP
  Tow



The Newfoundland Wire | 23 Oct 2024 ▾



City of Corner Brook

PUBLIC NOTICE

The City of Corner Brook has received an application to change a current non-conforming use “Scrap Yard” to a less intrusive non-conforming use “Single Dwelling” in a new building on the property located at 2 Barry Place, Corner Brook, NL.

This property is located in a General Industrial Zone where the “Single Dwelling” use classification is non-conforming to the zone. However, the City of Corner Brook’s Development Regulations allows a current non-conforming use to be changed to a less intrusive non-confirming use.

Should you wish to provide comment about the proposed development, please contact the Development & Planning Office at 637-1578 or 637-1554 or comments can be emailed to planning@cornerbrook.com or forwarded to: City of Corner Brook, P.O. Box 1080, Corner Brook, NL, A2H 6E1; Fax: 637-1514 prior to 4:30 p.m. October 31, 2024.

Jessica Smith



City of Corner Brook
Community Services Department
Planning Division

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

PROJECT:

TITLE:

NOTES:

LOCATION:

PREPARED BY:

DEPARTMENT:

DATE:

VERSION:

PAGE: **OF**

VERSION:



Information Report (IR)

Subject: Christmas Bulk Cleanup

To: Donny Burden
Meeting: Regular Meeting - 18 Nov 2024
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:

BACKGROUND INFORMATION:

The City of Corner Brook will continue its Christmas Bulk Cleanup from December 27, 2024, to January 3, 2025. This year, residents have two options to participate:

Civic Centre Dumpsters: Dumpsters will be available in the Civic Centre Parking Lot on December 27-28, 2024, for residents to drop off their refuse. Please note that hazardous waste, construction and demolition debris, and non-curbside garbage items are not allowed in the dumpsters. For guidelines on acceptable items, visit www.WRWM.ca

Free Tipping Fees at Wild Cove Transfer Station: From December 27, 2024, to January 3, 2025, Corner Brook Residents can dispose of household garbage at the Wild Cove Transfer Station without incurring tipping fees. However, construction and demolition materials will not be included in this offer. More information will be shared through the City's communication channels, and residents can contact customer service at (709) 637-1666 for further details.

Director of Public Works, Water and Wastewater	Approved - 04 Nov 2024
Director of Community, Engineering, Development & Planning	Approved - 05 Nov 2024
Administrative Assistant	Approved - 05 Nov 2024

City Manager

Information Report (IR)



Subject: Council Meeting Schedule

To: Darren Charters

Meeting: Regular Meeting - 18 Nov 2024

Department: City Manager

Staff Contact: Jessica Smith, City Clerk

Topic Overview: The Council Meeting Schedule for January 2025 to December 2025 is below.

BACKGROUND INFORMATION:

Section 31 of the City of the Corner Brook Act requires that Council meet at least once a month for the dispatch of general business. Council meetings are in the form of a Regular Meeting and a Committee of the Whole Meeting, both of which are public meetings. A confirmed schedule will allow for improved communication to staff, council, the public and the media. The following is the proposed Council Meeting schedule for the period of January 2025 to December 2025, however the schedule is subject to change:

Council Meeting Type	Meeting Date
Regular Meeting	January 13th
Committee of the Whole	January 27th
Regular Meeting	February 17th
Regular Meeting	March 10th
Committee of the Whole	March 24th
Regular Meeting	April 14th
Committee of the Whole	April 28th
Regular Meeting	May 12th
Committee of the Whole	May 26th
Regular Meeting	June 9th
Committee of the Whole	June 23rd
Regular Meeting	July 21st
Regular Meeting	August 18th
Regular Meeting	September 8th
Committee of the Whole	September 22nd
Regular Meeting	October 6th
Committee of the Whole	October 20th
Regular Meeting	November

Regular Meeting 17th
Committee of the Whole December 1st
 December
 15th

**Public Council Meetings(Regular and Committee of the Whole): 7pm except meetings occurring in July and August, which will be held at 5:00 p.m.

GOVERNANCE IMPLICATIONS:

Legislation
City of Corner Brook Act
31

Director of Community, Engineering, Approved - 07 Nov 2024
Development & Planning
Administrative Assistant Approved - 07 Nov 2024

City Manager