

**MINUTES OF A COMMITTEE OF THE WHOLE OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 27 JANUARY 2025 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:	P. Gill	D. Burden, Director of Engineering, Development and Operations
	V. Granter	
	B. Griffin	P. Robinson, Director of Recreation Services
	P. Keeping	J. Smith, City Clerk
	C. Pender	R. Teliz, Sergeant-At-Arms

COW25-01 Land Acknowledgement

Deputy Mayor L. Chaisson read the land acknowledgment.

COW25-02 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.**

COW25-03 Approval of Minutes- Regular Meeting January 13, 2025

On motion by Councillor V. Granter, seconded by Councillor C. Pender, it is **RESOLVED** to approve the minutes of the Regular Meeting of January 13, 2025. **MOTION CARRIED.**

COW25-04 Business Arising From Minutes

The following items were brought forward as business arising from the minutes:

- Councillor C. Pender inquired about an update and timelines regarding item #25-006 - Recreation Centre Gymnasium Painting. The Director of Recreation advised that work will begin once we have substantial completion and have full access to the building and that the work is estimated to take approximately 1 month;
- Deputy Mayor L. Chaisson inquired about an update on the IMSP and the timeline for it being brought to the public and subsequently approved. The Mayor advised that the Consultant is providing Council with a final draft that will come back for public review and consultation.

Councillor P. Gill entered at 7:04 p.m.

COW25-05 Protective Service report for the month of December 2024

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

- Municipal Enforcement received 73 calls for services;
- Animal Control received 10 calls for services;
- There were 23 Parking related violations issued;
- Corner Brook Fire Department received 39 calls for service;
- PSAP received a total of 7875 calls of which 5619 were transferable.

COW25-06 2025 Public Works Summary

Deputy Mayor L. Chaisson presented an update on the Public Works operation for the period of December 10th, 2024 to January 19th, 2025 as follows:

- **Pothole Repairs / New Reclaimer:** Staff have been using the new asphalt reclaimer from January 6th to 17th. Larger asphalt repairs have been done on West Street, Goodyear Ave, O'Connell Dr, and Wheeler's Road. The second crew during this time was placing cold patch to respond to the increase in pothole complaints;
- **Snow Clearing:** Staff had to plow snow twice during this period and do cleanup of side roads in higher elevations two other separate times. Snow in the downtown corridor was removed on December 29th and 30th;
- **Ice Rink:** The rink has been put up, but the weather has prevented us from making enough ice to open it. When conditions improve, staff will start making ice again;
- **Kinsman Building Washroom Renovation:** Work on the renovation is nearing completion. All interior work will be completed within the next week and groundwork outside the entrance will be completed in the spring;
- **Depot Washroom Renovations:** Renovation to the main washroom was completed the week of January 6th;
- **Gas/DEF Shed:** Staff are completing a reno of the existing gas shed so it can accommodate a 1000 liter tote of DEF – diesel exhaust fluid. Safer and more cost-effective to purchase by the tote versus purchasing pallets of 10-liter containers;
- **240 Service Requests** from December 10th 2024 to January 20th, 2025: the top three categories were Salt/Sand requests, Potholes, and Snow clearing.

COW25-07 Water and Wastewater Work Summary

Deputy Mayor L. Chaisson presented an update from the Water and Wastewater Division from December 7th, 2024 to January 17th, 2025 as follows:

- 119 Water and Wastewater Complaints were received;

- issued a total of 23 Water and Wastewater Media Releases;
- the Water and Wastewater Recoverable Works totaled \$22,277.01;
- completed a total of 16 Water and Wastewater Repairs;
- additional maintenance includes: pressure reducing Station annual service, wastewater flow monitoring & wastewater sampling, leak detection, utility installation clearances, turn off & on water, tracing existing W&S services, rodding sewer laterals etc;
- upcoming maintenance includes: flow meter installation, upgrade Gearyville flow meter chamber electrical service, upgrade Lundrigan Dr. and Sunnyslope Dr. chlorination system upgrade;
- Water Treatment Plant maintenance includes: new Flow Control Actuator and gearbox, Emergency Flood Control Valve was restored, latest corrosion coupon testing has shown that the finished water is still corrosive so therefore the orthophosphate dosage will be increased from 1.35 to 1.65 mg/l resulting in an overall monthly cost increase of \$5500, rebuilt Clearwell Chlorine Analyzer, flushed Coagulant #1 sight tube and Coagulant Pump #2, drained, cleaned and inspected Soda Ash Batch and Day Tank, cleaned and inspected Polymer Batch Tank.
- Upcoming maintenance includes: Chlorine Gas Monitoring System instrumentation upgrade, replace Fire Monitoring Panel, new Automatic Flush Valves for Backwash Filter Water System, DAF Wastewater Channel spray system upgrade, new Access stairs to Clearwell, Drain, clean and inspect Flash Mix and DAF Common Channel.

COW25-08 Development and Planning

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;
- 4 Herald Avenue - Annex converted to Apartment Building. Architectural drawings received, exterior work is slated to start this fall or spring of 2025;
- 44 Confederation Drive (New Car Dealership) - 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, permits issued for interior fit-up;
- 21 Mt. Bernard Avenue (33-unit apartment building) - partial permit issued for site works, foundation, & exterior shell;

- 67 Lundrigan Drive (new building - warehouse) - occupancy permit issued;
- 12 Confederation Drive – Cosmetic Hotel Renovation permit issued;
- 24 Murphy Square – Significant Interior Renovation permit issued;
- 71 Philip Drive – Interior Repair for Private School Permit and occupancy issued;
- Industrial Park Study - Dillon Consulting has been hired to complete this work;
- IMSP – New Municipal Plan- Upland is in the final stages of completing the plan. The document will soon be ready to forward to the Provincial Government to start the official adoption procedure.

COW25-09 Finance & Administration Update

Councillor P. Gill presented an update from the Finance and Administration Department for the year ending December 31st, 2024, as follows:

- total revenues were \$40,080,000 against a budget of \$39,200,000;
- total expenses were \$38,700,000 against a budget of \$39,200,000;
- outstanding property and business tax debtors amounted to \$3,500,000 on 1054 accounts.

COW25-10 Capital Project and Engineering Updates

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

- **Corner Brook Recreation Centre** - deficiencies are still being resolved by the Contractor, walkthrough inspections being coordinated with regulating bodies, aiming for a mid-late February completion date, and programming and training to commence after that;
- **Deep Gulch Brook Culvert Replacement** - the contractor is to complete the remaining work during the 2025 construction season;
- **Curling Street Retaining Wall Replacement** - landscaping to be completed in Spring 2025 as well as surface course asphalt;
- **Transportation Study** - Harbourside Transportation Consultant's final report should be submitted in the next few weeks. Council approval of policies to follow;
- **Transit Accessibility Study and Implementation Plan** - Council Meeting Scheduled for Tuesday, January 28th @ Noon;
- **Intersection Improvements (Elizabeth Street/O'Connell Drive)** - Harbourside Transportation Consultants is the consultant for the project. Awarded to JCL Investments Inc.. Start-up meeting held on January 24, 2025;
- **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. 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. Currently in data gathering phase, public consultation to follow;
- **Western Memorial Regional Hospital Bus Shelter** - a bus shelter has been ordered and is due to arrive in late January to be installed in early February;
- **Bartlett's Point Park Bandstand** - Project awarded to Englobe, the initial survey has been completed, and design is underway;
- **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 COOR. The design was awarded to Englobe and is underway;
- **Broadway Storm Sewer** - the 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), 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 is being 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;
- **Riverside Drive Risk Assessment** - An RFP has been released for the hydrological assessment of the embankment near the area of the landslide that occurred in the Spring of 2024.

COW25-11 Recreation Update

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

The month of January has seen lots of activity at the Civic Centre and in the Studio Gymnasium. There have been numerous hockey tournaments over the last couple of weekends. Most recently the U13A Corner Brook Royals won the silver medal and the U13B Corner Brook Royals took home the bronze in a shootout. Additionally, the walking track has been very busy

and there have been large number of people participating in the weekend general skates. In the Studio activities such as pickleball and Nora's fitness classes have been very well attended.

Preparations are continuing in anticipation of the completion of the new recreation centre with many staffing and programming elements beginning to fall into place. Once an opening date is confirmed more information will be available regarding specific programming as well as membership options.

COW25-12 Tourism Update

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

Staff have been very busy making preparations for the upcoming summer tourism season. There will be many more details made available as these plans are finalized. We are excited to share today that the Annual Jigs & Wheels Festival will occur from Friday July 25 - Sunday August 3, 2025. Additionally, Ribfest will be returning this year and will help to close out the Jigs & Wheels Festival from Friday August 1 - Sunday August 3, 2025.

COW25-13 Discretionary Use - 44 Elswick Road - Home Based Business Office

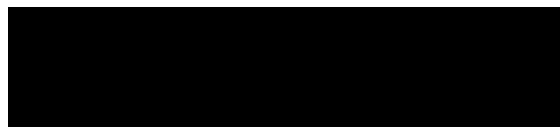
On motion by Councillor B. Griffin, seconded by Councillor C. Pender, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to operate a home based business office from the dwelling located at 44 Elswick Road in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

COW25-14 Emergency Management Response Plan

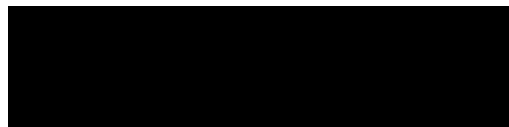
On motion by Councillor V. Granter, seconded by Councillor P. Gill, it is **RESOLVED** in accordance with the requirements of Section 5(1) of the Newfoundland and Labrador Emergency Services Act and all other enabling powers, the Council of the City of Corner Brook hereby adopts the Version 3.0, City of Corner Brook Emergency Management Response Plan. **MOTION CARRIED.**

ADJOURNMENT

The meeting adjourned at 8:03 p.m.



City Clerk



Mayor

