



**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 **December 2, 2024at7PM. City Hall Council Chambers.**

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CITY CLERK

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Page

**1 CALL MEETING TO ORDER**

3

1.1 Land Acknowledgement

**2 APPROVALS**

2.1 Approval of Agenda

5 - 10

2.2 Approval of Minutes- Regular Meeting November 18, 2024

**3 BUSINESS ARISING FROM MINUTES**

3.1 Business Arising From Minutes

**4 REPORTS**

11

4.1 2025 City of Corner Brook Budget

**5 ADJOURNMENT**

The meeting adjourned at



## Land Acknowledgement

We respectfully acknowledge the City of Corner Brook as the ancestral homeland of different populations of Indigenous people. We also acknowledge with respect, the rich histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of the Province of Newfoundland and Labrador



**MINUTES OF A REGULAR MEETING OF  
THE COUNCIL OF THE CITY OF CORNER BROOK  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, 18 NOVEMBER 2024 AT 7:00 PM**

**PRESENT:**

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

**24-149 Land Acknowledgement**

Deputy Mayor L. Chaisson read the Land Acknowledgement.

**24-150 Approval of Agenda**

On motion by Councillor V. Granter, seconded by Councillor C. Pender, it is **RESOLVED** to approve the agenda as circulated. **MOTION CARRIED.**

**24-151 Approval of Minutes [Committee of the Whole October 21, 2024]**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **RESOLVED** to approve the Minutes of the Committee of the Whole Meeting of October 21, 2024. **MOTION CARRIED.**

**24-152 Business Arising From Minutes**

The following items were brought forward:

- Councillor C. Pender requested an update on the fall leaf program and what options were available for residents who still have leaves to be picked up. The Director of Engineering, Development, and Operational Services advised that they would look into options with staff to allow for opening of the third pond access road and he advised that residents who are not able to drop off leaves should call the complaints line.
- Deputy Mayor L. Chaisson requested an update on the patching program. The Director of Engineering, Development, and Operational Services advised that the patching program was nearing completion and as asphalt operations were coming to a close, the work should be nearing completion.
- Deputy Mayor L. Chaisson requested an update on the Curling Street Retaining Wall Construction. The Director of Engineering, Development, and Operational Services advised that the project should be complete in two weeks and the road closure should at that time be concluded.

**24-153 Proclamations and Events**

The Mayor declared the following proclamations were made:

- November 19th is Project Red Ribbon Day
- November 20th is Transgender Day of Remembrance
- November 5th was declared Hope Air Day

**24-154 Western Regional Service Board Appointment**

**Councillor B. Griffin declared a conflict of interest as the item is regarding his own appointment to the Western Regional Service Board. Councillor B. Griffin entered the gallery and abstained from discussion and voting on this item.**

On motion by Councillor P. Keeping, seconded by Councillor C. Pender, it is **RESOLVED** to appoint Councillor B. Griffin as a City of Corner Brook Council representative on the Western Regional Service Board. **MOTION CARRIED.**

**24-155 RFP - Community Market Feasibility Study**

On motion by Councillor P. Keeping, seconded by Councillor V. Granter, it is **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.

It is **FURTHER RESOLVED** that the Corner Brook City Council authorizes the City Manager to sign the PCA Agreement with the Consultant Fowler Bauld Mitchell Ltd (FBM) on behalf of the City of Corner Brook. **MOTION CARRIED.**

**24-156 Mount Bernard Avenue Reconstruction Change Order No. 30**

On motion by Councillor C. Pender, seconded by Councillor P. Gill, it is **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. **MOTION CARRIED.**

**24-157 Project Amendment Request - Accessible Transit Funding**

On motion by Councillor C. Pender, seconded by Councillor V. Granter, it is **RESOLVED** that the City of Corner Brook Council authorizes the City Manager to sign the attached project amendment request and staff to submit the request to Municipal Infrastructure. **MOTION CARRIED.**

**24-158 Traffic Signals & Decorative Lights Maintenance/Service 2024-26**

On motion by Councillor C. Pender, seconded by Deputy Mayor L. Chaisson, it is **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. **MOTION CARRIED.**

**24-159 Supply of Phosphates for Corrosion Control 2024-24**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor C. Pender. it is **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. **MOTION CARRIED.**

**24-160 Canada Housing Infrastructure Fund**

On motion by Councillor P Gill, seconded by Councillor B. Griffin, it is **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. **MOTION CARRIED.**

**24-161 Margaret Bowater Park Pool Deck Repair**

On motion by Councillor P. Keeping, seconded by Deputy Mayor L. Chaisson, it is **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). **MOTION CARRIED.**

**24-162 Increase to Transit Capacity**

On motion by Councillor P. Gill, seconded by Councillor C. Pender, it is **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. **MOTION CARRIED.**

**24-163 Notice of Motion--Animal Regulation 2017**

Councillor V. Granter presented a notice of motion as follows:

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:

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

- New Schedule D, "Keeping of Uncommon Animal Form".

**24-164 Notice of Motion--Metered Parking Regulations 2019**

Councillor V. Granter presented a notice of motion as follows:

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."

**24-165 IMSP and Development Regulations Amendment No. 24-03 - 29**  
**Humber Road**

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **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.

**MOTION CARRIED.**

**24-166 IMSP and Development Regulations Amendment No. 24-04 - 11**  
**O'Connell Drive**

On motion by Councillor B. Griffin, seconded by Councillor P. Keeping, it is **RESOLVED** to authorize staff to carry out a public consultation process, as per section 14 of the Urban and Rural Planning Act, 2000 (URPA) in order to seek



public input and receive information with respect to the proposed Municipal Plan and Development Amendments No. 24-04 to permit expansion of the parking lot associated with the place of worship use located at 11 O'Connell Drive. **MOTION CARRIED.**

**24-167 Discretionary Use Approval - Mineral Exploration in Protected Water Supply Area Zone**

On motion by Councillor P. Gill, seconded by Councillor C. Pender, it is **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. **MOTION CARRIED.**

**24-168 Crown Land Application - Near Duncan's Rock**

On motion by Deputy Mayor L. Chaisson, seconded by Councillor V. Granter, 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. **MOTION CARRIED.**

**24-169 Discretionary Use Approval**

**Mayor J. Parsons declared a conflict of interest regarding item 7.3 Discretionary Use of Approval, as he had received a campaign contribution from someone involved in this application. He entered the gallery and did not participate in discussion or voting on this item.**

**Deputy Mayor L. Chaisson chaired the meeting for the purpose of dealing with this item.**

On motion by Councillor V. Granter, seconded by Councillor P. Gill, it is **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.

**It is FURTHER RESOLVED** to request staff to review this area during the current Integrated Municipal Sustainability Plan (IMSP) review to ensure the use is conforming in accordance with the plan. **MOTION CARRIED.**

**24-170 Christmas Bulk Cleanup**

Councillor P. Keeping presented a report as follows:

- Dumpsters will be available in the Civic Centre Parking Lot on December 27-28, 2024, for residents to drop off their refuse.

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- 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.

**24-171 Council Meeting Schedule**

The Mayor presented a council meeting schedule for January to end of September 2025, with this Council term ending at the end of September of next year.

**ADJOURNMENT**

The meeting adjourned at 8:25 p.m.

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City Clerk

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Mayor



# Request for Decision (RFD)

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**Subject:** 2025 City of Corner Brook Budget

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**To:** Darren Charters

**Meeting:** Regular Meeting - 02 Dec 2024

**Department:** Finance and Administration

**Staff Contact:** Sievendra Maistry, Director of Finance and Administration

**Topic Overview:** Presentation of the 2025 Budget

Director of Finance and Administration      Approved - 27 Nov 2024

Director of Community, Engineering,  
Development & Planning      Approved - 27 Nov 2024

Administrative Assistant      Approved - 27 Nov 2024

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City Manager