

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 16 DECEMBER, 2024 AT 7:00 PM**

PRESENT:

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

Absent with regrets: Councillor C. Pender and Councillor P. Gill

COW24-118 Land Acknowledgement

Deputy Mayor L. Chaisson read the land acknowledgment.

COW24-119 Approval of Agenda

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

COW24-120 Approval of Minutes- Regular Meeting December 2, 2024

On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the minutes of the Regular Meeting of December 2, 2024. **MOTION CARRIED.**

COW24-121 Business Arising From Minutes

There was no business arising from minutes.

COW24-122 Protective Services Statistics for month of November 2024

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

- Municipal Enforcement received 158 calls for services;
- Animal Control received 10 calls for services;
- There were 81 Parking related violations issued;
- Corner Brook Fire Department received 39 calls for service;
- PSAP received a total of 7860 calls of which 2426 were transferable.

COW24-123 Adopt a Hydrant Contest 2023-24

Councillor V. Granter presented a report about the plan to run the "Adopt-a Hydrant" contest again this winter season. The contest will run from December 17th, 2024 through to March 31st, 2024. This year's grand prize will be a travel gift certificate valued at a minimum of \$2500.00 and will

increase to up to \$4000.00 proportionate to the number of participants in the program.

COW24-124 2024 Public Works Summary

Deputy Mayor L. Chaisson presented an update on the Public Works operation for the period of October 10th to December 9th, 2024 as follows:

- Curb work for the year ended on Nov 15, manhole repairs will continue as required due to snow-clearing damage throughout the winter;
- Storm Sewer repair: Bayview Heights, Golden Glow Ave, Forestside Street;
- Vactor/Storm Sewer Flushing: Crews finished up on Nov 29th for the season;
- Asphalt Patching: Contractor finished the patching list on the week of Nov 18th;
- Pothole Repairs/New Reclaimer: work has been ongoing. Now that the asphalt plant is closed, staff will be using the new asphalt reclaimer when weather permits;
- Kinsman Building Washroom Renovation: Public Works staff began renovating the existing washroom with tentative completion date being Dec 20th. Exterior work including asphalt walkway improvements will be completed in spring;
- Snow Clearing: First extended snow event occurred Dec 6th to 8th;
- 283 Service Requests from October 10th to December 9th, 2024: the top three categories were Salt/Sand requests, Potholes, and Snow clearing.

COW24-125 Water and Wastewater Work Summary

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

- 154 Water and Wastewater Complaints were received;
- issued a total of 33 Water and Wastewater Media Releases;
- the Water and Wastewater Recoverable Works totaled \$11,834.74;
- completed a total of 8 Water and Wastewater Repairs;
- additional maintenance includes: hydrant maintenance and sanitary sewer root cutting complete for 2024, 5 of 20 pressure-reducing stations serviced, Humber Road and Fire Department sanitary lift stations serviced, Main Street water flow meter repaired, other annual maintenance programs, leak detection and wastewater flow monitoring;
- upcoming maintenance includes: install new water flow meters - Lundrigan Drive & Sunnyslope Drive chlorination station, and Wellington Street and West Valley Road PRV station;
- Watermain repair completed on Woodcrest Ave in October reduced the overall city usage by 1 million liters/day;

- Water Treatment Plant maintenance includes: annual service on water analyzers and lab equipment, repaired heating system in the administration area, winterization work around property. Upcoming maintenance includes generator load bank testing and transfer switch maintenance, flow control valve – installation of new valve actuator, flash mix and DAF common Channel drain, clean and inspection, of soda ash system flush, polymer batch tank cleaning.

COW24-126 Development, Planning Update

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

- 29 Lundrigan Drive (Office/Warehouse) new building – work ongoing;
- 40 North Shore Highway (Mt. Patricia Cemetery Extension) permits issued- work ongoing;
- 336 Curling Street – 4-unit apartment building permits issued – work ongoing;
- 4 St. Marks Avenue - Fillatre’s Funeral Home (Extensions) permit issued for two extensions. One extension is complete, the second one is progressing. Architectural drawings received – exterior work is slated to start this fall or spring of 2025;
- 44 Confederation Drive permit complete for Phase #1 (Civil/Site Works), anticipated to start spring of 2025;
- 55 Lundrigan Drive warehouse expansion permits issued for foundation and structural steel;
- 21 Mt. Bernard Avenue (33-unit apartment building) partial permit issued for site works, foundation, & exterior shell-work ongoing;
- 67 Lundrigan Drive – new building (warehouse) building permits issued - work ongoing;
- 12 Confederation Drive – Cosmetic Hotel Renovation drawing review started;
- 28 Murphy Square – significant interior renovation permit issued;
- 71 Philip Drive – interior repair for private school permit issued.

COW24-127 Finance & Administration Update

Councillor V. Granter presented an update from the Finance and Administration Department for the period ending November 2024, as follows:

- total revenues were \$38,942,868 against a budget of \$39,197,890;
- total expenses were \$31,064,616 against a budget of \$39,197,390.

COW24-128 Capital Project and Engineering Committee Updates

Councillor B. Griffin presented an update from Capital Works and Engineering as follows:

- **Corner Brook Recreation Centre** - leisure pool repairs are complete, waiting for the required epoxy drying time to complete, substantial completion early in the new year after all pool systems are recommissioned and slide is fully installed;
- **Deep Gulch Brook Culvert Replacement** -Rip Rap at outfall placed, endwall completed, large diameter culvert being installed in areas of water
transmission mains, transmission main put back in service on December 5, 2024, current weather conditions may require work to conclude by April 2025;
- **Curling Street Retaining Wall Replacement** -road opened to traffic November 15th, landscaping to be completed in Spring 2025 as well as surface course asphalt;
- **Transportation Study** -reviewing draft report;
- **Transit Accessibility Study and Implementation Plan** - draft final report has been received. The next step is a Council meeting to discuss the recommendations for system upgrades;
- **Intersection Improvements (Elizabeth Street/O'Connell Drive)** - design is well underway, Fall 2024 tender with Spring 2025 installation. tender closed December 9th, 2024;
- **STAR Trail Design & Construction Services** - design and construction of Man in the Mountain and Cape Blow Me Down Hiking Trails, funding from several sources with the City funding 10% of the total cost, final report received, application for funding for the construction of Cape Blow Me Down is in progress;
- **City Hall Atrium Lighting** - lights have been ordered. Installation is anticipated for early 2025;
- **Community Market Feasibility** - funding has been obtained to conduct a feasibility study in the City of Corner Brook surrounding a community market. This 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. Project awarded to FBM with kickoff meeting to occur in the next week;
- **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. The first phase of the project consists of the design of the upgrades. Funding for design has been approved. RFD on the agenda to award design services;
- **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. Design was awarded to Englobe and is underway;

- **Broadway Storm Sewer** - design was awarded to Anderson Engineering and is underway;
- **CHIF Funding Application** - funding has been applied for to complete the following projects: Wastewater Treatment Facility (Est. \$120m) and Curling Water Reservoir (Est. \$11.5m);
- **Green Transit Funding Application** - funding has been applied for through the Zero Emission Transit Fund to complete a feasibility study on green solutions for transit buses;
- **Accessible Transit Funding** - funding has been applied for through the Rural Transit Solutions Fund to aid in the design and implementation of an Accessible Transit system;
- **Legacy Funding** - funding has been applied for through the Canadian Heritage Program to commemorate the 100th anniversary of Corner Brook Pulp and Paper. If successful, this funding will go towards upgrades in Margaret Bowater Park;

COW24-129 2024 Recreation Year-In-Review

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

Recreation

- Seniors Christmas Concert that took place at the Civic Centre Studio had over 300 participants and received numerous compliments;
- 2024 has seen multiple highlights within Recreation through special events, programs and infrastructure upgrades;
- City of Corner Brook hosted the Recreation NL conference in April, welcoming over 100 participants from municipalities around the province;
- Canada Day festivities were enjoyed as we celebrated our country, Memorial Day in Newfoundland and the opening of Margaret Bowater Park Pool;
- Corner Brook Day took place in collaboration with Jigs & Wheels which featured live entertainment, vendors and children's activities all over the City;
- Nora's Fitness Classes, Active Tots and Pickleball Drop In's at the Civic Centre Studio saw increased numbers this year;
- Carberry's Road Playground had a new play structure installed and the Doug Sweetapple Field received a new score clock;
- Recreation staff are looking forward to 2025 as it will bring some accessible playground upgrades, and a new concrete deck at Margaret Bowater Park and the opening of the Corner Brook Regional Recreation Centre featuring 25 m lane pool, leisure pool with a therapy section, water features, water slide, a fitness centre and more.

Civic Centre

- Corner Brook Civic Centre had another busy year in 2024 with an estimated 750,000+ visitors to the Centre with activities in the arenas, meeting spaces and Studio gym;

- the year began with a mega-regional tournament where Corner Brook hosted a 12-team tournament for the U18 division and the continuation of the senior hockey season. Minor hockey hosted 18 tournaments in the 2024 calendar year;
- highlight of the AAA season for all divisions, male and female was the hosting of the AAA Female U18 AAA Atlantic championships. This tournament represents the highest level of minor female hockey in Atlantic Canada - all provinces were represented and Western played host;
- Figure skating continues to be a highlight where the Silver Blades Skate Club hosted three competitions in 2024 including the Skate NL Provincial Figure Championships. The provincial competition included over 160 skaters between the ages of 10 and 19 years old coming from all over the province;
- The Civic Centre hosted many community events, banquets, meetings, AGMs, galas and activities throughout the year including Municipal Awareness Day, The Western Regional hospital foundation's Chili Cook Off and Annual fundraising Gala, registrations and AGM's for community groups, and a significant number of craft fairs;
- November and December saw several Christmas themed parties held at the Centre, highlighted by the annual Hospital Gala;
- November also witnessed a truly heartfelt Celebration of Life of Dave McHugh. Several thousand artists, friends, family, acquaintances, and fans attended the day-long event in Dave's honor;
- The Corner Brook Royals started the 2024-25 season with 4 home games. Attendance has been strong, and the Royals are in a tight race for first place at just one point behind their rival the Deer Lake Red Wings. Action will resume early in the New year, January 3rd, vs the Stephenville Lightning;
- Corner Brook welcomed some of the world's best figure skaters on Tuesday December 3rd. Stars on Ice skaters included Elvis Stojko, Newfoundland's own and former world champion Katelyn Osmond, Gracie Gold, and back-flipping favorite Keegan Messing to name a few. The audience was treated to a highly talented Christmas-themed skating celebration.

COW24-130 Tourism - 2024 Year-In-Review

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

- Another successful Jigs & Wheels festival that helped to support over 30 local businesses and organizations;
- Our largest cruise ship season ever with 38 ships visiting Corner Brook in 2024;
- The Colours of Corner Brook Festival provided live entertainment, photo booths, a petting zoo, and over 50 vendors to more than 8,000 visiting cruise ship passengers and local residents;

- This past weekend the Corner Brook Mummer Parade featured over 80 mummers celebrating a long-standing Newfoundland tradition and collecting donations for the local foodbank.

COW24-131 Regional Recreation Center - PCA Amendment No. 12

On motion by Councillor P. Keeping, seconded by Councillor V. Granter, it is **RESOLVED** that the City of Corner Brook Council approve the PCA Amendment No. 12 for the Corner Brook Regional Recreation Center in the amount of \$46,000.00 HST included for Atkins Realis.

MOTION CARRIED.

COW24-132 COOR Budget Reallocation

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Keeping, it is **RESOLVED** that the City of Corner Brook Council authorizes the City Manager to reallocate \$90,000.00 from the COOR budget to fund a study related to the Riverside Drive Landslide. **MOTION CARRIED.**

COW24-133 Expression of Interest - Assessment Review Commissioner 2025

On motion by Deputy Mayor L. Chaisson, seconded by Councillor P. Keeping, it is **RESOLVED** to appoint Mr. Dennis Waterman as the Assessment Review Commissioner for 2025. **MOTION CARRIED.**

COW24-134 Bartlett's Point Park Improvements RFP

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** that the Council of the City of Corner Brook accept the fee proposal in the amount of \$110,270.86 (HST Included) submitted by Englobe Corp. for the Bartlett's Point Park Improvements.

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.**

COW24-135 Standing Offer - Hired Equipment Services Contract # 2024-27

On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to accept the quotations for Hired Equipment Services as stated in the attached document for the period of December 22, 2024 to May 21, 2025 on a standing offer basis. **MOTION CARRIED.**

COW24-136 Request for Quotations - Snow Clearing Small Roads

On motion by Councillor B. Griffin, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** that council accept the lowest quote from Four Seasons Excavation in the amount of \$32,200 (HST Included) to complete the Small Roads contract for the 4-month duration from Jan-April 2025. **MOTION CARRIED.**

COW24-137 Request for Quotations - Snow Clearing City of Corner Brook Parking Lots

On motion by Councillor B. Griffin, seconded by Councillor V. Granter, it is **RESOLVED** to accept the lowest quote from Four Seasons Excavation for \$23,000 (HST Included) for snow-clearing of city parking lots from Jan 1 - April 30, 2025. **MOTION CARRIED.**

COW24-138 Asphalt Patching 2024 Change Order No. 1

On motion by Councillor P. Keeping, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** that the City of Corner Brook Council approve change order No. 1 for an increase of \$173,879.31 (HST Included) for the Asphalt Patching 2024 for Marine Contractors Inc. **MOTION CARRIED.**

COW24-139 Revised Parking Meter Regulations 2019

On motion by Councillor V. Granter, seconded by Councillor B. Griffin, it is **RESOLVED** that 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." **MOTION CARRIED.**

COW24-140 Animal Regulation 2017

On motion by Councillor V. Granter, seconded by Councillor B. Griffin, it is **RESOLVED** that 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, and 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 as Pet".
MOTION CARRIED.

COW24-141 Accessibility Plan

On motion by Deputy Mayor L. Chaisson, seconded by Councillor V. Granter, it is **RESOLVED** that the City of Corner Brook Council approve the Accessibility Plan as proposed in accordance with section 22 of the Accessibility Act, 2021. **MOTION CARRIED.**

COW24-142 Confirmation of Order - 2024-02

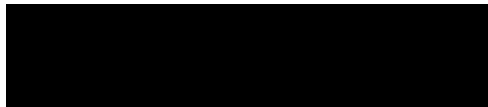
On motion by Councillor P. Keeping, seconded by Councillor B. Griffin, it is **RESOLVED** that in accordance with Section 109(4) of the Urban and Rural Planning Act the following Stop Work Order is hereby confirmed by Council, Order #2024-02. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:13 p.m.



City Clerk



Mayor