

**AGENDA  
REGULAR MEETING**

**July 11, 2017  
4:30 p.m.**

**ST. JOHN'S**

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# MEMORANDUM

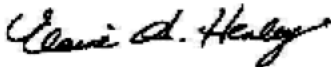
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June 30, 2017

In accordance with Section 42 of the City of St. John's Act, the Regular Meeting of the St. John's Municipal Council will be held on **Monday, July 11, 2017 at 4:30 p.m.**

This meeting will be preceded by a Special Meeting to be held on the same day in Conference Room A at **3:00 p.m.**

By Order



Elaine Henley  
City Clerk

# ST. JOHN'S

CITY MANAGER



## **AGENDA**

### **REGULAR MEETING - CITY COUNCIL**

**July 11, 2017 – 4:30 p.m. – Council Chambers, 4<sup>th</sup> Floor, City Hall**

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#### **1. CALL TO ORDER**

#### **2. APPROVAL OF THE AGENDA**

#### **3. ADOPTION OF THE MINUTES**

- Minutes of June 27, 2017

#### **4. BUSINESS ARISING FROM THE MINUTES**

- **Included in the Agenda:**

##### **Other Matters:**

- Proposed Text Amendment to enable Taxi Stands as a Discretionary Use in the Commercial Mixed Use (CM) Zone  
REZ1700003  
615 Empire Avenue
- Decision Note dated July 4, 2017 re: Designation of Heritage Properties

#### **5. NOTICES PUBLISHED**

- A Discretionary Use Application has been submitted by Deacon Investments Ltd. requesting permission to occupy 55 Rennie's Mill Road, which is a designated Heritage Use Building, as an Office and three dwelling units.
- A Discretionary Use at 615 Empire Avenue to allow a "Taxi Stand". The property will be used as a 24/7 dispatch office and for the repair of taxis only. There will be no taxi's operating from this site.
- A Discretionary Use application has been submitted by The Redeemed Christian Church of God, Mount Zion, requesting permissions to occupy 81 Elizabeth Avenue as a Church.

#### **6. PUBLIC HEARINGS**

#### **7. COMMITTEE REPORTS**

- a. Police and Traffic Standing Committee Report – June 22, 2017
- b. Planning and Development Standing Committee Report – June 27, 2017
- c. Community Services and Housing Standing Committee Report - June 29, 2017

- d. Special Events Advisory Committee Report – July 5, 2017

## **8. RESOLUTIONS**

## **9. DEVELOPMENT PERMITS LIST**

- June 22, 2017 – July 5, 2017

## **10. BUILDING PERMITS LIST**

- Weeks Ending July 4, 2017 and July 11, 2017

## **11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

- Weeks Ending June 28, 2017 and July 5, 2017

## **12. TENDERS/RFPS**

- a. Tender 2017019 – Sweeper Parts
- b. Tender 2017090 – Leachate Forcemain Cleaning Infrastructure, Flow Monitoring & Misc. Site Works
- c. Tender 2017111 – Craig Parts
- d. Tender 2017112 – WWTP Gas Booster Recycle Project
- e. Tender 2017128 – Watermain Improvements

## **13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS**

## **14. OTHER BUSINESS**

- a. Decision Note dated June 29, 2017 re: St. John's Local Board of Appeal
- b. E-Poll Ratification – Sale of City Land – 18 Dundas Street

## **15. ADJOURNMENT**

## **MINUTES**

### **REGULAR MEETING - CITY COUNCIL**

**June 27, 2017 – 4:30 p.m. - Council Chambers, 4<sup>th</sup> Floor, City Hall**

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**Present** Mayor D. O’Keefe  
Deputy Mayor R. Ellsworth  
Councillor T. Hann  
Councillor D. Breen  
Councillor B. Tilley  
Councillor W. Collins  
Councillor S. Hickman  
Councillor S. O’Leary  
Councillor A. Puddister  
Councillor D. Lane

**Regrets** Councillor J. Galgay

**Others** Kevin Breen, City Manager  
David Crowe, Deputy City Manager of Public Works  
Derek Coffey, Deputy City Manager of Financial Administration  
Jason Sinyard, Deputy City Manager of Planning, Engineering and  
Regulatory Services  
David Crowe, Manager - Roads  
Cheryl Mullett, City Solicitor  
Ken O’Brien, Chief Municipal Planner  
Elaine Henley, City Clerk  
Kathy Driscoll, Legislative Assistant

## **CALL TO ORDER/ADOPTION OF AGENDA**

### **SJMC2017-06-27/284R**

**Moved – Councillor Collins; Seconded – Councillor O’Leary**

That the agenda be adopted with the following two additions:

- Sale of City land 350 Water Street
- 13-15 Church Hill
- Capital Project - Bowring Park Pool
- Robin Hood Bay Operational Reserve Fund Expense

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

### **SJMC2017-06-27/285R**

**Moved – Councillor Tilley; Seconded – Deputy Mayor Ellsworth**

**That the minutes of June 19, 2017 be approved as presented.**

**CARRIED UNANIMOUSLY**

## **BUSINESS ARISING**

### **Decision Note dated June 22, 2017 re: Capital Project - Bowring Park Pool**

### **SJMC2017-06-27/286R**

**Moved – Councillor Collins; Seconded Councillor Tilley**

**That the City approve transfer of \$95,000 from the City Parking Garage Upgrade Capital Works budget so that the Bowring Park swimming pool mechanical building/canteen upgrading can proceed in 2017.**

**CARRIED UNANIMOUSLY**

## **NOTICES PUBLISHED**

- A Discretionary Use Application has been submitted by Mallard Cottage requesting municipal approval for an Outdoor Eating Area for the existing restaurant located at **8 Barrows Road**. Food and alcohol will be served on the patio in accordance with restaurant liquor licensing requirements. The patio is located at the rear of the building and has an area of 280 m<sup>2</sup>. The proposed operating hours for the patio will be Friday – Sunday, 12 - 8 p.m.

Council considered the above noted notices published.

### **SJMC2017-06-27/287R**

**Moved – Councillor Collins; Seconded – Councillor Lane**

**That Council approve the application as presented subject to all applicable City requirements.**

**CARRIED UNANIMOUSLY**

## **COMMITTEE REPORTS**

### **Public Works Standing Committee Report – June 15, 2017**

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[Link to Report](#)

Council considered the above noted report.

#### **SJMC2017-06-27/288R**

**Moved – Councillor Breen; Seconded – Councillor Lane**

**That the above noted report be adopted as presented including the recommendations on the following Items:**

#### **Item # 1: Decision Note dated June 6, 2017 re: Oversized Waste Collection**

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**To proceed with option #1 without the collection of the \$45 fee as suggested in the decision note:**

- **Program offering for 5 weeks starting in the Fall of this year.**
- **Appointment requests made through 311 Access Centre or online.**
- **Appointment scheduling will be based on current curb side collection areas (eg. Area 1, Area 2, etc.). Each area will have a one week collection period.**
- **Contracted Services for collection of metals and large items.**

#### **Item # 2: Information Note dated June 5, 2017 re: Smoke Shelters for Various Non-Profit Housing Sites**

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**That a recycled shelter be gotten and staff proceed to have it installed at the sight as outlined at Riverhead Towers.**

**CARRIED UNANIMOUSLY**

### **Development Committee Report – June 20, 2017**

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[Link to Report](#)

Council considered the above noted report.

#### **SJMC2017-06-27/289R**

**Moved – Councillor Puddister; Seconded – Councillor O’Leary**

**That the above noted report be adopted as presented including the recommendations on the following Items:**

- **Crown Land Lease for Horticulture Use  
CRW1700015  
990 Incinerator Road**

**CARRIED UNANIMOUSLY**

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**Special Events Advisory Committee Report – June 20, 2017**

[Link to Report](#)

Council considered the above noted report.

**SJMC2017-06-27/290R**

**Moved – Councillor Breen; Seconded – Councillor Tilley**

**That the above noted report be adopted as presented including the recommendations on the following items:**

- **Decision Note dated June 20, 2017 re: Approval of lane reductions and road closures for various road events**

**CARRIED UNANIMOUSLY**

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**Special Events Advisory Committee Report – June 22, 2017**

[Link to Report](#)

Council considered the above noted report.

**SJMC2017-06-27/291R**

**Moved – Councillor Breen; Seconded – Councillor Tilley**

**That the above noted report be adopted as presented including the recommendations on the following items:**

- **Decision Note dated June 22, 2017 re: Approval of noise by-law for George Street events**

**CARRIED UNANIMOUSLY**

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**DEVELOPMENT PERMITS LIST**

[Link to List](#)

Council considered, for information, the above noted for the period June 15, 2017 to June 21, 2017.

## **BUILDING PERMITS LIST**

[Link to List](#)

Council considered the Building Permits for the period of June 15, 2017 to June 21 2017.

### **SJMC2017-06-27/292R**

**Moved – Deputy Mayor; Seconded – Councillor O’Leary**

**That the building permits list for the period June 15, 2017 to June 21, 2017 be approved as presented.**

**CARRIED UNANIMOUSLY**

## **REQUISITIONS, PAYROLLS AND ACCOUNTS**

[Link to Memo](#)

Council considered the requisitions, payrolls and accounts for the week ending June 21, 2017.

### **SJMC2017-06-27/293R**

**Moved – Deputy Mayor Ellsworth; Seconded – Councillor O’Leary**

**That the requisitions, payrolls and accounts for the week ending June 21, 2017 in the amount of \$ 5,011,056.16 be approved as presented.**

**CARRIED UNANIMOUSLY**

## **TENDERS/RFPS**

### **Tender 2017121– Windsor Lake ell Resurfacing and Protective Lining Application**

Council considered the above noted tender.

### **SJMC2017-06-27/294R**

**Moved – Deputy Mayor Ellsworth; Seconded – Councillor O’Leary**

**That Council award this tender to the lowest bidder meeting specifications Coastal Coatings Limited in the amount of \$279,708.75, as per the Public Tendering Act.**

**Taxes are included with submitted bid.**

**CARRIED UNANIMOUSLY**



## **OTHER BUSINESS**

### **Decision Note dated June 6, 2017 re: Extension of three existing members of the Board of Directors for the St. John's Sports and Entertainment Ltd. (SJSE)**

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Council considered the above noted.

#### **SJMC2017-06-27/295R**

**Moved – Councillor Hickman; Seconded – Deputy Mayor Ellsworth**

**That Council approve the extension of Robert Verge as Chair for a further one year term to May 31, 2018. Further, that the Committee determine what skill set they required in considering new members and that the City advertise for 2 more Board members immediately.**

**That the By-Laws of the organization be amended to allow for up to a 3 year term instead of a 2 year term with staggered end dates.**

**That the question of enshrining the City representative as Board Chair be referred to the review of the Council Standing Committees.**

**CARRIED UNANIMOUSLY**

### **13-15 Church Hill**

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Council considered the above noted.

#### **SJMC2017-06-27/295R**

**Moved – Deputy Mayor; Seconded – Councillor Puddister**

**That Council approve the sale of land at 13-15 Church Hill, the price should be normal fee of \$1.00.**

**CARRIED UNANIMOUSLY**

### **Sale of City land 350 Water Street**

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Council considered the above noted.

#### **SJMC2017-06-27/295R**

**Moved – Deputy Mayor Ellsworth; Seconded – Councillor Puddister**



**That Council deny the request from the purchaser, however given the circumstances it is further recommended that Council give legal authority to negotiate.**

**CARRIED UNANIMOUSLY**

**Information Note dated June 22, 2017 re: Robin Hood Bay Operational Reserve Fund Expense**

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Council considered the above noted for information purposes.

**Councillor Tilley**

- Noted Canada Post using crushed stone at mailbox sites in residential neighbourhoods. The crushed stone is being disbursed on constituent's properties. He requested staff to follow-up with Canada Post to determine a resolution.

**Councillor Puddister**

- Spoke to reports of missing funds through St. John's Sports and Entertainment and as to whether it would be reported to the RNC. The City Manager advised the City's Internal Auditors were currently doing an in depth review, would provide an update on their findings and determine if involving the RNC was warranted. Councillor Puddister placed emphasis that the RNC should be involved immediately.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:35 p.m.

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**MAYOR**

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**CITY CLERK**

**REPORT TO COUNCIL**  
**PUBLIC WORKS STANDING COMMITTEE**  
**June 15, 2017, CONFERENCE ROOM A, 4<sup>th</sup> FLOOR CITY HALL**

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Councillor Bruce Tilley  
Councillor Tom Hann  
Councillor Jonathan Galgay  
Councillor Sheilagh O'Leary  
Councillor Sandy Hickman  
Councillor Art Puddister

Also Present: Kevin Breen, City Manager (Entered 12:30 p.m.)  
Derek Coffey, Deputy City Manager of Financial Management  
Lynnann Winsor, Deputy City Manager of Public Works  
Jason Sinyard, Deputy City Manager of Planning, Engineering and  
Regulatory Services  
Tanya Haywood, Deputy City Manager of Community Services  
Andrew Niblock, Director of Public Works  
Brendan O'Connell, Director of Engineering  
Dave Crowe, Manager of Roads  
Brian Head, Manager of Parks & Open Spaces  
Cheryl Mullett, City Solicitor  
Leslie O'Brien, Manager of City Buildings  
Stacey Fallon, Legislative Assistant

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**REPORT**

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**1. Decision Note dated June 6, 2017 re: Oversized Waste Collection**

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The above noted was considered by the Committee. Two options were outlined in the decision note. The City Manager laid out both options for Council and advised that given the City is facing an operating budget shortfall of approximately 1.3 million in 2018, it was not recommended to proceed with this initiative at this time as it would add approximately \$200,000 to that deficit. He added that if Council were to proceed, he would recommend it be done with a user fee of 45\$ per pickup and that the service be contracted out for both bulk items as well as metal. This is in keeping with Council's recent decision to introduce user fees in the Environmental Services Division for home service. It was noted that the City has not received many inquiries or demands to provide this service.

**Moved - Councillor Puddister; Seconded – Councillor Tilley**

**That we proceed with option #1 without the collection of the \$45 fee as suggested in the decision note:**

- **Program offering for 5 weeks starting in the Fall of this year.**
- **Appointment requests made through 311 Access Centre or online.**

- Appointment scheduling will be based on current curb side collection areas (eg. Area 1, Area 2, etc.). Each area will have a one week collection period.
- Contracted Services for collection of metals and large items.

**CARRIED UNANIMOUSLY**

**2. Information Note dated June 5, 2017 re: Smoke Shelters for Various Non-Profit Housing Sites**

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The above noted was considered by the Committee for information. Due to the fact that these structures are currently not budgeted for the 2017 fiscal year, it was recommended to not proceed with this project at this time as a whole. Discussions ensued and it was found that a shelter could be gotten recycled as some shelters are being replaced on the Accessible routes by MetroBus. It was suggested to pilot the project at Riverhead Towers with the recycled shelter.

**Moved – Councillor Puddister; Seconded – Councillor Galgay**

**That a recycled shelter be gotten and staff proceed to have it installed at the site as outlined at Riverhead Towers.**

**CARRIED UNANIMOUSLY**

Councillor Danny Breen  
Chairperson

Addedum to Minutes of June 27, 2017

# DECISION/DIRECTION NOTE

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Title: Oversized Waste Collection

Date Prepared: June 6, 2017

Report To: Public Works Standing Committee

Councilor and Role: Councilor Danny Breen, Chair

Ward: All Wards

## Decision/Direction Required:

Staff have been asked by Council to bring forth a recommendation on how to re-initiate the bulk waste collection program.

## Discussion – Background and Current Status:

As an immediate cost cutting measure, the bulk waste collection program was discontinued in the 2016 Budget. This resulted in an immediate budgetary cost savings of \$400,000 per year.

Since that time, Council have been hearing from constituents that there is a need for this service. As a result, Council has tasked Staff to evaluate how this service can be provided at reasonable cost to taxpayers.

The service offered prior to 2016, was a 20 week program (May – Sept) that gave residents multiple opportunities to book a bulk waste collection pick up. This program included bulk waste and metals collection. Bulk waste and metal collection appointments were made through the City and private contractors collected these wastes at a standard rate per appointment. All tipping fees as a result of these wastes going to Robin Hood Bay were paid by the City. During the last year that this program was offered in 2015, the City arranged over 6,400 appointments for bulk and metal waste collection.

## Oversized Waste Collection

Historically, the term “bulk garbage” has been used to reference this program. “Bulk” can be used to refer to large items or a large volume of items. For clarity to all and with the upcoming automated garbage collection program, it is recommended that the bulk waste collection service be referred to as *Oversized Waste Collection*. The purpose of this service is to provide residents the ability to get rid of wastes that cannot be collected normally at the curb.



Oversized Wastes are solid wastes that:

- Will not fit wholly inside the garbage bins that will be issued for automatic waste collection
- Has a maximum size of 1.5 m x 1.5 m x 2.15 m (5' x 5' x 7')
- Weigh less than 150 lbs (some appliances would be exempt on this weight).

Some examples of wastes that would be acceptable include:

- Large appliances
- Furniture
- Mattresses
- Rolled rugs
- Cast iron tubs (must be cut into pieces not exceeding 50 lbs)

Examples of wastes that will not be accepted include:

- Recyclable materials (metals exempted)
- Leaf and yard wastes
- Boxes / containers filled with garbage
- Electronic wastes
- Hazardous wastes (e.g. Propane tanks, batteries, paint, etc.)
- Liquid wastes (e.g. engine oil, auto fluids and their containers, etc.)
- Construction/renovation materials (e.g. floors, windows, fiberglass tubs, bathroom fixtures, fencing, lumber, shingles, drywall, flooring, counter tops, etc.)
- Christmas trees
- Any waste too large to collect or poses a health and safety hazard to collectors

In order to control costs of this program, Staff are presenting two comparable options.

#### Option #1

Program offering for 5 weeks starting in June.

Appointment requests made through 311 Access Centre or online.

Appointment scheduling will be based on current curb side collection areas (eg. Area 1, Area 2, etc.). Each area will have a one week collection period.

Collect a fee of \$45 per appointment to offset program costs.

Contracted Services for collection of metals and large items.

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Estimated Cost of Program is \$66,389.

## Option #2

Program offering for 5 weeks starting in October.

Appointment requests made through 311 Access Centre or online.

Appointment scheduling will be based on current curbside collection area (eg. Area 1, Area 2, etc.). Each area will have one week collection of metals and large items.

Collect a fee of \$45 per appointment to offset program costs.

City staff consisting of Parks & Open Spaces staff normally laid off during fall shoulder season to collect metals and large items.

Estimated cost of program is \$152,861.

## Analysis

Costs	Option #1	Option #2
Labour	\$ 170,939	\$ 170,886
Vehicle	\$ -	\$ 31,500
Contracted	\$ 166,000	\$ -
Tipping Fees	\$ 38,700	\$ 23,660
<b>\$45 Fee per Appt</b>	<b>\$ (146,250)</b>	<b>\$ (73,125)</b>
<b>Total</b>	<b>66,389</b>	<b>\$ 152,861</b>

The least cost and most flexible option is to contract the collection of oversized waste items. Contracted services allows the flexibility of extending the service (if demand exceeds the time allocated and budget allows).

Providing this program during the Fall shoulder season will be constrained to 5 weeks starting in October. It is not the opinion of Staff that this service can be reliably provided in the Spring shoulder season with the uncertainty of winter conditions.

Neither option will allow the same level of service provided previously, as the collection period has been reduced in order to control costs.

Charging users of the service a nominal fee will further reduce the cost of the program. We chose a fee of \$45 per appointment to demonstrate the possible reductions in cost, but the fee

# ST. JOHN'S

could be set at any value up to full cost recovery. It is expected that a fee will also reduce the demand for this service, as some users may find alternative methods to remove these items in order to avoid the fee.

It is anticipated that contracted services will be able to achieve 160 appointments per day (80 oversized collections / 80 metal collections) and in-house services will be able to achieve 80 appointments per day (any combination of oversized and metals appointments).

### **Key Considerations/Implications:**

#### **1. Budget/Financial Implications**

Oversized Waste Collection will be an added cost of up to \$160,000 to the overall budget as this service is not currently offered.

#### **2. Partners or Other Stakeholders**

Residents of the City of St. John's, Robin Hood Bay Regional Landfill, Metal Recyclers, Waste Hauling Contractors.

#### **3. Alignment with Strategic Directions/Adopted Plans**

Responsive and Progressive, Effective Organization, Fiscal Responsibility.

#### **4. Legal or Policy Implications**

N/A

#### **5. Engagement and Communications Considerations**

Comprehensive communications plans would have to be implemented to educate and notify users on the oversized waste collection program.

#### **6. Human Resource Implications**

Providing this program in-house will require posting of twenty (20) CUPE 569 positions.

#### **7. Procurement Implications**

Providing the program in-house will require rental of pick-up trucks for existing staff to free larger fleet trucks for oversized waste collection.



Providing the program through contractors will require issuing tenders for oversize waste collection and metals collection.

#### **8. Information Technology Implications**

N/A.

#### **9. Other Implications**

N/A.

#### **Recommendation:**

In order to maintain current budgets without adding further costs, Staff recommend that Council maintain the status quo. The City has not received many inquiries or demands to provide this service. Providing an Oversized Waste Collection Program will be an entirely new cost to the overall budget.

Prepared by/Signature:

Andrew Niblock, B.Sc.  
Director, Environmental Services

Brian Head, B.Sc.  
Manager, Parks and Open Spaces

Approved by/Signature:

Lynnann Winsor, M.A.Sc., P.Eng.  
Deputy City Manager – Public Works

Attachments: N/A

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# INFORMATION NOTE

**Title:** Smoke Shelters for Various Non-Profit Housing Sites

**Date Prepared:** June 5, 2017

**Report To:** Chair & Members – Public Works Standing Committee

**Ward:** Ward 2 and 3

**Issue:** Investigation of a bus style smoke shelter for NPH locations, as a result of various locations being smoke free as of September 2017

## **Discussion – Background and Current Status:**

In reference to memo dated May 18, 2017, the following locations are smoke free as of September 1, 2017:

- Riverhead Towers
- 49-51 Cochrane Street
- 174 Campbell Avenue
- Rawlins Cross

Staff have been requested to investigate the possibility of installing a single detached 'bus shelter' style structure on these sites to accommodate and give consideration to smoking residents.

It is estimated that full installation of this type of structure would cost approximately \$35,000 per site. Grand total cost for all four (4) locations: \$140,000

Please note that costs noted above are approximate only and specific site conditions and requirements could increase the overall cost of these structures.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

As noted above, the installation of smoking shelters at indicated locations has the potential to cost \$35,000+ per location. Costs could also increase depending on site conditions, desired locations and requirements for each. Structures have not been budgeted for 2017.

### **2. Partners or Other Stakeholders**

N/A

### **3. Alignment with Strategic Directions/Adopted Plans**

Responsive and Progressive

### **4. Legal or Policy Implications**

N/A

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**5. Engagement and Communications Considerations**

N/A

**6. Human Resource Implications**

N/A

**7. Procurement Implications**

Delivery of said structures 9-12 weeks from date of order.

**8. Information Technology Implications**

N/A

**9. Other Implications**

N/A

**Conclusion/Next Steps:**

Due to the fact that these structures are currently not budgeted for the 2017 fiscal year, it is not recommended to proceed with this project at this time. If Council wishes to proceed with this project for the 2018 fiscal year, it can be brought forward for consideration at that time.

**Prepared by/Signature:**

Leslie O'Brien, P.Eng., MBA  
Manager, City Buildings

Signature: \_\_\_\_\_

**Approved by/Date/Signature:**

Lynnann Winsor, M.A.Sc., P. Eng.  
Deputy City Manager, Department of Public Works

Signature: \_\_\_\_\_

**Attachments:**

N/A

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## **REPORTS/RECOMMENDATION**

### **Development Committee**

**June 20, 2017 – 10:00 a.m. – Conference Room A, 4<sup>th</sup> Floor, City Hall**

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- 1. Crown Land lease for Horticulture Use  
CRW1700015  
990 Incinerator Road**

It is recommended by the Development Committee that Council approve the Crown Land Lease referral.

**Jason Sinyard**

**Deputy City Manager – Planning, Engineering & Regulatory Services  
Chairperson**

*Addedum to Minutes of June 27, 2017*

# DECISION/DIRECTION NOTE

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**Title:** Crown land Lease for Horticulture Use  
CRW1700015  
990 Incinerator Road

**Date Prepared:** June 20, 2017 (Date of next meeting: June 26, 2017)

**Report To:** His Worship the Mayor and Members of Council

**Councillor & Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** 5

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**Decision/Direction Required:**

To seek approval for a Crown Land License for 9.77 hectares of land.

**Discussion – Background and Current Status:**

The Provincial Department of Municipal Affairs and Environment has referred an application requesting a lease for a parcel of land comprising of an area of 9.77 hectares which is located in the Rural (R) Zone. The proposed use of the land is for Horticulture for vegetable and forage production.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: Not applicable.
5. Engagement and Communications Considerations: Not applicable.
6. Human Resource Implications: Not applicable.
7. Procurement Implications: Not applicable.
8. Information Technology Implications: Not applicable.
9. Other Implications: Not applicable.

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**Recommendation:**

It is recommended that the Crown Land Lease referral be approved.

**Prepared by - Date/Signature:**

Ashley Murray- Assistant Development Officer

Signature: \_\_\_\_\_

**Approved by - Date/Signature:**

Jason Sinyard, Deputy City Manager, Planning, Engineering & Regulatory Services

Signature: \_\_\_\_\_

AAM/dlm

Attachments: Not applicable.

Addendum to Minutes of June 27, 2017

# DECISION/DIRECTION NOTE

**Title:** Special Events Advisory Committee Report

**Date Prepared:** June 20, 2017

**Report To:** Mayor & Council

**Councillor and Role:** All

**Ward:** N/A

**Decision/Direction Required:** Approval of lane reductions and road closures for various road events.

## Discussion – Background and Current Status:

The Special Events Advisory Committee has received applications for the following events, requiring lane reduction and road closure approval.

<b>Event</b>	Reel Downtown
<b>Date</b>	July 3, 10, 17, 24 and 31
<b>Organizer</b>	Downtown St. John's
<b>Detail</b>	Closure of Water Street – Prescott Street to Baird's Cove 8pm to 11pm

<b>Event</b>	St. John's Tri
<b>Date</b>	August 6, 2017
<b>Organizer</b>	St. John's Triathlon Committee
<b>Detail</b>	<u>Race Route</u> *Bennett's Road – road closure *Old Road Cove Road Portugal Cove Road – lane reduction *Outer Ring Road *Thorburn Road – lane reduction Bennett's Road – road closure  * Road or section of road, falls outside the jurisdiction of the City of St. John's. Organizer has been advised to contact the Province and local municipalities for approval.  Organizer has secured the RNC and RNC Cadets for intersection control.

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### Key Considerations/Implications:

1. **Budget/Financial Implications** N/A
2. **Partners or Other Stakeholders** N/A
3. **Alignment with Strategic Directions/Adopted Plans** N/A
4. **Legal or Policy Implications** N/A
5. **Engagement and Communications Considerations** N/A
6. **Human Resource Implications** N/A
7. **Procurement Implications** N/A
8. **Information Technology Implications** N/A
9. **Other Implications** N/A

**Recommendation:** Council approve the above noted closures and lane reductions. These events are subject to the conditions set out by the Special Events Advisory Committee.

### Prepared by/Signature:

Beverley Skinner – Manager of Programs & Service Delivery

Signature B. Skinner

### Approved by/Date/Signature:

Tanya Haywood – Deputy City Manager Community Services

Signature T. Haywood

# ST. JOHN'S

# DECISION/DIRECTION NOTE

**Title:** Special Events Advisory Committee Report

**Date Prepared:** June 22, 2017

**Report To:** Mayor & Council

**Councillor and Role:** All

**Ward:** N/A

**Decision/Direction Required:** Approval of noise by-law for George Street events.

## **Discussion – Background and Current Status:**

The Special Events Advisory Committee has received applications for the following events, requiring approval.

<b>Event</b>	Canada's Big Birthday Bash
<b>Date</b>	June 30 and July 1, 2017
<b>Organizer</b>	George Street Association
<b>Detail</b>	Requesting nightly exemption to the noise bylaw, until 12am

<b>Event</b>	George Street Festival
<b>Date</b>	July 27 to August 2, 2017
<b>Organizer</b>	George Street Association
<b>Detail</b>	Requesting nightly exemption to the noise bylaw, until 12am

## **Key Considerations/Implications:**

1. **Budget/Financial Implications** N/A
2. **Partners or Other Stakeholders** N/A
3. **Alignment with Strategic Directions/Adopted Plans** N/A
4. **Legal or Policy Implications** N/A
5. **Engagement and Communications Considerations** N/A
6. **Human Resource Implications** N/A

# ST. JOHN'S



7. **Procurement Implications** N/A
8. **Information Technology Implications** N/A
9. **Other Implications** N/A

**Recommendation:** Council approve the above noted requests. These events are subject to the conditions set out by the Special Events Advisory Committee.

**Prepared by/Signature:**

Beverley Skinner – Manager of Program & Service Delivery

Signature B. Skinner

**Approved by/Date/Signature:**

Tanya Haywood – Deputy City Manager Community Services

Signature T. Haywood

Addendum to Minutes of June 27, 2017

# ST. JOHN'S


INST	- Institutional
IND	- Industrial

Information purposes only. Applicants have been advised in  
 present Officer's decision and of their right to appeal any decision  
 Board of Appeal.

Gerard Dora  
 Development  
 Planning, E  
 Regulatory

Addendum to Minutes of June 27, 2017

**Gerard Doran**  
Development Supervisor  
Planning, Engineering and  
Regulatory Services

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**This list is issued for information purposes only. Applicants have been advised in writing of the Development Officer's decision and of their right to appeal any decision to the St. John's Local Board of Appeal.**

# Building Permits List

## Council's June 27, 2017 Regular Meeting

Permits Issued: 2017/06/15 To 2017/06/21

### Class: Commercial

193-195 Main Rd, Amara	Co	Service Shop
38-42 Ropewalk Lane	Co	Day Care Centre
38-42 Ropewalk Lane	Co	Service Shop
97 Elizabeth Ave	Sn	Office
222 Kenmount Rd	Ms	Retail Store
302 Kenmount Rd	Ms	Restaurant
394b Kenmount Rd	Ms	Retail Store
790 Kenmount Rd	Ms	Warehouse
25 Kenmount Rd	Ms	Service Shop
275 Kenmount Rd	Ms	Eating Establishment
288 Main Rd	Ms	Retail Store
484 Main Rd	Ms	Club
193-195 Main Rd	Ms	Service Shop
355 Main Rd	Ms	Clinic
427 Newfoundland Dr	Ms	Service Shop
36 Pearson St	Ms	Service Shop
62 Pippy Pl	Ms	Office
15-27 Stavanger Dr	Ms	Retail Store
92 Thorburn Rd	Ms	Eating Establishment
502 Topsail Rd	Ms	Service Shop
644 Topsail Rd	Ms	Place Of Amusement
464 Torbay Rd	Ms	Retail Store
35 White Rose Dr, Unit 2	Rn	Office
70 Clinch Crescent	Rn	Patio Deck
29 Rowan St, Main Floor	Cr	Eating Establishment
528 Water St., 2nd Floor	Rn	Mixed Use
573 Torbay Rd	Rn	Clinic
544 Water St	Cr	Office
650 Topsail Road	Cr	Retail Store
372 Kenmount Rd	Nc	Office
310 East White Hills Road	Nc	Warehouse

This Week \$ 3,160,070.00

### Class: Industrial

This Week \$ .00

### Class: Government/Institutional

This Week \$ .00

### Class: Residential

23 Adventure Ave, Lot 328	Nc	Single Detached Dwelling
7 Antelope St	Nc	Fence
7 Avondale Pl	Nc	Accessory Building
5 Barrows Rd	Nc	Fence
101 Blue Puttee Dr	Nc	Accessory Building
12 Bulrush Ave	Nc	Fence
12 Bulrush Ave	Nc	Accessory Building

2 Chapman Cres	Nc	Accessory Building
2 Chapman Cres	Nc	Fence
35 Country Grove Pl	Nc	Accessory Building
62 Doyle's Rd	Nc	Accessory Building
1 Durham Pl	Nc	Fence
2 Falcon Pl	Nc	Patio Deck
15 Grenfell Ave	Nc	Accessory Building
95 Hamilton Ave	Nc	Fence
379 Hamilton Ave	Nc	Fence
28 Holbrook Ave	Nc	Fence
64-72 Howlett's Line	Nc	Accessory Building
1 Judge Pl	Nc	Fence
29 Kincaid St	Nc	Accessory Building
7 Maurice Putt Cres, Lot 278	Nc	Single Detached Dwelling
56 Moss Heather Dr	Nc	Fence
40 Ottawa St	Nc	Fence
384 Paddy's Pond Road	Nc	Transportation Depot
22 Petite Forte Dr	Nc	Fence
47 Prince Of Wales St	Nc	Fence
1 Barrows Rd	Nc	Fence
50 Rosalind St	Nc	Accessory Building
50 Rosalind St	Nc	Fence
1 Whitehorse Pl	Nc	Fence
45 Winslow St	Nc	Fence
69 Dillon Cres	Ex	Single Detached & Sub.Apt
80 Linegar Ave	Ex	Single Detached Dwelling
78 Brazil St	Rn	Single Detached & Sub.Apt
103 Buckmaster's Cir	Rn	Townhousing
105 Buckmaster's Cir	Rn	Townhousing
107 Buckmaster's Cir	Rn	Townhousing
109 Buckmaster's Cir	Rn	Townhousing
111 Buckmaster's Cir	Rn	Townhousing
157 Buckmaster's Cir	Rn	Townhousing
161 Buckmaster's Cir	Rn	Townhousing
165 Buckmaster's Cir	Rn	Townhousing
169 Buckmaster's Cir	Rn	Townhousing
173 Buckmaster's Cir	Rn	Townhousing
177 Buckmaster's Cir	Rn	Townhousing
181 Buckmaster's Cir	Rn	Townhousing
185 Buckmaster's Cir	Rn	Townhousing
62 Cochrane St	Rn	Semi-Detached Dwelling
38 Cowan Ave	Rn	Single Detached Dwelling
7 Derby Pl	Rn	Single Detached Dwelling
41 Fahey St	Rn	Single Detached & Sub.Apt
44 Gilbert St	Rn	Semi-Detached Dwelling
36 Long Pond Rd	Rn	Single Detached Dwelling
43 Navajo Pl	Rn	Single Detached Dwelling
78 New Pennywell Rd	Rn	Semi-Detached Dwelling
80 New Pennywell Rd	Rn	Semi-Detached Dwelling
82 New Pennywell Rd	Rn	Semi-Detached Dwelling
84 New Pennywell Rd	Rn	Semi-Detached Dwelling
27 Newtown Rd	Rn	Single Detached Dwelling
24 Steer St	Rn	Single Detached Dwelling
15 Hebron Way, Quesada	Sn	Eating Establishment

This Week \$ 1,528,321.00

**Class: Demolition**

1 Gear St	Dm	Semi-Detached Dwelling
3 Gear St	Dm	Townhousing
5 Gear St	Dm	Townhousing
7 Gear St	Dm	Townhousing
171 Kenmount Rd	Dm	Single Detached Dwelling

This Week \$ 46,500.00

This Week's Total: \$ 4,734,891.00

Repair Permits Issued: 2017/06/15 To 2017/06/21 \$ 119,801.00

Legend

Co	Change Of Occupancy	Sw	Site Work
Cr	Chng Of Occ/Renovtns	Ms	Mobile Sign
Ex	Extension	Sn	Sign
Nc	New Construction	Cc	Chimney Construction
Oc	Occupant Change	Dm	Demolition
Rn	Renovations		

YEAR TO DATE COMPARISONS			
June 27, 2017			
TYPE	2016	2017	% VARIANCE (+/-)
Commercial	\$60,354,982.00	\$79,982,023.00	33
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$5,992,584.00	\$436,000.00	-93
Residential	\$30,296,509.00	\$33,845,979.00	12
Repairs	\$2,035,141.00	\$1,523,507.00	-25
Housing Units (1 & 2 Family Dwelling)	94	73	
TOTAL	\$98,679,116.00	\$115,787,509.00	17

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA  
Deputy City Manager  
Planning, Engineering & Regulatory Services

# MEMORANDUM

**Weekly Payment Vouchers  
For The  
Week Ending June 21, 2017**

**Payroll**

<b>Public Works</b>	<b>\$ 451,346.45</b>
<b>Bi-Weekly Casual</b>	<b>\$ 45,689.26</b>
<b>Accounts Payable</b>	<b>\$ 1,994,248.00</b>

**Total: \$ 2,491,283.71**

*Addedum to Minutes of June 27, 2017*

**ST. JOHN'S**

DEPARTMENT OF FINANCE

CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CITRIX SYSTEMS, INC.	0000001279	SOFTWARE SUBSCRIPTION RENEWAL	16,921.23
US DIGITAL DESIGNS	0000001280	FIRE STATION ALERTING SYSTEM	66,751.26
ARMA INTERNATIONAL	0000001281	MEMBERSHIP RENEWAL	200.00
MILL CREEK MANAGEMENT TECHNOLOGIES, INC.	0000001282	PROFESSIONAL SERVICES	14,204.00
LESLIE BIDGOOD	00110852	REFUND - SECURITY DEPOSIT	5,000.00
KELLOWAY CONSTRUCTION LIMITED	00110853	RELEASE - SECURITY DEPOSITS	10,324.00
KATIE CROMWELL	00110854	MILEAGE	148.94
GARY SUMMERS	00110855	PROFESSIONAL SERVICES	575.00
REDWOOD CONSTRUCTION LIMITED	00110856	RELEASE - TEMP OCCUPANCY SECURITY	12,000.00
BRISTOL DEVELOPMENT	00110857	RELEASE - SITE SECURITY	55,000.00
O'KEEFE, DENNIS	00110858	TRAVEL REIMBURSEMENT	7,424.15
BREEN, KEVIN	00110859	TRAVEL REIMBURSEMENT	1,904.78
JONATHAN GALGAY	00110860	TRAVEL REIMBURSEMENT	1,427.77
PIK-FAST EXPRESS INC.	00110861	BOTTLED WATER	14.50
DARLENE SHARPE	00110862	CLEANING SERVICES	750.00
EAST COAST CAPITAL INC.	00110863	LEASE OF EQUIPMENT	328.21
PINNACLE OFFICE SOLUTIONS LTD	00110864	PHOTOCOPIES	103.96
ACKLANDS-GRAINGER	00110865	INDUSTRIAL SUPPLIES	2,291.14
ALTERNATOR EXCHANGE LTD.	00110866	REPAIR PARTS	592.25
MIGHTY WHITES LAUNDROMAT	00110867	LAUNDRY SERVICES	84.07
BRINK'S CANADA LIMITED	00110868	DEPOSITORY SERVICES	1,000.46
NEWFOUNDLAND EXCHEQUER ACCOUNT	00110869	ANNUAL OPERATING FEES	82.80
GULLIVER'S CITY WIDE TAXI	00110870	TRANSPORTATION COSTS	13.50
HERCULES SLR INC.	00110871	INDUSTRIAL SUPPLIES	374.26
BATTLEFIELD EQUIP. RENTAL CORP	00110872	RENTAL OF EQUIPMENT	1,471.38
CANADIAN PAYROLL ASSOCIATION	00110873	SEMINAR FEES	1,376.55
DULUX PAINTS	00110874	PAINT & PAINT SUPPLIES	2,334.96
S & L ENTERPRISE	00110875	ROAD REPAIRS	65,779.17
CLASS C SOLUTIONS GROUP	00110876	INDUSTRIAL SUPPLIES	114.78
CANADIAN INSTITUTE OF PLANNERS	00110877	ADVERTISING	891.25
FRESHWATER SUZUKI	00110878	REPAIR PARTS	4.13
BROWNE'S AUTO SUPPLIES LTD.	00110879	REPAIR PARTS	368.07
BUTLER'S SAND & STONE CO. LTD.	00110880	BALLFIELD SAND	11,877.37

Addedum to Minutes of June 21, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CAMPBELL'S SHIPS SUPPLIES	00110881	PROTECTIVE CLOTHING	345.00
HISCOCK'S SPRING SERVICE	00110882	REPAIRS & REPAIR PARTS	823.82
DAVE CARROLL	00110883	BAILIFF FEES	45.00
WALMART 3196-ABERDEEN AVE.	00110884	MISCELLANEOUS SUPPLIES	170.92
SOBEY'S INC	00110885	FOOD & REFRESHMENTS	2,812.38
NORTRAX CANADA INC.,	00110886	REPAIRS & REPAIR PARTS	3,939.71
CLEARWATER POOLS LTD.	00110887	POOL SUPPLIES	1,529.45
WALMART 3093-MERCHANT DRIVE	00110888	MISCELLANEOUS SUPPLIES	312.39
CANADIAN RED CROSS	00110889	COURSE PACKAGES	2,990.09
DULUX PAINTS	00110890	PAINT & PAINT SUPPLIES	1,851.49
PETER'S AUTO WORKS INC.	00110891	TOWING OF VEHICLES	610.62
CONSTANTINE'S ENGINE & PERFORMANCE LTD.	00110892	REPAIRS TO EQUIPMENT	170.20
LONG & MCQUADE	00110893	RECREATION SUPPLIES	184.56
ASSOCIATION OF NFLD LAND SURVEYORS	00110894	CERTIFICATE OF AUTHORIZATION	1,955.00
CANADIAN TIRE CORP.-HEBRON WAY	00110895	MISCELLANEOUS SUPPLIES	1,468.20
CANADIAN TIRE CORP.-MERCHANT DR.	00110896	MISCELLANEOUS SUPPLIES	296.96
CANADIAN TIRE CORP.-KELSEY DR.	00110897	MISCELLANEOUS SUPPLIES	1,869.31
EMM HARDCHROME & HYDRAULIC LTD	00110898	REPAIRS TO EQUIPMENT	2,945.15
EMCO SUPPLY	00110899	WATERWORKS SUPPLIES	1.88
HOME DEPOT OF CANADA INC.	00110900	BUILDING SUPPLIES & HARDWARE	377.30
FORTTRAN TRAFFIC SYSTEMS LTD	00110901	REPAIRS TO TRAFFIC LIGHTS	6,298.32
PETTY HARBOUR CANVAS CO. LTD.	00110902	FABRICATE SHOWER CURTAINS	230.00
ENNIS PAINT INC	00110903	PAINT	60,163.40
THE WORKS	00110904	MEMBERSHIP RENEWAL	254.40
EASTERN PROPANE	00110905	PROPANE	153.06
ATLANTIC CRANE & MATERIAL HANDLING	00110906	CRANE INSPECTION	335.80
POWER BROTHERS INC. POWER'S SALVAGE	00110907	REPAIR PARTS	38.07
TIM HORTON'S - 139 TORBAY ROAD	00110908	COFFEE SUPPLIES	50.51
GUILLEVIN INTERNATIONAL CO.	00110909	ELECTRICAL SUPPLIES	573.94
CANADIAN LINEN & UNIFORM	00110910	MAT RENTALS	2,393.38
A TASTE OF CLASS INC	00110911	CATERING SERVICES	2,883.05
HISCOCK RENTALS & SALES INC.	00110912	REPAIRS & REPAIR PARTS	1,975.67
TOTAL CANADA INC.	00110913	LUBRICANTS	45.43

Addedum to Minutes of June 27, 2017



NAME	CHEQUE #	DESCRIPTION	AMOUNT
INFINITY CONSTRUCTION	00110914	TOPSOIL	862.50
CLEAN SWEEP PROPERTY MAINTENANCE	00110915	REPAINT LINES & MARKINGS - RHB	5,175.00
E & S EAVESTROUGH LTD.	00110916	SUPPLY/INSTALL EAVESTROUGH	862.50
CDMV	00110917	VETERINARY SUPPLIES	2,268.13
IDEXX LABORATORIES	00110918	INDUSTRIAL SUPPLIES	1,506.97
OMNIKIN	00110919	RECREATION SUPPLIES	249.70
PETROFORMA INC.,	00110920	LABORATORY SUPPLIES	153.45
HIGH CRITERIA INC.,	00110921	SOFTWARE SUBSCRIPTION	431.25
MARK'S WORK WEARHOUSE	00110922	UNIFORM CLOTHING	180.28
WSP CANADA INC.	00110923	PROFESSIONAL SERVICES	21,309.50
DISTRIBUTION NOW	00110924	REPAIR PARTS	246.89
VETERINARY SPECIALTY CENTRE OF NEWFOUNDLAND & LABRAD	00110925	VETERINARY SUPPLIES	286.35
CAMPBELL'S COMPLETE RENTALS	00110926	REPAIR PARTS	195.46
BACALAO NOUVELLE CUISINE NEWFOUNDLAND INC.,	00110927	CATERING SERVICES	895.00
ORNAMENTAL CONCRETE LTD.	00110928	CONCRETE SUPPLIES	356.09
THE NETWORK CAFE	00110929	FACILITY RENTAL	228.51
GCR TIRE CENTRE	00110930	TIRES	11,751.40
PETER PAN SALES LTD.	00110931	SANITARY SUPPLIES	1,160.10
PITNEY BOWES OF CANADA LIMITED	00110932	INK CARTRIDGES	1,410.97
THE ROYAL GARAGE LTD.	00110933	REPAIR PARTS	377.20
ROYAL FREIGHTLINER LTD	00110934	REPAIRS & REPAIR PARTS	28,220.86
ST. JOHN'S TRANSPORTATION COMMISSION	00110935	MCARD SALES - MAY, 2017	5,092.00
TRACTION DIV OF UAP	00110936	REPAIR PARTS	109.10
URBAN CONTRACTING JJ WALSH LTD	00110937	PROPERTY REPAIRS	805.00
WATERWORKS SUPPLIES DIV OF EMCO LTD	00110938	WATERWORKS SUPPLIES	211.82
SIEMENS CANADA LIMITED	00110939	REPAIR PARTS	1,105.64
WALMART 3092-KELSEY DRIVE	00110940	MISCELLANEOUS SUPPLIES	310.02
LANCASTER HOUSE	00110941	EDUCATIONAL SUPPLIES	448.50
PADDLE CANADA	00110942	MEMBERSHIP RENEWAL	305.10
SUPREME COURT OF NEWFOUNDLAND AND LABRADOR	00110943	FILING FEES	13.00
DR. CYRIL RICHE	00110944	MEDICAL SERVICES	20.00
ST. KEVIN'S HIGH SCHOOL	00110945	ROTARY KEY DEPOSIT	50.00
SOBEYS ROPEWALK LANE	00110946	MISCELLANEOUS SUPPLIES	2,043.86

Addedum to Minutes of June 21, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
DAVID BUSSEY	00110947	REFUND - STREET EXCAVATION DEPOSIT	2,500.00
IRIS KIRBY HOUSE INC.	00110948	HPS FUNDS	16,846.58
STAN BUTLER	00110949	ENTERTAINMENT - SENIOR'S DAY	400.00
ALTUS GROUP	00110950	REFUND - COURT OF APPEAL	200.00
SASSY TUNA	00110951	REAL PROGRAM	600.00
CANADIAN MENTAL HEALTH ASSOCIATION NL CMHA-NL	00110952	BOOTH DISPLAY	200.00
CROSBIE GROUP LTD.	00110953	REFUND - MUNICIPAL TAX	418.24
MARY PHILLIPS & STEPHEN PENNEY	00110954	REFUND - MUNICIPAL TAX	719.88
HANS NOSEWORTHY	00110955	REFUND - WATER OFF ON FEES	100.00
CANCELLED	00110956	CANCELLED	-
GERTRUDE KING	00110957	REFUND - SEWER BACK UP FEES	100.00
PAUL BRAGG	00110958	PROPERTY DAMAGE CLAIM	324.30
ALEX SEMENOV	00110959	REFUND - SEWER BACK UP FEES	100.00
KEVIN LESLIE	00110960	REFUND - MUNICIPAL TAX	729.27
JUDITH LAURENTIUS	00110961	REFUND - MUNICIPAL TAX	659.46
SOUTHWEST PROPERTIES	00110962	REFUND - BUILDING PERMIT	32,265.00
CATHERINE LEONARD	00110963	REFUND - DEVELOPMENT FEE	150.00
ALBERT WILLIAMS	00110964	REFUND - BUILDING PERMIT	303.75
QUINLAN TAYLOR SERVICES INC.	00110965	REFUND - COURT OF APPEAL	400.00
PATRICK J STAMP & ELAINE M STAMP	00110966	REFUND - COURT OF APPEAL	60.00
GENESIS CENTRE	00110967	SPONSORSHIP PACKAGE	750.00
MARGARET HARVEY	00110968	VEHICLE DAMAGE CLAIM	836.94
NATALIE MENCHINTON	00110969	PROPERTY DAMAGE CLAIM	144.90
JIM FRENCH	00110970	PROPERTY DAMAGE CLAIM	333.50
HERB SPURRELL	00110971	REFUND - STREET EXCAVATION PERMIT	1,500.00
CARISSA MYERS	00110972	REFUND - BIRTHDAY PARTY	145.00
ALLISON WYATT	00110973	ROTARY KEY DEPOSIT	50.00
KATHY MAHONEY	00110974	ENTERTAINMENT - SENIOR'S DAY	500.00
STEPHEN DILNY & SHERI DILNY	00110975	REFUND - COURT OF APPEAL	60.00
HAYWOOD, TANYA	00110976	REIMBURSEMENT - EXPENSES	274.77
HEAD, BRIAN	00110977	CLASS 3 DRIVER'S LICENSE MEDICAL	75.00
BUTT, ROBERT	00110978	VEHICLE BUSINESS INSURANCE	381.95
DINN, KAREN	00110979	REIMBURSEMENT - EXPENSES	1,012.73

Addedum to Minutes of June 27, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
WINSOR, MICHELLE	00110980	MILEAGE	23.92
JONES, CHRISTINA	00110981	MILEAGE	35.91
MACKENZIE, NEIL	00110982	MILEAGE	65.97
HUNT, EDMUND	00110983	OUT OF ZONE ALLOWANCE	86.30
WINSOR, LYNNANN	00110984	MILEAGE	433.27
LANNON, GEORGINA	00110985	REFUND - BUS PASS	45.00
SHEPPARD, SUSAN	00110986	OUT OF ZONE ALLOWANCE	124.89
POWER TINA	00110987	VEHICLE BUSINESS INSURANCE	10.00
KELLY, KAREN	00110988	VEHICLE BUSINESS INSURANCE	381.95
HAMELMANN, STEVE	00110989	CLOTHING ALLOWANCE	114.98
WILLIAMSON, HELEN	00110990	VEHICLE BUSINESS INSURANCE	176.00
STRAIT, MARIE	00110991	OUT OF ZONE ALLOWANCE	96.86
RYAN, LEANN	00110992	REIMBURSEMENT - EXPENSES	351.98
MAHER, TRAVIS	00110993	VEHICLE BUSINESS INSURANCE	347.30
HAYWARD, SARAH	00110994	VEHICLE BUSINESS INSURANCE	144.90
AMY BUTT	00110995	VEHICLE BUSINESS INSURANCE	381.95
PAT MCDONALD	00110996	VEHICLE BUSINESS INSURANCE	184.00
GUSHUE, RICK	00110997	MILEAGE	6.60
MATTHEW FRENCH	00110998	CLOTHING ALLOWANCE	86.22
NICOLE MURPHY	00110999	MILEAGE	35.00
MCGRATH, JENNIFER	00111000	MILEAGE	27.41
JOHN CUMBY	00111001	MILEAGE	18.35
HAYE, SHAWN	00111002	MILEAGE	130.21
KRISTA GLADNEY	00111003	MILEAGE	18.71
CASSANDRA HORAN	00111004	OUT OF ZONE ALLOWANCE	72.21
SIMONE LILLY	00111005	MILEAGE	56.25
DAVE INNES	00111006	OUT OF ZONE ALLOWANCE	67.80
CARLIE WHITE	00111007	VEHICLE BUSINESS INSURANCE	824.73
CHAD MURPHY	00111008	VEHICLE BUSINESS INSURANCE	86.90
GERALD TILLEY	00111009	OUT OF ZONE ALLOWANCE	139.00
ANTHONY TAYLOR	00111010	OUT OF ZONE ALLOWANCE	58.33
JENNIFER TIPPLE	00111011	REIMBURSEMENT - EXPENSES	190.90
RAMAN BALAKRISHNAN	00111012	REIMBURSEMENT - EXPENSES	60.00

Addedum to Minutes of June 21, 2011

NAME	CHEQUE #	DESCRIPTION	AMOUNT
FIRST GENERAL	00111013	PROPERTY REPAIRS	805.00
HAWKTREE SOLUTIONS	00111014	RECREATION SUPPLIES	2,981.49
ENVYROZONE INC.	00111015	HARDWARE SUPPLIES	86.78
CANCELLED	00111016	CANCELLED	-
CLOUDBREAKER UAVS INC.	00111017	PROFESSIONAL SERVICES	6,195.63
SMITH STOCKLEY LTD.	00111018	PLUMBING SUPPLIES	269.04
SSQ INSURANCE COMPANY INC.	00111019	PAYROLL DEDUCTIONS	4,492.13
DESJARDINS FINANCIAL SECURITY	00111020	PAYROLL DEDUCTIONS	655,699.25
CITY OF ST. JOHN'S	00111021	REPLENISH PETTY CASH	187.43
ESTATE OF KATHLEEN KERRIVAN	00111022	REFUND - MUNICIPAL TAX	550.35
KAREN CHILDS	00111023	REFUND - SEWER BACK UP FEES	64.22
CITY OF ST. JOHN'S	00111024	REPLENISH PETTY CASH	175.06
KAREN CHILDS	00111025	REFUND - SEWER BACK UP FEES	35.78
SOK ASSOCIATES	00111026	CANADIAN HERITAGE GRANT	98,900.00
SULLIVAN, DAPHNE	00111027	MILEAGE	359.67
MCLOUGHLAN SUPPLIES LTD.	EFT000000000865	ELECTRICAL SUPPLIES	2,123.26
NEWFOUNDLAND POWER	EFT000000000866	ELECTRICAL SERVICES	3,577.43
PARTS FOR TRUCKS INC.	EFT000000000867	REPAIR PARTS	3,468.62
MUNICIPALITIES NEWFOUNDLAND AND LABRADOR	EFT000000000868	OVERPAYMENT OF MNL MORTGAGE	1,383.42
PUBLIC SERVICE CREDIT UNION	EFT000000000869	PAYROLL DEDUCTIONS	6,120.67
KAVANAGH & ASSOCIATES	EFT000000000870	PROFESSIONAL SERVICES	5,787.72
NEWFOUNDLAND POWER	EFT000000000871	ELECTRICAL SERVICES	87,956.22
ORKIN CANADA	EFT000000000872	PEST CONTROL SERVICES	448.52
PARTS FOR TRUCKS INC.	EFT000000000873	REPAIR PARTS	1,968.36
GLENN BARRY	EFT000000000874	INSTRUCTOR FEES	326.52
APEX CONSTRUCTION SPECIALTIES INC.	EFT000000000875	CONSTRUCTION MATERIALS	4,379.20
ATLANTIC PURIFICATION SYSTEM LTD	EFT000000000876	WATER PURIFICATION SUPPLIES	336.84
AQUAM	EFT000000000877	RECREATION SUPPLIES	1,082.75
B & B SALES LTD.	EFT000000000878	WASHING MACHINE	1,769.85
BABB SECURITY SYSTEMS	EFT000000000879	HARDWARE SUPPLIES	155.25
RDM INDUSTRIAL LTD.	EFT000000000880	INDUSTRIAL SUPPLIES	1,203.50
GRAND CONCOURSE AUTHORITY	EFT000000000881	MAINTENANCE FEES	12,478.45
CABOT PEST CONTROL	EFT000000000882	PEST CONTROL SERVICES	386.98

Addedum to Minutes of June 21, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ROCKWATER PROFESSIONAL PRODUCT	EFT000000000883	CHEMICALS	4,000.62
PRINT & SIGN SHOP	EFT000000000884	SIGNAGE	404.80
BRENKIR INDUSTRIAL SUPPLIES	EFT000000000885	INDUSTRIAL SUPPLIES	1,730.64
JLG TRANSPORTATION LTD.	EFT000000000886	TRANSPORTATION COSTS	238.75
WESTERN HYDRAULIC 2000 LTD	EFT000000000887	REPAIR PARTS	484.15
CABOT BUSINESS FORMS AND PROMOTIONS	EFT000000000888	MONTHLY LEASE - CROSBIE BLDG.	16,834.56
PRACTICA LIMITED	EFT000000000889	WASTE DISPOSAL BAGS	2,352.57
CANADA POST CORPORATION	EFT000000000890	POSTAGE	319.90
CANADIAN CORPS COMMISSIONAIRES	EFT000000000891	SECURITY SERVICES	79.67
AIR LIQUIDE CANADA INC.	EFT000000000892	WELDING SUPPLIES	176.23
CANADA CLEAN GLASS	EFT000000000893	WINDOW CLEANING	805.00
COASTAL DOOR & FRAME LTD	EFT000000000894	HARDWARE SUPPLIES	396.75
NORTH ATLANTIC SYSTEMS	EFT000000000895	REPAIR PARTS	2,179.11
LAT49 ARCHITECTURE INC.	EFT000000000896	PROFESSIONAL SERVICES	119,314.03
MAC TOOLS	EFT000000000897	TOOLS	55.15
NORTH ATLANTIC SUPPLIES INC.	EFT000000000898	WORK BOOTS	249.80
KENT	EFT000000000899	BUILDING SUPPLIES & HARDWARE	702.17
PF COLLINS CUSTOMS BROKER LTD	EFT000000000900	BROKERAGE FEES	5,209.29
COLONIAL GARAGE & DIST. LTD.	EFT000000000901	REPAIR PARTS	4,240.35
CONSTRUCTION SIGNS LTD.	EFT000000000902	SIGNAGE	4,170.48
CONTROLS & EQUIPMENT LTD.	EFT000000000903	REPAIR PARTS	254.95
MAXXAM ANALYTICS INC.,	EFT000000000904	LABORATORY SUPPLIES	2,806.00
CRANE SUPPLY LTD.	EFT000000000905	PLUMBING SUPPLIES	61.19
NEWFOUND CABS	EFT000000000906	TRANSPORTATION COSTS	439.99
THOMAS ECONOMY GLASS	EFT000000000907	SAFETY GLASS	64.58
FASTENAL CANADA	EFT000000000908	INDUSTRIAL SUPPLIES	107.98
CUMMINS EASTERN CANADA LP	EFT000000000909	REPAIRS & REPAIR PARTS	10,266.01
DICKS & COMPANY LIMITED	EFT000000000910	STATIONERY & OFFICE SUPPLIES	3,610.14
MIC MAC FIRE & SAFETY SOURCE	EFT000000000911	SAFETY SUPPLIES	6,173.20
GENTARA REAL ESTATE LP	EFT000000000912	MONTHLY LEASE - GENTARA BUILDING	27,609.60
REEFER REPAIR SERVICES (2015) LIMITED	EFT000000000913	REPAIR PARTS	93.47
DOMINION RECYCLING LTD.	EFT000000000914	REPAIR PARTS	396.87
RUSSEL METALS INC.	EFT000000000915	REPAIR PARTS	1,144.25

Addedum to Minutes of June 21, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
EASTERN MEDICAL SUPPLIES	EFT000000000916	MEDICAL SUPPLIES	395.60
NATIONAL ENERGY EQUIPMENT INC.	EFT000000000917	REPAIRS TO EQUIPMENT	176.49
THE TELEGRAM	EFT000000000918	ADVERTISING	5,612.00
DOMINION STORE 935	EFT000000000919	FOOD & REFRESHMENTS	212.94
EMERGENCY REPAIR LIMITED	EFT000000000920	VEHICLE REPAIRS	3,515.93
FRESHWATER AUTO CENTRE LTD.	EFT000000000921	VEHICLE REPAIRS	614.86
PRINCESS AUTO	EFT000000000922	MISCELLANEOUS SUPPLIES	1,456.13
DALHOUSIE UNIVERSITY	EFT000000000923	COURSE BOOKS	105.00
COASTLINE SPECIALTIES	EFT000000000924	BUILDING SUPPLIES & HARDWARE	9,079.48
BOOMIT	EFT000000000925	PROFESSIONAL SERVICES	799.12
OMNITECH INC.	EFT000000000926	REPAIR PARTS	1,669.80
PROVINCIAL FENCE PRODUCTS	EFT000000000927	FENCING SUPPLIES	5,175.47
WOLSELEY CANADA INC.	EFT000000000928	INDUSTRIAL SUPPLIES	457.68
HARVEY & COMPANY LIMITED	EFT000000000929	REPAIR PARTS	287.36
HARVEY'S OIL LTD.	EFT000000000930	INDUSTRIAL SUPPLIES	4,470.86
BRENNTAG CANADA INC	EFT000000000931	CHEMICALS	47,242.81
ECONOLITE CANADA INC.,	EFT000000000932	REPAIRS TO TRAFFIC LIGHTS	3,387.33
RONA	EFT000000000933	BUILDING SUPPLIES & HARDWARE	1,538.06
HOLDEN'S TRANSPORT LTD.	EFT000000000934	RENTAL OF EQUIPMENT	1,863.00
FLEET READY LTD.	EFT000000000935	REPAIR PARTS	4,543.74
HONDA ONE	EFT000000000936	REPAIRS TO EQUIPMENT	97.44
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	EFT000000000937	INDUSTRIAL SUPPLIES	630.03
HOUSEHOLD MOVERS & SHIPPERS LTD	EFT000000000938	PACKING MATERIAL & DELIVERY CHARGES	3,758.47
PENNECON ENERGY TECHNICAL SERVICE	EFT000000000939	REPAIRS TO EQUIPMENT	5,542.21
IMPRINT SPECIALTY PROMOTIONS LTD	EFT000000000940	PROMOTIONAL SUPPLIES	160.88
VOHL INC.,	EFT000000000941	REPAIR PARTS	2,179.48
ROWSSELL APPLEBY NEWTOWN ENGINEERING INC.,	EFT000000000942	PROFESSIONAL SERVICES	12,957.91
MACKAY COMMUNICATIONS	EFT000000000943	RADIO INSTALLATIONS	801.10
MARTIN'S FIRE SAFETY LTD.	EFT000000000944	INSPECT FIRE EXTINGUISHERS	149.52
REXEL CANADA ELECTRICAL INC.,	EFT000000000945	ELECTRICAL SUPPLIES	308.07
JJ MACKAY CANADA LTD.	EFT000000000946	PROFESSIONAL SERVICES	56,134.30
MCLOUGHLAN SUPPLIES LTD.	EFT000000000947	ELECTRICAL SUPPLIES	289.85
MIKAN INC.	EFT000000000948	LABORATORY SUPPLIES	1,124.20

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CUTTING EDGE LAWN CARE INC.,	EFT000000000949	GROUND MAINTENANCE	3,818.00
GEORGE TRAINOR	EFT000000000950	ASSESSMENT REVIEW COURT	988.50
SHORELINE LUBRICANTS & INDUSTRIAL SUPPLY	EFT000000000951	INDUSTRIAL SUPPLIES	2,090.82
PRINTERS PLUS	EFT000000000952	TONER CARTRIDGES	1,796.30
NU-WAY EQUIPMENT RENTALS	EFT000000000953	EQUIPMENT RENTALS	2,576.00
NEWFOUND DISPOSAL SYSTEMS LTD.	EFT000000000954	GARBAGE DISPOSAL	4,024.81
NEWFOUNDLAND DISTRIBUTORS LTD.	EFT000000000955	INDUSTRIAL SUPPLIES	854.75
NEWFOUNDLAND DESIGN ASSOCIATES	EFT000000000956	PROFESSIONAL SERVICES	2,029.01
TOROMONT CAT	EFT000000000957	REPAIR PARTS	2,021.67
NORTH ATLANTIC PETROLEUM	EFT000000000958	GASOLINE & DIESEL	70,113.78
PENNECON ENERGY HYDRAULIC SYSTEMS	EFT000000000959	REPAIR PARTS	25.16
PBA INDUSTRIAL SUPPLIES LTD.	EFT000000000960	INDUSTRIAL SUPPLIES	92.60
ARIVA	EFT000000000961	PAPER	165.60
POWERLITE ELECTRIC LTD.	EFT000000000962	REPAIR PARTS	163.30
K & D PRATT LTD.	EFT000000000963	REPAIRS TO EQUIPMENT	506.00
PROFESSIONAL UNIFORMS & MATS INC.	EFT000000000964	UNIFORM CLOTHING	1,587.92
RIDEOUT TOOL & MACHINE INC.	EFT000000000965	TOOLS	652.32
S & S SUPPLY LTD. CROSSTOWN RENTALS	EFT000000000966	REPAIR PARTS	10,997.44
BIG ERICS INC	EFT000000000967	SANITARY SUPPLIES	1,224.24
SAUNDERS EQUIPMENT LIMITED	EFT000000000968	REPAIR PARTS	597.31
SMITH'S HOME CENTRE LIMITED	EFT000000000969	MISCELLANEOUS SUPPLIES	209.15
STEELFAB INDUSTRIES LTD.	EFT000000000970	REPAIR PARTS	650.68
SUPERIOR PROPANE INC.	EFT000000000971	PROPANE	177.08
TULKS GLASS & KEY SHOP LTD.	EFT000000000972	HARDWARE SUPPLIES	498.51
WEIRS CONSTRUCTION LTD.	EFT000000000973	ROAD GRAVEL	20,504.94
ACE CLEANING COMPANY	EFT000000000974	CLEANING SERVICES	23,335.86
KNEE, TERRY	EFT000000000975	VEHICLE BUSINESS INSURANCE	238.00
SMITH, DEBBIE	EFT000000000976	VEHICLE BUSINESS INSURANCE	298.00
PENNEY, LISA	EFT000000000977	OUT OF ZONE ALLOWANCE	24.21
MELISSA MURRAY	EFT000000000978	MILEAGE	53.35
FRANCIS SHEA	EFT000000000979	MILEAGE	18.35
MCGRATH, CINDY	EFT000000000980	MILEAGE	43.73
BENNETT, GLENN	EFT000000000981	OUT OF ZONE ALLOWANCE	77.26

Addedum to Minutes of June 21, 2017

NAME	CHEQUE #	DESCRIPTION	AMOUNT
HANLON SERVICES	EFT000000000982	GRAFITTI REMOVAL	2,973.91
EAST CHEM INC.	EFT000000000983	CHEMICALS	859.06
TOTAL			<u><u>1,994,248.00</u></u>

Addedum to Minutes of June 27, 2017



# DECISION/DIRECTION NOTE

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<b>Title:</b>	Proposed Text Amendment to enable Taxi Stands as a Discretionary Use in the Commercial Mixed Use (CM) Zone REZ1700003 615 Empire Avenue
<b>Date Prepared:</b>	July 5, 2017
<b>Report To:</b>	His Worship the Mayor and Members of Council
<b>Councillor &amp; Role:</b>	Councillor Art Puddister, Chair, Planning & Development Committee
<b>Ward:</b>	3

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## **Decision/Direction Required:**

That Council adopt the attached resolution for St. John's Development Regulations Amendment 654, 2017.

## **Discussion – Background and Current Status:**

The City received an application for a text amendment to allow a taxi dispatch centre at 615 Empire Avenue. In 2007, Council spot zoned the property to the Commercial Mixed Use (CM) Zone for the purpose of a Light Industry Use to enable a self-storage use attached to the existing non-conforming service garage, and exempted all other uses. Normally the CM Zone would allow a Taxi Business as a Permitted Use, with the exception of 615 Empire Avenue.

Upon legal review of the proposed text amendment it was recommended to bring the Development Regulations more in line with the City's Taxi By-law by changing the use from "Taxi Business" to "Taxi Stand", and include it as a Discretionary Use in the Commercial Mixed Use (CM) Zone. Licensing of a "Taxi Stand" under the Taxi By-law may include both a taxi dispatch centre and a taxi layby. An amendment to the Municipal Plan is not required.

The proposed taxi dispatch centre at 615 Empire Avenue will be staffed and will operate between 8:30 am and 4:30 pm, Monday to Friday as a dispatch office, but will not operate as a taxi layby. This can be set as a condition of approval as it would be a Discretionary Use.

The proposed rezoning was advertised on three occasions in The Telegram newspaper and was posted on the City's website. Property owners within 150 metres of the application site were notified. Written submissions were received by the City Clerk and are included in the agenda for the Regular Meeting of Council.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable
2. Partners or Other Stakeholders:  
Neighbouring residents and property owners.

# ST. JOHN'S

3. Alignment with Strategic Directions/Adopted Plans:  
City's Strategic Plan 2015-18: A City for All Seasons – Support year-round tourism and industry activities.
4. Legal or Policy Implications:  
Legal has reviewed the amendment in light of the City's Taxi By-law.
5. Engagement and Communications Considerations: Not applicable
6. Human Resource Implications: Not applicable
7. Procurement Implications: Not applicable
8. Information Technology Implications: Not applicable
9. Other Implications: Not applicable

**Recommendation:**

It is recommend that Council adopt St. John's Development Regulations Amendment Number 654, 2017, which will enable a "Taxi Stand" as a Discretionary Use in the Commercial Mixed Use (CM) Zone. If the attached amendment is adopted by Council, it will then be referred to the Department of Municipal Affairs and Environment with a request for Provincial Registration in accordance with the provisions of the *Urban and Rural Planning Act*.

It is also recommended that Council should approve the Discretionary Use of a Taxi Stand at 615 Empire Avenue. As a condition of approval, the use would operate between 8:30 am and 4:30 pm, Monday to Friday as a dispatch office, but will not operate as a taxi layby.

**Prepared by - Date/Signature:**

Lindsay Lyghtle Brushett, MCIP – Planner III

Signature: \_\_\_\_\_

**Approved by - Date/Signature:**

Ken O'Brien, MCIP – Chief Municipal Planner  
Planning, Engineering and Regulatory Services

Signature: \_\_\_\_\_

LLB/dlm

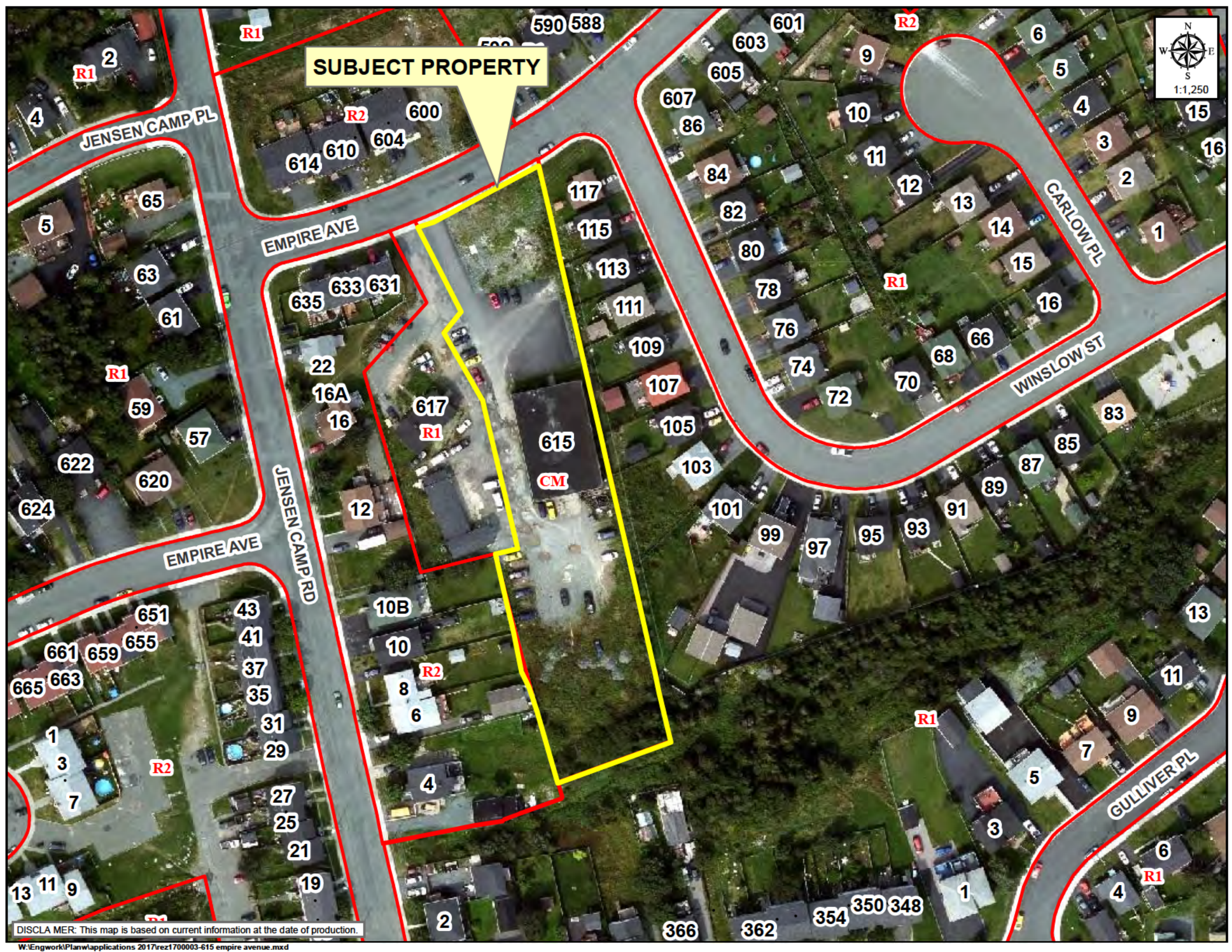
**Attachments:**

Site Plan  
Resolution  
Public submissions





**SUBJECT PROPERTY**



DISCLAIMER: This map is based on current information at the date of production.

W:\Engwork\Planw\applications 2017\rez1700003-615 empire avenue.mxd



January 19, 2015

To: City of St. John's Planning & Development

Purpose of application:

I am the current owner of Jiffy Cabs operating primarily in St. John's and surrounding areas. The company is currently looking to purchase the property civically known as 615 Empire Avenue, St. John's. My intended use for the property is as follows:

Property will be used as a garage to do maintenance on my own vehicles (it is currently operating as a full service garage open to the public, (Tom's Auto). We will not have the traffic of a full service public garage. However, in the future, we may consider operating as a full service garage similar to the one that currently exists.

The office space in the building (one office) will be used as a dispatch office open 8:30 am – 4:30 pm Monday to Friday, but WILL NOT BE A TAXI STAND. There will be NO cars parking in the lot waiting for jobs, coming to and from jobs, etc.

There will be a single person in the office 24/7. This means someone is watching the property and surrounding area 24 hours a day 7 days a week.

Another point of interest is that there are no other properties available to purchase on the current market that conform to the companies intended use in a suitable area.

Thank you for taking the time to consider my application.

Yours sincerely,

Chris Hollett

A handwritten signature in black ink, appearing to read 'Chris Hollett', written over a light blue horizontal line.

**RESOLUTION**  
**ST. JOHN'S DEVELOPMENT REGULATIONS**  
**AMENDMENT NUMBER 654, 2017**

**WHEREAS** the City of St. John's wishes to undertake a text amendment to change "Taxi Business" to "Taxi Stand" and enable it as a Discretionary Use in the Commercial Mixed Use (CM) Zone.

**BE IT THEREFORE RESOLVED** that the City of St. John's hereby adopts the following text amendments to the St. John's Development Regulations in accordance with the provisions of the Urban and Rural Planning Act:

**1) Repeal the Definition of "TAXI BUSINESS" in Section 2 – Definitions and replace with the following:**

"**TAXI STAND** means the location from which a taxi business and/or taxi is directed, managed and/or dispatched and may include the parking of taxis."

**2) Repeal Section 10.17.2 (m) and replace with the following:**

"(m) Taxi Stand"

**3) Repeal Section 10.20.1 (aa) and replace with the following:**

"(aa) Taxi Stand"

**4) Repeal Section 10.21.1 (cc) and replace with the following:**

"(cc) Taxi Stand"

**5) Repeal Section 10.22(A).1 (z) and replace with the following:**

"(z) Taxi Stand"

**6) Repeal Section 10.23.1 (z) and replace with the following:**

"(z) Taxi Stand"

**7) Repeal Section 10.24.1 (v) and replace with the following:**

"(v) Taxi Stand"

**8) Repeal Section 10.25.1 (v) and replace with the following:**

"(v) Taxi Stand"

**9) Repeal Section 10.26.1 (aa) and replace with the following:**

"(aa) Taxi Stand"

**10) Repeal Section 10.27.1 (u) and replace with the following:**

"(u) Taxi Stand"

**11) Repeal Section 10.27.4 (l) and replace with the following:**

"(l) Taxi Stand"

**12) Repeal Section 10.22.1 (aa) Taxi Business.**

**13) Amend, Section 10.22.2 Discretionary Uses by adding the following:**

“(i) Taxi Stand.”

**BE IT FURTHER RESOLVED** that the City of St. John’s requests the Minister of Municipal Affairs and Environment to register the proposed amendment in accordance with the requirements of the Urban and Rural Planning Act, 2000.

**IN WITNESS THEREOF** the Seal of the City of St. John’s has been hereunto affixed and this Resolution has been signed by the Mayor and the City Clerk on behalf of Council this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**MCIP**

I hereby certify that this Amendment has been prepared in accordance with the Urban and Rural Planning Act, 2000.

\_\_\_\_\_  
**City Clerk**

\_\_\_\_\_  
**Council Adoption**

\_\_\_\_\_  
**Provincial Registration**

# DECISION/DIRECTION NOTE

Title	Designation of Heritage Properties
Date Prepared:	July 4, 2017
Report To:	His Worship the Mayor and Members of Council
Councillor and Role:	Not applicable
Ward:	2

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## **Decision/Direction Required:**

To enact by-law designating the following properties as heritage buildings in accordance with Council Directive R2017-06-12/18:

- 68 St. Clare Avenue (Parcel ID #32710)
- 90 Pleasant Street (Parcel ID #30661)
- 355 Southside Road (Parcel ID #35233)
- 3 Forest Road (Parcel ID #26741)
- 3-A Forest Road (Parcel ID #26740)
- 27 Henry Street (Parcel ID #19901)
- 29 Henry Street (Parcel ID #20891)

## **Discussion – Background and Current Status:**

At Council's Regular Meeting of June 12, 2017, Council approved the Built Heritage Experts Panel Report of May 9, 2017, which recommended the designation of the seven above noted properties.

## **Key Considerations/Implications:**

1. Budget/Financial Implications:
  - Not applicable
2. Partners or Other Stakeholders:
  - Owners of the properties proposed for heritage designation.
3. Alignment with Strategic Directions/Adopted Plans:
  - Neighbourhoods build our City
  - Responsive and Progressive

# ST. JOHN'S

4. Legal or Policy Implications:
  - Notices of Motion to be presented and by-laws to be enacted.
5. Engagement and Communications Considerations:
  - Communication of Council's decision to the affected property owners
  - Advertising of the enacted by-laws to bring them legally into effect
6. Human Resource Implications:
  - Not applicable
7. Procurement Implications:
  - Not applicable
8. Information Technology Implications:
  - Not applicable
9. Other Implications:
  - Not applicable

**Recommendation:**

It is recommended that Council give the Notices of Motion and ultimately enact the by-laws to designate the aforementioned seven properties as heritage buildings.

**Prepared by/Signature:**

Linda S. Bishop, Q.C.  
Senior Legal Counsel

**Approved by/Date/Signature:**

Cheryl L. Mullett  
City Solicitor

**Attachments:**

- Notices of Motion
- Draft By-Laws

# ST. JOHN'S



### **NOTICE OF MOTION**

**TAKE NOTICE** that I will at the next regular meeting of the St. John's Municipal Council move a motion to adopt Heritage Designation By-Laws for the following properties so as to have the buildings situate on these properties designated as a Heritage Buildings:

- 68 St. Clare Avenue (Parcel ID #32710)
- 90 Pleasant Street (Parcel ID #30661)
- 355 Southside Road (Parcel ID #35233)
- 3 Forest Road (Parcel ID #26741)
- 3-A Forest Road (Parcel ID #26740)
- 27 Henry Street (Parcel ID #19901)
- 29 Henry Street (Parcel ID #20891)

DATED at St. John's, NL this                      day of                      , 2017.

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COUNCILLOR

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (68 ST. CLARE AVENUE, PARCEL ID #32710) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 68 St. Clare Avenue, Parcel ID #32710.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (68 St. Clare Avenue, Parcel ID #32710) By-Law.
2. The building situate on property at 68 St. Clare Avenue, Parcel ID #32710 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (90 PLEASANT STREET, PARCEL ID #30661) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 90 Pleasant Street, Parcel ID #30661.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (90 Pleasant Street, Parcel ID #30661) By-Law.
2. The building situate on property at 90 Pleasant Street, Parcel ID #30661 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (355 SOUTHSIDE ROAD, PARCEL ID #35233) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 355 Southside Road, Parcel ID #35233.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (355 Southside Road, Parcel ID #35233) By-Law.
2. The building situate on property at 355 Southside Road, Parcel ID #35233 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (3 FOREST ROAD, PARCEL ID #26741) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 3 Forest Road, Parcel ID #26741.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (3 Forest Road, Parcel ID #26741) By-Law.
2. The building situate on property at 3 Forest Road, Parcel ID #26741 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (3-A FOREST ROAD, PARCEL ID #26740) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 3-A Forest Road, Parcel ID #26740.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (3-A Forest Road, Parcel ID #26740) By-Law.
2. The building situate on property at 3-A Forest Road, Parcel ID #26740 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (27 HENRY STREET, PARCEL ID #19901) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 27 Henry Street, Parcel ID #19901.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (27 Henry Street, Parcel ID #19901) By-Law.
2. The building situate on property at 27 Henry Street, Parcel ID #19901 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION (29 HENRY STREET, PARCEL ID #20891) BY-LAW**

**PASSED BY COUNCIL ON**

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Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of 29 Henry Street, Parcel ID #20891.

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation (29 Henry Street, Parcel ID #20891) By-Law.
2. The building situate on property at 29 Henry Street, Parcel ID #20891 is designated as a Heritage Building.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2017

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MAYOR

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CITY CLERK



## NOTICES PUBLISHED

Applications which have been advertised in accordance with the requirements of Section 5.5 of the St. John's Development Regulations and which are to be considered for approval by Council at the **Regular Meeting of Council on July 11, 2017.**

Ref #	Property Location/ Zone Designation	Ward	Application Details	Floor Area (square metres)	# of Employees (includes the applicant)	# of On-Site Parking Spaces	Written Representations Received	Planning and Development Division Notes
1	<b>55 Rennie's Mill Road</b> Residential Low Density (R1) Zone	2	<p>A Discretionary Use Application has been submitted by Deacon Investments Ltd. requesting permission to occupy <b>55 Rennie's Mill Road</b>, which is a designated Heritage Use Building, as an Office and three dwelling units.</p> <p>The proposed Office will occupy a floor area of approximately 186 m<sup>2</sup> and will operate Monday to Friday 9 a.m. – 5 p.m. The business will have five (5) Employees. Two dwelling units will be located on the 3<sup>rd</sup> floor with a third in the basement. The floor area of the dwelling units are approximately 80 m<sup>2</sup>, 90 m<sup>2</sup> and 125 m<sup>2</sup>. On-site parking is provided.</p>	186 m <sup>2</sup>			<b>Seven Submissions received (attached)</b>	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.
2	<b>615 Empire Avenue</b> Commercial Mixed (CM) Zone	3	This City is advertising an application for a Discretionary Use <b>at 615 Empire Avenue</b> to allow a "Taxi Stand". The property will be used as a 24/7 dispatch office and for the repair of taxis only. There will be no taxi's operating from this site.				<b>One Submission received (attached)</b>	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.

	Property Location/ Zone Designation	Ward	Application Details	Floor Area (square metres)	# of Employees (includes the applicant)	# of On-Site Parking Spaces	Written Representations Received	Planning and Development Division Notes
3	<b>81 Elizabeth Avenue</b> Commercial Neighbourhood (CN) Zone	4	<p>A Discretionary Use application has been submitted by The Redeemed Christian Church of God, Mount Zion, requesting permissions to occupy <b>81 Elizabeth Avenue</b> as a Church.</p> <p>The Church will occupy an area of 288m<sup>2</sup> with 144m<sup>2</sup> for a seating area. Hours of operation for administration purposes will be Monday &amp; Friday 8 a.m. - noon. Hours of Worship will take place Sunday 10 a.m. - 1p.m., Tuesday 7 - 8:30 p.m. and Thursday 7 - 8:30 p.m. On-site parking is provided.</p>	288m <sup>2</sup>			<b>4 Submissions received (attached)</b>	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.

The Office of the City Clerk and the Department of Planning, Development & Engineering, in joint effort, have sent written notification of the applications to property owners and occupants of buildings located within a minimum 150-metre radius of the application sites. Applications have also been advertised in The Telegram newspaper on at least one occasion and applications are also posted on the City's website. Where written representations on an application have been received by the City Clerk's Department, these representations have been included in the agenda for the Regular Meeting of Council.



Office of the City Clerk

Leonard Clarke

to:

cityclerk@stjohns.ca

2017/07/05 08:41 AM

Hide Details

From:

To: "cityclerk@stjohns.ca" <cityclerk@stjohns.ca>

Please respond to

History: This message has been replied to.

City Council

RE: 55 RENNIES MILL ROAD

I have no objection.

There are only so many super wealthy people in our Province who could afford to maintain this property as a mansion. I have never even knowingly seen the people who own / redeveloped it, but I think it would be great if the structure could be retained.

In the decades I have lived downtown it struck me as a decaying property with a back room heated. It is nice to see some activity there.

I recall long ago Mayor Murphy commenting on the former Canada House when apartments were proposed or whatever and he said something along the lines of who could possibly afford to maintain such a property otherwise.

[REDACTED]

[REDACTED]



July 4, 2017

Office of the City Clerk  
City of St. John's  
P.O. Box 908  
St. John's, NL A1C 5M2

Dear Sir/Madam:

Re: 55 Rennies Mill Road

---

I write to express my opposition to the application of Deacon Investments Limited to occupy part of 55 Rennies Mill Road as an office with five employees operating 9:00 a.m. to 5:00 p.m. I have no objection to the building being occupied for residential purposes, even if multi-unit.

An office in this neighborhood would be obvious down grade of the character of this historic residential neighborhood. Significant investments have been made by residents in the area, to maintain and preserve their homes, and the discretionary use proposed would negatively impact the value of the other residential homes. If the city is genuinely interested in preserving the heritage homes, then there are many other means of support (such as reduced tax rates) which are preferred over a down grade to commercial use to preserve heritage homes. Commercial occupancy can occur in a heritage building, but it should not occur in a residential area.

Rennies Mill Road and the other streets surrounding Banernman Park contain many of the nicer heritage residential homes in the city. The owners of these large residences in this neighborhood have tremendous pride of ownership. Don't throw that away by granting this application. It will be the thin edge of the wedge, and there will be no reversing the trend.

It would be unfair to me and my neighbors to confer financial benefit on this applicant. Indeed that is what will occur if the application is granted. 55 will be more marketable and more valuable and the neighboring homes will be less valuable and less marketable.

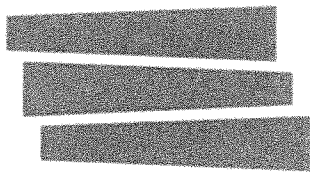
Several of the homes on Rennies Mill Road and Circular Road are substantially larger than conventional residences. The solution for preserving these residential neighbourhoods is to allow more than one unit in each home while maintaining the residential use; not to abandon the neighborhood to commercial activity.



I am a senior citizen and do not, at this stage in my life, have the energy to rally support from my neighbours. However, if there is any chance this matter will proceed, then I feel so strongly that I would consider going down to city hall and voicing my views. This is certainly not my preferred option. I am hoping council will put quick stop to this application.

Sincerely,





NEWFOUNDLAND & LABRADOR  
**HISTORIC TRUST**  
— est 1966 —

4 July 2017

Office of the City Clerk  
P.O. Box 908  
City of St. John's, NL A1C 5M2

Dear Madam Clerk:

**Re: Discretionary Use Application – 55 Rennie's Mill Road**

The Newfoundland and Labrador Historic Trust writes to express its support of the above-referenced discretionary use application. As Council is aware, historic properties play a vital role in our province. Allowing for discretionary uses in heritage buildings makes a significant difference in our community's ability to preserve grand buildings like 55 Rennie's Mill Road.

The Trust would also like to take this opportunity to express its gratitude to the current owners of 55 Rennie's Mill Road (Bruce Blackwood, Brian Casey, Aiden Greene, and Geoff Marshall) for investing in the restoration and preservation of this beautiful property.

Sincerely,

**Jessica Dellow, Board Member**

**NEWFOUNDLAND AND LABRADOR HISTORIC TRUST**

cc

Dean MacDonald, Deacon Investments  
Bruce Blackwood

The Newfoundland Historic Trust is a non-profit, membership-driven organization dedicated to the preservation of the built heritage of Newfoundland and Labrador through advocacy, research and education since 1966.

PO Box 2403, St. John's, Newfoundland and Labrador, Canada, A1C 6E7

[www.historictrust.ca](http://www.historictrust.ca)

RESPONSE TO APPLICATION BY DEACON INVESTMENTS LTD. RE: PLANS FOR 55 RENNIES MILL ROAD,  
ST. JOHN'S, FOR USE AS AN OFFICE AND THREE DWELLING UNITS  
SUBMITTED BY  
PAUL G. AND C. ANNE MACLEOD, OWNERS/OCCUPANTS OF 50 RENNIES MILL ROAD

We are submitting this response because as residents of 50 Rennies Mill Road, we live almost directly across the street from 55 Rennies Mill Road.

Our home is in the centre of a row of four, built in the 1890s. We have lived at this location since 1977 and have watched with pleasure as the community has increasingly taken on the character of a neighbourhood with many properties that were apartments when we moved into the area converted to single family dwellings. No. 55 is one of the foremost examples of tasteful improvement; the developers have enhanced the streetscape and we congratulate them.

We totally understand the challenges facing anyone who attempts to develop and sustain heritage property in St. John's. The recent demolitions of significant heritage properties that added much character to the city and should have been savable illustrate the problem. Happily No. 55 has not joined them. But it is extremely expensive to try to maintain these older properties and it is positive that the developers have managed to identify a way to start to recover some of their investment.

At the same time, we have some concerns that we hope can be addressed – and we believe the City can and should play a pro-active role in doing so and mitigating any issues.

1. One unknown is whether the proposed conversion to office space at No. 55 will set a precedent that could, in time, lead to zoning changes that will alter the character and nature of this historic and significant neighbourhood. We can find no reference to zoning in the document sent by the City.
2. We encourage the City to set strict regulations for signage on the property. If there is to be external signage, it should be discreet and appropriate to fit into the character of the neighbourhood. This concern may be misplaced at this time, but better the issue be raised beforehand.
3. We cannot find any indication of the type of business that will be operated, other than the statement that it "will have five (5) Employees." Offices can be of many types and have quite different profiles. We would be concerned should the new use generate high client/traffic flow that may put added pressure on the already stressed capacity of Rennies Mill Road.
4. This leads to our most critical concern – parking that may have a negative impact on our row. Parking is the only disadvantage of living in Park Row (as we believe it was originally identified). Built before the great fire and the age of the automobile, Park Row has what was then designated a common right-of-way down the side of No. 54 and around the back, separating the gardens from the residences (as shown in the accompanying diagram). Today this a common drive is shared by all four households – each entitled to park one vehicle. Thanks to very good neighbours and a high level of co-operation we have all successfully juggled the movement of vehicles at all times of the day and night for the past forty years, in some cases sharing keys and, where that may not be possible, responding quickly to requests to let others move their vehicles.

We have over many years developed a system that works for everyone. It should also be noted that this contributes to overall neighbourhood parking challenged by providing off-

street parking for up to 5 vehicles (occasionally 6 depending on size and circumstances), leaving on-street spaces available for other neighbours from both sides of the Road.

5. With respect to the proposal for use at No. 55, we are very concerned about any negative impact it might have in maintaining the “No Parking” zone that extends from the top of the driveway between houses No. 42 and 44 to the pole at the beginning of Bannerman Park just below the common driveway for the row in which we live (Nos. 48, 50, 52 and 54 as shown in the diagram).

This “No Parking” area is not off-topic with reference to the current proposal as even during the development work at No. 55, it attracted parkers simply because it seemed to be “available” empty space. We fear that that with a business operating at No. 55, there will be added incentive to park in that zone and it is crucial that the City mitigate this as much as possible in advance.

The “No Parking” zone has been in place along this stretch of street since well before we acquired our home over 40 years ago. It exists for a very good reason: At that point the street narrows sufficiently to create a hazard if parking were allowed. Frankly having the “No Parking” zone directly in front of the properties can be a nuisance to all of us. Several years ago, a resident from further up the street attempted to have the parking ban lifted, but the request was turned down upon inspection by City officials who recognized that lifting it would create serious problems for both parking and transit movement at all times of the year as well as safety. Rennie's Mill Road is an old, narrow and congested street, not designed for today's traffic; further narrowing created by vehicles parking in the “No Parking” zone will only contribute to the street being more difficult to manage.

Another point is that Rennie's Mill Road is already under considerable stress with the recent developments in Bannerman Park. The park has become a tremendous attraction for young and old alike and contributes positively to this part of the city. But this has also generated very significant parking challenges with which local property owners have to contend daily – especially on weekends and holidays – when the weather is good. Use of the “No Parking” area by park-goers was an increasing issue last year, leading to frequent calls to 311 and ticketing by the traffic officer. Already this year, on the first few days of warm, sunny weather, the “No Parking” area was packed, creating congestion and interfering with the smooth flow of traffic on the street, especially during the supper-time heavy traffic flow from downtown. Safely getting in/out of our common driveway became very problematic. There can be a real slowing of traffic movement when vehicles park there – especially in the case of wider vehicles. We are concerned that the situation will worsen, not diminish, if the proposal for No. 55 creates additional parking pressure and therefore feel strongly that the City must work closely with the proponents (and all street dwellers) to mitigate what can become an even more serious problem.

Partly the problem of maintaining the integrity of the “No Parking” zone may be the lack of adequate and highly visible signs. The two that bracket the zone are not sufficient – often when reminded that parking in the zone can lead to fines, drivers ask “where does it say no parking?” When shown the signs they usually say “Thank you” and seek another spot. Coincidentally, just a few days before this notice arrived, I raised the deteriorating parking issue with Councillor Galgay who promised to follow up asked City staff to look into it. Better and more visible signs may help; perhaps also scheduling much more regular pass-bys and checks by the City ticketing officers, especially on good, very active summer days might help increase recognition and promote better parking habits in the zone.



Safety is another important reason to maintain and strictly enforce the “No Parking” rule.

“Volunteers’ Way” is a much-used entrance to Bannerman Park. It joins the sidewalk only a couple of metres from where the chain link fence along Park Row’s shared common driveway ends. The way is frequented by people of all ages. When cars fill the “No Parking” zone and jam up tightly against the end of our driveway, any view of traffic coming down the street from Rawlins Cross and up from Circular Road is blocked, compromising the safety of pedestrians (especially young children who can innocently easily dart out into the street). This is directly across the street from the entry to No. 55.

Furthermore parking issues are not restricted to summer. Winter can be just as difficult, as is the case throughout the old city. We hope that space can be found on the No. 55 property itself to take care of all snow removed for office/residences parking so that it does not end up on the street which is already very difficult to handle. When the wind sweeps up the park, drifting becomes serious, driving banks out to the middle of the road right at that point.

We recognize that this has been a lengthy response and appreciate your indulgence in reading it. The implications of granting proposed use such as this without being fully aware of and addressing concerns in advance can have a significant long-term impact on quality of life and the ability to cope with the changes – especially as we age (three of the four houses in Park Row are occupied by seniors).

While we do not oppose the proposal and indeed welcome such new and innovative development to the neighbourhood, we believe it is critical for and incumbent upon the city to recognize very real issues raised by local residents and take them into account. Successful development requires that all stakeholders – the City, the proponents and the existing residents – work together to mitigate potential problems, prevent any detrimental impact to the quality of living in the area and protect the safety of all who take advantage of the neighbourhood and the park – at the same time maintaining the character of this unique and important heritage area of St. John’s .

We appreciate this opportunity to express our views.



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Paul G. MacLeod



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C. Anne MacLeod

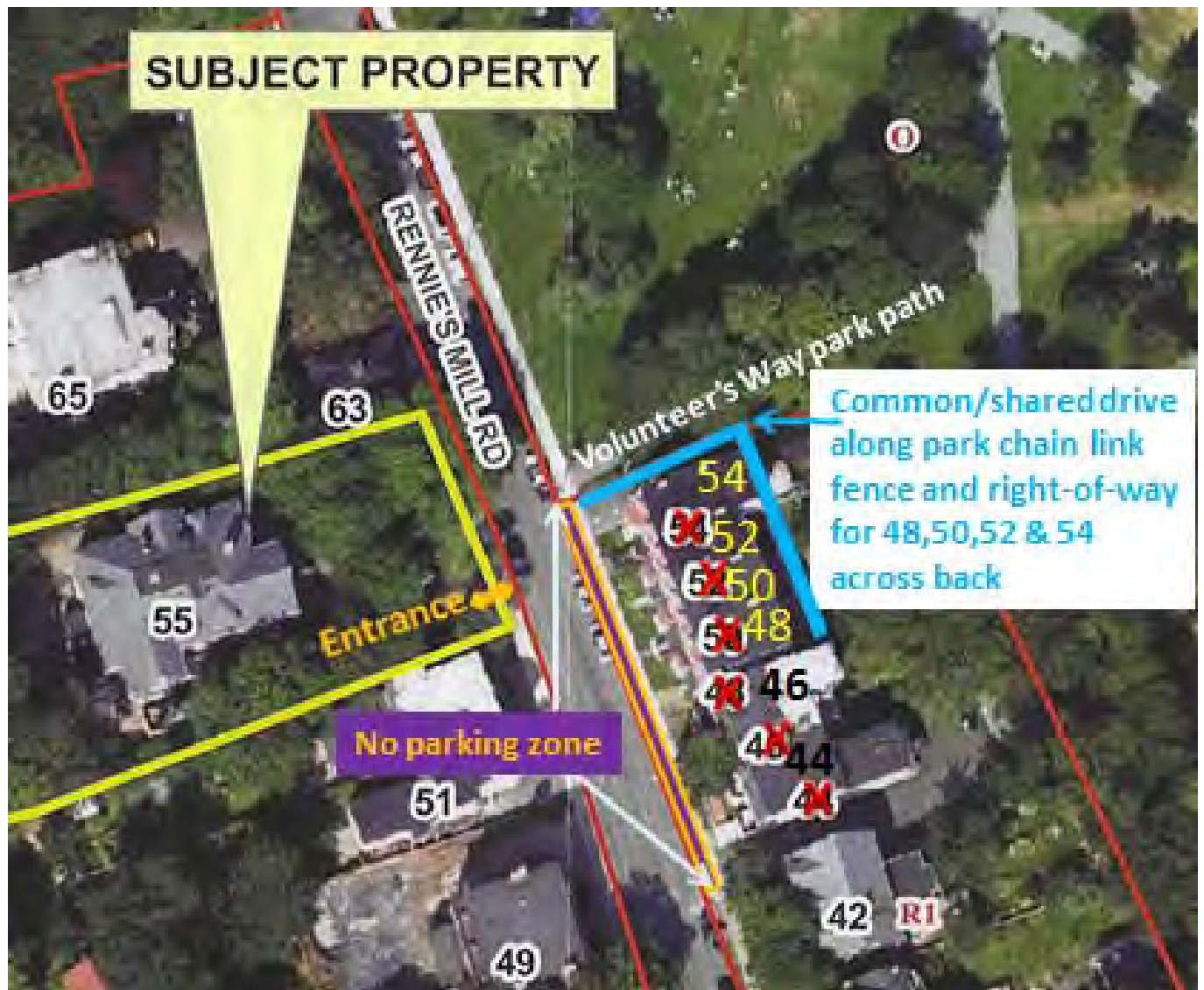
■ Rennies Mill Road  
A1C 3P8

■

■

cc. Councillor Frank Galgay

location plan with annotations attached





55 Rennie Mill Road - discretionary use

[REDACTED]

to:

cityclerk, jgalgay

2017/06/29 05:57 PM

Hide Details

From:

[REDACTED]

To: cityclerk@stjohns.ca, jgalgay@stjohns.ca

History: This message has been replied to.

I am writing to express my support for the use of the Heritage Building at 55 Rennie Mill Road as an Office and three dwelling units. I fully support the initiative taken by Deacon Investment Ltd. to make a relevant and viable use of this heritage building. This city has lost too many buildings for lack of imagination, effort or opportunity.

I would also take this opportunity to oppose any backlot development behind 55 Rennie Mill Road. We understand that the lot has been severed from the main lot containing the heritage house and sold to [REDACTED]. My list of reasons are on file and there are many. I strongly oppose any consideration of a house that will face our backyards and create all kinds of personal and public safety concerns and other hazards and nuisance.

If you have any questions, do not hesitate to contact me.

[REDACTED]

July 5, 2017

City Clerk  
City of St. John's  
P.O. Box 908  
St. John's, NL  
A1C 5M2

Re: 55 Rennie's Mill Road

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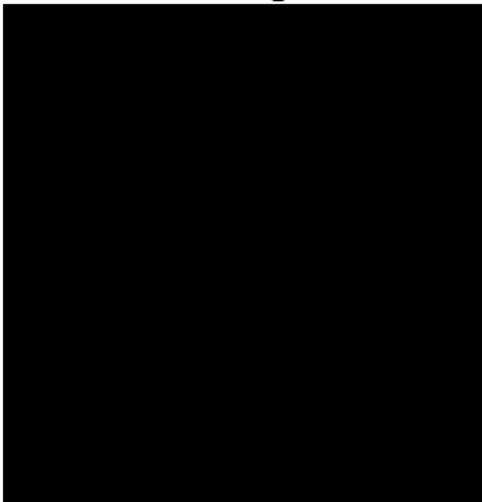
I acknowledge the notice regarding the application of Deacon Investments Limited to occupy part of 55 Rennie's Mill Road as an office. I oppose the application. It would be unfortunate if council was to open the door to this type of commercial use. It would be out of step with the area and, as often happens with dilution of zoning standards, would be the beginning of a slow trend toward more commercial office type use.

Large older homes in this part of St. John's can be preserved without allowing commercial office use. The B&B at "Winterholme" and at the "House", and even the Spa at "Winterholme" are accepted (I believe) by neighbors because the properties still maintain all the characteristics of a residential home and do not involve commercial offices. A commercial office with five employees, and the usual trapping of commercial office use, will not maintain the characteristics of

residential home. Allowing this use will down grade this lovely neighborhood.

In my view much planning and discussion and thought needs to occur before allowing this application as a one off discretionary use. Council should think about preservation of **all** these oversized older city homes primarily as residences. Because of high maintenance costs, and heating costs, these homes may need to be rezoned for two or more units each. That is what has happened in London (GB) and in the suburbs outside the City of London. Do not consider the application of Deacon Investments Limited as a one off isolated exception ... but rather, think what you want this historic neighborhood to look like in 25 years. Once council grants one exception to allow commercial office use, then fairness demands that council grants the same to others with large homes in the same neighborhood. And thus begins the slide.

“Banerman” house was saved from demolition (at a cost to the owner) and continues as a beautiful residential home. The large older residence on Winter Avenue was not saved from demolition but the use of the property will remain exclusively for residential homes. That must be the end objective ---- preserving this historic area as a residential neighborhood.





Discretionary use application for 55 Rennie's Mill Road

[REDACTED]

to:

cityclerk

2017/07/05 05:50 PM

Hide Details

From:

[REDACTED]

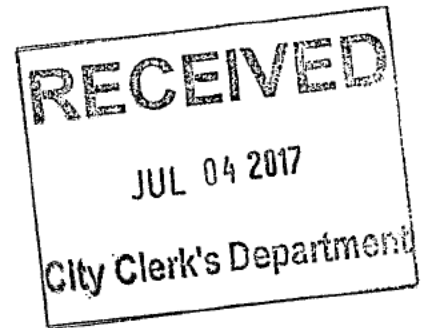
To: <cityclerk@stjohns.ca>

History: This message has been replied to.

If this application is approved it should only be on the condition that the residential appearance of the property be maintained. Specifically, the landscaping between the street and the house should be preserved (trees, grass and other plantings) and the paved area (circular drive) not expanded. Any additional parking required should be placed at the rear of the house. Also, there should be no large business signs visible from the street.

[REDACTED]

**Submission to St. John's City Council Concerning the Rezoning**  
**of**  
**615 Empire Avenue**



**Introduction**

My name is [REDACTED]

My wife [REDACTED] and I are the owners of [REDACTED] in the City of St. John's.

We write to express our concerns about the above noted rezoning as homeowners in the area affected.

We are also the owners of Newfound Cabs (2015) Inc. **but wish to emphasize at the very beginning of this submission that our concerns are being expressed purely as home owners and not as the operators of a competing taxi company.**

That being said we have a greater understanding than the average area resident as to how taxi stands operate and with this knowledge is an obviously greater understanding of the issues that cause us and other area residents no small amount of concern.

**Notice to Residents**

In the notice sent to area residents by the city it is stated the application is for a "Taxi Stand".

The **generally accepted definition** of a Taxi Stand is a place where taxis operate from, drivers complete their shifts and park their taxis, start their shifts and pick up their taxis, where dispatchers do their job and where routine administrative functions are performed on a daily basis.

This is as opposed to the definition of a 'Taxi Lay-By' which is a 'location where taxis wait in Queue for jobs'

Mr. Hollett also stated in his letter to the city:

***"The office in the building (one office) will be used as a dispatch office open 8:30 AM – 4:30 PM Monday to Friday, but WILL NOT BE A TAXI STAND. There will be NO cars parking in the lot waiting for jobs, coming to and from jobs, etc.***

I respectfully submit that there is some confusion here as to Mr. Hollett's intended purpose for this property and that use **directly impacts** the surrounding neighbourhood.

**Previous Use of 615 Empire Avenue**

The facility at 615 Empire Avenue has been an auto repair facility known as '***Tommy's Auto Tech***' for the last several years and it is assumed is still equipped to be a repair facility. As well there is a large fenced yard behind the building suitable for the storage of autos, either general storage or for scrapping.

### **Anticipated Use By New Owners**

In the city's Decision/ Direction Note dated March 29, 2017 it is stated the proponent wishes to establish a '**taxi dispatch centre**' at 615 Empire Avenue and further states this centre will only operate from 8:30 to 4:30 Monday to Friday.

**This doesn't make a lot of sense as it would necessitate two completely equipped dispatch centres, no small investment for any taxi business and to some degree might create a logistical and operational nightmare.**

**As a stand owner myself I just cannot see any sense in operating a company the size of Mr.Hollett's in such a manner.**

The hours are more in line with a business office operating during those hours and that the dispatch centre would operate 24/7.

In Mr. Hollett's letter which accompanied the application for rezoning he states:

***"There will be a single person in the office 24/7. This means someone is watching the property and surrounding area 24 hours a day 7 days a week"***

Mr. Hollett does not state the purpose for this facility to be manned 24/7 but operating in addition to the operation of a 'Dispatch Centre' during normal business hours does lead one to believe there may be dispatching done there 24 hours a day.

### **Events of the Week of June 19<sup>th</sup> to 25<sup>th</sup>**

It should be noted that as of June 23, 2017 there is some indication of the movement of taxis to this site by the new owners prior to this matter being considered by St. John's City Council.

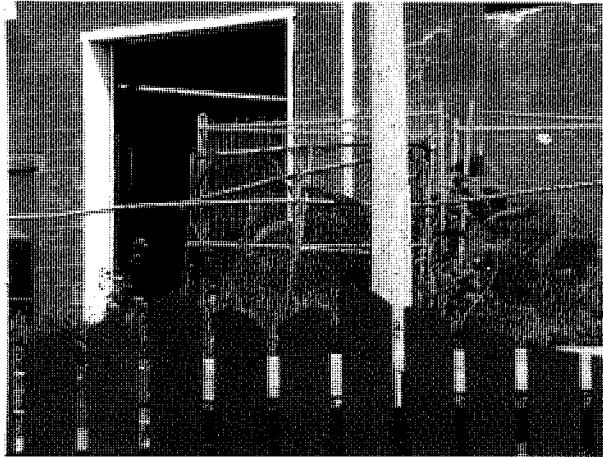
The picture below taken on Friday June 23<sup>rd</sup> indicate the presence of Jiffy Cabs on the property when in fact the City has not given permission for the rezoned use of the property. As of the following Sunday morning there were significantly more operating and derelict Jiffy Cabs on the front and back portions of the property.





## **Environmental Issues**

It is also noted behind the building is a fenced in pen just about full of old tires. It appears to be permanent fixture and it is a reasonably logical assumption that this pen will still be in use for that purpose by the new owners.



The presence of large quantities of old tires and as well the presence of a large number of derelict automobiles in my opinion would present a fire and an environmental hazard.

Stockpiles of old tires can spontaneously combust resulting in fires that are difficult to put out and emit toxic smoke. In 1990 there was a tire fire in Hagersville, QC that took 17 days to put out and caused the evacuation of that community. While this involved a larger number of tires it is an example of the hazard of stockpiling tires near residential areas.

This storage pen is adjacent to the building at 615 Empire and the backyard fences of residences of Winslow Street.

Old cars with deteriorating gas tanks which could still contain gasoline, as well as the old vehicles full of fluids and oils normally contained in the engine and transmission present a danger of leakage, fire hazard and environmental contamination and it should be noted that most of the houses in the Winslow street area are down hill from 615 Empire Avenue. This area behind the building abuts on Winslow Street and Jensen Camp Road properties.



While the application indicates in part the intention is to use this repair facility for maintaining Jiffy's fleet there is an indication (See Chris Hollett's Letter dated January 19<sup>th</sup>, 2017) that he may *'in the future.... consider operating as a full service garage similar to the one that currently exists'*.

### **The Neighbourhood**

In the past few years the Empire Avenue, Rotary Drive, Jensen Camp Road, Winslow Street areas have developed into a substantial residential area full of young families and driving through the area the presence of a lot of young children is obvious.

**In my opinion the use of 615 Empire Avenue as a taxi stand/ repair facility for a company operating approximately 100 taxis can realistically be expected to increase the traffic volumes in the affected area.**

While Mr. Hollett may assert that 615 Empire will not be used as a lay-by it cannot be denied that he operates close to 100 taxis which change drivers twice a day. The majority of his drivers undoubtedly drive to work in their own vehicles and if 615 Empire is used as the changeover point then there will be a fairly constant flow of vehicles through the area at a time when children are generally the most active outside.

**Further, if Mr. Chris Hollett follows through on the stated possibility of opening a full service garage at some time in the future it is logical to think that this too will increase traffic flow through the area.**

Unlike the previous owners who operated during normal business hours the new owners operate a business which purely by its nature operates continuously, 24 hours around the clock all year round.

Situated in this residential area are two playgrounds which I and others have observed are in constant use by the area's children. In the case of the Winslow Street playground the majority of children would have to cross Winslow Street to access it.

**Any business which would by its nature increase the traffic volumes in any residential area, especially where there are large numbers of children in my opinion presents an increased and unacceptable risk to these same children.**

### **Noise**

Tommy's Auto Tech existed in this area for years operating during normal business hours. There were never serious noise issues then as any significant noise levels were during the daytime when residents were at work or school.

The potential for noise at a level that could be disruptive during what is known as the *'quiet hours'* from a business that by its nature operates 24 hours around is therefore increased.

**Over the weekend of June 23<sup>rd</sup> to 26<sup>th</sup> it was noted on a couple occasions by ourselves and our neighbours there was increased noise levels of various kinds from the property at 615 Empire including sounds of what was presumed to be mechanical repairs, structural work on the building and as well shouting voices, some at around 4:00 AM.**

## **Conclusion**

With the exception of a corner store situated on Empire Avenue immediately west of Jensen Camp Road this area is entirely residential and is home to a large number of young families with children.

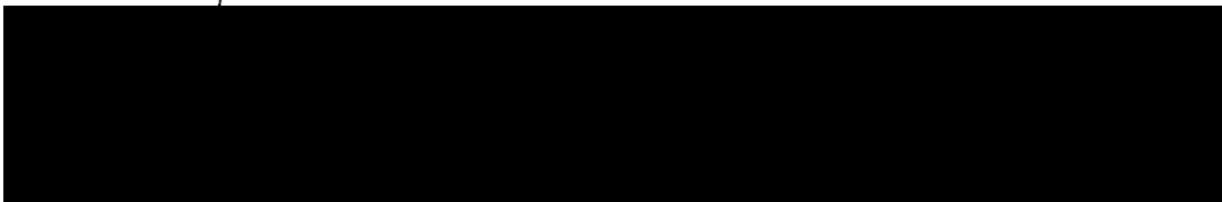
**It is my opinion that the establishment of a taxi stand, as defined in documents obtained from the city planning department in this residential area presents a risk of increased traffic and noise prejudicial to peaceful enjoyment by homeowners and renters in the area. The safety of the many children who play in the area could be compromised by the anticipated increased traffic flow through the area.**

**Further, the storage of used tires, old taxis and derelict cars for scrap on this same property presents an unacceptable level of risk to the environment as well as a risk of fire with the distinct possibility of toxic fumes and smoke carrying into a residential area.**

I ask the City Council of St. John's to seriously consider my concerns and the concerns of the residents of this area who have signed the attached Petition. We are concerned about our children's and our grandchildren's safety as well as the safety of our homes and our property values.

Should City Council choose to approve the zoning change requested by Mr. Chris Hollett we as residents of the area concerned ask the council to consider placing some restrictions concerning the environmental, fire hazard, noise and potential traffic impact on our neighbourhood.

Respectfully Submitted,



## Petition

By our signatures on this petition We, the undersigned home owners and residents of the Winslow Street, Empire Avenue, Jensen Camp Road area of the City of St. John's wish to express our objection to Jiffy Cabs relocating their business premises to the old Tommy's Auto Tech site at 615 Empire Avenue.

Taxi stands operate 24 hours a day, seven days a week. We feel a business of this nature placed in the middle of a purely residential area would be disruptive to the peacefulness and tranquility of our homes and have a negative effect on our quality of life.

Name

Address

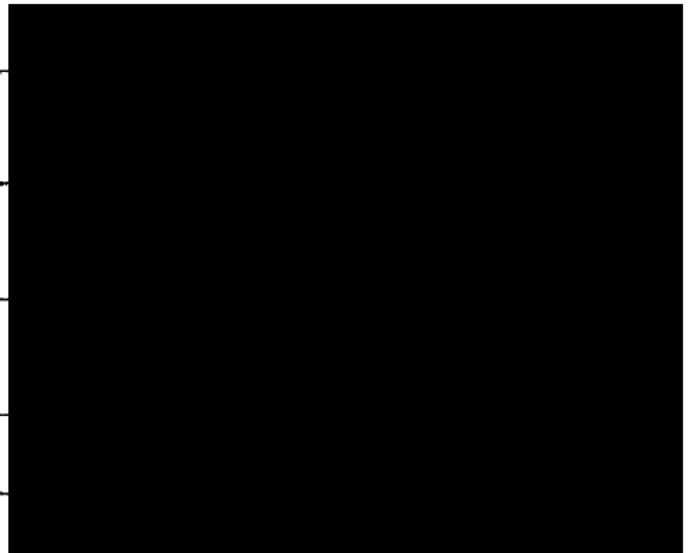
Ashley

Brandon

LESTER

Price GARY

Price EUNICE



## Petition

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Name

Address

D. Newell

T. Lundrigan

A. Wierse

~~Wanda Aemur~~  
Wanda Aemur

Kristyn Lewis

Adam Maher

Andrea Maher

Barb Maher

Bradley Maher

Austin Lundrigan

Tyson Lundrigan

Talky noseworthy

BRUCE TILLEY - Counsellor - City of St. John's  
576-8643

## Petition

By our signatures on this petition We, the undersigned home owners and residents of the Winslow Street, Empire Avenue, Jensen Camp Road area of the City of St. John's wish to express our objection to Jiffy Cabs relocating their business premises to the old Tommy's Auto Tech site at 615 Empire Avenue.

Taxi stands operate 24 hours a day, seven days a week. We feel a business of this nature placed in the middle of a purely residential area would be disruptive to the peacefulness and tranquility of our homes and have a negative effect on our quality of life.

Name

Address

Cassidy Dunn

Sharon Bohlen

Mohammed Al Farah

Zahar Akahmad

Beth Gilbert

Stone Pearcey

Laurie Kriel

Gene + Lori Yetman-Lander

Krista Ledner

Kirk + Dawn

Robert Young

Tamara Newell

Richard Sheppard



## Petition

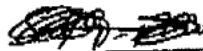
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Taxi stands operate 24 hours a day, seven days a week. We feel a business of this nature placed in the middle of a purely residential area would be disruptive to the peacefulness and tranquility of our homes and have a negative effect on our quality of life.

Name

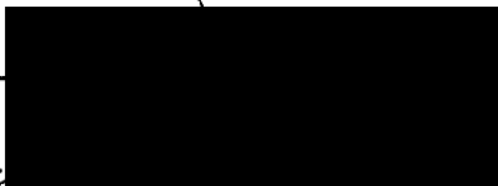
Address





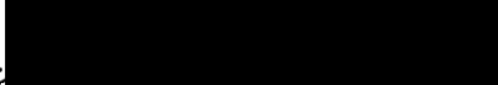


Danda Oliver





Carol Anne Pope





Brian & Donita Broderick





Bene choebe



Alexander Venegas



Charlotte Butler



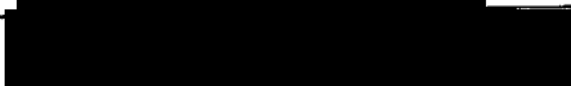
Courtney Goss



Nathan Butler



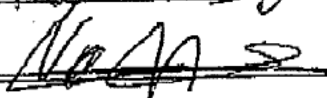
Lynne Butler



Chiff Chiff



Tom Pong



Capres



# Automotive Supplies Holdings Limited

PO Box 487 (RPO Centennial Sq) Mount Pearl, NL A1N 2C4

Tel: 709-753-5434 Fax: 709-753-1744

To: City Clerk, City of St. John's

From: Maxwell Penney

Date: Monday June 26, 2017

To whom it may concern:

With respect to the application of the Redeemed Christian Church of God, Mount Zion to occupy 81 Elizabeth Avenue, we would like to submit our concerns about parking in the area. We own # 83 and #85 Elizabeth Avenue which are occupied by Jax Mechanix and Automotive Supplies (1985) Ltd.

The building at 81 Elizabeth Avenue is currently occupied by Harold Snow Service Group and Special Olympics NL Inc. The Taco Truck operated by Blue on Water is parked on the end of the building facing Elizabeth Avenue for the majority of the summer. When the taco truck is on the lot, they only have 10-11 parking spaces for all businesses/organizations occupying that building. The taco truck also has a couple of picnic tables near the truck for their customers. Please note that they do not own any of the lot behind their building. That lot is in full use by Jax Mechanix and Automotive Supplies. The laneway along the side is owned by the Newfoundland and Labrador English School District as their access to their parking lot.

During the winter months the accumulated snow occupies a few parking spaces. In order to maximize their parking, the snow would have to be removed from their lot in a timely manner. There is no space to push it into the laneway or on the lot in front of 83 Elizabeth Avenue.

Parking has been an issue for us and neighbouring businesses for many years. When reviewing this application, please take the matter of limited parking into consideration.

Thank you,



Maxwell Penney, Owner & President  
Automotive Supplies Holdings Limited  
Automotive Supplies (1985) Limited





Discretionary [REDACTED]

Nancy Barnes

to:

cityclerk

2017/06/26 11:10 AM

Cc:

soleary, dlane

Hide Details

From: [REDACTED]

To: cityclerk@stjohns.ca

Cc: soleary@stjohns.ca, dlane@stjohns.ca

History: This message has been replied to.

I am writing with respect to the Discretionary Use application submitted by The Redeemed Christian Church of God, Mount Zion, 81 Elizabeth Avenue.

This application is to use the building at the aforementioned address as a church. There is another church across the street on Elizabeth Avenue (St. David's), and I have concerns with respect to the increase in traffic this area will be undergoing as well as the parking problems if the application were to be accepted.

St. David's church meets Sunday mornings, with patrons parking in the church parking lot and the lots across the street belonging to the Newfoundland and Labrador English School District, as well as the lots for Jax Mechanix and the lot at 81 Elizabeth Avenue. These lots are also full during special events at St. David's.

To add to the parking and traffic congestion, there is a food truck on the lot at 81 Elizabeth Avenue which has people parking and leaving constantly.

Church attendees for this new church site will increase the parking problem for this area and add to the traffic, not only on Sunday mornings but two evenings a week as well. While there has always been continuous low level coming and going to the businesses that were located in this building, the proposed use of the lot will cause heavy traffic spikes as attendees for both churches vie for parking spaces and access to the intersection.

This church will be located on a busy intersection that is not serviced by any turn arrows on the lights at this intersection, and I have already seen many close calls when drivers are pulling out of the lot at 81 Elizabeth Avenue and vehicles are turning off Elizabeth Avenue onto Portugal Cove Road where the parking lot for this building is located.

I am aware that this intersection already has many businesses, but to bring more traffic and more parking problems into this area is a cause for concern, and I therefore ask the application be rejected.

I thank you for your consideration of this submission.

[REDACTED]

[REDACTED]

[REDACTED]



**Fw: 81 Elizabeth Avenue**

**Planning** to: cityclerk

Sent by: **Donna L Mullett**

2017/06/28 02:39 PM

----- Forwarded by Donna L Mullett/CSJ on 2017/06/28 02:38 PM -----

From: [REDACTED]  
To: "planning@stjohns.ca" <planning@stjohns.ca>  
Date: 2017/06/26 07:11 PM  
Subject: 81 Elizabeth Avenue

---

Dear council , my name is [REDACTED], I currently operate an automotive repair shop @ address [REDACTED] Elizabeth ave which is attached to the building/church/business in question. 81 Elizabeth ave already houses 2-3 businesses including Harold Snow which is the main business, but rents the parking lot to Blue on water (hitchen kitchen), a food truck that is already a major issue to parking during the day as for their customers will fill the parking lot of my shop, Jax Mechanix and Automotive Supplies ltd. An issue we deal with on a daily basis without "complaining " to council. 81 Elizabeth ave has approx 10 parking spots which some are taken up by this food truck. .... This 'church' will need parking and will most definitely affect Jax Mechanix and surrounding businesses.

[REDACTED]

Sent from my iPhone



**81 Elizabeth Ave**

to: cityclerk

2017/06/16 12:03 PM

History:

This message has been replied to.

Sirs , please take into consideration the extreme heavy traffic st this intersection irregardless of what hour of the day , the use for an administration office during the day would not be a problem however the use as a church 3 days a week could add to the already congested area and I feel nobody at council can argue .

Just take into consideration the the movement of traffic on Elizabeth and Portugal Cove Rd at all hours constant traffic entering and exiting Irving gas bar and store .

These main streets of the city are congested enough and this we do not need .

You already gave permission for a school next to The old Johnson bldg against the wishes of neighbors ,please do not make the same mistake

Could you please forward to all city councillors

Thank you

[Redacted signature]

**REPORT  
POLICE AND TRAFFIC COMMITTEE MEETING  
June 22, 2017 – 12:00 p.m. – Conference Room A**

---

**Present**      Councillor S. Hickman, Chair  
                 Councillor T. Hann (retired 12:56)  
                 Councillor S. O’Leary (retired 12:30)  
                 Garrett Donaher, Manager, Transportation Engineering  
                 David Crowe, Manager - Roads  
                 Bill MacDonald, Supervisor – Traffic Signals  
                 Chris Pitcher, Supervisor – Parking Services  
                 Sergeant Paul Roche, RNC  
                 Brendan O’Connell, Director - Engineering  
                 Jason Sinyard, Deputy City Manager – Planning, Eng & Reg Serv  
                 Stacey Corbett – Legislative Assistant

**Decision Note dated June 8, 2017 re: Request install an All Way Stop at  
Cookstown Road @ Cabot St/Saunders Pl.**

---

The Committee discussed the above noted due to safety concerns.

**Recommendation**

**Moved – Councillor Hann; Seconded – Councillor O’leary**

**Install the All Way Stop resulting in the potential loss of one parking  
space.**

**CARRIED UNANIMOUSLY**

**Decision Note dated June 8, 2017 re: Request to Extend Residential Permit Area  
on Pilot’s hill**

---

The Committee considered the above noted decision note addressing parking  
issues in the area.

**Recommendation**

**Moved – Councillor Hann; Seconded – Councillor Hickman**

**To extend the residential permit area for this block. 2 spaces in total**

**CARRIED UNANIMOUSLY**

**Decision Note dated June 8, 2017 re: University Avenue – St. Andrew’s Elementary – New Parking Restriction**

---

The Committee discussed the above noted new parking restrictions.

**Recommendation**

**Moved – Councillor O’Leary; Seconded Councillor Hann**

**That the City install the new restriction as requested**

**CARRIED UNANIMOUSLY**

**Decision Note Dated June 8, 2017 re: Winter Avenue – No Access from King’s Bridge Road**

---

The Committee discussed the above noted in an effort to deter speeding and shortcutting issues on Winter Avenue.

**Recommendation**

**Moved – Councillor O’leary; Seconded Councillor Hann**

**That the City implement the No Access from King’s Bridge on a trial basis, only City & Emergency Vehicles access from King’s Bridge Road, re-evaluate in the fall/winter.**

**CARRIED UNANIMOUSLY**

**Decision Note Dated June 8, 2017 re: Barnes Road Request for Residential Permit Area**

---

The Committee discussed the above noted due to high traffic volume and parking on streets during events.

**Recommendation**

**Moved – Councillor Hann; Seconded Councillor Hickman**

**That the City survey area residents to see if they would want this restriction implemented.**

**CARRIED UNANIMOUSLY**

**Information Note dated June 15, 2017 re: Committee Issue Status Report**

---

The Committee discussed the above for information purposes.

The approved left turn restriction exiting East White Hills Road at The Boulevard

was discussed. Upon review of traffic volumes it was observed that more traffic was leaving Quidi Vidi Village on The Boulevard (1,908 vehicles over 24 hours) than entering Quidi Vidi Village (936 vehicles over 24 hours).

This directional discrepancy indicates that any shortcutting behavior occurs in the reverse direction to that affected by the approved left turn restriction. As such it is expected that this restriction will have little to no impact on shortcutting behavior through the village.

Staff are currently directed to install the left turn restriction (R2017-03-13/5) and will do so unless this decision is modified by Council following the discussion above.

Councillor Sandy Hickman  
Chairperson

# DECISION/DIRECTION NOTE

---

Title: Request install an All way Stop at Cookstown Rd @ Cabot St/Saunders Pl

Date Prepared: June 08, 2017

Report To: Police and Traffic Committee

Ward: 2

Decision/Direction Required: To decide if an All Way Stop is warranted

Discussion – Frequent calls from area residents over the safety concerns of the intersection. Currently only (1) one Stop sign present on Cookstown Road. Request to have (2) two additional installed on Cabot Street.

We looked at the accidents at this location. In the past 4 years there were seven right angle crashes at this intersection. This high number of collision for this intersection prompted us to look at the viability of installing additional Stop signs on Cabot Street.

Placement of a Stop sign on Saunders Place will result in the loss of one parking space at Civic # 3 Saunders place.

Key Considerations/Implications:

- |  |     |
|--|-----|
| 1. Budget/Financial Implications                     | N/A |
| 2. Partners or Other Stakeholders                    | N/A |
| 3. Alignment with Strategic Directions/Adopted Plans | N/A |
| 4. Legal or Policy Implications                      | N/A |
| 5. Engagement and Communications Considerations      | N/A |
| 6. Human Resource Implications                       | N/A |
| 7. Procurement Implications                          | N/A |
| 8. Information Technology Implications               | N/A |
| 9. Other Implications                                | N/A |

Recommendation: Install the All Way Stop resulting in the potential loss of one parking space.

Prepared by/Signature: Stephen Fagan Supervisor Traffic Analysis

**ST. JOHN'S**



Approved by/Date/Signature: Garrett Donaher, Manager Transportation Engineering

Attachments:



# ST. JOHN'S

# DECISION/DIRECTION NOTE

---

Title: Pilot's Hill Request to Extend the Residential Permit Area

Date Prepared: June 08, 2017

Report To: Police and Traffic Committee

Ward: 2

Decision/Direction Required: To Extend the parking restriction

Discussion – Resident compliant of lack of parking during daytime hours due to the proximity of the Sir Humphrey Gilbert Building. This is currently a free parking area. Workers show up early to take the spaces and stay for the full day.

Key Considerations/Implications:

1. Budget/Financial Implications                      N/A
2. Partners or Other Stakeholders                      N/A
3. Alignment with Strategic Directions/Adopted Plans      N/A
4. Legal or Policy Implications                      N/A
5. Engagement and Communications Considerations      N/A
6. Human Resource Implications                      N/A
7. Procurement Implications                      N/A
8. Information Technology Implications      N/A
9. Other Implications                      N/A

Recommendation: Extend the Residential Permit Area for this block. 2 spaces in total.

Prepared by/Signature: Stephen Fagan, Supervisor Traffic Analysis

Approved by/Date/Signature: Garrett Donaher, Manager Transportation Engineering





Attachments:



# ST. JOHN'S

# DECISION/DIRECTION NOTE

---

Title: University Avenue – St. Andrews Elementary- New parking Restriction

Date Prepared: June 08, 2017

Report To: Police and Traffic Committee

Ward: 4

Decision/Direction Required: New No Stopping Busses Only

Discussion – We received a call from Leanne Hubert Manager of Contracted student Transportation regarding change in the schools bussing requirements for St. Andrews. Starting this fall there will be 3 school busses dropping children off at the school. We have made arrangements in our signs to accommodate this request.

Key Considerations/Implications:

1. Budget/Financial Implications                      N/A
2. Partners or Other Stakeholders                      N/A
3. Alignment with Strategic Directions/Adopted Plans    N/A
4. Legal or Policy Implications                      N/A
5. Engagement and Communications Considerations    N/A
6. Human Resource Implications                      N/A
7. Procurement Implications                      N/A
8. Information Technology Implications    N/A
9. Other Implications                      N/A

Recommendation: Install the new restriction as requested.

Prepared by/Signature: Stephen Fagan Supervisor Traffic Analysis

Approved by/Date/Signature: Garrett Donaher, Manager Transportation Engineering



Attachments: Hi Steve,

As per our phone conversation we have a change in busing at St. Andrew's Elementary beginning in September 2017. In the past the school has not had busing at the school but the school District is making a change to the schools catchment which will result in 2 possibly 3 full size buses in September. In addition to these full size buses we will also have a small 21 passenger bus for our Alternate Needs students. We are seeking approval from the City of St. John's to allow buses to use University Avenue for both drop off and pick up of students.

Hoping that you can have this looked into and let me know once a decision has been made.

Since our conversation, I have been speaking with the school principal and I was not aware that we currently have a minibus as well as 2 private vehicles that are using this area to drop off and pick up special needs students. We are hoping that this decision could be made prior to June to accommodate the current vehicles that require safe drop off. It is my understanding that these 3 vehicles have been warned not to park there.

Thanks

Leanne Hubert  
Manager of Contracted Student Transportation  
Office: 758-3165  
Cell: 727-1706  
Fax: 758-1258

# ST. JOHN'S





# ST. JOHN'S

# DECISION/DIRECTION NOTE

---

Title: Winter Avenue – No Access from King's Bridge Road

Date Prepared: June 08, 2017

Report To: Police and Traffic Committee

Ward: 4

Decision/Direction Required: To consider No Access from Winter Avenue on a trial basis.

Discussion – The Transportation Division has received multiple requests in the past couple of years regarding speeding and shortcutting issues on Winter Avenue. We assessed Winter Avenue within our Traffic Calming Program and Winter Avenue does qualify for Traffic Calming.

The study indicated that the 85% percentile speed Westbound was 45KPH and Eastbound was 42KPH on Winter Avenue with a posted speed limit of 30KPH and that 74.6% of the traffic was flowing Westbound and 25.4% was flowing Eastbound. As you are aware we installed two feedback signs on Winter Avenue last year. These feedback signs do help in getting motorists to be aware of their speeds but they do lose effectiveness when the same motorists are traveling the same route and are familiar with the characteristics of the roadway.

The results of the traffic calming survey indicate the best option is **No Entry from King's Bridge Road.**

With this option access from King's Bridge Road to Winter Avenue for westbound traffic will not be permitted. Except by Permit (Emergency Vehicles/City Operations). All residents would have to take an alternate route and enter Winter Avenue via Portugal Cove Road. Winter Avenue itself will remain two way except for the restriction at King's Bridge Road. Residents will still be able to exit Winter Avenue at King's Bridge Road. This option will curb the shortcutting issue on Winter Avenue. It may be an inconvenience to some residents but ultimately speeds and traffic volume should subside. This restriction would likely have a longer trial period due to the fact there would be no obstructions (speed cushions) for snow clearing operations. With this option we would still monitor the area for speed and volume. The RNC will treat this No Entry as they do with any other in the City and will ticket accordingly.

If passed a media release would be issued to the general public and local residents of Winter Avenue and Judge Place.

Key Considerations/Implications:

1. Budget/Financial Implications      N/A
2. Partners or Other Stakeholders      N/A

**ST. JOHN'S**



3. Alignment with Strategic Directions/Adopted Plans N/A
4. Legal or Policy Implications N/A
5. Engagement and Communications Considerations N/A
6. Human Resource Implications N/A
7. Procurement Implications N/A
8. Information Technology Implications N/A
9. Other Implications N/A

Recommendation: To implement the No Access from King's Bridge on a trial basis, only City & Emergency Vehicles access from King's Bridge Road, re-evaluate in the fall.

Prepared by/Signature: Stephen Fagan Supervisor Traffic Analysis

Approved by/Date/Signature: Garrett Donaher, Manager Transportation Engineering

Attachments:



# ST. JOHN'S



# DECISION/DIRECTION NOTE

---

Title: Barnes Road Request for Residential Permit Area

Date Prepared: June 08, 2017

Report To: Police and Traffic Committee

Ward: 2

Decision/Direction Required: New parking Restriction

Discussion – Resident is concerned with the high traffic volume and parking on street when events happen on continuous basis, very busy venue. Caller stated she can never park in area and especially today she has someone coming to paint a room for her and they cannot find a parking space. Also her neighbours on both sides have small children and infants and when they come home they cannot find a parking space. This is going on long enough and she wants the City to address the issue by placing No Parking Except by permit only in this area and provide the residents with permits

Key Considerations/Implications:

- |  |     |
|--|-----|
| 1. Budget/Financial Implications                     | N/A |
| 2. Partners or Other Stakeholders                    | N/A |
| 3. Alignment with Strategic Directions/Adopted Plans | N/A |
| 4. Legal or Policy Implications                      | N/A |
| 5. Engagement and Communications Considerations      | N/A |
| 6. Human Resource Implications                       | N/A |
| 7. Procurement Implications                          | N/A |
| 8. Information Technology Implications               | N/A |
| 9. Other Implications                                | N/A |

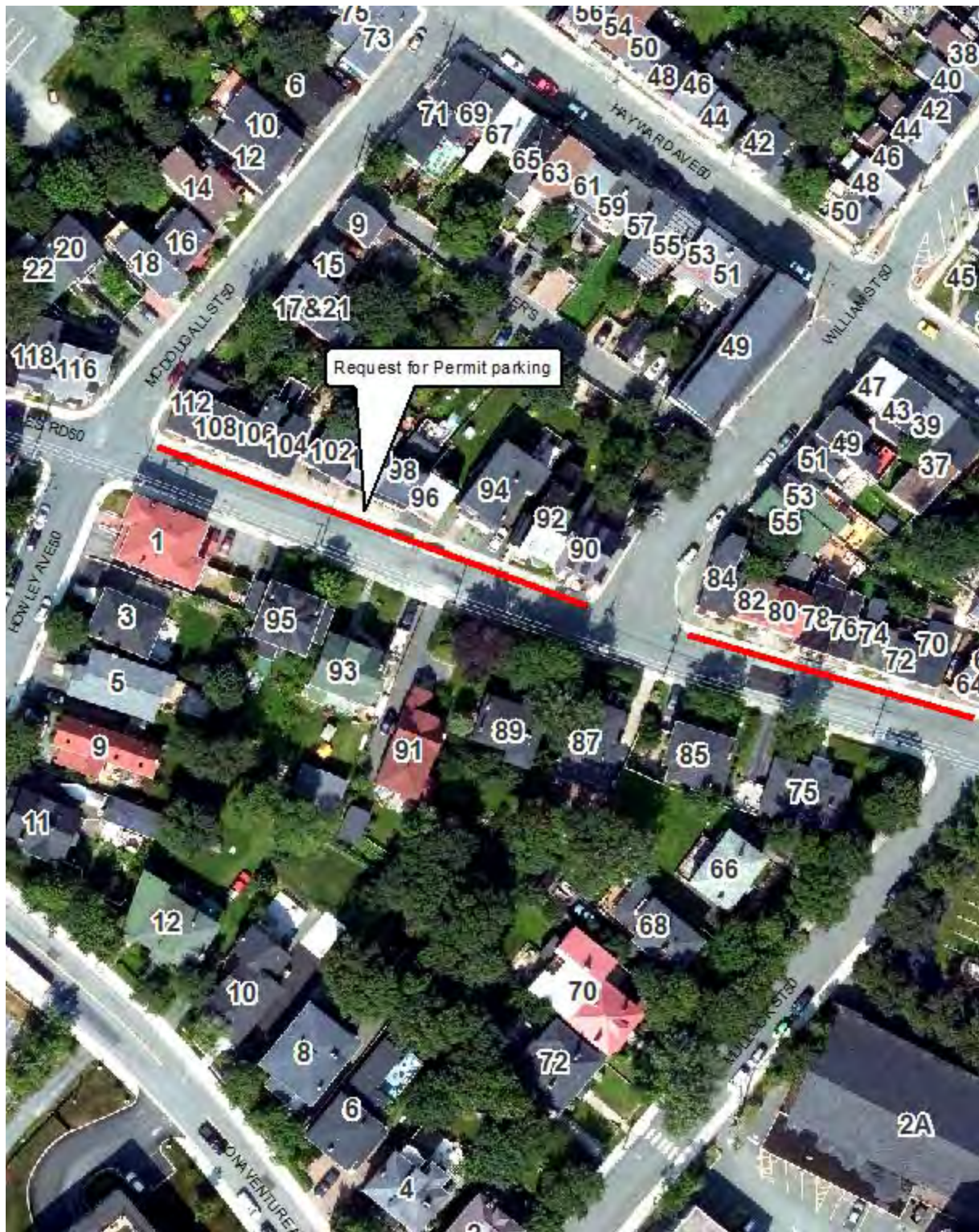
Recommendation: Survey Area residents to see if they would want this restriction implemented.

Prepared by/Signature: Stephen Fagan, Supervisor Traffic Analysis

Approved by/Date/Signature: Garrett Donaher, Manager Transportation Engineering

Attachments:





# ST. JOHN'S

## REPORT

### PLANNING & DEVELOPMENT COMMITTEE MEETING

June 27, 2016 – 12:00 p.m. – Conference Room A, 4<sup>th</sup> Floor, City Hall

---

**Present:** Councillor A. Puddister (Chair)  
Deputy Mayor R. Ellsworth  
Councillor T. Hann  
Councillor B. Tilley  
Councillor W. Collins  
Councillor S. Hickman  
Councillor D. Lane  
Councillor S. O'Leary  
Councillor D. Breen (left at 1:43 pm)  
Kevin Breen, City Manager  
Brendan O'Connell, Acting Deputy City Manager of Planning, Engineering & Regulatory Services)  
Ken O'Brien, Chief Municipal Planner  
Lindsay, Lyghtle Brushett, Planner III  
Dave Wadden, Manager – Development Engineering  
Brian Head, Manager – Parks & Open Spaces  
Cheryl Mullett, City Solicitor  
Andrew Woodland, City Lawyer  
Kathy Driscoll, Legislative Assistant

**Others:** Craig Hippert, Dewcor  
Danny Williams, Dewcor  
Dan Arsenault, [allnewfoundlandandlabrador.com](http://allnewfoundlandandlabrador.com)  
Grant Genova, Architect

## REPORT

### 1. 150 Howlett's Line – text amendment for proposed aquaponics development (Ward 5)

---

The Committee discussed the above noted. Staff advised the applicant would only be using 2,000 to 3,000 litres of water per month, and the initial fill could be provided by a water tanker. It was further referenced that the average homeowner uses up to 41,000 litres per month. Conversation ensued and given concern with affecting existing residential wells in the area as well as the land in question was Crown land, the aquaponics could be placed elsewhere instead of in a residential area.

**Moved – Councillor Hann; Seconded – Councillor Tilley**

ST. JOHN'S



The Committee recommends Council reject the aquaponics development at 150 Howlett's Line and further that staff work with the applicant to secure a better location.

**CARRIED WITH COUNCILLORS  
LANE AND O'LEARY DISSENTING**

## **NEW BUSINESS**

### **2. Built Heritage Experts Panel Report – April 9, 2017**

The Committee discussed the above noted. The Chief Municipal Planner advised the following properties merited grants:

#### **Heritage Grant Applications – 2017 Review**

<b>Item:</b>	<b>Location:</b>	<b>Project:</b>	<b>Decision:</b>
1.	<b>121 Pennywell Road Heritage Area 3</b>	New front step, new front door, two front windows, new lentil above doorway and new double 4 in. straight mitten vinyl siding with wide window trims in keeping with heritage requirements.	\$3,358.70 + Permit Waiver <b>Low Priority</b> due to use of vinyl siding. Not a designated Heritage Building.
2.	<b>46 Victoria Street Heritage Area 2</b>	Three new windows and new Cape Cod clapboard siding on front façade.	\$877.61 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
3.	<b>19 Garrison Hill Heritage Area 1</b>	New storm windows and front door on front façade.	\$1,000.00 + Permit Waiver <b>Low Priority</b> - Not a designated Heritage Building.
4.	<b>124 Military Road Heritage Area 1 Heritage Building</b>	Restore front door and side panels and trim; repair wrought iron fence; repair front canopy, landing and steps and paint curb side facades (Military Road and Rennie's Mill Road).	\$5,000.00 + Permit Waiver <b>High Priority</b> - A designated Heritage Building in Heritage Area 1 located at a prominent historic corner of Military Road and Rennie's Mill Road known as Rawlins Cross. Repairing and restoring Character Defining Elements of the building as defined in the building's Statement of Significance.
5.	<b>103 Pleasant Street Heritage Area 3</b>	Replace windows on front façade, repair trim as require and paint.	\$2,300.00 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
6.	<b>133 LeMarchant</b>	Repainting exterior of the	\$1,000.00 + Permit Waiver

	<b>Road Heritage Area 3</b>	building and replace clapboard as required; with new front door and soffit. Chimney top repaired.	<b>Low Priority</b> - Not a designated Heritage Building.
<b>7.</b>	<b>42 Prescott Street Heritage Area 2</b>	Repair rotten brackets, trims and clapboard where required. Replace flashing, caulking and repainting as required around windows and doors. Repair front door sill. Repair and regrade exposed foundation.	\$2,515.63 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
<b>Total:</b>			<b>\$16,051.94 + Permit Waiver</b>

**Moved – Deputy Mayor Ellsworth; Seconded – Councillor Hickman**

**That the above noted report be adopted as presented including the recommendations on the following item:**

- **Decision Note dated May 13, 2017 re; Heritage Grant Application – 2017 Review**

**CARRIED UNANIMOUSLY**

**3. 20 Hebron Way – text amendment for building height of 20 metres rather than 15 metres in CR Zone (Ward 1)**

---

The Chief Municipal Planner spoke to the above noted advising the project required 19 metres to proceed with their project and would require an amendment to the Commercial Regional (CR) Zone.

**Moved – Councillor Hann; Seconded – Councillor Tilley**

**The Committee recommends that the proposed text amendment to enable a maximum height of 20 metres in the Commercial Regional (CR) Zone be considered. Further, that the amendment be advertised for public review and comment. The text amendment would then be referred to a regular meeting of Council for consideration of adoption.**

**CARRIED UNANIMOUSLY**

#### **4. Stockpiling garbage/debris/materials for extended periods on lots adjacent to residential areas**

---

The Committee discussed the above noted. Councillor O'Leary expressed concerns with this issue in her Ward. The City Manager asked that she provide him with the details of the complaints to ensure the matters are addressed.

**Moved – Deputy Mayor Ellsworth; Seconded – Councillor Collins**

**The Committee recommends that the status quo remain and the City prohibit developers from stockpiling materials and debris on vacant lots/lands adjacent or near residential areas for long periods of time through the aforementioned By-laws. Further, that staff complete a jurisdictional scan to determine how other municipalities deal with this issue.**

**CARRIED UNANIMOUSLY**

#### **5. Lundrigan's Marsh Enhancement Proposal by NAACAP**

---

The Committee spoke to the above noted. The question was raised in relation to financial impact for the City. Staff advised that the Parks Department was providing in-kind support with plants and trees in the area.

**Moved – Councillor Lane; Seconded Councillor O'Leary**

**The Committee recommends Council approval for the NAACAP enhancement project for Lundrigan's Marsh.**

**CARRIED UNANIMOUSLY**

#### **6. Envision St. John's draft Municipal Plan and draft Development Regulations - Presentation**

---

The Committee were presented a draft of the Development Regulations. The question was raised as to whether a public session should be provided prior to directing the draft to the province. Staff advised that as it is still a work in progress in should be directed to the province first, given there may be changes, and then it could be released for a public session.

The City Solicitor advised draft # 3 is presently being worked on by Legal, Planning and Regulatory Services taken into consideration comments from draft # 2 and will be ready approximately on or before July 31, 2017 in which it will be reviewed by relative departments at that time. The intent is to bring an update back to the Planning and Development Standing Committee by August 15, 2017 and then update a timeline on a go forward basis.

**Moved – Councillor Hann; Seconded Councillor Tilley**

**The Committee recommends Council's approval to direct staff to continue with the review process for Envision St. John's.**

**CARRIED UNANIMOUSLY**

Councillor Art Puddister  
Chairperson

# DECISION/DIRECTION NOTE

<b>Title:</b>	Proposed Text Amendment to enable Aquaponics as a Discretionary Use in the Rural (R) Zone and Approval of a Crown Land Grant Application. REZ 1700010; CRW1700012 150 Howlett's Line
<b>Date Prepared:</b>	June 20, 2017
<b>Report To:</b>	Chair and Members, Planning & Development Committee
<b>Councillor &amp; Role:</b>	Councillor Art Puddister, Chair, Planning and Development Committee
<b>Ward:</b>	5

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## **Decision/Direction Required:**

To consider a text amendment to enable Aquaponics as a Discretionary Use in the Rural (R) Zone and approval of a Crown Land Grant Application.

## **Discussion – Background and Current Status:**

The City received an application for a text amendment to enable an Aquaponics Operation at 150 Howlett's Line and an approval of a Crown Land Grant Application. An amendment to the Municipal Plan is not required.

The subject property is located in Planning Area 16, Goulds, located in the Rural District and zoned Rural (R). Currently, Aquaponics is a Discretionary Use in the Agricultural (AG) Zone. The use of a greenhouse in conjunction with an Aquaponics Operation is also discretionary in the AG Zone, however, in this application, the Aquaponics Operation will be wholly enclosed within a warehouse and no greenhouses will be established.

Aquaponics refers to any system that combines conventional aquaculture (raising aquatic animals such as snails, fish, crayfish or prawns in tanks) with hydroponics (cultivating plants in water) in a symbiotic environment. In normal aquaculture, excretions from the animals being raised can accumulate in the water, increasing toxicity. In an aquaponics system, water from an aquaculture system is fed to a hydroponic system where the by-products are broken down by nitrifying bacteria initially into nitrites and subsequently into nitrates, which are utilized by the plants as nutrients, and the water is then recirculated back to the aquaculture system.

The proposed system initially requires 162,000 litres of water, while water top-up per month would be 1,944 litres to 3,240 liters. In comparison, an average 4 person household consumes 41,040 litres a month. The applicant is proposing to top up the required water for the system from a 10,000 litre rain catchment system.

It was also noted that all composting will be taken care of onsite. This will occur within the building in a vertical rolling composter and then the compost will be packaged and sold.

Agricultural-Livestock and Horticultural Operations are Permitted Uses in the Rural Zone. Enabling Aquaponics Operations in the Rural Zone is a logical extension to these Permitted Uses. In light of the above, it is recommended that the application be considered as a Discretionary Use.

Though this application is not utilizing a greenhouse, future applications in the Rural Zone may. Therefore, it is recommended to keep the greenhouse aspect of the aquaponics operation use as a Discretionary Use. This will be consistent with Horticulture, Hydroponic, Aqua-Culture and Aquaponics operations in the AG Zone.

# ST. JOHN'S



**Key Considerations/Implications:**

1. Budget/Financial Implications: Not Applicable.
2. Partners or Other Stakeholders:  
Neighbouring residents and property owners.
3. Alignment with Strategic Directions/Adopted Plans:  
A City for All Seasons: Support year-round tourism and industry activity.
4. Legal or Policy Implications: Not Applicable.
5. Engagement and Communications Considerations: Not Applicable.
6. Human Resource Implications: Not Applicable.
7. Procurement Implications: Not Applicable.
8. Information Technology Implications: Not Applicable.
9. Other Implications: Not Applicable

**Recommendation:**

It is recommended the request for a text amendment to enable an Aquaponics Operation as a Discretionary Use in the Rural (R) Zone be considered. Staff recommend that the text amendment and the Discretionary Use application be advertised for public review and comment. Upon completion of this process, the amendment would then be referred to a future Regular Meeting of Council for consideration of adoption.

It is recommended the Crown Land Grant request be considered, subject to adoption of the text amendment and Discretionary Use application.

**Prepared by/Signature:**

Lindsay Llygthle-Brushett, MCIP – Planner III

Signature: \_\_\_\_\_

**Approved by/Date/Signature:**

Ken O'Brien, MCIP – Chief Municipal Planner

Signature: \_\_\_\_\_

LLB/dlm

**Attachments:**

Location Maps  
Applicant's Site Map  
Resolutions





SUBJECT PROPERTY

ROBERT E. HOWLETT MEMORIAL DR

HOWLETT'S LINE

DINN'S AVE

RRI

RRI

1  
RR

2

R

R

DISCLAIMER: This map is based on current information at the date of production.

W:\Engwork\Planw\2017 projects\150 howletts line.mxd





## **150 Howlett's Line Aquaponics Operation**



**Proposed Building**

### **Description:**

Attached is the basic design of the building, the size is 48'x120'x18', the only thing added is 5 windows on the upper level into some office areas.

There may be additional buildings in the future; however, each additional building would be exactly the same design and not impact surrounding neighbours.

The driveway for the property would come off the bulb end of Howlett's Line, follow the property line and then run parallel to the highway into the building. Power and phone services will follow the same path. As per discussion with you, we are awaiting comments from your engineering department regarding City requirements for the same ie> curb & gutter requirements, paved lot, etc, as we will use these in finalizing our plans.

A drilled well and septic will be located on the property, in addition to a rain catch and storage system.

It is a warehouse application and there will be no traditional greenhouse on site. No lights will disturb the surrounding households. Any noise generated would be the result of circulating fans and water pumps within building and will be contained.

Waste bi-products of the operation would be compost only. A rolling compost system eliminates odour, so that will not affect the local neighbourhood or have any negative environmental impacts.

If you need any further information or clarification do not hesitate to ask. Thank you

Lewis and Jackie

## **REPORT**

### **BUILT HERITAGE EXPERTS PANEL MEETING**

**June 13, 2017 – Decisions from this meeting took place via email.**

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**Present**      Glenn Barnes NLAA, MRAIC, Chair  
Bruce Blackwood, Contractor  
Ken O'Brien – Chief Municipal Planner  
Michael Philpott, Heritage Foundation of NL  
Rob Schamper - Plans Examiner/ Senior Building Inspector  
Garnet Kindervater, Canadian Homebuilders NL  
Sylvester Crocker, Manager of Technical Services  
Arthur MacDonald, Co-Lead Staff Member  
Mark Whelan, Architect – Fougere Menchenton Architecture Inc.  
Matthew Mills, Provincial Association of Landscape Architects  
Lydia Lewycky, Atlantic Planners Institute  
Stacey Corbett – Legislative Assistant

#### **1.      Decision Note dated May 13, 2017 re: Heritage Grant Application – 2017 Review**

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Council approved the City's Heritage Financial Incentives Program on July 25, 2016 and offers 2 types of grants:

1. Heritage Maintenance Grant; and
2. Heritage Conservation Grant

#### **Recommendation**

**Moved Bruce Blackwood – : Seconded Lydia Lewycky**

**It is recommended that the 7 grant applications as summarized in Appendix "A" subject to compliance with the requirements of the Heritage Financial Incentives Program and the City's Heritage Requirements, be approved.**

**CARRIED UNANIMOUSLY**

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**Glenn Barnes, NLAA, MRAIC  
Chairperson**

# DECISION/DIRECTION NOTE

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**Title:** Heritage Grant Applications – 2017 Review

**Date Prepared:** May 15, 2017

**Report To:** Built Heritage Experts Panel

**Councillor & Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** All

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**Decision/Direction Required:** To seek approval of the grant applications as summarized in the Heritage Grant Applications – 2017 Review, subject to compliance with the requirements of the Heritage Financial Incentives Program.

**Discussion – Background and Current Status:**

Council approved the City's Heritage Financial Incentives Program on July 25, 2016 and offers 2 types of grants:

1. Heritage Maintenance Grant; and
2. Heritage Conservation Grant

**Key Considerations/Implications:**

1. Budget/Financial Implications:  
The City budgeted \$50,000 in the 2017 Budget. 7 grant applications were received for a total of \$16,051.94 plus waiver of the permit fees.
2. Partners or Other Stakeholders:  
The City will partner with the property owners through the Heritage Financial Incentive Program.
3. Alignment with Strategic Directions/Adopted Plans:
  - Neighbourhoods build our City - Maintain and position downtown as a distinct neighbourhood.
  - Fiscally Responsible - Explore complementary public/private partnerships; deliver effective grant programs and services.
4. Legal or Policy Implications: Not Applicable
5. Engagement and Communications Considerations: Not Applicable
6. Human Resource Implications: Not Applicable
7. Procurement Implications: Not Applicable

# ST. JOHN'S

8. Information Technology Implications: Not Applicable

9. Other Implications: Not Applicable

**Recommendation:**

To approve the 7 grant applications as summarized in Appendix “A” subject to compliance with the requirements of the Heritage Financial Incentives Program and the City’s Heritage Requirements.

**Prepared by/Signature:**

Arthur MacDonald, MCIP – Planner III, Urban Design and Heritage

Signature: \_\_\_\_\_

**Approved by/Date/Signature:**

Ken O’Brien, MCIP – Chief Municipal Planner

Signature: \_\_\_\_\_

AMD/dlm

**Attachments:**

Heritage Grant Applications – 2017 Review

## Heritage Grant Applications – 2017 Review

### Submission #1: 121 Pennywell Road - Heritage Area 3

**Description:** New front step, new front door, two front windows, new lintel above doorway and new double 4 in. straight mitten vinyl siding with wide window trims in keeping with heritage requirements.

Quote for Conservation Grant: \$11,682.43 + HST = \$13,434.79

Conservation Grant (25% to max \$5,000): \$13,434.79 @ 25% = \$3,358.70

Additional costs due to Heritage Area Requirements: \$3,500.00 Est.

**Recommendation:** **\$ 3,358.70 + Permit Waiver**

\*\*\*\*\*

### Submission #2: 46 Victoria Street - Heritage Area 2

**Description:** Three new windows and new Cape Cod clapboard siding on front façade.

Quote for Conservation Grant: \$3,052.54 + HST = \$3,510.42

Conservation Grant (25% to max \$5,000): \$3,510.42 @ 25% = \$ 877.61

Additional costs due to Heritage Area Requirements: \$1,000.00 Est.

**Recommendation:** **\$ 877.61 + Permit Waiver**

\*\*\*\*\*

### Submission #3: 19 Garrison Hill - Heritage Area 1

**Description:** New storm windows and front door on front façade.

Quote for Maintenance Grant: \$5,303.00 + HST = \$ 6,098.45

Maintenance Grant (25% to max \$ 1,000): \$6,098.45 @ 25% = \$1,524.61

Additional costs due to Heritage Area Requirements: \$1,100.00

**Recommendation:** **\$ 1000.00 + Permit Waiver**

\*\*\*\*\*



**Submission #4: 124 Military Road - Heritage Area 1 – Designated Heritage Building**

**Description:** Restore front door and side panels and trim; repair wrought iron fence; repair front canopy, landing and steps and paint curb side facades (Military Road and Rennie's Mill Road).

Quote for Conservation Grant:  $\$20,325.00 + \text{HST} = \$23,373.75$

Conservation Grant (25% to max \$5,000):  $\$13,373.75 @ 25\% = \$5,843.44$

Additional costs due to Heritage Area Requirements:  $\$5,000.00 \text{ Est.}$

**Recommendation:** **\$ 5,000.00 + Permit Waiver**

\*\*\*\*\*

**Submission #5: 103 Pleasant Street - Heritage Area 3**

**Description:** Replace windows on front façade, repair trim as required and paint.

Quote for Conservation Grant:  $\$8,000.00 + \text{HST} = \$9,200.00$

Conservation Grant (25% to max \$5,000):  $\$9,200.00 @ 25\% = \$2,300.00$

Additional costs due to Heritage Area Requirements:  $\$2,500.00 \text{ Est.}$

**Recommendation:** **\$ 2,300.00 + Permit Waiver**

\*\*\*\*\*

**Submission #6: 133 LeMarchant Road - Heritage Area 3**

**Description:** Repainting exterior of the building and replace clapboard as required; with new front door and soffit. Chimney top repaired.

Quote for Maintenance Grant:  $\$4,218.66 + \text{HST} = \$4,851.46$

Maintenance Grant (25% to max \$1,000):  $\$4,851.46 @ 25\% = \$1,212.86$

Additional costs due to Heritage Area Requirements:  $\$1,000.00 \text{ Est.}$

**Recommendation:** **\$1,000.00 + Permit Waiver**

\*\*\*\*\*

**Submission #7: 42 Prescott Street - Heritage Area 2**

**Description:** Repair rotten brackets, trims and clapboard where required. Replace flashing, caulking and repainting as required around windows and doors. Repair front door sill. Repair and reparge exposed foundation.

Quote for Conservation Grant:  $\$8,750.00 + \text{HST} = \$10,062.50$

Conservation Grant (25% to max \$5,000):  $\$10,062.50 @ 25\% = \$2,515.63$

Additional costs due to Heritage Area Requirements:  $\$3,000.00$

**Recommendation:**  **$\$2,515.63 + \text{Permit Waiver}$**

\*\*\*\*\*

### Heritage Grant Applications – 2017 Review

Item:	Location:	Project:	Decision:
1.	121 Pennywell Road Heritage Area 3	New front step, new front door, two front windows, new lentil above doorway and new double 4 in. straight mitten vinyl siding with wide window trims in keeping with heritage requirements.	\$3,358.70 + Permit Waiver <b>Low Priority</b> due to use of vinyl siding. Not a designated Heritage Building.
2.	46 Victoria Street Heritage Area 2	Three new windows and new Cape Cod clapboard siding on front façade.	\$877.61 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
3.	19 Garrison Hill Heritage Area 1	New storm windows and front door on front façade.	\$1,000.00 + Permit Waiver <b>Low Priority</b> - Not a designated Heritage Building.
4.	124 Military Road Heritage Area 1 Heritage Building	Restore front door and side panels and trim; repair wrought iron fence; repair front canopy, landing and steps and paint curb side facades (Military Road and Rennie's Mill Road).	\$5,000.00 + Permit Waiver <b>High Priority</b> - A designated Heritage Building in Heritage Area 1 located at a prominent historic corner of Military Road and Rennie's Mill Road known as Rawlins Cross. Repairing and restoring Character Defining Elements of the building as defined in the building's Statement of Significance.
5.	103 Pleasant Street Heritage Area 3	Replace windows on front façade, repair trim as require and paint.	\$2,300.00 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
6.	133 LeMarchant Road Heritage Area 3	Repainting exterior of the building and replace clapboard as required; with new front door and soffit. Chimney top repaired.	\$1,000.00 + Permit Waiver <b>Low Priority</b> - Not a designated Heritage Building.
7.	42 Prescott Street Heritage Area 2	Repair rotten brackets, trims and clapboard where required. Replace flashing, caulking and repainting as required around windows and doors. Repair front door sill. Repair and reparge exposed foundation.	\$2,515.63 + Permit Waiver <b>Medium Priority</b> - Not a designated Heritage Building.
<b>Total:</b>			<b>\$16,051.94 + Permit Waiver</b>

## **High, Medium & Low Priority**

### **High Priority:**

High Priority consists of designated Heritage Buildings, first-time applications, and projects that include the preservation, restoration and weatherproofing historic elements rather than cosmetic improvements. As well, for applications supported by a Conservation Plan or a Heritage Report prepared by a design professional (architect, engineer or qualified restoration professional).

### **Medium Priority:**

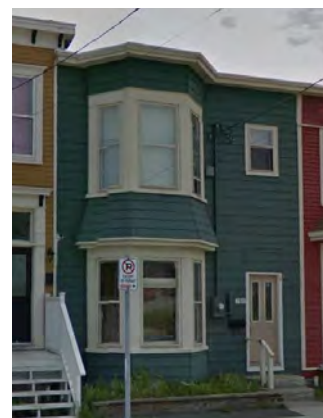
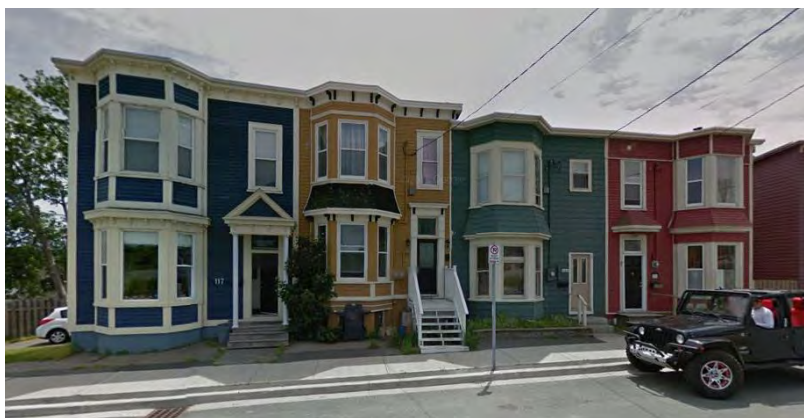
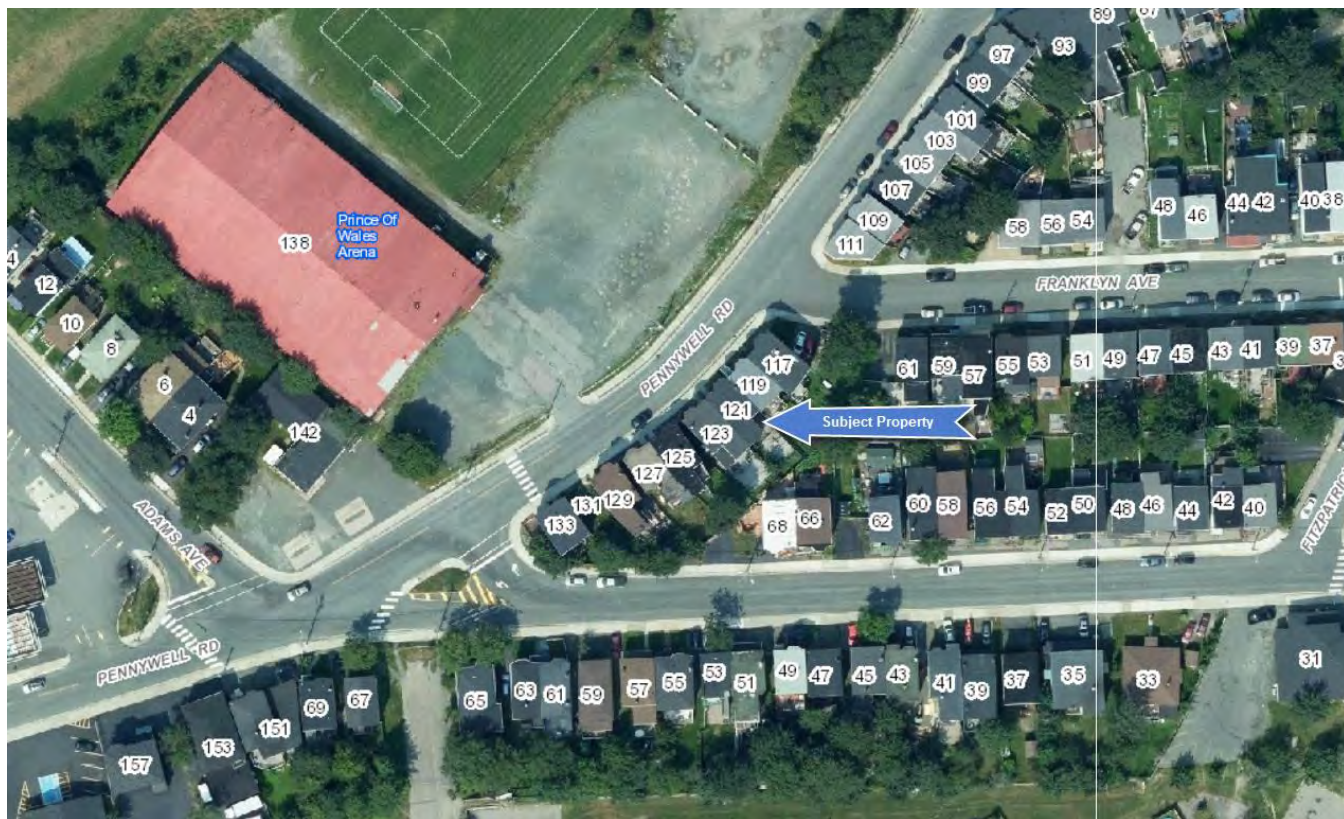
Medium Priority consist of restoration/conservation projects that bring the building closer into compliance with the City's Heritage provisions.

### **Low Priority:**

Low Priority consists of maintenances and construction work that does not significantly bring the building closer into compliance with the City's Heritage provisions.

**Note:** High, Medium and Low will become important if and when the requests for funding exceeds the funding allocated to the Program.

**Submission #1: 121 Pennywell Road - Heritage Area 3**





**Submission #2: 46 Victoria Street - Heritage Area 2**



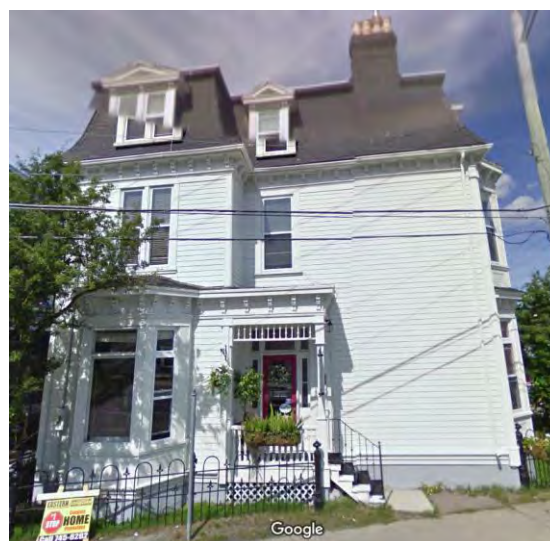
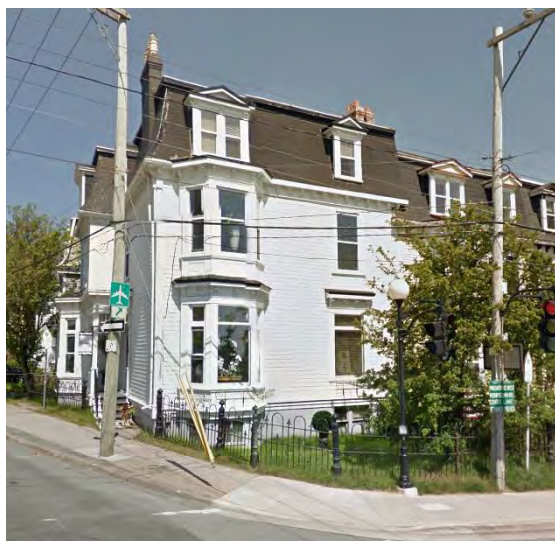


**Submission #3: 19 Garrison Hill - Heritage Area 1**



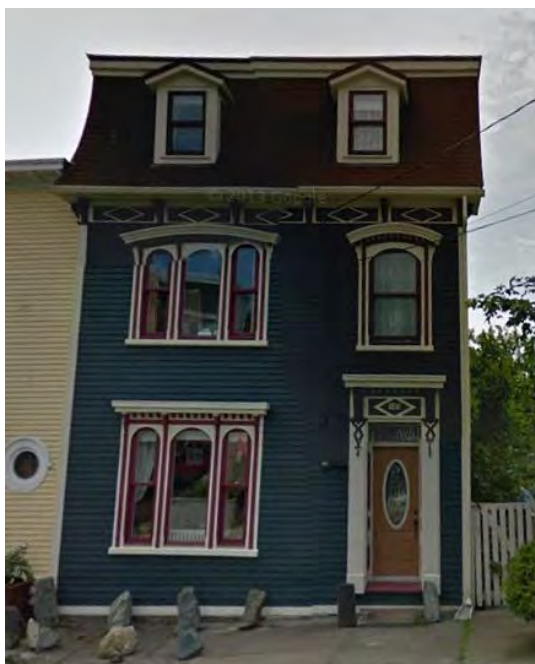
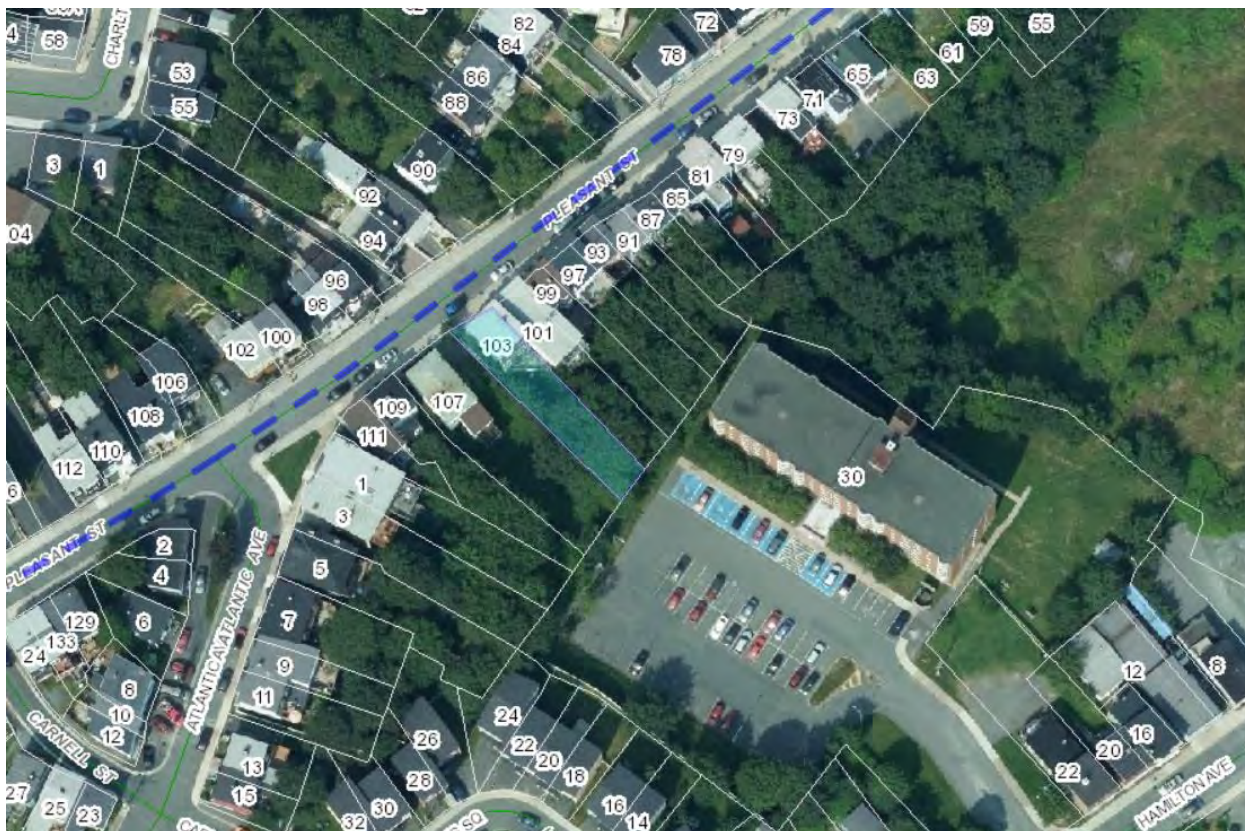


**Submission #4: 124 Military Road – Designated Heritage Building – Heritage Area 1**





**Submission #5: 103 Pleasant Street – Heritage Area 3**





**Submission #6: 133 LeMarchant Road – Heritage Area 3**





**Submission #7: 42 Prescott Street – Heritage Area 2**



# DECISION/DIRECTION NOTE

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**Title:** Text Amendment to the Commercial Regional (CR) Zone for a maximum Building Height of 20 metres  
REZ1700011  
20 Hebron Way

**Date Prepared:** June 16, 2017

**Report To:** Chair and Members, Planning & Development Committee

**Councillor & Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** 1

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**Decision/Direction Required:**

To consider a proposed text amendment to the St. John's Development Regulations to allow a maximum height of 20 metres in the Commercial Regional (CR) Zone.

**Discussion – Background and Current Status:**

The City received an application to allow a 4 storey office complex at 20 Hebron Way. The subject property is designated Commercial General (CG) and is in the Commercial Regional (CR) Zone. The maximum allowable height in the CR Zone is 15 metres. The applicant wishes to build an office building with a height of 19 metres.

During review of the new Development Regulations, it was identified that an increase in building height should be considered for some commercial zones, with the exception of the Commercial Local (CL) and Commercial Neighbourhood (CN) Zones, which tend to be located within residential neighbourhoods. The CR Zone was identified for an increase in maximum Building Height from 15 metres to 20 metres was proposed, which ultimately increases buildings from 3 storeys to 4 storeys (average of 5 metres per storey – commercial). The proposed increase in height is not site-specific and applies to all CR zoned properties in the city. An amendment to the Municipal Plan is not required.

The standard used for many years in the St. John's Development Regulations is a height of 15 metres or 4 storeys. However, for years we have heard from local architects and developers that 15 metres is not high enough to accommodate 4 storeys, given that a commercial building often has a floor-to-floor height of 5 metres. As a precedent, the King George V Building at 93 Water Street has 4 storeys and a building height of just over 19 metres.

The attached map identifies all CR Zoned properties in the City. Most CR Zoned properties are developed with the exception of newly developed areas along Torbay Road, Hebron Way, Galway and Southlands Boulevard. For any existing sites wishing to add an additional 5 metres to their building (15 metres to 20 metres), the additional storey would require the property to have adequate setbacks from all property lines.

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At this time there are no specific engineering or development concerns with the proposed text amendment to increase height in the CR Zone. If additional height is considered for the CR Zone, the proposed development at 20 Hebron Way could be considered. Prior to any development approval, the developer would be required to submit detailed engineering plans for review and approval and must meet all Zone Requirements subject to the Development Regulations.

The subject property is adjacent to the St. John's Airport, therefore the St. John's International Airport Authority has been contacted. The City has not received a response at this time but does not anticipate any difficulty.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or other Stakeholders:  
The applicant, neighbouring property owners, residents, and the St. John's International Airport Authority.
3. Alignment with Strategic Directions/Adopted Plans:  
City's Strategic Plan: Neighbourhoods build our City - Create neighbourhood focused plans.
4. Legal or Policy Implications:  
Pursuant to Section 3.2.2 of the Municipal Plan, "The City shall ensure adequate control of commercial developments to limit any detrimental effects that may result from such developments".
5. Engagement and Communications Considerations:  
Public advertisement for the proposed amendment.
6. Human Resource Implications: Not applicable.
7. Procurement Implications: Not applicable.
8. Information Technology Implications: Not applicable.
9. Other Implications:  
Subject to adoption of the text amendment a response from the St. John's International Airport Authority confirming that they have no objections to proposed development application would be required prior to development approval being considered at 20 Hebron Way.

**Recommendation:**

It is recommended that the proposed text amendment to enable a maximum height of 20 metres in the Commercial Regional (CR) Zone be considered. It is recommended that the amendment be advertised for public review and comment. The text amendment would then be referred to a regular meeting of Council for consideration of adoption.

**Prepared by/Signature:**

Lindsay Lyghtle Brushett, MCIP – Planner III

Signature: \_\_\_\_\_

**Approved by/Date/Signature:**

Ken O'Brien, MCIP – Chief Municipal Planner

Signature: \_\_\_\_\_

LLB/dlm

**Attachments:**

Location Map

Site Plan

CR Zone Map



AIRPORT

CR

O

18

14

12

10

20 CR

40

HEBRON WAY

CR

5

TORBAY RD

WHITE ROSE DR

702

696

694

CR

692

690

688

680

CR

660



DISCLAIMER: This map is based on current information at the date of production.

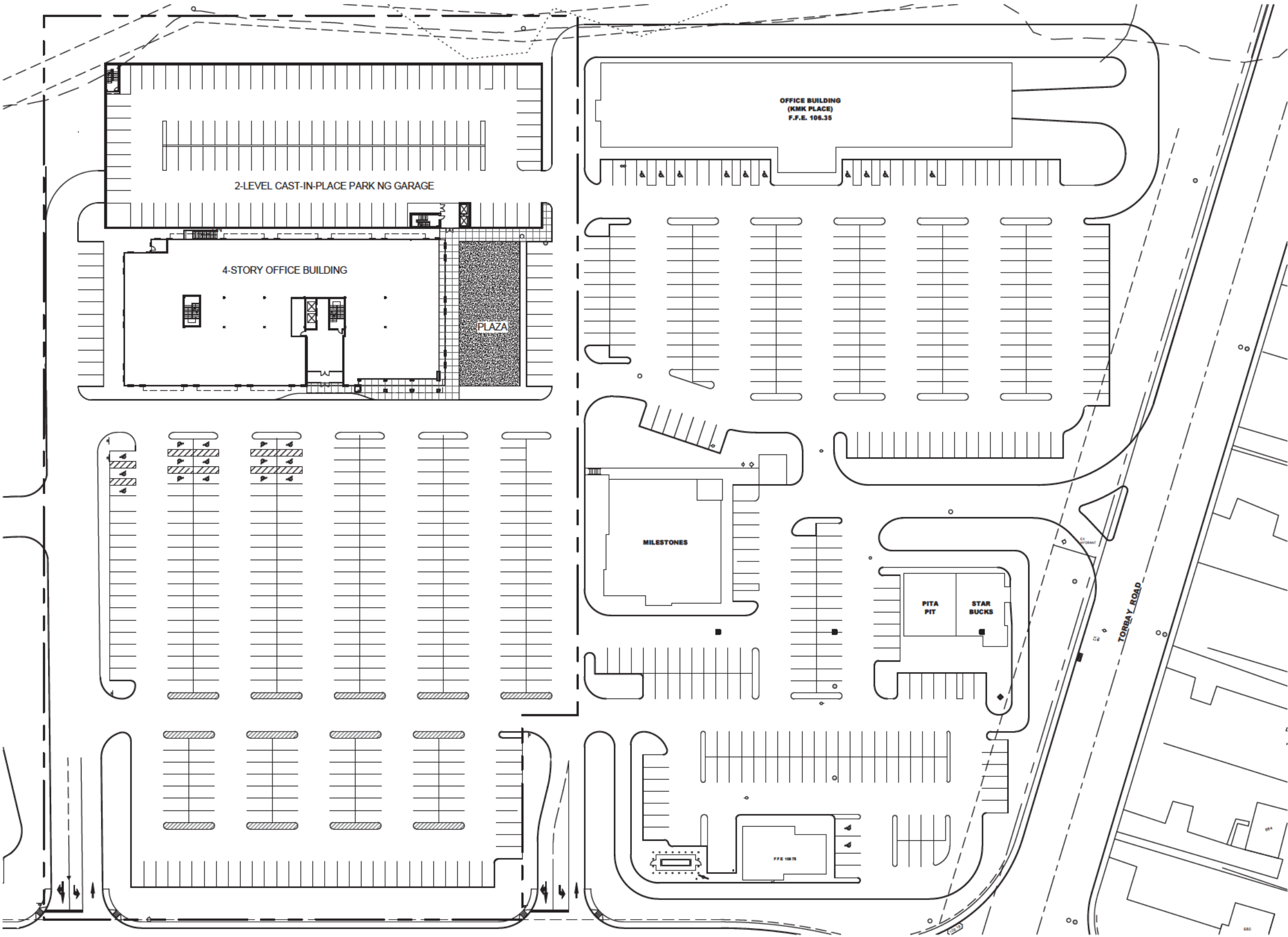
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SITE PLAN

SITE AREA = 6.0 ACRES  
BUILDING AREA = 101,087 SF  
RENTABLE AREA = 97,391 RSF  
PARKING = 495 SPACES @ 5/1000 (PER RSF)

SCALE: 1" = 40'-0"





BUILDING IMAGE

PERSPECTIVE VIEW

SCALE:



20 HEBRON WAY  
A PROJECT FOR  
KMK CAPITAL

ST JOHN'S

03/17/17

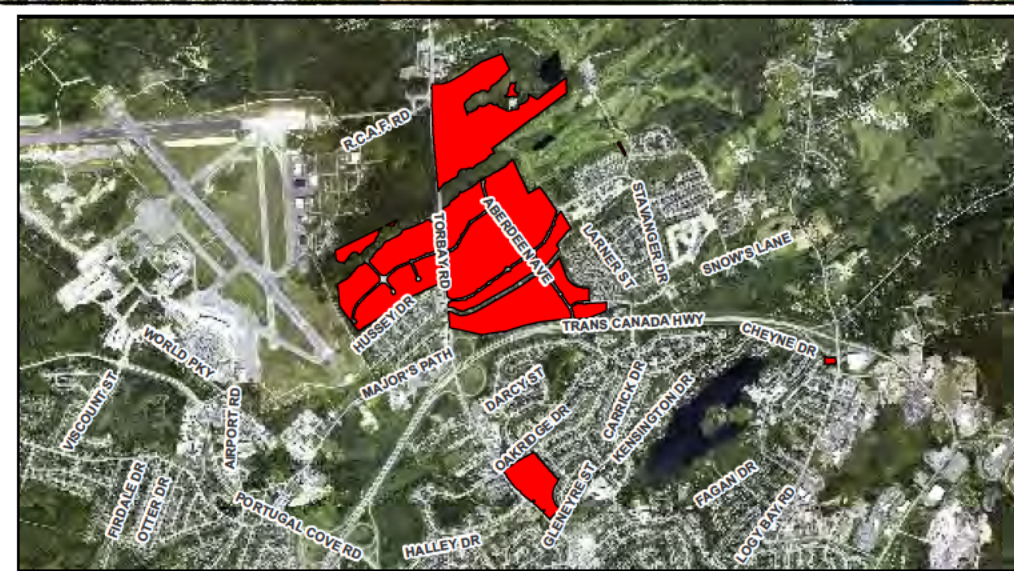
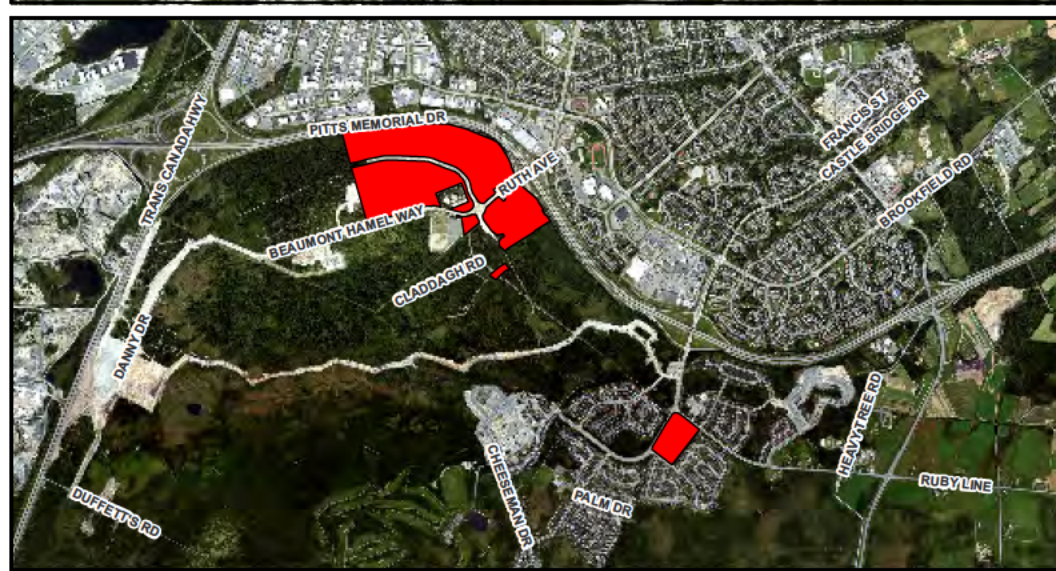
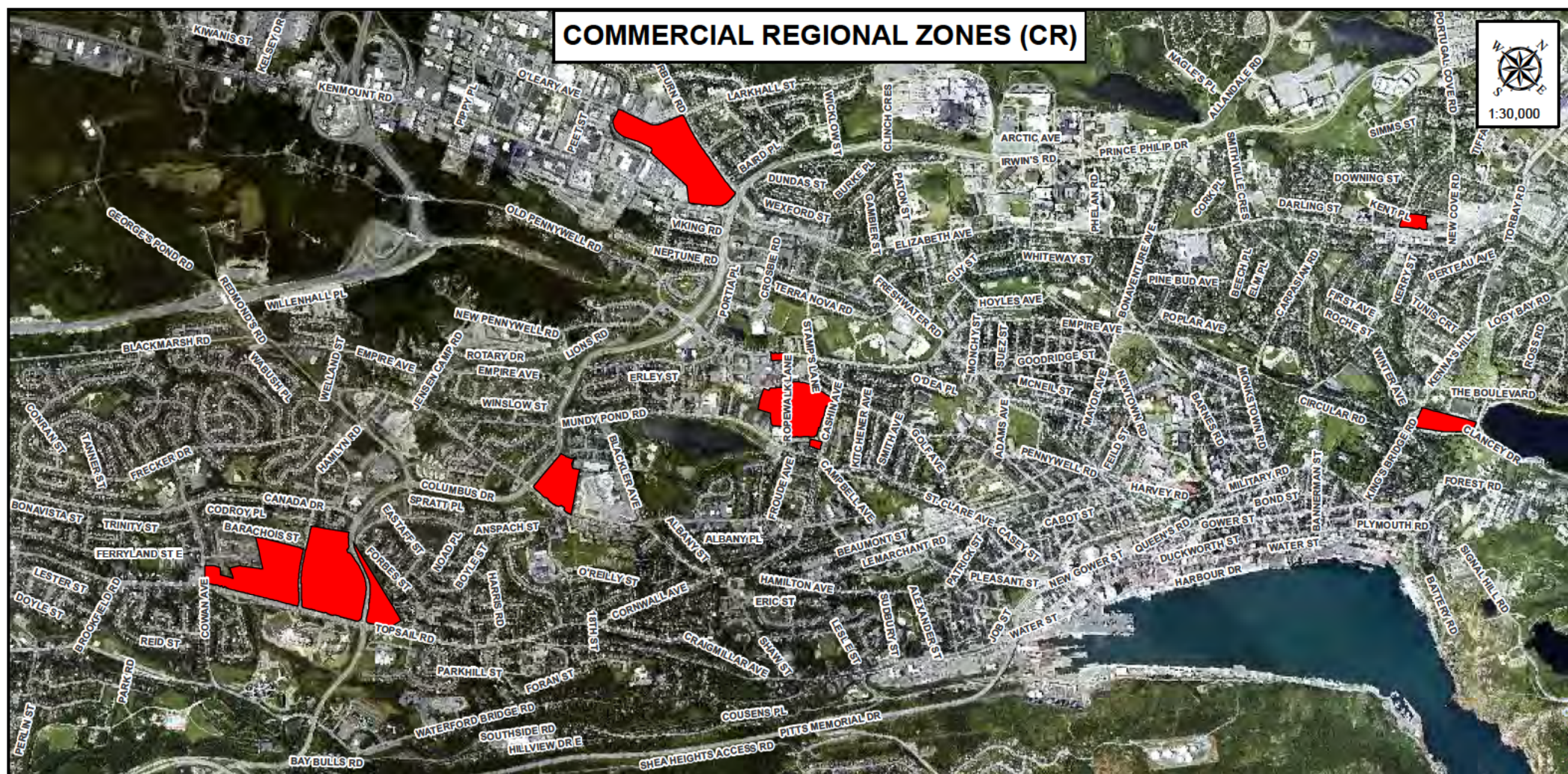


powers  
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173010



# COMMERCIAL REGIONAL ZONES (CR)





# DECISION/DIRECTION NOTE

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**Title:** Fallow-Field Development Issues

**Date Prepared:** May 10, 2017

**Report To:** Chair and Members, Planning & Development Committee

**Councillor & Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** All

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**Decision/Direction Required:**

Discuss request from Councillor O’Leary to develop Fallow-Field regulations that prohibit developers from stockpiling materials and debris on vacant lots/lands adjacent or near residential areas for long periods of time.

**Discussion – Background and Current Status:**

Based on a recent complaint received in Kenmount Terrace, Councillor O’Leary has requested that staff assess options for city-wide protection of existing residential areas from the stockpiling of rubble, dirt, and construction materials on building lots in ongoing developments for long periods of time.

A review of our current By-Laws indicates that the City presently has two By-Laws that can adequately deal with this problem: (1) Residential Property Standards By-Law and (2) Commercial Maintenance By-Law.

Under the General Property Requirements of the Residential Property Standards By-Law, all parts of a residential property shall be kept clean and free from: (a) rubbish, garbage, and other debris; (b) growth of weeds and grass that are detrimental to the health, safety or welfare of the occupants or public or that by reason of not being cut regularly are excessive when compared with neighboring properties; (c) objects and conditions, including holes and excavations that are or might create health, fire or accident hazards; and (d) graffiti. Under this and other sections of the By-Law the City can take action to ensure unsightly residential properties are kept in good order.

Under the Commercial Maintenance By-Law there are similar requirements for keeping properties in good order.

**Key Considerations/Implications:**

1. Budget/Financial Implications:  
May be an upfront cost for the City to remediate a delinquent property and then sue for cost.

# ST. JOHN’S

2. Partners or Other Stakeholders:  
Adjacent residential properties are impacted by unsightly vacant lots/lands.
3. Alignment with Strategic Directions/Adopted Plans: Not Applicable.
4. Legal or Policy Implications:  
Any legal action arising from delinquent properties will require staff resources from the City's Legal Department.
5. Engagement and Communications Considerations: Not Applicable.
6. Human Resource Implications: Not Applicable.
7. Procurement Implications: Not Applicable.
8. Information Technology Implications: Not Applicable.
9. Other Implications: Not Applicable.

**Recommendation:**

It is recommended that the status quo remain and the City prohibit developers from stockpiling materials and debris on vacant lots/lands adjacent or near residential areas for long periods of time through the aforementioned By-Laws. It is further recommended that staff complete a jurisdictional scan to determine how other municipalities deal with this issue.

**Prepared by Signature:**

Dave Wadden, M.Eng., P.Eng.  
Manager, Development - Engineering

Signature: \_\_\_\_\_

**Prepared by Signature:**

Jason Sinyard, P. Eng., MBA  
Deputy City Manager - Planning, Engineering & Regulatory Services

Signature: \_\_\_\_\_

DW/dlm

**Attachments:** Residential Property Standards By-Law  
Commercial Maintenance By-Law

**This is not the official version.**

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**Important Information**

(Includes disclaimer and copyright information and details about the availability of printed and electronic versions of the By-Laws.)

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BY-LAW NO. 1140  
AMENDMENT NO. 1307, 1314, 1318, 1341, 1358, 1359,  
1366, 1367, 1388, 1420, 1426, 1430, 1437, 1456, 1467,  
1483, 1490, 1496, 1504, 1508 & 1544  
RESIDENTIAL PROPERTY STANDARDS BY-LAW  
PASSED BY COUNCIL ON February 28, 90

Pursuant to the powers vested in it under Section 403B of The City of St. John's Act and all other powers it enabling, the St. John's Municipal Council in session convened on this 28th day of February, A.D., 1990, hereby passes and enacts the following Residential Property Standards By-Law prescribing minimum standards and regulations for the occupancy and maintenance of residential property in the City of St. John's.

CITY OF ST. JOHN'S  
RESIDENTIAL PROPERTY STANDARDS BY-LAW

1. This By-Law may be cited as The St. John's Residential Property Standards By-Law.
2. This By-Law shall apply only within the limits of the City of St. John's.

DEFINITIONS

- 3.1 "Accessory Building" means any building or structure used for any purpose that is incidental or secondary to that of a residential use on the same lot. Without limiting the foregoing, such use shall include a private garage, shed, greenhouse or outside garbage receptacle.
- 3.2 "Act" means the City of St. John's Act, R.S.N., 1970, Ch. 40 and amendments thereto.
- 3.3 "Apartment" means a dwelling unit which contains bathroom and kitchen facilities for the exclusive use of the occupant or occupants of the dwelling unit, in which such facilities are contained.
- 3.4 "Apartment Building" means a dwelling containing three (3) or more apartments and includes a condominium registered in accordance with The Condominium Act, R.S.N., 1970, Ch. 57 and amendments thereto.



3.5 "City" means the City of St. John's as incorporated by the Act and includes the Council as defined by the Act.

3.6 "Dwelling" means any house, building, mobile home, trailer or other structure or any portion thereof, which is designed, constructed, or occupied in whole or in part, as the home, residence or sleeping place of one or more human beings.

3.7 "Dwelling Unit" means a building, or part thereof, containing one or more habitable rooms, designed, used or intended to be used together for living and sleeping purposes by humans under a single tenancy and includes an apartment or condominium unit.

3.8 "Egress" - or "means of egress" means a continuous unobstructed way of travel from any point in a building or structure to a public way and consists of three (3) distinct parts:

(a) "Exit Access" which is that part of a means of egress within a floor area that provides access to an exit serving the floor area.

(b) "Exit" which is that part of a means of egress that leads from the floor area it serves to an exit discharge.

(c) "Exit Discharge" which is that part of a means of egress between the termination of an exit and an open public way.

3.9 "Guard" means a protective barrier around openings in floors, or at the open sides of stairs, landings, balconies, mezzanines, galleries, raised walkways or other locations to prevent accidental falls from one level to another. Such barrier may or may not have openings through it.

3.10 "Habitable Room" means, subject to Section 3.13, a room designed for living, sleeping, or eating and includes such rooms as a den, library, sewing room, or enclosed sun room but does not include a room solely used as a kitchen, bathroom, pantry or corridor.

3.11 "Inspector" means any official or employee of the City or other person or persons designated by the City to enforce the provisions of this By-Law.

3.12 "Lodging House" shall mean a building wherein lodging facilities are provided for hire by more than four persons and in which sanitary or culinary facilities are used in common by the occupants of one or more dwelling units, and without limiting the generality of the foregoing, a lodging house includes; a motel, hotel, tourist home, rooming house, boarding house and a multi-use residential building.

3.13 "Non-Habitable Room" means a room other than a habitable room

and includes a bathroom or shower room, kitchen (when used solely as such), a toilet room, laundry room, boiler room, furnace room, pantry, closet, corridor, foyer, stairway or lobby.

3.14 "Order" means a notice of violation or, a notice to demolish, vacate, or repair a dwelling served by an Inspector pursuant to this By-Law.

3.15 "Owner" includes any person:

(a) who, alone or jointly or severally with others, shall have the legal title to land, whether in fee simple or under a ground lease, with or without actual possession thereof,

(b) who manages or receives the rent of the land or dwelling whether on his own account or as agent or trustee of any other person, or who would receive such rent if the same were rented,

(c) who is a mortgagee in possession, but does not include a mortgagee merely because his mortgage vests the legal estate in him.

3.16 "Person" includes a corporation and heirs, executors, administrators or other legal representatives of a person.

3.17 "Repair" includes taking the necessary action to bring buildings and/or property up to standards.

3.18 "Residential Property" means a dwelling and the yard around it, and all accessory buildings, out buildings, fences, barriers, retaining walls or other erections therein and thereon, or vacant land within a residential zone.

3.19 "Trailer" means a vehicle which has no motive power of its own and is designed to be attached to a truck, tractor or other motor vehicle.

3.20 "Vacant" when applied to dwellings shall include dwellings which are unoccupied and which are no longer used nor intended to be used for the accustomed and ordinary purposes of a dwelling but shall not include dwellings wherein occupants are temporarily absent.

3.21 "Yard" means the land, other than publicly owned land, around and appurtenant to the whole or any part of a dwelling, and used or capable of being used in connection with the dwelling, whether or not the land is owned by the owner of the dwelling situated thereon, and includes lawns, courts and driveways.

#### GENERAL DUTIES AND OBLIGATIONS

4.1 No person shall use, permit the use of, rent, or offer to rent any dwelling, dwelling unit, or room in violation of any provision of this

By-Law or any other by-law or regulation of the City.

4.2 The owner of any residential property shall put and keep in repair and maintain the same in accordance with this By-Law, or demolish the whole or the part thereof that is not in accordance with the By-Law.

4.3 Where an Inspector has placed or caused the placing of a sign, placard, or notice upon any premises under the authority of this By-Law or any other applicable law, by-law, or regulation, no person shall remove such sign, placard, or notice except with the consent of the Inspector.

4.4 The owner and the occupant of a dwelling shall be jointly and severally liable to:

- (a) limit the number of occupants thereof to the number permitted by this By-Law;
- (b) maintain all plumbing, cooking, refrigerating appliances and fixtures and all storage facilities and other equipment therein in a clean and sanitary condition and in good working order;
- (c) keep all exits therefrom clean and unobstructed; and
- (d) Maintain the same in a clean and sanitary condition and free from fire and accident hazards.

#### GENERAL PROPERTY REQUIREMENTS

5.1 (1) All parts of a residential property shall be kept clean and free from

- (a) rubbish, garbage, and other debris,
- (b) growth of weeds and grass that are detrimental to the health, safety or welfare of the occupants or the public or that by reason of not being cut regularly are excessive when compared with neighbouring properties, and
- (c) objects and conditions, including holes and excavations that are or might create health, fire or accident hazards.
- (d) graffiti. **(Amended 08/20/2007; #1504)**

(2) For new construction commenced after January 1, 2004, the residential property shall be landscaped in accordance with the plans review letter issued with respect to the property. **(Amended 01/26/2004; #1467)**

5.2.1 No person shall repair, dismantle or scrap a vehicle on residential

property.

5.2.2 Repair in Section 5.2.1 shall not apply to repairs of a minor nature such as repairing flat tires, boosting batteries, changing filters or replacing spark plugs, to a vehicle which is owned by an occupant of the residential property on which the repairs are being effected.

5.2.3 (1) No person shall deposit, discard or keep a wrecked, discarded, dismantled, inoperative, unused, or abandoned vehicle, trailer or other machinery or any parts thereof on a residential property. **(Amended 02/14/2000; #1426)**

(2) No person shall park, or cause to be parked, a vehicle on residential property beyond the building line unless such vehicle is parked in an approved driveway or parking space. **(Amended 02/14/2000; #1426)**

5.2.4 This section shall not apply to any vehicle or parts when

(i) the vehicle or parts thereof are enclosed within a building on private property, and

(ii) the vehicle or parts thereof are owned by an occupant of the property.

5.3 The provisions of this Section shall apply to vacant lots and to the premises of business establishments located within a residential zone and the owner of such vacant lots or premises shall maintain the same in accordance with this section.

6.1 Vacant dwellings shall be maintained in accordance with this By-law except as it relates solely to the convenient use of the dwelling as a residence.

6.2 The owner of any vacant dwelling shall protect every such dwelling against risk of accident or other danger by effectively preventing the entry thereto by all unauthorized persons.

6.3 Without restricting the generality of subsection 6.2, the protection may include boarding up the dwelling with tight fitting plywood, securely fastened to every doorway, window or wall opening that constitutes a means of access, hazard or an unsightly appearance.

6.4 All materials used for boarding up vacant buildings shall be covered and maintained with a preservative which is colour coordinated to the exterior of the building.

6.5 Where a dwelling remains vacant for a period of more than 90 days, the owner shall ensure that all utilities serving the dwelling are properly disconnected or otherwise secured to prevent accidental or malicious

damage to the property or adjoining premises.

6.6 Subsection 6.5 shall not apply where such utilities are required for the safety or security of such building.

#### GARBAGE DISPOSAL

7.1 Except for the purpose of composting, all garbage, rubbish, waste and other debris from a residential property shall be promptly stored in regulation receptacles and made available for removal in accordance with the Act, and any regulation or by-law made thereunder. (Amended 05/10/93; #1307)

7.2 Where garbage and refuse storage rooms and shutters are provided they shall be maintained at all times in a clean and sanitary condition and shall be provided with adequate ventilation.

7.3 All bins and receptacles used or intended to be used for the purpose of storing garbage during periods between collection, which are not contained within a building, shall:

- (a) be liquid tight;
- (b) be provided with a tight fitting cover; and
- (c) be completely lined with a minimum of 24 gauge galvanized steel or equivalent, and
- (d) be located to the rear of the building line.

7.4 (a) All exterior bins, receptacles or dumpsters shall be surrounded by an enclosure or vegetation that effectively screens such bin, receptacle or dumpster from view. **(Amended 11/14/95; #1359)**

(b) The design, construction and location of the enclosure or vegetation referred to in section 7.4(a) shall be approved by the Inspector. **(Amended 11/14/95; #1359)**

7.5 Composting means the storage and controlled biochemical decomposition of vegetables, fruit or garden waste. **(Amended 05/10/93; #1307 & 11/14/95; #1359)**

7.6 All composting must be carried out in a suitably maintained container which may be commercially or owner constructed and which must be rodent proof and properly vented. **(Amended 05/10/93; #1307 & 11/14/95; #1359)**

7.7 All composting must be carried out in such a manner as not to attract rodents, flies, or animals nor to cause an unpleasant odour and shall be maintained so as not to be a nuisance to neighbouring

properties. **(Amended 10/25/93; #1318 & 11/14/95; #1359)**

7.8 Composting containers shall be located in the rear yard no closer than 2 feet to a lot line. **(Amended 10/25/93; #1318 & 11/14/95; #1359)**

#### DRAINAGE

8.1 All residential property shall be graded and drained in such a manner as to prevent excessive or recurrent ponding of storm water or the entrance of water into a basement or cellar and shall be cultivated or protected with a suitable ground cover to prevent erosion of the soil.

8.2 Drainage water from a roof surface and surface drainage shall not be discharged directly or indirectly onto a sidewalk, walkway, driveway, stairway or an adjoining property nor in such a manner as to cause soil erosion.

8.3 Ground cover in Section 8.1 means organic or inorganic material and includes concrete, flagstone, gravel, asphalt, grass or other form of landscaping.

#### FENCES AND ACCESSORY BUILDINGS

9.1 All fences, barriers, accessory buildings and out buildings forming part of a residential property shall be kept:

(a) weather resistant by the application of appropriate materials including paint and preservatives,

(b) in good repair,

(c) structurally sound, and

(d) free from health, fire and accident hazards.

9.2 No fence, barrier, accessory building or out building shall be placed or permitted to remain on any part of a residential property where by reason of its height or location it creates an accident hazard to motorists.

9.3 Except with the consent of Council, the use of barbed wire is prohibited on residential property. **(Amended 05/31/99; #1420)**

9.4 Where a mobile structure has been modified to create an accessory building the resultant accessory building shall comply with the National Building Code of Canada and its architectural style shall conform with that of the primary structure to which it is subordinate. **(Amended 06/27/2006; #1496)**

#### RETAINING WALLS



10.1 Retaining walls shall be maintained in good repair, structurally sound and free from hazards.

10.2 Without restricting the generality of Section 10.1, the maintenance of retaining walls includes:

- (a) repairing or replacing deteriorated, damaged or missing portions,
- (b) installation of subsoil drains,
- (c) grouting, and
- (d) applying paint or a preservative to metal or wooden parts.

WALKS, DRIVEWAYS, STEPS, ETC.

11.1 Every dwelling unit shall have a surfaced walk connecting the entrance thereto with a public sidewalk or street or with a surfaced driveway that connects with a street.

11.2 All exterior steps to a dwelling and all walkways, driveways, parking spaces and similar areas of a yard shall be kept in good repair so as to provide safe passage under normal use.

11.3 (a) Where, in the opinion of the Inspector, a safety hazard, or nuisance, exists, every walkway, driveway and parking space connecting to a public sidewalk or street shall be paved with concrete, asphalt or equivalent suitable material.

(b) A safety hazard referred to in section 11.3(a) shall include, but not be limited to, gravel or stone tracking onto the sidewalk or street.

**(Amended 04/10/2000; #1430)**

#### ROOFS

12.1 Every roof including the fascia board, soffit, cornice and flashing of every dwelling and accessory building shall be kept weather tight and free from leaks.

12.2 Every eavestrough, roof gutter and downpipe shall be kept:

- (a) in good repair,
- (b) in good working order,
- (c) water tight and free from leaks, and
- (d) free from health and accident hazards.

12.3 Every roof shall be kept free from:

- (a) loose or unsecured objects and materials,
- (b) dangerous accumulations of snow or ice, and
- (c) all other accident hazards.

#### EXTERIOR WALLS

13.1 Every exterior wall of a dwelling and the components thereof shall have a suitable cladding or covering free of holes, cracks, or excessively worn surfaces and shall be maintained:

- (a) in good repair,
- (b) weather tight,
- (c) free from loose or unsecured objects and materials,
- (d) so as to prevent the entrance of insects and animals, and
- (e) so as to prevent deterioration due to weather, insects or animals.

13.2 Without restricting the generality of Section 13.1, the maintenance of an exterior wall includes the painting of all exterior wood and metal work and restoring, repairing or replacing the wall and the components thereof.

#### FOUNDATION WALLS AND SUPPORTS

14.1 Every foundation wall and every foundation support forming part of the residential property shall be maintained in good repair so as to prevent settlement thereof or the entrance of moisture, insects, or rodents therein or thereto.

14.2 Without limiting the generality of subsection 14.1, the maintenance of a foundation wall and foundation supports includes:

- (a) jacking up, underpinning or shoring the walls where necessary,
- (b) installing subsoil drains at the footing,
- (c) grouting cracks,
- (d) waterproofing the wall and joints,
- (e) repairing or replacing decayed, damaged or weakened sills, piers, posts, or other supports,
- (f) making sills, piers, posts or other supports waterproof and insect-

proof by the application of paint or other suitable materials, and using suitable means to jack-up or support the building where necessary.

#### STRUCTURAL SOUNDNESS

15.1 Every part of a residential property shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it may be normally subjected.

#### DAMPNESS

16.1 Every basement, cellar, crawl space and other spaces subject to high moisture levels shall be drained and shall be adequately ventilated to the outside air.

16.2 Every floor, every ceiling, both sides of every interior wall and the interior side of every exterior wall in a dwelling shall be free from dampness.

16.3 Every dwelling shall be so constructed and protected as to prevent the passage of noxious gases from a part of the dwelling that is not used, designed or intended to be used for human habitation into other parts of the dwelling.

#### DOORS AND WINDOWS

17.1 All windows, doors and hatchways in a dwelling or accessory building shall be maintained in good repair, weathertight and so as to prevent the entry of insects and animals.

17.2 Without restricting the generality of Section 17.1, the maintenance required includes:

- (a) painting,
- (b) repairing or renewing damaged, decaying or rotten:
  - (i) doors,
  - (ii) door frames and casings,
  - (iii) window sashes, and
  - (iv) window frames and casings.
- (c) refitting doors and windows,
- (d) weather stripping,
- (e) repairing or replacing defective or missing door hardware and defective or missing window hardware,
- (f) reglazing, and
- (g) using other suitable means of weatherproofing.

17.3 Every room used for sleeping purposes and every dwelling unit shall have at its entrance a door that closes securely and is fitting with proper hardware in good repair.

17.4 Every opening in an exterior wall that is required for ventilation or illumination and which is not protected by a window or door and could permit the entry of animals or insects shall become and shall be:

- (a) screened with wire mesh, metal grill, or other durable material, or
- (b) otherwise protected so as to effectively prevent the entry of animals or insects.

17.5 Where storm windows are installed in a dwelling, such windows shall be kept in good repair and properly glazed.

17.6 All shutters in a dwelling shall be maintained in good repair.

17.7 Where screens are installed on a dwelling, such screens shall be maintained in good repair so as to effectively prevent the entry of insects.

#### EGRESS

18.1 Every dwelling and every dwelling unit within a dwelling shall have a safe, continuous, and unobstructed passage or means of egress from the interior of the dwelling and dwelling unit to the exterior of the dwelling at street or grade level.

18.2 The means of egress required in Section 18.1 shall not pass through a room in another dwelling unit or through an area not under the immediate control of the occupants of the unit which that means of egress serves.

#### SMOKE ALARMS

19.1 At least one approved U.L.C. listed smoke alarm is required in every dwelling unit.

19.2 Smoke alarms shall be located adjacent to sleeping rooms, or between sleeping rooms and the remainder of the dwelling unit, so that when activated, the detector will initiate an alarm which is clearly audible in all sleeping rooms.

19.3 Smoke alarms shall be properly mounted and placed so as to afford maximum protection and must be maintained in an operable condition.

19.4 Notwithstanding Section 19.1, smoke alarms in apartment buildings and lodging houses are required to be installed with

permanent connections to an electrical circuit and shall have no disconnect switch between the overcurrent device and the smoke alarm.

#### STAIRS, BALCONIES AND PORCHES

20.1 Every stairway, balcony or porch in, on or appurtenant to a dwelling or dwelling unit shall be maintained:

- (a) in good repair, and
- (b) free from,
  - (i) holes,
  - (ii) cracks,
  - (iii) excessive wear and warping,
  - (iv) other hazardous conditions.

20.2 Without restricting the generality of the foregoing, the maintenance includes:

- (a) repairing or replacing treads, risers or floors that show excessive wear or are broken, excessively warped or loose.
- (b) repairing, renewing, or supporting structural members that are rotted, deteriorated or loose, and
- (c) painting, or other acceptable finish.

#### GUARD AND HANDRAILS

21.1 Every open side of a stairway, stairwell, balcony or landing where the difference in elevation between adjacent levels exceeds 600mm is required to be protected by a suitably constructed and maintained guard and handrail system.

#### WALLS AND CEILINGS

22.1 Every wall and ceiling in a dwelling shall be maintained in good condition and free from holes, cracks, loose coverings and hazards.

22.2 The surface of every wall and ceiling in a dwelling shall be maintained in a clean condition.

22.3 Every ceiling, both sides of an interior wall and the interior side of an exterior wall in a dwelling shall be finished with suitable materials.

#### FIRE SEPARATIONS

23.1 All dwelling units shall be effectively separated from one another so as to retard the spread of fire.

23.2 All fire separations shall be installed and maintained such that no cracks, holes, openings or other defects exist which could reduce the effectiveness of the fire separation.

## FLOORS

24.1 All floors in a dwelling shall be maintained so as to be free from

- (a) loose, excessively warped, protruding, broken or rotted boards or components,
- (b) holes or cracks,
- (c) defective or rotted structural members, and
- (d) other hazardous conditions.

24.2 All floors in a dwelling shall be finished with a suitable material.

24.3 Floors in bathrooms, shower rooms, toilet rooms, kitchens, laundry rooms and entrance hall, foyers or vestibules shall be maintained reasonably impervious to water and in such condition as to permit such floor to be easily kept in a clean and sanitary condition.

24.4 Without restricting the generality of Section 24.3, the maintenance includes installing, repairing, refinishing and replacing a floor or floor covering to provide the required condition.

### HEATING SYSTEMS, FUEL BURNING EQUIPMENT, FIRE-PLACES, CHIMNEYS, AND RELATED ACCESSORIES

25.1 Every fireplace used, capable of being used or intended to be used in a dwelling for burning fuel in an open fire and all other fuel burning equipment in a dwelling shall be maintained in good repair and so as to prevent the heating of adjacent combustible material or structural members to unsafe temperatures and shall be effectively and safely vented to the outside air.

25.2 In every dwelling, fuel burning equipment, heating equipment, and every vent pipe, smoke pipe, chimney, flue or duct connected to such equipment, shall be constructed, placed, protected and maintained in good repair so as to prevent the heating of adjacent combustible materials and structural members to unsafe temperatures and the leakage of backing up of smoke or noxious gases into the dwelling.

25.3 Without restricting the generality of Section 25.1 and 25.2, the maintenance includes:

- (a) lining, repairing and re-lining the fireplace and chimney with fire resistant materials,
- (b) installing, repairing and replacing the hearth of the fireplace,
- (c) cleaning and clearing obstructions from the chimney, flue, smoke



pipe or other duct,

(d) sealing open joints and repairing masonry, and

(e) using piping or ducts of adequate size for a chimney, flue, smoke pipe, vent pipe or a similar duct.

25.4 All chimneys, solid-fuel burning appliances, fireplaces and oil burning equipment used, capable of being used or intended to be used in a dwelling shall be inspected annually by qualified service personnel and a copy of the report of such service personnel shall be provided to the Inspector upon request.

25.5 Every dwelling shall be provided with a heating system capable of maintaining a room temperature of not less than 20°C (70°F) in all parts of all habitable rooms, kitchens, bathrooms and toilet rooms, in the dwelling at all times.

25.6 The heating system shall be maintained in good repair and working condition and capable of heating the dwelling safely to the required temperature.

25.7 A furnace or combustion heater that serves two or more dwelling units shall be located so as to comply with the National Building Code.

25.8 A furnace or combustion heater located in a means of egress or adjacent to a means of egress serving a sleeping area, shall be separated from the means of egress by a partition having at least a 1/2 hour fire resistance rating. Any doors in the partition must have a fire resistance rating of at least 1/3 hour. **(Amended 2002/08/19; #1456)**

25.9 No space heater shall be placed so as to cause a fire hazard to walls, curtains, furniture or other combustibles, nor to impede the free movement of persons within the room or area where such heater is located.

25.10 No stove or combustion heater shall be located so as to block escape in case of fire arising from malfunctioning of the stove or heater.

25.11 Where in a dwelling or dwelling unit, a heating system or auxiliary heating system burns or is intended to burn solid or liquid fuel, a place or receptacle for the storage of such fuel shall be provided and maintained in good condition and properly constructed so as to be free from fire or accident hazards.

25.12 No combustible storage of any kind is permitted within 3 metres of a furnace or fuel storage receptacle.

25.13 When a furnace or fuel storage receptacle is required to be enclosed, storage of any kind in that enclosure is prohibited.

25.14 Storage of fuel or combustible liquid shall be in a suitable container or tank.

25.15 All connections between heating equipment, or cooking equipment that are fuelled by liquid or gas, and the source of fuel shall be maintained rigid and in good repair, and shall be located or protected so as to avoid damage.

25.16 Notwithstanding Subsection 25.15 a flexible connector that has been approved by the Inspector may be used to connect a gas stove used only for cooking purposes to its source of fuel.

#### KITCHENS AND GENERAL STORAGE

26.1 Every kitchen or room in which meals are prepared shall have a sink that:

- (a) is set into a countertop made of material impervious to water,
- (b) is served with hot and cold running water,
- (c) is connected to the drainage system for the dwelling, and
- (d) is in good repair and working order.

26.2 Every kitchen or room in which meals are prepared shall be equipped with adequate storage facilities and counter top area.

26.3 Every dwelling unit shall have adequate space provided for laundry facilities, clothing, linen storage and general storage.

#### LIGHTING AND VENTILATION

27.1 Every habitable room in a dwelling unit shall contain one or more windows or skylights that have a total light transmitting area of not less than 5 percent of the floor area of the room.

27.2 All skylights and windows shall:

- (a) be glazed,
- (b) be provided with proper and suitable hardware,
- (c) be maintained in good repair, and
- (d) be easily opened and closed at all times.

27.3 Adequate lighting shall be provided in all areas of a dwelling.

27.4 Every habitable room and every bathroom, shower room, and toilet room in a dwelling shall be provided with an adequate natural means of ventilation unless the same is adequately ventilated by means of a mechanical or other ventilating system.

27.5 Where any system of mechanical or other ventilation is provided in any room in a dwelling, it shall be:

- (a) maintained in good repair and working order; and
- (b) connected by a duct leading to the outside of the building.

27.6 Where range hoods are provided, the vents must be of suitable non-combustible construction.

27.7.1 Every attic, crawl space and other enclosed space shall:

- (a) be vented to the outside air, and
- (b) have an access opening thereto measuring at least 508mm x 712mm.

27.7.2 Notwithstanding Section 27.7.1(b), where mechanical equipment is enclosed in such a space, the access opening thereto shall be sufficiently large to permit the maintenance, removal and replacement of such equipment.

27.7.3 Notwithstanding Section 27.7.1(b), such access shall not be required when the height to the highest point in the enclosed space does not exceed 600mm.

27.8 Where a laundry room is used by the occupants of three or more dwelling units, such room shall be provided with a system of mechanical ventilation.

#### THERMAL INSULATION

28. Thermal insulation shall be required when heat loss or heat gain or air infiltration is sustained to the extent that excessive room temperature variations are caused, thereby preventing the heating system from maintaining normal room temperature as required by Section 25.5, under normal operating input.

#### UTILITIES

29.1 No owner or occupant of a dwelling shall disconnect, shut off, remove or otherwise discontinue or permit the disconnection of any utility serving a dwelling unless:

- (a) the dwelling is vacant, or

(b) such action is necessary to safely make repairs, and then only during the reasonable minimum time required to safely make such repairs.

29.2 Section 29.1 does not apply:

(a) where Council, the Inspector, or the utility supplier has ordered the disconnection of the utility, or

(b) where a person liable for utility rates has failed to make payment, resulting in the disconnection of the utility by the supplier.

#### OCCUPANCY, USE, ROOM HEIGHT AND SPACE REQUIREMENTS

30.1 No person shall use or permit the use of a non-habitable room in a dwelling as a habitable room.

30.2 No person shall occupy or permit the occupancy of a dwelling, a dwelling unit or a room in a dwelling in contravention of the provisions of this section.

30.3 Where a room is less than 2 metres in width or has a floor area of less than 6 square metres exclusive of closet space, no person shall use or permit the use of the room for sleeping purposes.

30.4 Where a room in a dwelling is used for sleeping purposes by two or more persons simultaneously, the total number of persons using the room for sleeping purposes shall not exceed the floor area of their room in square metres divided by 4.6.

30.5 Where a room or part of a room in a dwelling does not exceed 1.5 metres in height, the floor area under a ceiling that is not more than 1.5 metres above the floor shall not be counted in computing the floor area of the room for the purposes of Section 30.3 and 30.4.

#### BASEMENT APARTMENTS

31. Where the floor of any space in a dwelling is below the finished grade of the adjoining yard, no person shall use or permit the use of that space or any part thereof as one or more habitable rooms except where in addition to the other standards prescribed in this by-law, the following requirements are met:

(a) the floors and walls are constructed so as to be impervious to water leakage and are treated against dampness by the provision of an adequate vapour barrier,

(b) the floors are damp proof and are covered with a permanent floor covering material other than paint, that prevents condensation.

## ELECTRICAL

32.1 Every dwelling shall be connected to an electrical supply system and shall be wired for electricity.

32.2 An adequate supply of electric power shall be available at all times in all parts of every occupied dwelling.

32.3.1 Every dwelling unit shall have a panelboard containing overcurrent devices.

32.3.2 Notwithstanding Subsection 32.3.1, special permission may be given by the Inspection Department to accept a panelboard which is located outside of the dwelling unit which it serves, if:

(a) the occupant has access to the area where the panelboard is located, and

(b) the installation had previously been inspected and accepted by the Inspector.

32.4 The capacity of the consumer service to the dwelling and the system of circuits distributing the electrical supply within the dwelling, shall be adequate for the use and intended use in the dwelling and shall be in compliance with Electrical By-Laws and Regulations of the City and all other applicable regulations.

32.5 In every dwelling unit, overcurrent devices protecting system circuitry must be suitable for their use or intended use.

32.6 In every dwelling the electrical service supply shall be effectively grounded and the non-current carrying parts of the service equipment shall be bonded to ground.

32.7 Every habitable room in a dwelling shall have a sufficient number of electrical duplex receptacles in good working order to supply the demands, but in no case shall the number be less than:

(a) two, for the first 11.15 square metres (120 sq. ft.) or less of floor area, plus

(b) one, for each additional 9.3 square metres (100 sq. ft.) or less of floor area.

32.8 A kitchen in a dwelling unit shall have a sufficient number of duplex receptacles to supply the demand but in no case less than:

(a) one split duplex receptacle on a separate 3-wire branch circuit in good working order and located along the wall behind counter work

surface, or

(b) two duplex receptacles each on a separate branch circuit in good working order and located along the wall behind counter work surface, or

(c) where the counter space is required to have only one receptacle it shall be one duplex receptacle on a separate branch circuit in good working order and located along the wall behind the counter work surface.

32.9 At least one duplex receptacle shall be provided in each laundry room or area, each utility room or area, or combined laundry/utility room. When grouped laundry facilities are provided, sufficient outlets shall be provided to adequately serve the equipment to be installed by the building owner or tenants.

32.10 At least one branch circuit shall be provided solely for receptacles installed in the laundry room or area and the utility room or area.

32.11 An electrical light fixture shall be permanently installed and maintained in good working order in every water closet, compartment, toilet room, bathroom, shower room, kitchen, kitchenette, cooking space, laundry room, furnace room, hall, stairway and basement in a dwelling.

32.12 An exterior lighting outlet with fixture controlled by a wall switch located within the dwelling shall be provided at every entrance.

32.13 Every stairway shall be lighted.

32.14 Except as provided in Section 32.15, three-way wall switches shall be located at the head and foot of each stairway having four or more risers, to control at least one lighting outlet with fixture.

32.15 Stairway lighting for basements or cellars that do not contain finished space nor lead to an outside entrance or built-in garage and which serves not more than one dwelling unit may be controlled by a single switch located at the head of the stairs.

32.16 A lighting outlet with fixture shall be provided for each 30 square metres ( 323 sq. ft. ) or fraction thereof of floor area in unfinished basements or cellars. The outlet nearest the stairs shall be controlled by a wall switch located at the head of the stairs.

32.17 Every furnace serving a dwelling unit shall be provided with a suitable device for disconnecting the furnace, which:



- (a) shall be located so as to be readily accessible,
- (b) shall be located between the furnace and the point of entry to the area where the furnace is located,
- (c) shall not be located on the furnace nor in a location which can be reached only by passing close to the furnace, and
- (d) shall be marked to indicate the equipment it controls.

32.18 Wiring devices shall be contained in suitable boxes.

32.19 No person shall place an extension cord directly beneath a floor covering or through a doorway, transom, wall, ceiling or floor for use on a semi-permanent or permanent basis and no person shall use, cause or permit the use of an extension cord so placed.

32.20 The electrical wiring, circuits, fuses, circuit breakers, and electrical equipment in a dwelling shall be maintained at all times:

- (a) in accordance with the Electrical By-Laws or Regulations of the City and any other applicable regulations,
- (b) in good repair and working order, and
- (c) free from fire and accident hazards.

32.21 In dwelling units that require emergency power circuits and equipment, in compliance with City By-Laws, the installations shall be made and maintained in accordance with applicable Codes.

32.22 Notwithstanding any of the provisions of this section all electrical work and electrical installations in dwellings or portions thereof hereafter constructed or renovated shall be made or done in accordance with the Canadian Electrical Code.

#### PLUMBING

33.1 All plumbing, plumbing equipment and fixtures in a dwelling shall be maintained in accordance with City By-Laws and Regulations and in good operating condition and repair and shall be kept free from leaks and other defects.

33.2 Every dwelling and every dwelling unit shall be provided with:

- (a) at least one water closet that is connected to the drainage system and cold water supply system serving the dwelling,
- (b) at least one washbasin, located in every room that contains a water closet or urinal, which washbasin(s) shall be provided with hot and

cold running water and shall be connected to the drainage system serving the dwelling,

(c) at least one bathtub or shower or combination thereof, provided with hot and cold running water and connected to the drainage system serving the dwelling.

33.3 Water closets, urinals and bathtubs or showers shall be located in rooms within the dwelling unit which they serve. Such rooms shall have acceptable doors, fitted with lockable hardware.

33.4 In Lodging Houses, separate facilities as required in Section 33.2 shall be available for every ten (10) persons occupying the dwelling. The facilities shall be located on the same floor or the next floor immediately above or below the floor where the lodgers are located.

33.5 Where a dwelling is not connected to the water and sewer system of the City, the water closet and bathroom facilities mentioned in this section shall be properly connected to a water and sewer system or septic tank and absorption bed approved by the Department of Health for the Province of Newfoundland and the City Plumbing Inspector and be in good condition and all other subsections of this section shall apply thereto.

33.6 Where plumbing penetrates required fire separations it shall meet non-combustibility requirements set forth in the National Building Code.

#### QUALITY OF REPAIRS

34. All repairs to a dwelling shall be made in a manner accepted as good workmanship in the trade concerned and with materials suitable and sufficient for the purpose.

#### CODES

35.1 The National Building Code of Canada, 2010, any Supplements to the National Building Code of Canada, 2010 and the Administrative Requirements for use with The National Building Code of Canada, 2010, are hereby declared to be, and shall be taken as part and parcel of this By-Law from the date of passing of this By-Law as if same were repeated herein in full. Provided that if any section or part thereof of the said Code and Supplements shall conflict with any other section of this By-Law, then the provisions of the said Code and Supplements shall prevail. **(Amended 04/18/2011; #1544)**

35.2 The National Fire Code of Canada, 2005, is hereby declared to be, and shall be taken as part and parcel of this By-Law from the date of passing of this By-Law as if same were repeated herein in full. Provided that if any section or part thereof of the said Code shall conflict with any other section of this By-Law, then the provisions of

the Code shall prevail. **(Amended 04/10/2006; #1490)**

35.3 Sections 35.1 and 35.2 shall apply to buildings erected prior to the date of passing of these regulations only in so far as they are intended to apply to existing buildings. **(Amended 09/06/94; #1341)**

35.4 The Life Safety Code, 2000, being Document 101 prepared by the National Fire Protection Association of the United States of America is hereby declared to be and shall be taken as part and parcel of this By-Law as if the same were repeated herein in full. Provided that if any section or part thereof of the said Code shall conflict with any other section of this By-Law, then the provisions of the Code shall prevail. **(Amended 09/06/94 - #1341; Amended 05/12/97 - #1388; Amended 11/14/2000 - #1437)**

35.5 Notwithstanding sections 35.1, 35.2, 35.3 and 35.4 day care occupancies will be treated as Class A occupancies. **(Amended 10/03/2005; #1483)**

35.6 Where the requirements of the Life Safety Code, 2000 conflict with the requirements of the National Building Code of Canada, 2010 then the National Building Code of Canada, 2010 shall prevail. **(Amended 04/18/2011; #1544)**

#### PENALTY

36.1 Any person who contravenes the provisions of this By-Law shall be guilty of an offence and liable upon summary conviction to a penalty as provided for in Section 403 of the City of St. John's Act, or where a violation notice is issued, to a penalty as provided for in Section 403.2 of the City of St. John's Act. **(Amended 11/05/2007; #1508)**

36.2 Where any dwelling or dwelling unit is not kept in repair and maintained in accordance with the By-Law, and thereby in the opinion of the Inspector, the dwelling or dwelling unit is unfit for habitation, the said dwelling or dwelling unit shall, if Council so orders, be vacated within a period designated by Council after the delivery of an order to the owner or the posting of a notice in a conspicuous place on the dwelling or dwelling unit stating that the same is unfit for human habitation, and such dwelling or dwelling unit shall not thereafter be used for habitation again until the placard or notice is removed by the Inspector and he issues a certificate that the dwelling or dwelling unit conforms to the standards.

36.3 Where any dwelling or dwelling unit is not kept in repair and maintained in accordance with the standards, and thereby in the opinion of the Inspector, the dwelling or dwelling unit is unfit for habitation and constitutes an immediate hazard to life, the said dwelling or dwelling unit shall be vacated by order of the Inspector after the

delivery of an order to the owner or the posting of a notice in a conspicuous place on the dwelling or dwelling unit stating the same is unfit for human habitation and constitutes an immediate hazard to life, and that such dwelling or dwelling unit shall not after such date stated in such notice be used for habitation again until the placard or notice is removed by the Inspector and he issues a certificate that the dwelling or dwelling unit conforms to the standards.

36.4 Where any residential property falls below the standards herein prescribed, the City shall cause the Inspector to send by registered mail to or serve on the owner and all persons known to Council to have an interest in such residential property and upon the occupant thereof, if any, a notice stating that the residential property does not conform with the standards and that repairs are required to be made thereto, giving reasonable particulars of the repairs required to be made, or that the land must be cleared and left in a graded condition and stating the period of time within which the repairs are to be made or the clearing is to be done, which period of time will be such period of time as the Inspector sees fit, and that if the repair or clearance is not so done within the period of time specified, the Council may carry out the repair or clearance and the cost of the work done may be levied against the residential property as a debt due to the City or charged against the land concerned as taxes due and owing in respect of that land and Council may sue for and recover the cost of such repair or clearance.

36.5 Nothing in this Section shall or shall be deemed to alter, amend, abrogate or restrict in any way the powers conferred on the City or its officials or servants by the Act and in particular without limiting the generality of the foregoing, Sections 387, 388, 389, 395 and 404 of the Act, but such powers shall continue in full force and effect notwithstanding the enactment of these by-laws.

36.6 Repealed. **(Amended 04/10/2006; #1490)**

37.1 The St. John's Maintenance Housing By-Law, passed by the St. John's Municipal Council on the 31st day of October, A.D. 1973 and all amendments thereto, are hereby repealed.

**This is not the official version.**

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**Important Information**

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BY-LAW NO. 618

AMENDMENT NO. 859, 989, 1344, 1347, 1358, 1360,  
1364, 1388, 1409, 1437, 1452, 1470, 1474 , 1483, 1490,  
1497, 1505 , 1508 & 1573

COMMERCIAL MAINTENANCE BY-LAW

PASSED BY COUNCIL ON May 25, 77

Pursuant to the powers vested in it under and by virtue of Section 403C of the City of St. John's Act and all other powers it enabling, the St. John's Municipal Council in regular session on Wednesday the 25th day of May, 1977 hereby enacts the following By-Law relating to standards for the maintenance and occupancy of commercial property within the City of St. John's and prohibiting the use of such commercial property that does not conform to the prescribed standards.

BY-LAW

1. This By-Law may be cited as "The Commercial Maintenance By-Law of the City of St. John's".
2. For the purpose of this By-Law unless the context otherwise requires:
  - (a) "Accessory Building" means a detached subordinate building on the same lot as the main building.
  - (b) "Act" means the City of St. John's Act, Chapter 40, R.S.N., 1970, and amendments thereto.
  - (c) "Balustrade" means a row of balusters or spindles surmounted by a railing.
  - (d) "City" shall mean the City of St. John's.
  - (e) "Council" shall mean the St. John's Municipal Council.
  - (f) "Commercial property" shall mean any property or building that is

used or designed for use for business, commercial, industrial or institutional purposes.

(g) "Inspector" means the City Engineer or some other employee of Council designated by Council to enforce the provisions of this By-Law.

(h) "Land" means the land around and appurtenant to the whole or any part of a commercial property.

(i) "Multiple Use Building" means a building containing both a dwelling unit and non-residential property.

(j) "Order" means a notice of violation and order to clean, demolish or repair a building or commercial property.

(k) "Owner" shall -

(i) include for all purposes an agent receiving or entitled to receive the rentals of or having the care or management of any such property belong-ing to an owner absent from Newfoundland: Provided that such agent shall incur no personal liability for any breach by his principal of any of the provisions of this act in relation to such property unless, after being required by the Council in writing to make good such breach, he parts with monies of his principle then in or from time to time coming into his hands without retaining thereout an amount sufficient to enable him to make good such breach including penalties thereof, if any;

(ii) means in the case of property held under a building lease, the lessee or his assignee, including in the term "assignee" a sub-tenant for the whole or substantially the whole term thereof, not being a mortgagee;

(iii) does not include a mortgage merely because his mortgage vests the legal estate in him, but does include a mortgagee in possession;

(iv) includes a tenant without a written lease.

(l) "Standards" mean the standards set out in Parts 1 and 2 of this By-Law.

(m) "Toilet Room" means a room containing a water closet and a wash basin.

### 3. LANDS

(a) The lands shall be kept clean and free from rubbish or other debris and from objects or conditions that might create a health, fire or accident hazard.



(i) Where the Land of a Commercial Property is used for the storage of goods, materials or equipment such goods, materials or equipment shall be secured, contained and/or immobilized in a manner acceptable to the Inspector. **(Amended 2014/10/06 #1573)**

(b) Heavy undergrowth and noxious plants, such as ragweed, poison ivy, poison oak and poison sumac shall be eliminated from the lands.

(c) No vehicle or trailer, or boat, or mechanical equipment which is in a wrecked, discarded or dismantled condition shall be parked, stored or left on the lands. Where a business requires outdoor storage for any purpose, the area shall be defined and enclosed with a screened fence. **(Amended 06/29/98; #1409)**

(d) Where, in the opinion of the Inspector, screening is required, an outdoor salvage yard shall be obscured by screening from surrounding properties. Such screening shall be of uniform construction and shall be 2.4 m (8') in height except where, in the opinion of the Inspector, it may be lower in height. Where, in the opinion of the Inspector, screening is not required the Inspector may require a fence to be erected around an outdoor salvage yard so as to restrict access to the outdoor salvage yard. **(Amended 04/29/2002; #1452)**

(e) All areas used for vehicular and pedestrian traffic and parking shall be paved with bituminous, concrete or equivalent surfacing and shall be free from dirt and other litter and kept in good repair and shall also conform with the provisions of all other applicable laws and regulations of Council. **(Amended 06/18/86; #989)**

(f) All lands not used for vehicular or pedestrian traffic shall be landscaped and provided with an acceptable ground cover to prevent erosion. Landscaping shall be designed to drain storm and surface water in a manner acceptable to the inspector. Landscaping shall be maintained in a manner acceptable to the inspector provided however that landscaping for new construction commenced after September 20, 2004 shall be maintained in accordance with the landscape plan and/or development agreement approved with respect to the lands. **(Amended 08/23/2004; #1474)**

(g) The lawns, hedges and bushes on the lands shall be kept trimmed.

(h) The inspector shall have power to enter upon any land or premises where he knows or suspects any matter or thing is placed or kept in violation of this section, and order the removal, disposal or abatement by the owner or tenant of any such land or premises or both of them of any such dilapidated or unsightly machine, vehicle, matter or thing or any such litter or refuse within such period as the inspector may

determine, and if such order is not complied with, the person on whom such order is served shall be liable to all the penalties provided by this By-Law for such non-compliance, and in addition the inspector shall have power himself, his contractors, servants or agents to remove any such unsanitary matter or any such machine, vehicle, matter or thing or any litter or refuse, the cost of which may be recovered in any court by the City from the owner of such land or premises.

(i) All lands, premises and buildings, including accessory buildings, fences and signs, shall be kept free of graffiti. **(Amended 08/20/2007; #1505)**

#### 4. SEWERAGE AND DRAINAGE

(a) Sewerage or organic waste of commercial properties shall be discharged into a sewerage system in accordance with all applicable laws and regulations of Council.

(b) Rain water from any roof of a commercial property shall be conveyed to a storm sewer. If such a storm sewer is not available to the land, the rain water shall be disposed of in such a manner as not to create a nuisance.

(c) Storm water shall be drained from the lands so as to prevent recurrent ponding or the entrance of water into a basement or cellar.

#### 5. SAFE PASSAGE

(a) Steps, walks, driveways, parking spaces and similar areas of the land shall be maintained so as to afford safe passage, in the opinion of the inspector, under normal use and weather conditions.

(b) Elevators and escalators and conveyor belts shall be maintained so as to afford safe passage in the opinion of the inspector.

#### 6. ACCESSORY BUILDINGS

(a) An accessory building shall be kept in good repair and free from health, fire and accident hazards.

(b) Where an accessory building or the land may harbour noxious insects or rodents, all necessary steps shall be taken to eliminate the insects or rodents and to prevent their reappearance.

(c) Where a mobile structure has been modified to create an accessory building the resultant accessory building shall comply with the National Building Code of Canada and its architectural style shall conform with that of the primary structure to which it is subordinate. **(Amended 06/27/2006; #1497)**

## 7. FENCES AND LITTER

(a) Drive-in eating establishments shall keep their land and premises clean and free of litter, garbage, cartons, wrappers, paper, rubbish and other debris and shall provide on the premises such number of suitable garbage containers as the inspector may require.

(b) All fences around or on non-residential property shall be kept in good repair, free from accident hazards and protected by paint, preservative or other weather resistant material.

## 8. SIGNS

All signs and billboards on the lands or commercial properties shall be maintained in good repair and any signs which are excessively weathered or faded, or those upon which the paint has excessively peeled or cracked shall, with their supporting members, be removed or put into a good state of repair.

## 9. GARBAGE DISPOSAL

(a) Each commercial property shall be provided with sufficient receptacles to contain all garbage, rubbish, ashes and trade waste. Where such receptacles are located outdoors the receptacles shall be surrounded by an enclosure or vegetation that effectively screens such receptacles from view.

**(Amended 03/21/95; #1347 & 11/14/95; #1360)**

(b) The design, construction and location of garbage receptacles and screening referred to in section 9(a) shall be approved by the Inspector and shall be maintained at all times in a clean and sanitary condition.

**(Amended 05/25/83; #859; & 11/14/95 #1360)**

(c) Plastic bags shall not be stored outdoors unless protected from damage.

(d) Every commercial property shall have rodent proof storage space for garbage and other wastes. **(Amended 03/21/95; #1347)**

(e) The lands of every commercial property shall be kept free of refuse and litter.

## 10. PEST PREVENTION

(a) Every commercial property shall be kept free of rodents, vermin and insects at all times.

(b) A basement or cellar window in a commercial property used or

required for ventilation and any other opening in a basement or cellar, including a floor drain, that might permit the entry of rodents, shall be screened with wire mesh, metal grill or other durable material as will effectively exclude rodents.

## 11. BASEMENT FLOORS

(a) Basement, cellar or crawl spaces in a commercial property which are not served by a stairway leading from the building or from outside the building may have dirt floor provided it is covered with a moisture proof covering.

(b) Basements or cellars in a commercial property which are served by a stairway leading from the building or from outside the building shall have a concrete floor, and where required, with a floor drain located at the lowest point of the said floor and connected to an approved sewerage system.

(c) A concrete floor in a basement or cellar in a commercial property shall be free from major cracks, breaks or such as not to create a hazardous condition.

## 12. FOUNDATIONS

(a) The foundation, walls and basement, cellar or crawl space floor in a commercial property shall be maintained in good repair and structurally sound and where necessary shall be so maintained by shoring of the walls, installing subsoil drains at the footing, grouting masonry cracks, parging and water-proofing the walls or floor.

(b) Every commercial property unless of the slab-on-grade type shall be supported by, foundation walls or piers which extend below the frost line or to solid rock and all footings, foundation walls, piers, slab-on-grade shall be of masonry or other suitable material.

(c) Subsection (b) does not apply to accessory buildings and non-habitable buildings.

## 13. STRUCTURALLY SOUND

(a) Every part of a commercial property shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it may be subject.

(b) Materials of a commercial property which have been damaged or show evidence of dry rot or other deterioration shall be repaired or replaced.

(c) Exterior walls, roofs and other parts of a commercial property shall

be free from loose and insecured objects and any materials, and improperly secured objects and material shall be removed, repaired or securely replaced.

(d) All exterior exposed surfaces of a commercial property not inherently resistant to deterioration shall be treated with a protective coating of paint or otherwise repaired, coated, sealed or treated, to protect them from deterioration or weathering.

#### 14. EXTERIOR WALLS

(a) The exterior walls of all commercial properties and their components shall be maintained so as to prevent their deterioration due to weather and insects, and shall be so maintained by the painting, restoring, or repairing of the walls, coping or flashing, by the water-proofing of joints and of the walls themselves.

(b) All canopies, marquees, signs, awnings, stairways, fire escapes, stand pipes, exhaust ducts and similar overhang extensions of commercial properties shall be maintained in good repair, be properly anchored and shall be protected from the elements and against decay and rust by the periodic application of a weather coating material such as paint or other protective treatment.

(c) All cornices, entablatures, belt courses, corbels, terra-cotta trim, wall facings and similar decorative features of commercial properties shall be maintained in good repair with proper anchorage and in a safe condition.

(d) All air conditioners of or in commercial properties which are installed and operated directly over a public sidewalk shall be equipped with proper devices for the prevention of condensation drainage upon the sidewalk.

(e) All air conditioners of or in commercial properties, shall be maintained in a safe mechanical and electrical condition.

(f) Where mechanical ventilation is used in or for a commercial property, the ventilating duct which is on the exterior wall shall not be located closer than six feet from a window located in an adjoining building.

#### 15. ROOF

A roof, including the fascia board, soffit and cornice of commercial properties shall be maintained in a watertight condition so as to prevent leakage of water into the building.

#### 16. DAMPNESS

The interior floors, ceilings and walls of commercial properties shall be kept free from dampness.

## 17. DOORS AND WINDOWS

(a) All exterior openings in commercial properties shall be fitted with doors or windows.

(b) Windows, exterior doors and basement or cellar hatchways of commercial properties shall be maintained in good repair so as to prevent the entrance of wind or rain into the dwelling.

(c) Rotted or damaged doors, door frames, window frames, sashes and casings, weather stripping, broken glass and defective door and window hardware of commercial properties shall be repaired or replaced.

## 18. STAIRS

An inside or outside stair and any porch appurtenant to it shall be maintained in every commercial property so as to be free of holes, cracks and other defects which may constitute possible accident hazards and all treads or risers that show excessive wear or are broken, warped or loose, and all supporting structural members that are rotted or deteriorated shall be repaired or replaced.

## 19. RAILINGS AND HANDRAILS

Where, in the opinion of the Inspector, a safety hazard, or nuisance, exists every balcony, porch, landing, mezzanine, gallery, stairwell and stairway shall have guards and handrails.

**(Amended 05/17/2004; #1470)**

## 20. WALLS AND CEILINGS

(a) Every wall and ceiling of commercial properties shall be maintained so as to be free of holes, cracks, loose coverings or other defects which would permit flame or excessive heat to enter the concealed space.

(b) Where occupancies in a commercial property are separated vertically, the dividing walls shall be continued in the basement from the top of the footings to the underside of the finished floor surface, and in the attic from the top of the finished ceiling surface to the underside of the finished roof surface and such walls shall consist on each side of two half inch layers of gypsum wallboard or material of equivalent fire resistance rating and all cracks or openings shall be tightly sealed with caulking of mineral wool or similar non-combustible material.



## 21. FLOORS

(a) Every floor in every commercial property shall be smooth and level and be maintained so as to be free of all loose, warped, protruding, broken or rotted boards that might cause an accident or allow dirt to accumulate, and all defective floor boards shall be repaired.

(b) In every commercial property where floor boards have been covered with linoleum or some other covering that has become worn or torn so that it retains dirt or might cause an accident, the linoleum or other covering shall be repaired, replaced or removed.

(c) Every bathroom, toilet room or shower room in every commercial property shall have a floor of water repellant construction with a base moulding at least two inches in height, except at the door opening.

## 22. CLEANLINESS

(a) Every floor, wall, ceiling, fixture, appliance and equipment in every commercial property shall be maintained in a clean and sanitary condition as is appropriate to the use which is being made of the building.

## 23. EGRESS

Exits from commercial properties shall be in accordance with the Building Regulations of the City of St. John's.

## 24. HEATING SYSTEM

(a) In any commercial property where persons are employed in duties and operations in an enclosed space or room within a building and not engaged in active physical activity the heating equipment shall be capable of providing sufficient heat in such spaces or rooms to maintain a temperature of not less than 70 degrees during normal working hours.

(b) In any commercial property the heating system required by subsection (a) shall be maintained in good working condition so as to be capable of heating the building safely to the required standard, and auxiliary heaters shall not be used as a primary source of heat.

(c) In any commercial property no room heater shall be placed so as to cause a fire hazard to walls and any other equipment, nor to impede the free movement of persons within the room where the heater is located.

(d) In any commercial property where a heating system or part of it or any auxiliary heating system burns solid or liquid fuel, a place or

receptacle for the storage of the fuel shall be provided and maintained in a convenient location and properly constructed so as to be free from fire or accident hazards.

(e) In any commercial property equipment burning fuels shall be properly vented by a connecting duct or flue pipe leading to a chimney or a vent flue approved by the Chief of the St. John's Fire Department or his duly authorized agent.

(f) In any commercial property all flues shall be kept clear of obstruction, all open joints shall be sealed and broken loose masonry shall be repaired and the vents shall be maintained to prevent gases from leaking into the building. Every chimney, smoke pipe and flue shall be maintained so as to prevent gases from leaking into the building.

(g) In any commercial property every chimney, smoke pipe and flue shall be maintained so as to prevent gases from leaking into the property.

(h) In any commercial property a fuel burning central heating system in a multiple use building shall be located in a separate room having walls, ceiling and doors with a fire resistance rating of not less than one hour.

(i) Subsection (h) does not apply where there is a fire separation between the dwelling unit and the non-residential property having a fire resistant rating of one hour or where the dwelling unit and non-residential property are occupied by the same tenant.

(j) The enclosure referred to in subsection (h) shall be vented to provide sufficient combustion air for the heating equipment directly from the outside air.

## 25. PLUMBING

(a) All plumbing, drain pipes and plumbing fixtures in every commercial property and every connecting line to the sewerage system shall be maintained in good working order and free from leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing and all of which shall conform to applicable laws and regulations of Council.

(b) In every commercial property all waste pipes shall be connected to the sewerage system through water seal traps.

## 26. TOILET ROOM FACILITIES

Every commercial property shall conform to the following

requirements:

- (a) Buildings where people work shall have a minimum of one water closet and one wash basin supplied with hot and cold running water located in an enclosed room conveniently accessible to the employees.
- (b) All toilet rooms shall be fully enclosed and with a door capable of being locked so as to provide privacy for the occupant.
- (c) All toilet facilities and toilet rooms shall be kept clean and neat at all times and the toilet room walls and ceilings shall be provided with a smooth surface and where paint is used as the surface coating it must be maintained and painted as is necessary for cleanliness.
- (d) Each toilet room shall be provided with toilet paper, of the continuous roll type, individual towels or other means of drying.
- (e) Every toilet room shall be provided with an opening or openings for natural ventilation located in an exterior wall or through openable parts of skylights and all such openings shall have a minimum aggregate unobstructed free flow area of one square foot.
- (f) An opening for natural ventilation may be omitted from a toilet room where a system of mechanical ventilation has been provided, such as an electric fan with a duct leading to outside the building and which operates whenever the light is turned on in the toilet room.
- (g) Where mechanical ventilation is used the ventilation duct which is on the exterior wall shall not be located closer than six feet from a window located in an adjoining building.

## 27. ELECTRICAL SERVICE

Every commercial property shall conform to the following requirements:

- (a) Fuses or overload devices shall not exceed limits set by the Electrical Laws and Regulations of Council.
- (b) Extension cords which are not part of a fixture shall not be permitted on a semi-permanent or permanent basis.
- (c) The electrical wiring and all electrical fixtures located or used in a building shall be installed and maintained in good working order and in conformity with all applicable laws and regulations of Council.

## 28. LIGHT

Every commercial property shall conform to the following

requirements:

(a) Sufficient windows, skylights and electrical lighting fixtures shall be provided and maintained in order to furnish illumination of at least five foot candle power in all passageways and stairways whenever the building is in use, and at least one foot candle power in all stairways provided for use in case of fire or other emergency.

(b) Levels of illumination shall be measured at the floor or stair track level.

## 29. VENTILATION

Every commercial property shall conform to the following requirements:

(a) Every room where people work shall have an opening or openings for natural ventilation and such opening or openings shall have a minimum aggregate unobstructed free flow area of three square feet and shall be located in the exterior walls or through openable parts of skylights.

(b) An opening for ventilation may be omitted if mechanical ventilation is provided which changes the air once each hour.

## 30. BASEMENT OR AN UNHEATED CRAWL SPACE

Every commercial property shall conform to the following requirements:

(a) Every basement and unheated crawl space shall be adequately vented to the outside air by means of screened windows which can be opened or by louvres with screened openings, the area of which shall not be less than one per cent of the floor area for basements and one square foot per 500 square feet of crawl space area.

(b) An opening for natural ventilation may be omitted from the basement or unheated crawl space where a system of mechanical ventilation has been provided which changes the air once each hour.

## 31. RESPONSIBILITY OF THE TENANT

Subject to the provisions of any lease, the tenant of a commercial property shall:

(a) Maintain that part of the non-residential property which he occupies or controls in a clean, sanitary and safe condition.

(b) Maintain all plumbing fixtures and appliances as well as other

building equipment and storage facilities in that part of the premises which he occupies, or controls, in a clean and sanitary condition, and provide reasonable care in the operation and use thereof.

(c) Maintain a safe, continuous and unobstructed exit from the interior of the building to the exterior at street or grade level.

(d) Dispose of garbage and refuse into provided facilities in a clean and sanitary manner, in accordance with the provisions and By-Laws of the City of St. John's.

(e) Exterminate insects, rodents and other pests within his building.

(f) Maintain lands in a clean, sanitary and safe condition and free from infestation insofar as he occupies or controls said non-residential property and any parts thereof.

(g) Make available containers for the disposal of refuse which may be discarded by customers and keep the lands and surrounding property free of such refuse.

## 32. PENALTY

Any person who contravenes the provisions of this By-Law shall be guilty of an offence and liable upon summary conviction to a penalty as provided for in Section 403 of the City of St. John's Act, or where a violation notice is issued, to a penalty as provided for in Section 403.2 of the City of St. John's Act.

**(Amended 11/05/2007; #1508)**

33. (a) Where any commercial property is not kept in repair and maintained in accordance with the standards and provisions of this By-Law, and thereby in the opinion of the Inspector, the commercial property or part thereof is unfit for habitation, the commercial property or part thereof shall, if Council so orders, be vacated within thirty (30) days after the delivery of an order to the owner or the posting of a notice in a conspicuous place on the commercial property stating that the said commercial property or part thereof shall not thereafter be used for human occupation again until the placard or notice is removed by the Inspector and he issues a certificate that the dwelling or dwelling unit conforms to the standards.

(b) Notwithstanding anything to the contrary contained in this section of this By-Law, where any commercial property or part thereof is not kept in repair and maintained in accordance with the standards and provisions of this By-Law, and thereby in the opinion of the Inspector the commercial property or part thereof is unfit for human occupation and constitutes an immediate hazard to life, the said commercial property or part thereof as the case may be, shall be immediately

vacated by order of the Inspector after the delivery of an order to the owner or the posting of a notice in a conspicuous place on the commercial property stating that the same is unfit for human occupation and constitutes an immediate hazard to life, and that such commercial property shall not, after such date stated on such notice, be used for human occupation again until the placard or notice is removed by the Inspector and he issues a certificate that the commercial property conforms to the standards.

34. Where in the opinion of the Inspector any commercial property does not conform to the standards or to the provisions of this By-law, or any land used and enjoyed therewith is required to be cleared of all buildings and structures and left in a graded and level condition, the City shall cause the Inspector to send by registered mail to or serve on the owner and all Persons known by the City to have an interest in the commercial property and upon the occupant thereof, if any, a notice which if sent by mail shall be mailed the same day it is dated, stating that the commercial property does not comply with the standards, and that the repairs are required to be made thereto giving reasonable particulars of the repairs required to be made, or that the land must be cleared and left in a graded levelled condition and stating the period of time within which the repairs are to be made or the clearing is to be done, and that, if the repair or clearance is not so done within the period of time specified, the City may carry out the repair or clearance and the cost of the work done may be levied against the owner of such commercial property as a debt due to the City or charged against the land concerned as taxes due and owing in respect to that land and the City may sue for and recover the cost of such repair or clearance.

35. Nothing in Sections 403C and 403B or either of them shall be deemed to alter, amend, abrogate or restrict in any way the powers conferred on the City or its officials or servants by the Act and in particular without limiting the generality of the foregoing Sections 387, 388, 389 and 395 of the Act, but such powers shall continue in full force and effect notwithstanding the enactment of these By-Laws.

36. (a) There shall be a Development Appeal Board (the Board) which shall consist of at least five persons to be appointed annually by the City, none of whom shall be officials or servants of the Council, and the majority of whom shall not be members of the Council.

(b) Where a vacancy in the Board occurs for any cause the City shall immediately appoint a person qualified as set out in this section to be a member thereof, and the person so appointed shall hold office until the next ensuing annual appointment of members.

(c) Any member of the Board is eligible for reappointment from time to time.



(d) Upon the establishment of the Board it shall have all the powers, rights, duties, obligations, and authority conferred on it and the City by Section 403C of The Act in connection with or relating to the matter therein set forth including hearings by the Board.

37. The electric supply system in a commercial property shall not be used to operate machinery or equipment for thawing frozen pipes either inside or outside such dwelling unless such machinery and equipment is operated under the supervision of a qualified electrician.

38. Repealed. **(Amended: 04/10/2006; #1490)**

39.1 The National Building Code of Canada, 2005, any Supplements to the National Building Code of Canada, 2005 and the Administrative Requirements for use with The National Building Code of Canada, 2005, are hereby declared to be, and shall be taken as part and parcel of this By-Law from the date of passing of this By-Law as if same were repeated herein in full. Provided that if any section or part thereof of the said Code and Supplements shall conflict with any other section of this By-Law, then the provisions of the said Code and Supplements shall prevail.

**(Amended 04/10/2006; #1490)**

39.2 The National Fire Code of Canada, 2005, is hereby declared to be, and shall be taken as part and parcel of this By-Law from the date of passing of this By-Law as if same were repeated herein in full. Provided that if any section or part thereof of the said Code and Supplements shall conflict with any other section of this By-Law, then the provisions of the said Code and Supplements shall prevail.

**(Amended 04/10/2006; #1490)**

39.3 The Life Safety Code, 2000, being Document 101 prepared by the National Fire Protection Association of the United States of America is hereby declared to be and shall be taken as part and parcel of this By-Law as if the same were repeated herein in full. Provided that if any section or part thereof of the said Code shall conflict with any other section of this By-Law, then the provisions of the Code shall prevail.

**(Amended 11/14/2000 - #1437)**

39.4 Notwithstanding sections 39.1, 39.2 and 39.3 day care occupancies will be treated as Class A occupancies. **(Amended 10/03/2005; #1483)**

39.5 Where the requirements of the Life Safety Code, 2000 conflict with the requirements of the National Building Code of Canada, 2005 then the National Building Code of Canada, 2005 shall prevail.

**(Amended 04/10/2006; #1490)**



# DECISION/DIRECTION NOTE

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**Title:** Lundrigan's Marsh Enhancement Project by NAACAP

**Date Prepared:** June 21, 2017

**Report To:** Planning and Development Committee

**Councillor and Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** 1

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**Decision/Direction Required:**

The Northeast Avalon Atlantic Coastal Action Plan (NAACAP) is seeking City approval for an enhancement project at Lundrigan's Marsh.

**Discussion – Background and Current Status:**

The City and the Province signed a Wetland Habitat Stewardship Agreement regarding Lundrigan's Marsh in 2004. The marsh area is owned by several parties, including a large part by Ducks Unlimited Canada. It is all zoned Open Space Reserve (OR) under the St. John's Development Regulations.

NAACAP wishes to carry out three (3) areas of work for this project:

1. Scientific data sampling and land-use analysis
2. Planting native species to soften the edges of the wetland from the surrounding industrial and commercial land uses.
3. Improve the existing look-out area.

These are all in line with the zoning and with the City's stewardship agreement.

**Key Considerations/Implications:**

1. Budget/Financial Implications:  
The City's Parks and Open Spaces Division has agreed to assist with the planting.
2. Partners or Other Stakeholders:  
NAACAP advises that the Province's Wildlife Division, Ducks Unlimited Canada, the Nature Conservancy of Canada, the Grand Concourse Authority, and the Stewardship Association of Municipalities (SAM) are in favour of the project and may become involved.
3. Alignment with Strategic Directions/Adopted Plans:  
In line with the St. John's Development Regulations and the Lundrigan's Marsh Habitat Stewardship Agreement signed between the City and the Province in 2004.

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4. Legal or Policy Implications:  
In line with the wetland policies of the St. John's Municipal Plan.
5. Engagement and Communications Considerations:  
Would be an opportunity to promote the environmental importance of Lundrigan's Marsh.
6. Human Resource Implications:  
Staff with Parks and Open Spaces Division will be involved in planting.
7. Procurement Implications: Not applicable.
8. Information Technology Implications: Not applicable.
9. Other Implications: Not applicable.

**Recommendation:**

It is recommended that Council approve the NAACAP enhancement project for Lundrigan's Marsh.

**Prepared by/Signature:** Ken O'Brien, MCIP, Chief Municipal Planner

Signature: \_\_\_\_\_

**Approved by/Date/Signature:** Jason Sinyard, P.Eng., MBA, Deputy City Manager - PER

Signature: \_\_\_\_\_

KO'B/dlm

**Attachments: Map**



May 18, 2017

Dear Public Works Committee, City of St. John's,

Northeast Avalon ACAP (NAACAP) is seeking the approval of the City of John's to carry out a project in and abutting Lundrigan's Marsh, as the City is responsible for the management of the area and entered into a Habitat Stewardship Agreement for the area in 2004.

We are seeking funding for this project through Environment and Climate Change Canada's National Wetland Conservation Fund and WWF's Go Wild program, and hope to commence the project in 2017. The main project activities are:

- 1) Obtain scientific data from Lundrigan's Marsh and Virginia River to support conservation efforts - including sampling of flora, fauna and water and soil quality, conducting land use analysis, and determining wetland function;
- 2) Soften the boundaries between the marsh and surrounding industry by planting native species that enhance wetland function (eg: those that are best suited for wildlife habitat, improve water and air quality, provide bank stabilization, etc.);
- 3) Upgrade the existing look out to promote public usage – including a public cleanup and planting event.

We feel that this project will contribute to the City's conservation efforts at Lundrigan's Marsh. The scientific information generated will be an asset to determining what ecological functions the marsh provides, and will help to guide future conservation needs for the area.

We hope to engage multiple private, public and non-profit stakeholders as partners and contributors to the project. The Provincial Wildlife Division, Ducks Unlimited Canada, Nature Conservancy of Canada, Grand Concourse Authority, and Stewardship Association of Municipalities (SAM) are in favor of the project and are interested in being involved. The City's Parks and Open Spaces Division has also agreed to assist with the project, specifically related to the planned planting. Additionally, we will work to engage business owners near the marsh in conservation efforts.

**Northeast Avalon ACAP Inc.**

172 Military Road Road ♦ P.O. Box 8732 ♦ St. John's, NL ♦ A1B 3T1  
Telephone: (709) 726-9673 ♦ Email: [info@naacap.ca](mailto:info@naacap.ca) ♦ Web: <http://www.naacap.ca>



If any additional information on our intentions is required, please contact the undersigned.

Thank you very much.  
Yours truly,

Phoebe Metcalfe  
Projects Manager  
Northeast Avalon ACAP  
naacaptech@gmail.com  
709-726-9673

**Northeast Avalon ACAP Inc.**

**172 Military Road Road ♦ P.O. Box 8732 ♦ St. John's, NL ♦ A1B 3T1**  
**Telephone: (709) 726-9673 ♦ Email: [info@naacap.ca](mailto:info@naacap.ca) ♦ Web: <http://www.naacap.ca>**

# DECISION/DIRECTION NOTE

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**Title:** Envision St. John's Municipal Plan and Development Regulations  
PER file no. M-16(A)

**Date Prepared:** June 22, 2017

**Report To:** Planning and Development Committee

**Councillor & Role:** Councillor Art Puddister, Chair, Planning and Development Committee

**Ward:** All

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**Decision/Direction Required:**

To continue the review of the draft St. John's Development Regulations.

**Discussion – Background and Current Status:**

Since our memo to Council in September 2015, City staff have continued the review and rewrite of the draft St. John's Development Regulations. These will accompany the draft Envision St. John's Municipal Plan. Staff will make a PowerPoint presentation at the Committee meeting.

Staff with the Planning and Development Division and the Legal Department have worked diligently on the draft Development Regulations. The draft is almost complete, except for parking standards, some zone matters, and a set of definitions which are normally written last.

Since the draft Municipal Plan was released in 2014, staff have made some minor edits to it and are working on a new format that will be easier to administer after the document is finalized. Previously, we looked at obtaining specialized software to be able to edit the Plan as amendments are made in the future, but decided to stay with the regular word-processing software that we already use.

The Plan is ready for adoption-in-principle, if Council so wishes. Once the Regulations are finalized, they can also be considered for adoption-in-principle. Both documents can then be sent together to Municipal Affairs for provincial review.

Staff have consulted widely with the Department of Planning, Engineering and Regulatory Services, the Department of Public Works and others. The draft Regulations, once complete, will be circulated among relevant City staff again before being presented to the public for consultation. We also intend to consult with groups such as developers and architects who use the Regulations regularly. The City did extensive consultation leading to the draft Municipal Plan, so the consultation on the Development Regulations will be more straightforward.

One important change is that our heritage regulations will mostly be placed in a new Heritage By-law. This will be presented to Council in the coming months. Our Legal staff advise that the heritage powers in the City of St. John's Act are more extensive than in the Urban and Rural Planning Act, and thus it is

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preferable for heritage matters to be dealt with using a By-Law rather than using the Development Regulations. The Municipal Plan will still contain references and guidance on built heritage.

The next steps will be:

- Complete the draft Development Regulations with input of City staff, led by Planning and Legal staff.
- Bring the complete draft Municipal Plan and complete draft Development Regulations to Council to consider adoption-in-principle. These are usually done together but can be done separately. Once both are adopted-in-principle, the documents will be sent to Municipal Affairs for provincial review and release.
- Refer the Plan and Regulations for public review and comment, including open houses and meetings with interest groups. The City's Communications Division has an engagement plan prepared.
- Present the Plan and Regulations to Council for consideration of adoption, assuming we have received provincial release. Once Council adopts the new Plan and Regulations, it can appoint an independent commissioner to conduct a public hearing and prepare a report with recommendations for Council.
- Commissioner's public hearing. Once the commissioner's report is received, if there are any recommendations to amend the documents, these can be dealt with by Council.
- Present the Plan and Regulations to Council for consideration of approval. This is Council's final vote on the new Plan and Regulations.
- The Plan and Regulations are then sent to Municipal Affairs to be registered by the Minister and gazetted. Then they come into legal effect.

### **Key Considerations/Implications:**

1. Budget/Financial Implications:  
Staff time for the review and public engagement.
2. Partners or Other Stakeholders:  
Council; citizens; property owners; businesses; developers; interest groups.
3. Alignment with Strategic Directions/Adopted Plans:  
In line with the Urban and Rural Planning Act, the City's Strategic Plan, and the review process set out in the existing Municipal Plan.

4. Legal or Policy Implications:  
Conformity with the Urban and Rural Planning Act.
5. Engagement and Communications Considerations:  
City staff have prepared an engagement plan to be used once the Plan and Regulations are ready for public review.
6. Human Resource Implications: Not applicable.
7. Procurement Implications: Not applicable.
8. Information Technology Implications:  
Use of the City website and social-media sites, plus newspaper ads.
9. Other Implications: Not applicable.

**Recommendation:**

It is recommended that the Planning and Development Committee direct staff to continue with the review process for Envision St. John's.

**Prepared by/Signature:** Ken O'Brien, MCIP, Chief Municipal Planner

Signature: \_\_\_\_\_

**Approved by/Date/Signature:** Jason Sinyard, P.Eng., MBA, Deputy City Manager - PER

Signature: \_\_\_\_\_

KO' B/dlm

**Attachments:** PowerPoint Presentation

Draft revised Envision St. John's Municipal Plan

Draft Envision St. John's Development Regulations (partially complete)

**Report/Recommendations**  
**Community Services & Housing Standing Committee**  
**June 29, 2017 @ 12:00 Noon, 4<sup>th</sup> Floor, City Hall**  
**Conference Room A**

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**Present** Deputy Mayor Ron Ellsworth, Chair  
Councillor Sheilagh O'Leary  
Councillor Bruce Tilley  
Councillor Danny Breen  
Councillor Sandy Hickman  
Tanya Haywood, Deputy City Manager, Community Services  
Elizabeth Lawrence, Director, Strategy and Engagement  
Natalie Godden, Manager, Family & Leisure Services  
Karen Sheriffs, Manager, Community Development  
Judy Tobin, Manager, Housing  
Kenessa Cutler, Legislative Assistant

## **REPORT**

### **1. Decision Note dated May 16, 2017 re: The REAL Program Proof of Income**

Natalie Godden provided an overview of the above listed and detailed the changes in funding due the Province's declining economy.

Councillor Breen inquired about the impact due to the funding changes. Natalie replied that it amounts to approximately \$80,000 which equates to close to 600 placements. Natalie further explained that the decision to move to NOA combined with the Federal LICO measure as proof of income will not only streamline the R.E.A.L. Program with similar programs in the community, it should help strengthen the program by ensuring funds are reaching only those families in need.

**Moved – Councillor Hickman; Seconded – Councillor O'Leary**

**That the Committee recommends that starting July 2017, (Fall 2017 deadline) the R.E.A.L. Program will require Notice of Assessment as proof of income for all applicants.**

**CARRIED UNANIMOUSLY**

### **2. Decision Note dated June 22, 2017 re: St. Mary's Activity Centre**

Natalie Godden provided an overview of the above listed sighting that attendance at St. Mary's Activity Centre has been dwindling and participants would be better served at other facilities.

**Moved – Councillor Tilley; Seconded – Councillor Breen**

**That the Committee approves the recommendation that the St. Mary's Activity Centre cease operation beginning July 17, 2017 with any registered participants**

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being accommodated at the Cowan Park Activity Centre, another centre (space permitting) or be provided a full refund.

**CARRIED UNANIMOUSLY**

**3. Accessibility and Inclusion Advisory Committee Special Meeting Minutes May 29, 2017**

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The Committee accepted the above listed minutes as presented. Members commended staff for the engagement efforts taken with automated garbage.

**4. Accessibility and Inclusion Advisory Committee Report June 7, 2017**

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The Committee accepted the above listed report and its recommendations.

Deputy Mayor Ron Ellsworth, Chairperson  
Community Services & Housing Standing Committee

# DECISION NOTE

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**Title:** The R.E.A.L. Program Proof of Income

**Date Prepared:** May 16, 2017

**Report To:** Community Services and Housing Standing Committee

**Ward:** N/A

**Decision/ Direction Required:** To change the R.E.A.L. Program's proof of income requirement from a reference check to Notice of Assessment (NOA) combined with the Federal Low Income Cut Off (LICO) measure.

## **Discussion – Background and Current Status:**

Throughout 2016-2017 Newfoundland saw a significant decline in the Province's economy. This has had direct impact on the R.E.A.L. Program as more families need to avail of the service and many organizations and individuals are no longer in a position to help fund the program. In addition to this, 2016 saw the end to the R.E.A.L. Program's largest fundraiser, the Clowe, Purcell and Friends Golf Classic. This event raised approximately \$80,000 annually for the program, supporting approximately 725 participant placements. Changes have also occurred within the national Canadian Tire Jumpstart program whereby they no longer support organizations directly. This has resulted in the end of the 4 year long co-branding partnership and will likely impact funding to R.E.A.L. Program participants.

In addition to eliminating co-branding, Canadian Tire Jumpstart has also moved from a reference check to NOA combined with the Federal LICO measure for proof of income. This combination is also used by Kid Sport and City of St. John's financial support programs with the option to note any major life changes that may impact a family's current financial state, such as recent unemployment. To date, the R.E.A.L. Program remains as the only recreation and leisure financial support program still accepting a reference as proof of income. Over the last year, through recommendation of the R.E.A.L. Steering Committee, the R.E.A.L. Program has randomly selected 5% of all placed participants to provide more detailed proof of income. Throughout this process, each season families have been identified who do not qualify for the program (approximately 100 families have provided this additional information).

The decision to move to NOA combined with the Federal LICO measure as proof of income will not only streamline the R.E.A.L. Program with similar programs in the community, it should help strengthen the program by ensuring funds are reaching only those families in need. This should help ensure that the limited funding is reaching the most appropriate children and youth in the community. The R.E.A.L. Program also recognizes the limitations of the NOA and in the event of a recent and dramatic change in

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income, will also accept 3 consecutive pay stubs or a letter from the appropriate government (applicable to International students). This falls in line with Canadian Tire Jumpstart and Kid Sport.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

As noted above, the R.E.A.L. Program has recently been impacted negatively by the change in economy and as a result has had to reduce the number of placements. A movement to NOA as proof of income should help ensure the funding is reaching only those families in financial need.

### **2. Partners or Other Stakeholders**

Current REAL Program Steering Committee members are in agreement with the need to require Notice of Assessment as proof of income for all applicants as of July 2017.

### **3. Alignment with Strategic Directions/Adopted Plans**

- **Strategic Plan 2015-2018 Goal: *A City for All Seasons***
  - o Explore options for year-round active, leisure and recreation facilities
- **Strategic Plan 2015-2018 Goal: *Fiscally Responsible***
  - o Deliver effective grant programs and services
- **Strategic Plan 2015-2018 Goal: *Responsive and Progressive***
  - o Build social, environmental and demographic factors into policy making

### **4. Legal and Policy Implications**

The R.E.A.L. Program will follow established practices with regards to respecting people's confidentiality and protecting their personal information.

### **5. Engagement and Communications Considerations**

N/A

### **6. Human Resource Implications**

The change from reference check to NOA combined with LICO is not expected to have impact on staff workload.

### **7. Procurement Implications**

N/A

### **8. Information Technology Implications**

N/A

### **9. Other Implications**

The R.E.A.L. Program application will need to be updated.

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**Recommendation:** Starting July 2017, (Fall 2017 deadline) the R.E.A.L. Program will require Notice of Assessment as proof of income for all applicants.

**Prepared by/Signature:** Sherry Mercer, Inclusive Services Coordinator

**Approved By/Date/Signature:** Natalie Godden, Manager, Family & Leisure Services

**Attachments:**

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# DECISION/DIRECTION NOTE

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Title: St. Mary's Activity Centre

Date Prepared: June 22, 2017

Report To: Community Services and Housing Standing Committee

Ward: 3

Decision/Direction Required:

Approval to phase out operation of St. Mary's Activity Centre effective July 17, 2017 and accommodate displaced participants at the Cowan Park Activity Centre or other City run program sites, where space is available.

Discussion – Background and Current Status:

St. Mary's Activity Centre operates from St. Mary's School on Waterford Bridge Rd and in recent years registration has been declining. The decline in registration at this site is consistent with lower registration numbers for St. Mary's School when compared to that of other schools in the system. The average school population for Elementary Schools in the City is 357, St. Mary's has a student population of 177.

Another factor is the change in format for the City run day camp in Bowring Park (40 spaces for children ages 5-12 years which is filled to capacity). The format of the Bowring Park Day Camp was changed based on public consultation and data collected as part of on-going needs assessment which indicated a need for additional full day (lunch coverage) programming in this area.

The public can choose from a variety of programming opportunities within a 5 km radius of St. Mary's School, including City operated programs at the following sites: Shea Heights; Kilbride, Bowring Park and Activity Centers in Cowan Park and Parkside. Additionally, the Friends of Victoria Park offer a day camp program which is supported by the City.

Currently, the number of participants registered at the St. Mary's Activity Centre does not allow for the delivery of a quality program as there are too few children to plan and execute group activities. To ensure a quality experience for participants and to ensure efficiencies it is recommended that participants currently registered at the St. Mary's Activity Centre be accommodated at the Cowan Park Activity Centre. Those registered for the program will be accommodated at the St. Mary's Site week 1 & 2 of the program and at the Cowan location for the remainder of the summer.

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#### Key Considerations/Implications:

1. Budget/Financial Implications

A savings of \$1500.00 for rental of recreation facilities. Potential to increase revenue by using displaced staff in high demand programs to accommodate waitlisted children.

2. Partners or Other Stakeholders

N/A

3. Alignment with Strategic Directions/Adopted Plans

Fiscally Responsible: Following a review and analysis of the programming needs in ward 3 it is fiscally responsible to accommodate these resources and reallocate resources to areas of the City where programs demands are higher.

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

6. Human Resource Implications

Staff positions are subsidized by the Canada Summer Job Creation Grant. Employment contracts are already in place for student employees. If approved, St. Mary's staff would be moved to other sites in order to increase capacity and accommodate both displaced St. Mary's participants and individuals on wait lists in areas where demand is high.

7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

#### Recommendation:

To ensure a quality experience for children and to ensure efficiencies, it is recommended that the St. Mary's Activity Centre cease operation beginning July 17, 2017 with any registered participants being accommodated at the Cowan Park Activity Centre, another centre (space permitting) or be provided a full refund.

#### Prepared by/Signature:

Annette Oldford – Supervisor, Children & Youth Services, Family & Leisure Services  
Natalie Godden – Manager, Family & Leisure Services

#### Approved by/Date/Signature:

Natalie Godden, Manager, Family & Leisure Services

The logo for St. John's, featuring the words "ST. JOHN'S" in a bold, serif font. The letter "O" in "JOHN'S" is replaced by a stylized circular emblem containing three concentric arcs, resembling a signal or a stylized 'J'.

## **Automated garbage Collection**

### **Focused conversation with Inclusion and Accessibility Advisory Committee**

**May 29, 2017 – Conference Room A, City Hall**

This was a special meeting of the Accessibility and Inclusion AC to discuss Automated Garbage Collection.

Present:        Joby Fleming, Chair, Empower  
                     Nancy Reid, COD  
                     Taylor Stocks, LGBTQ/Nexter  
                     Margaret “Muggs” Tibbo – resident  
                     Donna Power, Metrobus – Accessible Transit  
                     Dave Saunders, Citizen Representative  
                     Tilak Chawan, ANC  
                     Andrew Niblock, Director Environmental Services, City of St. John’s  
                     Victoria Etchegary, Manager, Organizational Performance and Strategy, City of St. John’s  
                     Sherry Mercer, Inclusive Services Coordinator, Family & Leisure Services, City of St. John’s

Andrew provided an overview of the Automated Garbage Collection program including the rationale for why the city is moving to this model, the business case for the program and outlined the benefits to the residents, the city/staff and the environment by moving to this program. Additionally, he outlined some key areas of concern that have already been outlined through focus groups and ongoing engagement and provided an overview of the engagement plan. All were encouraged to visit [engagestjohns.ca](http://engagestjohns.ca) to read more about the program and participate in the active engagement tools and to share those.

Sherry and Joby noted that they had reached out to the City of Mount Pearl to determine if they have any policies or programs in place for persons with mobility or other mobility challenges to support their AG program.

Discussion around AG and implications for persons with limited mobility included:

- Relying on neighbours/friends or family to get the bin to the curb is not supportive of the “independent movement” philosophy which is where we should be moving in 2017. Anything that takes away independence is considered regressive.
- There are a variety of barriers people with disabilities/challenges with movement could face with this program including getting garbage into a high bin in the first place and then getting it to and from the curb.
- Some garbage is medical waste and has to be put out weekly; could also be heavy

- Canada Post opted to go with exemptions when super mailboxes were introduced. The boxes were too high for many. In cases where there are exemptions – there is still door to door delivery twice a week.
- There was some discussion about reductions in home support which impact what can be done in those homes i.e. no snow shoveling, limited hours
- Is there an accessible or potential for a modified bin? Are there bins that could be used to allow people to participate?
- Expectations around how to handle exemptions. Do not place an extra burden on individuals i.e. \$40 doctors' note. Consider using a form where an advocate or supporting organization can sign off on the need for an exemption. Sherry noted that the City has forms and processes currently used for Recreation that could be applied.
- ANC expressed concerns about bag limitations especially in situations where one household unit may have several families living there and those families may be large. They also noted cost considerations of the bin for lower income families.
- There was significant conversation about how the city should look at individual cases – suggested it can't be across the board decisions that apply to all.
- Consideration for temporary exemptions for some and process to accommodate that. Some people may have a temporary medical condition.
- Consider placement of bin at curb/at end of driveway and impact on Go Bus
- Consider implications of "wind tossed" bin and potential challenge to get that upright for some.
- Empower and COD suggested they could organize an event/activity and City could attend with the bins and engage in discussions.

**Report to Community Services and Housing Standing Committee  
Accessibility & Inclusion Advisory Committee  
June 7, 2017 – 12:00 p.m. – Recreation Boardroom, Crosbie Road**

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**Present:** Joby Fleming, Empower, Chair  
Deputy Mayor Ron Ellsworth  
Natalie Godden, Manager of Family & Leisure Services  
Sherry Mercer, Community Services, City of St. John's  
Donna Power, Manager of Accessible Transit Services  
Taylor Stocks, LBGTQ Representative  
Colleen O'Keefe, NL Housing Corporation  
Margaret (Muggs) Tibbo, Citizen Representative  
Dave Saunders, Citizen Representative  
Jason Blair, Canadian Institute for the Blind  
Nancy Reid, COD-NL  
Joy Philpott, NLAD  
Tilak Chawan, Association for New Canadians  
Judy Tobin, Manager Housing  
Karen Chafe, Municipal Election Co-coordinator  
Kenessa Cutler, Legislative Assistant

## **REPORT**

### **1. Information Note dated May 9, 2017 re: 2017 Inclusive City Week**

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The Committee accepted the above listed as information.

**Moved - Nancy Reid; Seconded – Margaret (Muggs) Tibbo**

**That the Committee recommends a committee be formed to plan for Inclusive City Week and that the City host a yearly Inclusive City Week reception and awards ceremony.**

**CARRIED UNANIMOUSLY**

### **2. Information Note dated May 15, 2017 re: Inclusive Hiring Working Group Update**

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Sherry Mercer provided the Committee with the above listed information note.

**Moved – Taylor Stocks; seconded – Jason Blair**

**That the Committee recommends changing the name of the Inclusive Hiring Working Group to the Inclusive Organization Working Group to better represent the work of the group.**

**CARRIED UNANIMOUSLY**

**3. Decision Note dated April 9, 2017 re: Universal Design Member for the Accessibility and Inclusion Advisory Committee**

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Sherry Mercer provided an overview of the above listed.

**Moved – Colleen O’Keefe; Seconded – Nancy Reid**

**To advertise for a representative with Universal Design expertise to sit on the Accessibility and Inclusion Advisory Committee.**

**CARRIED UNANIMOUSLY**

**4. Decision Note dated June 2, 2017 re: Additional Member for the Accessibility and Inclusion Advisory Committee**

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Sherry Mercer spoke to the above listed decision note.

**Moved – Colleen O’Keefe; Seconded – Nancy Reid**

**To invite Grant Vito Genova to sit on the Accessibility and Inclusion Advisory Committee and re-advertise for a member representing the Aboriginal community.**

**CARRIED UNANIMOUSLY**

**5. Decision Note re: Universal Design Working Group**

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Natalie Godden presented the above noted decision note.

**Moved – Colleen O’Keefe; Seconded – Nancy Reid**

**To implement a Universal Design Working Group to guide the City of St. John’s in new development and prioritizing upgrades.**

**CARRIED UNANIMOUSLY**

**6. Information Note dated May 10, 2017 re: Coalition of Persons with Disabilities Stock Photos**

---

The Committee accepted the above listed as information.

**Moved – Margaret (Muggs) Tibbo; Seconded - Taylor Stocks**

**That the Committee recommends the City utilize these images to represent the diversity of the City of St. John’s in an empowering way – particularly in the City Guide and other promotional materials.**

**CARRIED UNANIMOUSLY**

# INFORMATION NOTE

**Title:** 2017 Inclusive City Week

**Date Prepared:** 2017 May 09

**Report To:** Accessibility and Inclusion Advisory Committee

**Councillor and Role:** Deputy Mayor Ron Ellsworth

**Ward:** Not Ward Specific

**Issue:**

Becoming a “welcoming and inclusive city” has been identified as a goal within the City of St. John's 2015-2018 Strategic Plan. The Accessibility and Inclusion Advisory Committee is a collaboration between the City of St. John's and the Inclusion Community and focuses on breaking down barriers that many citizens face. The City is proposing an Inclusive City Week that would occur during the first week of December each year in recognition of International Day of Persons with Disabilities (December 3<sup>rd</sup> each year).

Inclusive City Week would also provide a platform to promote inclusion in the community and to recognize individuals and organizations that make our city more inclusive. Inclusive City Week would also raise the profile of existing initiatives that traditionally take place during early December.

**Discussion – Background and Current Status:**

December 3<sup>rd</sup> of every year is the International Day of Persons with Disabilities. For the last two years the Inclusive Services team with the City of St. John's has engaged with the Inclusion Community to promote events and activities celebrating this day in the City of St. John's. In 2016 this included but was not limited to:

- A City of St. John's Proclamation
- Accessible viewing at the Downtown Christmas Parade and Festival of Music and Lights
- A free Sensational Playgroup
- Build your Disability Confidence seminar with Susan Scott Parker
- An Open House at Empower
- A Hearing Loss Challenge

Community groups who took part in the group advertisement include the City of St. John's, Empower, Inclusion NL and CHHA-NL.

In an attempt to increase awareness of inclusion and organizations that foster inclusion in the community it is proposed that the members of the Accessibility and Inclusion Advisory Committee and the City of St. John's collaborate to celebrate International Day of Persons with Disabilities. Many members of the inclusion community already plan initiatives or events in early December. Inviting all members of the Inclusion Community to advertise and celebrate together will allow for a greater impact and strengthen existing partnerships.

Specifically, the City of St. John's is suggesting the first annual Inclusive City Week featuring awards, a reception showcasing the Making the Journey Photo Exhibit, accessible viewing for the Downtown Christmas Parade, free playgroups, and open houses. The City of St. John's also seeks to build on

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existing collaborations with the Glen Roy Blundon Centre and recognize their contribution to making our City more inclusive by inviting them to participate in the proposed Inclusive City Week.

Inclusive City Week will provide an opportunity to engage schools and community groups to increase inclusion awareness. It will also be an opportunity to engage the media and highlight the partnership between the City of St. John's and Inclusion NL through Businesses Open. It is hoped that all members of the Accessibility and Inclusion Advisory committee will attend the proclamation, plan an event or initiative and contribute to celebration ideas.

### **Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Accessibility and Inclusion Advisory Committee and their associated community contacts, Inclusion NL, the Glen Roy Blundon Centre, City of St. John's staff and residents.
3. Alignment with Strategic Directions/Adopted Plans:

Neighbourhoods build our City – Create neighbourhood-focused information

A Culture of Cooperation – create City-community collaborations

A City for all Seasons – Promote active and healthy living

Responsive and Progressive – Create a culture of engagement; becoming a welcoming and inclusive City

Effective Organization – Cultivate a safe, healthy and respectful environment; develop a knowledgeable and engaged workforce; support corporate-wide information and knowledge sharing

4. Legal or Policy Implications: N/A
5. Engagement and Communications: Advertisement of the week long celebrations as well as the partnership between the City of St. John's and Inclusion NL through Businesses Open. Assistance in a coordinated social media campaign.
6. Human Resource Implications: N/A
7. Procurement Implications – N/A
8. Information Technology Implications; N/A
9. Other Implications N/A

Conclusion/Next Steps: Increase awareness and celebration of the annual International Day of Persons with Disabilities and raise the profile of inclusion in our city by engaging the Accessibility and Inclusion

Advisory Committee and Glen Roy Blundon Centre for ideas and participation in an annual Inclusive City Week.

Prepared by/Signature:  
Sherry Mercer, Inclusive Services Coordinator

Approved by/Date/Signature:  
Natalie Godden, Manager, Family & Leisure Services  
Attachments:

# INFORMATION NOTE

Title: Inclusive Hiring Working Group Update

Date Prepared: 2017 May 15

Report To: Accessibility & Inclusion Advisory Committee  
Community Services and Housing Standing Committee

Councillor and Role: Councillor and Role: Deputy Mayor, Ron Ellsworth, Chair, Community Services & Housing Standing Committee and Council Representative, Accessibility & Inclusion Advisory Committee

Ward: Not Ward Specific

**Issue:** To update the Accessibility & Inclusion Advisory Committee on the activities of the Inclusive Hiring Working Group and to inform the committee of the name change to Inclusive Organization Working Group

## **Discussion – Background and Current Status:**

- On May 9<sup>th</sup>, 2017, the Inclusive Hiring Working Group met to further discuss their mandate, update each other on work completed to date and to identify their next steps.
- At this meeting it was recognized that the work being accomplished was much greater than Inclusive Hiring and a name change to Inclusive Organization Working Group would better represent the work of the group.
- Please see attached Work Plan for further group updates.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

- a. Inclusion NL has agreed to partner with the City, free of charge as a pilot project, to review and develop policies, procedures, best practices and educational resources that support inclusive hiring.

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## **2. Partners or Other Stakeholders**

### **a. Inclusion NL**

- i. With relation to Inclusion NL, at this meeting we specifically discussed a proposed work plan, terms of reference and “Are you Disability Confident” checklist which are all being reviewed to include City of St. John's terminology and reference to the City of St. John's Strategic Directions.
- ii. Four service areas were also identified as a pilot project which has already commenced. Inclusion NL agreed to recruit people with disabilities to avail of these city's services and provide constructive feedback, which included:
  1. ACCESS St. John's
  2. City Recreation facilities
  3. Housing
  4. The Recreation summer hiring process.

### **b. Other municipalities will be consulted in the development of appropriate policies and procedures for the City.**

### **c. Organizations in the Inclusion community including but not limited to:**

- i. Accessibility & Inclusion Advisory Committee member organizations
- ii. Ready, Willing and Able
- iii. Community, Career and Employment Partnership Project
- iv. The Department of Advanced Education and Skills.

## **3. Alignment with Strategic Directions/Adopted Plans**

### **a. A Culture of Cooperation**

- i. Improve multi-level government relations
- ii. Create effective City-community collaborations

### **b. Fiscally Responsible**

- i. Explore cost-sharing programs and partnerships

### **c. Responsive and Progressive**



- i. Become a welcoming and inclusive city
- ii. Build social, environmental and demographic factors into policy-making

**d. Effective Organization**

- i. Cultivate a safe, healthy and respectful environment
- ii. Develop a knowledgeable and engaged workforce
- iii. Support corporate-wide information and knowledge sharing
- iv. Support a learning culture

**4. Legal or Policy Implications**

City of St. John's Employment Equity Policy 03-01-02, supporting documents and procedures to be reviewed and updated in conjunction with the respectful workplace Policy.

**5. Engagement and Communications Considerations**

- Inclusion NL currently provides and will continue to provide support in the creation of alternate formats.
- Review of the Recreation summer hiring process has started and any recommendations will be forwarded once complete.
- Once the Making the Journey Photo Exhibit is ready to be promoted, support from Communications will also be required.
- Increasing inclusion awareness amongst city staff will also require engagement and communications support in developing intranet resources available to support staff in creating inclusive environments. Some of this has already started on the City's intranet.

**6. Human Resource Implications**

- The Human Resource team will lead Inclusive Hiring efforts as well as work with departments to make the workplace inclusive with support from the Inclusive Services Team (Community Services) and Inclusion NL.
- The Njoyn software is near completion and external roll out intended for Fall 2017. HR and IT are working together with input from Inclusion NL to ensure accessibility.

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## **7. Procurement Implications NA**

## **8. Information Technology Implications**

- Staff from Organizational Performance and Strategy and Marketing and Communications met to discuss options for making the Inclusion portion of the web page easier to access (less “clicks”).
- It was decided that the Engage Portal would be used to convey Inclusion information via the City’s web site.
- Communications is currently investigating the placement of the Inclusion web page/portal so that it is not “buried” within the Recreation content.
- Inclusion NL also agreed to look into the website to evaluate accessibility and will provide a report once complete.

## **9. Other Implications NA**

### **Conclusion/Next Steps:**

Please see attached updated Work Plan.

### **Prepared by/Signature:**

Sherry Mercer

### **Approved by/Date/Signature:**

Natalie Godden and Roshni Antony

### **Attachments:**

Inclusive Hiring Work Plan

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# Inclusive Organization Working Group - Work Plan

Goals	Sub Tasks	Collaboration	Due Date	Progress Notes
1. To improve the City's recruitment and hiring policies and procedures to reach a diverse audience and successfully engage and support them as employees.	<ul style="list-style-type: none"> <li>Define outcomes of the Mayor's Challenge</li> <li>Increase awareness of inclusion among all City staff</li> </ul>	<ul style="list-style-type: none"> <li>Sherry Mercer , CSJ Staff Liaison</li> <li>Natalie Godden, Manager, Family &amp; Leisure Services CSJ</li> <li>Sheilagh O'Leary – CSJ Counsel Rep</li> <li>Bonnie Perry – CSJ Human Resources Advisor</li> <li>Roshni Antony – Manager, Human Resources CSJ</li> <li>Kathy Hawkins – Inclusion NL</li> </ul>	December 2017	<ul style="list-style-type: none"> <li>Roshini has reviewed inclusion training currently used with Recreation and agreed that a revised version could be added to Corporate Orientation. Inclusive Services team working on an updated version. Inclusion Team will present training to HR staff and Manager of Citizen Services in July 2017, rolling out to Councilor and Managers in Fall of 2017.</li> <li>Inclusive Services now has a monthly video campaign for the intranet to help create awareness of barriers, respect and good customer service tips. Inclusive Services will explore the opportunity to have these video's play on City of St. John's TV screens.</li> <li>Inclusive Services has updated their page on the Intranet and is now featured under Community Services (with a Recreation specific page under Recreation) and will explore having the page also featured in the Employee Corner section.</li> </ul>



# Inclusive Organization Work Plan

2. Develop best practices that support inclusive hiring and retention	<ul style="list-style-type: none"> <li>Review current hiring database</li> <li>Review current job ad posting procedures</li> <li>Review screening and interview process</li> <li>Review current supports for employees after hiring and how it relates to employee retention</li> </ul>	<ul style="list-style-type: none"> <li>Sherry Mercer , CSJ Staff Liaison</li> <li>Natalie Godden, Manager, Family &amp; Leisure Services CSJ</li> <li>Sheilagh O’Leary – CSJ Counsel Rep</li> <li>Bonnie Perry – CSJ Human Resources Advisor</li> <li>Roshni Antony – Manager, Human Resources CSJ</li> <li>Kathy Hawkins – Inclusion NL</li> </ul>	September 2017	<ul style="list-style-type: none"> <li>Kathy Hawkins with InclusionNL is aware of the new database and its inclusive capabilities, on-going work with HR has occurred to ensure the system remains accessible.</li> <li>Kathy Hawkins has met with the Recreation Hiring Team to review the application screening process for Recreation Summer Hiring and has verified it to be inclusive to date. This includes advertisement, job ad, job application, screening, and interviews.</li> </ul>
3. Explore a partnership with Business Open	<ul style="list-style-type: none"> <li>Presentation at Managers Fourm with Inclusive Services Team</li> <li>Audit Access St. John’s forms/ building/ customer service and provide feedback</li> <li>Audit City of St. John's website and online recruitment and provide feedback</li> </ul>	<ul style="list-style-type: none"> <li>Sherry Mercer , CSJ Staff Liaison</li> <li>Natalie Godden, Manager, Family &amp; Leisure Services CSJ</li> <li>Sheilagh O’Leary – CSJ Counsel Rep</li> <li>Bonnie Perry – CSJ Human Resources Advisor</li> <li>Roshni Antony – Manager, Human Resources CSJ</li> <li>Kathy Hawkins – Inclusion NL</li> </ul>	December 2017	<ul style="list-style-type: none"> <li>Kathy Hawkins with Inclusion NL has started a Customer Service Audit. To date herself and others have been to Access, and Mews to check the location, displays and documents and inquire about services, or ask specific questions. She has completed a review of Access and will provide a report to the Working Group once all locations have been completed.</li> <li>Kathy has done a preliminary review of the Website and is having it reviewed by others. Some features are noted as not</li> </ul>

# Inclusive Organization Work Plan

				<p>being accessible and will be provided in a report at a later date.</p> <ul style="list-style-type: none"><li>• The Working Group will draft a Decision Note to go to the Standing Committee, recommending an Inclusion Focused Managers Forum in Fall 2017, close to December to coincide with International Day of Persons with Disabilities and Inclusive City Week celebrations.</li></ul>
<p>4. To improve City services and become a more welcoming and inclusive City</p>	<ul style="list-style-type: none"><li>• Update the City of St. John's Inclusion Policy</li><li>• Promote the partnership with Businesses Open</li><li>• Promote International Day of Persons with Disabilities</li><li>• Create an Excellence in Inclusion Award to be presented to one internal and one external nominee</li><li>• Continue to support the Quality of Worklife Taskforce and their endeavors</li></ul>	<ul style="list-style-type: none"><li>• Sherry Mercer , CSJ Staff Liaison</li><li>• Natalie Godden, Manager, Family &amp; Leisure Services CSJ</li><li>• Sheilagh O’Leary – CSJ Counsel Rep</li><li>• Bonnie Perry – CSJ Human Resources Advisor</li><li>• Roshni Antony – Manager, Human Resources CSJ</li><li>• Kathy Hawkins – Inclusion NL</li></ul>	<p>Policy – October 2017</p> <p>Remainder of Sub-goals – December 2017</p>	<ul style="list-style-type: none"><li>• HR and Legal are working to create a bi-law which is currently in draft form. From this bi-law a Respectful Workplace Policy, including specific inclusion policies will be housed.</li><li>• The larger Accessibility and Inclusion Advisory Committee will be discussing International Day of Persons with Disabilities 2017/Inclusive City Week celebrations (see Information Note). During this time the City of St. John's will be featured in a positive light through Inclusion NL’s Open with Recognition.</li><li>• Sherry Mercer and Inclusion Team will work to draft an award guideline for review/feedback of the working group.</li></ul>

# Decision NOTE

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**Title:** Universal Design Member for the Accessibility and Inclusion Advisory Committee

**Date Prepared:** April 9<sup>th</sup>, 2017

**Report To:**

**Ward:** N/A

**Decision/ Direction Required:** To advertise for a representative with Universal Design expertise to sit on the Accessibility and Inclusion Advisory Committee

## **Discussion – Background and Current Status:**

On March 8, 2017 the Accessibility and Inclusion Advisory Committee unanimously carried a motion to add two new members to the Committee. The motion included an Aboriginal representative and the other to provide a space should another group need representation. Given the new City structures in construction and City structures slated to being construction in the near future, it is recommended that a representative with Universal Design expertise to sit on the Accessibility and Inclusion Advisory Committee.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

The addition of a member with Universal Design experience could help to elevate costs associated with retrofitting. Ideally, this position will help to lead a working group that can advise City of St. John's officials as they work through design and construction of new structures and renovations. This will help move construction from building to Code and potentially save the City of St. John's from expenses related to making changes after a building has been commissioned to ensure it is accessible and inclusive.

### **2. Partners or Other Stakeholders**

N/A

### **3. Alignment with Strategic Directions/Adopted Plans**

- **Strategic Plan 2015-2018 Goal: *Neighborhoods Build our City***
  - o Promoting a safe and secure community
  - o Increase access to range/type of housing
  - o Develop parks and places for people
- **Strategic Plan 2015-2018 Goal: *A Culture of Cooperation***
  - o Create effective City-education collaborations
  - o Create effective City-community collaborations
- **Strategic Plan 2015-2018 Goal: *A City for All Seasons***
  - o Explore options for year-round active, leisure and recreation facilities

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- Incorporate all weather planning in City building and open space development
- **Strategic Plan 2015-2018 Goal: *Fiscally Responsible***
  - As noted above
- **Strategic Plan 2015-2018 Goal: *Responsive and Progressive***
  - Create a culture of engagement
  - Become a welcoming and inclusive City of St. John's
- **Strategic Plan 2015-2018 Goal: *Effective Organization***
  - Cultivate a safe environment
  - Develop a knowledgeable and engaged workforce
  - Support corporate-wide information and knowledge sharing
  - Support a learning culture

#### **4. Legal and Policy Implications**

This will help support the City of St. John's being an Inclusive City and maintaining all associated policies and procedures. It will also help ensure the City of St. John's is offering the most accessible and inclusive places as possible for residents, ensuring, to the best of our ability, their safety.

#### **5. Engagement and Communications Considerations**

Advertisement of the position

#### **6. Human Resource Implications**

N/A

#### **7. Procurement Implications**

N/A

#### **8. Information Technology Implications**

N/A

#### **9. Other Implications**

N/A

**Recommendation:** To advertise for a representative with Universal Design expertise to sit on the Accessibility and Inclusion Advisory Committee

**Prepared by/Signature:** Natalie Godden and Sherry Mercer

**Approved By/Date/Signature:**

**Attachments:**

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# Decision Note

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**Title:** Additional Member for the Accessibility and Inclusion Advisory Committee

**Date Prepared:** June 2<sup>nd</sup>, 2017

**Report To:**

**Ward:** N/A

**Decision/ Direction Required:** To invite Grant Vito Genova to sit on the Accessibility and Inclusion Advisory Committee as a Universal Design representative

## **Discussion – Background and Current Status:**

On March 8, 2017 the Accessibility and Inclusion Advisory Committee unanimously carried a motion to add two new members to the Committee. Council supported this decision and a public advisory seeking new members was advertised on May 26<sup>th</sup>, 2017.

After a review of applicants and noting the Committee's discussion to seek representatives from the Aboriginal and Universal Design communities it is recommended that Grant Vito Genova be invited to sit on the Committee and the second vacancy be advertised again in the future.

After a review of all applications it was apparent that no one identified as being a member of or having relevant experience with the Aboriginal Community. The Public Notice was advertised through various measures and sent to the Inclusive Services list serve which includes the Native Friendship Centre and Memorial University Aboriginal Resource Office. A more targeted approach may be required to seek a member from this community in the future.

Grant Vito Genova is employed with Fresh Fruit and Architecture, is a member of BarrierFree NL, is the Chair of the Universal Design Network, and is the Vice President of the Newfoundland and Labrador Architectural Association. Given his education and experience he will be a valued added member to the Accessibility and Inclusion Advisory Committee.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

The addition of a member with Universal Design experience could help to elevate costs associated with retrofitting. Ideally, this position will help to lead a working group that can advise City of St. John's officials as they work through design and construction of new structures and renovations. This will help move construction from building to Code

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and potentially save the City of St. John's from expenses related to making changes after a building has been commissioned to ensure it is accessible and inclusive.

## **2. Partners or Other Stakeholders**

N/A

## **3. Alignment with Strategic Directions/Adopted Plans**

- **Strategic Plan 2015-2018 Goal: *Neighborhoods Build our City***
  - o Promoting a safe and secure community
  - o Increase access to range/type of housing
  - o Develop parks and places for people
- **Strategic Plan 2015-2018 Goal: *A Culture of Cooperation***
  - o Create effective City-education collaborations
  - o Create effective City-community collaborations
- **Strategic Plan 2015-2018 Goal: *A City for All Seasons***
  - o Explore options for year-round active, leisure and recreation facilities
  - o Incorporate all weather planning in City building and open space development
- **Strategic Plan 2015-2018 Goal: *Fiscally Responsible***
  - o As noted above
- **Strategic Plan 2015-2018 Goal: *Responsive and Progressive***
  - o Create a culture of engagement
  - o Become a welcoming and inclusive City of St. John's
- **Strategic Plan 2015-2018 Goal: *Effective Organization***
  - o Cultivate a safe environment
  - o Develop a knowledgeable and engaged workforce
  - o Support corporate-wide information and knowledge sharing
  - o Support a learning culture

## **4. Legal and Policy Implications**

This will help support the City of St. John's being an Inclusive City and maintaining all associated policies and procedures. It will also help ensure the City of St. John's is offering the most accessible and inclusive places as possible for residents, ensuring, to the best of our ability, their safety.

## **5. Engagement and Communications Considerations**

N/A

## **6. Human Resource Implications**

N/A

## **7. Procurement Implications**

N/A

## **8. Information Technology Implications**

N/A

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## **9. Other Implications**

N/A

**Recommendation:** To invite Grant Vito Genova to sit on the Accessibility and Inclusion Advisory Committee and re-advertise for a member representing the Aboriginal community.

**Prepared by/Signature:** Sherry Mercer

**Approved By/Date/Signature:** Natalie Godden

**Attachments:**

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# Decision NOTE

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**Title:** Universal Design Working Group

**Date Prepared:**

**Report To:** Accessibility & Inclusion Advisory Committee

**Ward:** N/A

**Decision/ Direction Required:** To implement a Universal Design Working Group to guide the City of St. John's in new development and upgrades.

## **Discussion – Background and Current Status:**

Universal design is defined as “the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability.” ([www.universaldesign.ie](http://www.universaldesign.ie)); It goes above and beyond building codes and while currently not a part of legislation, every effort is being made by advocacy groups to have it incorporated. As the City of St. John's Strategic Direction clearly states that the City of St. John's is to be a welcoming and inclusive City, the integration of universal design is imperative.

To help guide the City of St. John's with new builds and renovations, it is recommended that a Universal Design Working Group be formed, from experts in the community and relevant City staff. One of their first tasks will be to support the City of St. John's in creating Gender Neutral washrooms as indicated in the respective Information Note attached. The Working Group will be responsible in creating a priority list and ensuring follow through.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

While some aspects of Universal Design have initial budget implications, future savings are often realized when retrofitting is not required as legislation evolves.

### **2. Partners or Other Stakeholders**

- Accessibility and Inclusion Advisory Committee
- Universal Design representative

### **3. Alignment with Strategic Directions/Adopted Plans**

- **Strategic Plan 2015-2018 Goal: *Neighborhoods Build our City***
  - o Promoting a safe and secure community
  - o Improve neighbourhood services

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- Developing parks and places for people
- **Strategic Plan 2015-2018 Goal: *A Culture of Cooperation***
  - Creating a City-community collaboration
- **Strategic Plan 2015-2018 Goal: *A City for All Seasons***
  - Providing a safe year round activity for those individuals with all abilities
- **Strategic Plan 2015-2018 Goal: *Fiscally Responsible***
  - Reducing future costs related to updating facilities to meet universal design standards.
- **Strategic Plan 2015-2018 Goal: *Responsive and Progressive***
  - Building on becoming a welcoming and inclusive community.
- **Strategic Plan 2015-2018 Goal: *Effective Organization***
  - Cultivating a safe and healthy environment.

**4. Legal and Policy Implications**

N/A

**5. Engagement and Communications Considerations**

N/A

**6. Human Resource Implications**

N/A

**7. Procurement Implications**

N/A

**8. Information Technology Implications**

N/A

**9. Other Implications**

N/A

**Recommendation:** To implement a Universal Design Working Group to guide the City of St. John's in new development and prioritizing upgrades.

**Prepared by/Signature:** Sherry Mercer, Inclusive Services Coordinator

**Approved By/Date/Signature:**

Natalie Godden – Manager, Family & Leisure Services

Leslie O'Brien – Manager, City Buildings

**Attachments:**

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# INFORMATION NOTE

**Title:** Coalition of Persons with Disabilities Stock Photo's

**Date Prepared:** May 10, 2017

**Report To:** Marketing and Communications Division  
Community Services & Housing Standing Committee  
Accessibility & Inclusion Advisory Committee

**Councilor and Role:** Deputy Mayor, Ron Ellsworth, Chair, Accessibility & Inclusion Advisory Committee

**Ward:** Not ward specific

**Issue:** To provide positive photo's depicting local people with disabilities for use in advertising.

## **Discussion – Background and Current Status:**

The Coalition of Person's with Disability (COD-NL) in partnership with The Overcast ran a photo contest a couple of years ago in response to there being a very limited amount of positive photos depicting people with disabilities for use in advertising. These photos are all taken locally, by local photographers of people with disabilities who live in and around the City of St. John's.

COD-NL has given the City of St. John's permission to use these photos for our own marketing with the provision that the photo is credited as "Submitted by Coalition of Persons with Disabilities NL".

## **Key Considerations/Implications:**

1. Budget/Financial Implications N/A
2. Partners or Other Stakeholders
  - a. Coalition of Persons with Disabilities NL

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3. Alignment with Strategic Directions/Adopted Plans
  - a. A Culture of Cooperation
    - i. Create effective community relations
  - b. A City for all Seasons
    - i. Promote active and healthy living
  - c. Responsive and Progressive
    - i. Create a culture of engagement
    - ii. Become a welcoming and inclusive city
    - iii. Build social, environmental and demographic factors into policy-making
  - d. Effective Organization
    - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
    - ii. Develop a knowledgeable and engaged workforce
    - iii. Support corporate-wide information and knowledge sharing
    - iv. Support a learning culture

4. Legal or Policy Implications

- a. Photo's are to be credited as "Submitted by Coalition of Persons with Disabilities NL" as used

5. Engagement and Communications Considerations

- a. Communications to use these photo's to help diversify those currently being used for marketing purposes and to provide a better representation of our community
  - b. Communications and Inclusive Services team to promote use of photos by all City Departments where appropriate in print and digital media

6. Human Resource Implications N/A

7. Procurement Implications N/A

8. Information Technology Implications N/A

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## 9. Other Implications N/A

### **Conclusion/Next Steps:**

The City of St. John's will use the photo's supplied by the Coalition of Persons with Disabilities NL in marketing and promotions, such as the City Guide, web site and intranet to provide a positive image of persons with disabilities and to provide a better representation of our community.

### **Prepared by/Signature:**

Sherry Mercer – Inclusive Services Coordinator

### **Approved by/Date/Signature:**

Natalie Godden – Manager, Family & Leisure Services

### **Attachments:**

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# DECISION/DIRECTION NOTE

**Title:** Special Events Advisory Committee Report

**Date Prepared:** July 5, 2017

**Report To:** Mayor & Council

**Councillor and Role:** All

**Ward:** N/A

**Decision/Direction Required:** Approval of lane reductions, road closures and noise by law extension for various events.

## **Discussion – Background and Current Status:**

The Special Events Advisory Committee has received applications for the following events, requiring approval.

<b>Event</b>	St. John's Pride Parade
<b>Date</b>	July 16
<b>Organizer</b>	St. John's Pride
<b>Detail</b>	<p><u>Road Closures starting at 1:30 pm</u></p> <p>New Gower Street East at Waldegrave Street New Gower Street West Bound from City Hall to Carter's Hill Duckworth from Bates Hill to New Gower Street Adelaide at George</p> <p>Parade route: New Gower Street, Duckworth Street, Ordnance Street, Military Road, Bannerman Road, ending at Bannerman Park</p> <p>There will be a rolling closure of the above noted streets once the parade begins at 3:10pm.</p> <p>Anticipated arrival time in Bannerman Park, 4:00pm.</p>

# ST. JOHN'S

<b>Event</b>	Tely 10
<b>Date</b>	July 23
<b>Organizer</b>	Newfoundland and Labrador Athletics Association (NLAA)
<b>Detail</b>	<p><u>Road Closures</u></p> <p>Bannerman Road from 3:00 p.m. Saturday, July 22 to 2:00 p.m. to Sunday, July 23. Closure requested to install finish line arch and chute. The finish arch and chute will be placed on the northeast bound lane, while the southeast bound lane will be kept free for emergency vehicle access.</p> <p>Circular Road from 6:00 a.m. to 12:00 p.m., Sunday, July 23 (Race Day).</p> <p>Military Road from Bonaventure Avenue/Garrison Hill to Cochrane street 8:00am - 12:00pm, July 23 (Race Day)</p> <p>Topsail Road to Bannerman Road closure Sunday, July 23 (Race Day):</p> <ul style="list-style-type: none"> <li>- No eastbound traffic from Topsail Rd @ Burgeo St. to Topsail Rd / Cornwall Avenue, 8:15 am to 11:00 am</li> <li>- No Eastbound and Westbound traffic: Cornwall Avenue - Hamilton Avenue -LeMarchant Road - Harvey Road - Military Rd from 8:00 a.m. to 11:30 a.m.</li> <li>- Cornwall Avenue - both directions closed 8:00 to 11:30 a.m.</li> <li>- Hamilton Avenue - both directions closed 8:00 to 11:30 a.m.</li> <li>- Lemarchant Road - both directions closed 8:00 to 11:30 a.m.</li> <li>- Harvey Road - both directions closed 8:00 to 11:30 a.m.</li> <li>- Military Road - both directions closed 8:00 to 11:30 a.m.</li> </ul> <p>Columbus Drive from Topsail Road to Bay Bulls Road - both directions closed 8:00to 11:00 a.m.</p>

<b>Event</b>	Southlands Fun Days Parade
<b>Date</b>	July 29
<b>Organizer</b>	Southlands Family Fun Days Committee
<b>Detail</b>	<p>Palm Drive Road Closure for Family Parade.</p> <p>10:30 am to 11:00 am</p> <p>RNC escort confirmed</p> <p>Other activities being held at Southlands Community Centre</p>


# ST. JOHN'S



<b>Event</b>	Cycle for Sight
<b>Date</b>	July 30
<b>Organizer</b>	Foundation Fighting Blindness
<b>Detail</b>	<p>On road cycling event - not a race.  All riders must follow the rules of the road.  There will be no road closures.  Organizer will have signs deployed to inform motorists.  Small number of participants over a variety of distances  Route begins at St. John's Lions Club</p> <p><b><u>3km to 12km Route</u></b>  A 3 km loop in the neighbourhood of the Lions Club Chalet that one can do one to four times, intended for younger and newbie riders.  Lions Chalet/Trail System/Newtown Road/Hoyles Avenue/Guy Street/  Baltimore Street/Whiteway Street/Newtown Road/Byron Street/ Whiteway Street/Trail System/Lions Chalet</p> <p><b><u>25km Route</u></b>  Bonaventure Avenue/ Fleming Street/ Monkstown Road/ Circular Road/  Empire Avenue/ Forest Road/ Quidi Vidi Village Road/ The Boulevard/ East White Hills Road/ Churchill Avenue/ Veteran's Road/ Charter Avenue/ Janeway Place/Trail System/ Newfoundland Drive/ East White Hills Road/ Robin Hood Bay Road/ Logy Bay Road/Roads within the Town of Logy Bay-Middle Cove-Outer Cove/ Logy Bay Road/ Newfoundland Drive/ Higgins Line/ Allandale Road/ Bonaventure Avenue/Lions Chalet.</p> <p><b><u>55km Route</u></b>  Bonaventure Avenue/ Fleming Street/ Monkstown Road/ Circular Road/  Empire Avenue/ Forest Road/ Quidi Vidi Village Road/ The Boulevard/ East White Hills Road/ Churchill Avenue/ Veteran's Road/ Charter Avenue/ Janeway Place/Trail System/ Newfoundland Drive/ East White Hills Road/ Robin Hood Bay Road/ Logy Bay Road/Roads within the Town of Logy Bay-Middle Cove-Outer Cove/ Roads within the Town of Torbay/ Roads within the Town of Flatrock/ Roads within the Town of Portugal Cove/ Portugal Cove Road/ Airport Heights Drive/ Portugal Cove Road/ Higgins Line/ Allandale Road/ Bonaventure Avenue/St. John's Lions Club.</p> <p><b><u>75km Route</u></b>  Bonaventure Avenue/ Fleming Street/ Monkstown Road/ Circular Road/  Empire Avenue/ Forest Road/ Quidi Vidi Village Road/ The Boulevard/ East White Hills Road/ Churchill Avenue/ Veteran's Road/ Charter Avenue/ Janeway Place/Trail System/ Newfoundland Drive/ East White Hills Road/ Robin Hood Bay Road/ Logy Bay Road/Roads within the Town of Logy Bay-Middle Cove-Outer Cove/ Roads within the Town of Torbay/ Roads within the Town of Flatrock/ Roads within the Town of Pouch Cove/ Roads within the Town of Bauline/ Roads within the Town of Torbay/ Roads within the Town of Portugal Cove/ Portugal Cove Road/ Airport Heights Drive/ Portugal Cove Road/ Higgins Line/ Ridge Road/ Mount Scio Road/ Oxen Pond Road/ O'Briens Hill/ Larkhall</p>

# ST. JOHN'S

	<p>Street/ Wicklow Street/ Prince Phillip Drive/ University Avenue/ Paton Street/ Elizabeth Avenue/ Whiteway Street/ Bonaventure Avenue/Lions Chalet.</p> <p><b><u>100km Route</u></b>  Bonaventure Avenue/ Fleming Street/ Monkstown Road/ Circular Road/ Empire Avenue/ Forest Road/ Quidi Vidi Village Road/ The Boulevard/ East White Hills Road/ Churchill Avenue/ Veteran's Road/ Charter Avenue/ Janeway Place/Trail System/ Newfoundland Drive/ East White Hills Road/ Robin Hood Bay Road/ Logy Bay Road/Roads within the Town of Logy Bay-Middle Cove-Outer Cove/ Roads within the Town of Torbay/ Roads within the Town of Flatrock/ Roads within the Town of Pouch Cove/ Roads within the Town of Bauline/ Roads within the Town of Torbay/ Roads within the Town of Portugal Cove/ Roads within the Town of Paradise/ Roads within the City of Mount Pearl/ Brookfield Road/ Waterford Bridge Road/ Bay Bulls Road/ Southside Road/ Blackhead Road/ Water Street/ Harbour Drive/ Water Street/ Cochrane Street/ Duckworth Street/ Cavendish Square/ Military Road/ Bonaventure Avenue/ Lions Chalet.</p>
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<b>Event</b>	Kids of Steel Triathlon – Bowring Park
<b>Date</b>	August 2 or the same day of the Royal St. John's Regatta
<b>Organizer</b>	St. John's Triathlon Committee
<b>Detail</b>	<p><b><u>Road Closure</u></b>  Squires Avenue, from the corner of Park Road (North East section). Approximately 7:30am to 3pm. Various heats through the day. Residential access will be maintained via race marshall.</p> 

# ST. JOHN'S

<b>Event</b>	NL Folk Festival – Bannerman Park
<b>Date</b>	August 4, 5 & 6
<b>Organizer</b>	Newfoundland and Labrador Folk Arts Society
<b>Detail</b>	Noise bylaw extension request. Sound amplification to midnight for each of the event dates listed above.

<b>Event</b>	First Responders Motorcycle Ride
<b>Date</b>	August 6
<b>Organizer</b>	Tema Conter Memorial Trust
<b>Detail</b>	St. John Bosco to Cape Spear to Health Sciences Centre. 10am start RNC providing escort from St. John Bosco to Cape Spear.  Leisure ride to Health Sciences Centre – no escort. Anticipated arrival time of 2pm.

<b>Event</b>	Nautilus 5K
<b>Date</b>	August 20
<b>Organizer</b>	Nautilus Running Club
<b>Detail</b>	<u>Road Closure</u> Water Street (east and west) 7:45am to traffic from Temperance Street to Waldegrave Street for 1 hour.  Lane reduction Water Street, Waldegrave Street to Job Street.  Organizer has secured the Royal Newfoundland Constabulary for escorts and assistance with signalized intersections at Prescott Street, Waldegrave Street and Job Street.

<b>Event</b>	Take Back The Night
<b>Date</b>	September 15
<b>Organizer</b>	NL Sexual Assault Crisis & Prevention Centre
<b>Detail</b>	Event starts at 7pm with a gathering at Bannerman Park. Following speeches the group will march to City Hall. Anticipated attendance 250-500. Start at Bannerman Park East on Military Road Turn Right to Gower Street Turn Left to Wood Street Turn Right to Duckworth Street Turn Left to Prescott Street Turn Right to Water Street Turn Right to Adelaide Street Cross New Gower to City Hall  RNC providing escort.

# ST. JOHN'S

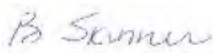
**Key Considerations/Implications:**

1. **Budget/Financial Implications** N/A
2. **Partners or Other Stakeholders** N/A
3. **Alignment with Strategic Directions/Adopted Plans** N/A
4. **Legal or Policy Implications** N/A
5. **Engagement and Communications Considerations** N/A
6. **Human Resource Implications** N/A
7. **Procurement Implications** N/A
8. **Information Technology Implications** N/A
9. **Other Implications** N/A

**Recommendation:** Council approve the above noted closures, lane reductions and noise by law extension. These events are subject to the conditions set out by the Special Events Advisory Committee.

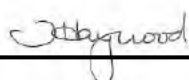
**Prepared by/Signature:**

Beverley Skinner – Manager of Program & Service Delivery

Signature 

**Approved by/Date/Signature:**

Tanya Haywood – Deputy City Manager Community Services

Signature 

**ST. JOHN'S**

**DEVELOPMENT PERMITS LIST**  
**DEPARTMENT OF PLANNING, ENGINEERING AND REGULATORY SERVICES**  
**FOR THE PERIOD OF June 22, 2017 TO July 5, 2017**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Proposed Driveways	182-248 Buckmaster's Circle	2	Approved	17-06-22
RES		Demo/Rebuild for Single Family Dwelling	83 Shoal Bay Road	5	Approved	17-06-27
COM	The Shoppes at Galway Limited Partnership	Underground Services (Sanitary and Storm)	35 Danny Drive	5	Approved	17-06-27
COM	Eastern Health	Berm	300 Prince Philip Drive	4	Approved	17-06-29
RES		Proposed Extension to Dwelling	15 Syme's Bridge Road	3	Rejected contrary to Section 11.2.4	17-06-30
RES		Residential Building Lot For Single Family Dwelling	62 Circular Road	2	Approved	17-07-05

\* Code Classification:  
RES - Residential      INST - Institutional  
COM - Commercial      IND - Industrial  
AG - Agriculture  
OT - Other

**Andrea Roberts**  
**Acting Development**  
**Supervisor**  
**Planning, Engineering and**  
**Regulatory Services**

\*\* This list is issued for information purposes only. Applicants have been advised in writing of the Development Officer's decision and of their right to appeal any decision to the St. John's Local Board of Appeal.

# Building Permits List

## Council's July 4, 2017 Regular Meeting

Permits Issued: 2017/06/22 To 2017/02/28

### Class: Commercial

155 Water St	Co	Retail Store	
14 O'leary Ave	Nc	Parking Lot	
71-77 Elizabeth Ave/Car Wash	Sn	Car Washing Establishment	
71-77 Elizabeth Ave,Circle K	Sn	Retail Store	
129 Merrymeeting Rd	Sn	Retail Store	
50 Ropewalk Lane	Sn	Retail Store	
11 Major's Path	Nc	Accessory Building	
16 Hamilton Ave	Cr	Mixed Use	
215 Water St	Rn	Office	
14 Stavanger Dr	Ex	Restaurant	
8-10 George St	Nc	Patio Deck	
17-23 Mews Pl	Rn	Office	
130 Kelsey Dr. Donovan Homes	Cr	Office	
86 Kelsey Dr	Sw	Development Applicaton	
130 Kelsey Dr/Teachers Pension	Cr	Office	
24 Stavanger Dr	Cr	Office	
			This Week \$ 2,430,507.00

### Class: Industrial

This Week \$ .00

### Class: Government/Institutional

This Week \$ .00

### Class: Residential

7 Aspen Pl	Nc	Fence	
394 Blackmarsh Rd	Nc	Accessory Building	
28 Boncloddy St	Nc	Patio Deck	
198 Castle Bridge Dr., Lot 337	Nc	Single Detached Dwelling	
5 Duke St	Nc	Fence	
423a Empire Ave	Nc	Fence	
1 Falkland St	Nc	Patio Deck	
53 Faulkner St	Nc	Accessory Building	
5 Foran St	Nc	Patio Deck	
63 Freshwater Rd	Nc	Fence	
71 Galway Blvd, Lot Gb12	Nc	Single Detached Dwelling	
75 Galway Blvd - Lot Gb10	Nc	Single Detached Dwelling	
119 Groves Rd	Nc	Swimming Pool	
30 Harbour View Ave	Nc	Accessory Building	
57 Hayward Ave	Nc	Accessory Building	
3 Ironwood Pl	Nc	Fence	
77 Keith Dr	Nc	Fence	
58 Laurier St	Nc	Fence	
301 Lemarchant Rd	Nc	Patio Deck	
161 Logy Bay Rd	Nc	Patio Deck	
12 Lunenburg St	Nc	Fence	
14 McCrae St	Nc	Accessory Building	

53 Malka Dr	Nc	Accessory Building
76 Maurice Putt Cres, 260	Nc	Single Detached Dwelling
81 Maurice Putt Cres, Lot 313	Nc	Single Detached Dwelling
64 Nautilus St, Lot 156	Nc	Single Detached Dwelling
66 Nautilus St, Lot 155	Nc	Single Detached & Sub.Apt
167 Old Bay Bulls Rd	Nc	Accessory Building
358 Airport Heights Dr	Nc	Fence
24 Rankin St	Nc	Fence
124 Ricketts Rd	Nc	Patio Deck
21 Skanes Ave	Nc	Accessory Building
35 Smithville Cres	Nc	Fence
19 Solway Cres	Nc	Fence
5 Solway Cres	Nc	Patio Deck
25 Stanford Pl	Nc	Patio Deck
26 Sugar Pine Cres	Nc	Accessory Building
42 O'regan Rd	Co	Home Office
7 Aspen Pl	Ex	Patio Deck
22 Cornwall Cres	Ex	Patio Deck
39 William St	Ex	Semi-Detached Dwelling
19 Bond St	Rn	Semi-Detached Dwelling
223 Empire Ave	Rn	Single Detached & Sub.Apt
100 Heffernan's Line	Rn	Single Detached Dwelling
32 Leslie St	Rn	Single Detached & Sub.Apt
128 Queen's Rd	Rn	Semi-Detached Dwelling
17 Thetis Pl	Rn	Single Detached & Sub.Apt
18 Wallace Pl	Rn	Patio Deck
9 Walsh's Sq	Rn	Semi-Detached Dwelling
35 Winter Ave	Rn	Single Detached Dwelling
7 Aspen Pl	Sw	Single Detached Dwelling
14 Cornwall Ave	Sw	Single Detached Dwelling
23 Lobelia St	Sw	Single Detached Dwelling
374 Stavanger Dr	Sw	Single Detached Dwelling

This Week \$ 1,820,105.00

**Class: Demolition**

4 Mclea Pl	Dm	Single Detached Dwelling
140 Waterford Bridge Rd	Dm	Single Detached Dwelling
385 East White Hills Rd	Dm	Mixed Use

This Week \$ 83,000.00

This Week's Total: \$ 4,333,612.00

Repair Permits Issued: 2017/06/22 To 2017/06/28 \$ 35,650.00

**Legend**

Co	Change Of Occupancy	Sw	Site Work
Cr	Chng Of Occ/Renovtns	Ms	Mobile Sign
Ex	Extension	Sn	Sign
Nc	New Construction	Cc	Chimney Construction
Oc	Occupant Change	Dm	Demolition
Rn	Renovations		



YEAR TO DATE COMPARISONS			
July 4, 2017			
TYPE	2016	2017	% VARIANCE (+/-)
Commercial	\$70,164,317.00	\$82,415,530.00	17
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$5,997,584.00	\$436,000.00	-93
Residential	\$33,496,430.00	\$35,746,084.00	7
Repairs	\$2,146,941.00	\$1,559,157.00	-27
Housing Units (1 & 2 Family Dwelling)	106	80	
<b>TOTAL</b>	<b>\$111,805,272.00</b>	<b>\$120,156,771.00</b>	<b>7</b>

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA  
Deputy City Manager  
Planning, Engineering & Regulatory Services

# Building Permits List

## Council's July 11, 2017 Regular Meeting

Permits Issued: 2017/06/22 To 2017/07/05

### Class: Commercial

141 Torbay Rd	Co	Agriculture
155 Water St	Co	Retail Store
14 O'leary Ave	Nc	Parking Lot
390 Duckworth St	Sn	Mixed Use
71-77 Elizabeth Ave/Car Wash	Sn	Car Washing Establishment
71-77 Elizabeth Ave,Circle K	Sn	Retail Store
40-70 Hamlyn Rd	Sn	Retail Store
129 Merrymeeting Rd	Sn	Retail Store
103 Mount Scio Rd	Sn	Other
38-42 Ropewalk Lane	Sn	Service Shop
50 Ropewalk Lane	Sn	Retail Store
11 Major's Path	Nc	Accessory Building
194 Duckworth St	Cr	Restaurant
16 Hamilton Ave	Cr	Mixed Use
250 Southside Rd	Nc	Accessory Building
431-435 Main Rd	Rn	Other
215 Water St	Rn	Office
250 Southside Rd	Nc	Accessory Building
673 Topsail Rd	Rn	Mixed Use
335 Duckworth St	Cr	Service Shop
14 Stavanger Dr	Ex	Restaurant
8-10 George St	Nc	Patio Deck
17-23 Mews Pl	Rn	Office
Avalon Mall, Unit 0185	Rn	Shopping Centre
130 Kelsey Dr. Donovan Homes	Cr	Office
86 Kelsey Dr	Sw	Development Applicaton
130 Kelsey Dr/Teachers Pension	Cr	Office
24 Stavanger Dr	Cr	Office
222 Danny Dr	Nc	Light Industrial Use

This Week \$ 5,395,445.00

### Class: Industrial

This Week \$ .00

### Class: Government/Institutional

This Week \$ .00

### Class: Residential

7 Aspen Pl	Nc	Fence
11 Balmoral Pl	Nc	Fence
11 Balmoral Pl	Nc	Accessory Building
16 Bay Bulls Rd	Nc	Accessory Building
394 Blackmarsh Rd	Nc	Accessory Building
28 Boncloddy St	Nc	Patio Deck
182 Brookfield Rd	Nc	Single Detached Dwelling
1 Browne Cres	Nc	Fence
18 Bulrush Ave, Lot 113	Nc	Single Detached Dwelling

198 Castle Bridge Dr., Lot 337	Nc	Single Detached Dwelling
9 Cessna St	Nc	Accessory Building
11 Charlton St	Nc	Fence
195 Cheeseman Dr	Nc	Single Detached Dwelling
32 Cherrybark Cres, Lot 222	Nc	Single Detached Dwelling
21 Clifden Woods-Cw-1, Unit A	Nc	Semi-Detached Dwelling
23 Clifden Woods,Cw-1,Unit B	Nc	Townhousing
25 Clifden Woods -Cw-01,Unit C	Nc	Semi-Detached Dwelling
27 Clifden Woods - Cw2 Unit A	Nc	Semi-Detached Dwelling
29 Clifden Woods - Cw-2,Unit B	Nc	Townhousing
31 Clifden Woods, Cw-2, Unit C	Nc	Townhousing
33 Clifden Woods, Cw-2, Unit D	Nc	Semi-Detached Dwelling
5 Duke St	Nc	Fence
423a Empire Ave	Nc	Fence
1 Falkland St	Nc	Patio Deck
53 Faulkner St	Nc	Accessory Building
5 Foran St	Nc	Patio Deck
63 Freshwater Rd	Nc	Fence
53 Gairlock St	Nc	Fence
61 Galway Boulavard, Lot 17	Nc	Single Detached Dwelling
71 Galway Blvd, Lot Gb12	Nc	Single Detached Dwelling
73 Galway Boulavard, Lot 11	Nc	Single Detached Dwelling
75 Galway Blvd - Lot Gb10	Nc	Single Detached Dwelling
76 Glenlonan Street	Nc	Accessory Building
119 Groves Rd	Nc	Swimming Pool
30 Harbour View Ave	Nc	Accessory Building
57 Hayward Ave	Nc	Accessory Building
3 Ironwood Pl	Nc	Fence
77 Keith Dr	Nc	Fence
58 Laurier St	Nc	Fence
301 Lemarchant Rd	Nc	Patio Deck
161 Logy Bay Rd	Nc	Patio Deck
12 Lunenburg St	Nc	Fence
14 Mccrae St	Nc	Accessory Building
53 Malka Dr	Nc	Accessory Building
76 Maurice Putt Cres, 260	Nc	Single Detached Dwelling
81 Maurice Putt Cres, Lot 313	Nc	Single Detached Dwelling
64 Nautilus St, Lot 156	Nc	Single Detached Dwelling
66 Nautilus St, Lot 155	Nc	Single Detached & Sub.Apt
167 Old Bay Bulls Rd	Nc	Accessory Building
29 Parade St	Nc	Fence
29 Parade St	Nc	Accessory Building
9 Portland Pl	Nc	Fence
358 Airport Heights Dr	Nc	Fence
24 Rankin St	Nc	Fence
16 Redberry St, Lot 293	Nc	Single Detached Dwelling
124 Ricketts Rd	Nc	Patio Deck
31 Rose Abbey St	Nc	Fence
23 Rotary Dr	Nc	Accessory Building
11 Salisbury St	Nc	Swimming Pool
1 Sherwood Dr	Nc	Patio Deck
21 Skanes Ave	Nc	Accessory Building
35 Smithville Cres	Nc	Fence
19 Solway Cres	Nc	Fence
5 Solway Cres	Nc	Patio Deck
21 Stanford Pl	Nc	Single Detached Dwelling
25 Stanford Pl	Nc	Patio Deck
8 Sugar Pine Cres	Nc	Accessory Building
26 Sugar Pine Cres	Nc	Accessory Building
6 Tansley St	Nc	Fence
45 Wexford St	Nc	Accessory Building
8 Wild Rose Lane	Nc	Accessory Building
8 Wild Rose Lane	Nc	Fence
42 O'regan Rd	Co	Home Office
4 Ventura Pl	Co	Home Office

7 Aspen Pl	Ex	Patio Deck
22 Cornwall Cres	Ex	Patio Deck
366 Hamilton Ave	Ex	Accessory Building
39 William St	Ex	Semi-Detached Dwelling
118 Barnes Rd	Rn	Semi-Detached Dwelling
42 Bay Bulls Rd	Rn	Single Detached Dwelling
19 Bond St	Rn	Semi-Detached Dwelling
226 Buckmaster's Circle	Rn	Townhousing
228 Buckmaster's Circle	Rn	Townhousing
230 Buckmaster's Circle	Rn	Townhousing
232 Buckmaster's Circle	Rn	Townhousing
234 Buckmaster's Circle	Rn	Townhousing
236 Buckmaster's Circle	Rn	Townhousing
238 Buckmaster's Circle	Rn	Townhousing
240 Buckmaster's Circle	Rn	Townhousing
242 Buckmaster's Circle	Rn	Townhousing
244 Buckmaster's Circle	Rn	Townhousing
246 Buckmaster's Circle	Rn	Townhousing
248 Buckmaster's Circle	Rn	Townhousing
223 Empire Ave	Rn	Single Detached & Sub.Apt
100 Heffernan's Line	Rn	Single Detached Dwelling
32 Leslie St	Rn	Single Detached & Sub.Apt
5 North Dr	Rn	Single Detached Dwelling
32 O'reilly Street	Rn	Single Detached Dwelling
53 Pleasant St	Rn	Semi-Detached Dwelling
128 Queen's Rd	Rn	Semi-Detached Dwelling
10 Rostellan Pl	Rn	Single Detached Dwelling
6 Sherwood Dr	Rn	Single Detached Dwelling
17 Thetis Pl	Rn	Single Detached & Sub.Apt
18 Wallace Pl	Rn	Patio Deck
9 Walsh's Sq	Rn	Semi-Detached Dwelling
35 Winter Ave	Rn	Single Detached Dwelling
7 Aspen Pl	Sw	Single Detached Dwelling
2 Cheyne Dr	Sw	Single Detached Dwelling
14 Cornwall Ave	Sw	Single Detached Dwelling
96 Highland Dr	Sw	Single Detached Dwelling
24 Kilmory Pl	Sw	Semi-Detached Dwelling
23 Lobelia St	Sw	Single Detached Dwelling
374 Stavanger Dr	Sw	Single Detached Dwelling
592 Topsail Rd	Sw	Single Detached & Sub.Apt
6 Tyrone Place	Sw	Semi-Detached Dwelling

This Week \$ 5,624,454.00

**Class: Demolition**

4 Mclea Pl	Dm	Single Detached Dwelling
83 Shoal Bay Rd	Dm	Single Detached Dwelling
140 Waterford Bridge Rd	Dm	Single Detached Dwelling
385 East White Hills Rd	Dm	Mixed Use

This Week \$ 86,000.00

This Week's Total: \$ 11,105,899.00

Repair Permits Issued: 2017/06/22 To 2017/07/05 \$ 133,050.00

Legend

Co	Change Of Occupancy	Sw	Site Work
Cr	Chng Of Occ/Renovtns	Ms	Mobile Sign
Ex	Extension	Sn	Sign
Nc	New Construction	Cc	Chimney Construction
Oc	Occupant Change	Dm	Demolition
Rn	Renovations		

16 Francis Street - Your Application To Use This Address As A Storage Area For Fil Is Rejected As Contrary To Section 10.3 Of The St. John's Development Regulations.

Year To Date Comparisons			
July 11, 2017			
TYPE	2016	2017	% VARIANCE (+/-)
Commercial	\$70,625,317.00	\$85,380,468.00	21
Industrial	\$9,500.00	\$0.00	-100
Government/Institutional	\$6,489,109.00	\$436,000.00	-93
Residential	\$35,302,142.00	\$39,553,433.00	12
Repairs	\$2,390,636.00	\$1,656,557.00	-31
Housing Units (1 & 2 Family Dwelling)	113	95	
<b>TOTAL</b>	<b>\$114,816,704.00</b>	<b>\$127,026,458.00</b>	11

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA  
Deputy City Manager  
Planning, Engineering & Regulatory Services

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending June 28, 2017**

### **Payroll**

<b>Public Works</b>	<b>\$ 445,005.05</b>
<b>Bi-Weekly Administration</b>	<b>\$ 831,168.31</b>
<b>Bi-Weekly Management</b>	<b>\$ 855,092.74</b>
<b>Bi-Weekly Fire Department</b>	<b>\$ 704,985.29</b>
<b>Accounts Payable</b>	<b>\$ 2,093,634.77</b>

**Total: \$ 4,929,886.16**

# **ST. JOHN'S**

DEPARTMENT OF FINANCE

CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

NAME	CHEQUE #	DESCRIPTION	AMOUNT
AMERICAN WATER WORKS ASSOC.	0000001283	SUBSCRIPTION RENEWAL	805.35
INTERNATIONAL MUNICIPAL SIGNAL ASSOCIATION (IMSA)	0000001284	REGISTRATION FEE	1,015.00
WATER ENVIRONMENT FEDERATION	0000001285	MEMBERSHIP RENEWAL	175.00
SUPERCOM, INC	0000001286	COMPUTER SOFTWARE	3,192.00
EVOQUA WATER TECHNOLOGIES LLC	0000001287	REPAIR PARTS	3,648.00
MAXI-SWEEP INC (POOL & FOUNTAIN VACUUM SYSTEMS)	0000001288	REPAIR PARTS	2,314.68
AMCS GROUP	0000001289	COMPUTER SOFTWARE	2,754.25
ORGANIZATIONAL DEVELOPMENT NETWORK	0000001290	MEMBERSHIP FEE	128.96
WALMART 3092-KELSEY DRIVE	00111028	MISCELLANEOUS SUPPLIES	991.95
CROWN CONTRACTING INC.,	00111029	PROGRESS PAYMENT	241,774.60
CAN-AM PLATFORMS & CONSTRUCTION LTD.	00111030	PROGRESS PAYMENT	64,842.75
NEWFOUNDLAND EXCHEQUER ACCOUNT	00111031	RENEWAL OF CERTIFICATES	379.50
CUSTOM GLASS & ACRYLICS	00111032	PROPERTY REPAIRS	7,935.00
PLATINUM CONSTRUCTION CO LTD	00111033	PROGRESS PAYMENT	263,690.68
PUCE CREEK CENTRAL HOBBY DISTRIBUTORS	00111034	PROMOTIONAL SUPPLIES	78.54
RCAP	00111035	LEASE OF OFFICE EQUIPMENT	196.12
ACKLANDS-GRAINGER	00111036	INDUSTRIAL SUPPLIES	3,356.41
MUNICIPAL WORLD INC.	00111037	ADVERTISING	516.35
NEWFOUNDLAND EXCHEQUER ACCOUNT	00111038	RENEWAL OF CERTIFICATES	1,897.50
HERCULES SLR INC.	00111039	INDUSTRIAL SUPPLIES	266.92
STAPLES THE BUSINESS DEPOT - MP	00111040	STATIONERY & OFFICE SUPPLIES	3,296.17
EASTERN FARMERS CO-OP SOCIETY	00111041	LAWN SEED	136.84
ROYAL CANADIAN LEGION NEWFOUNDLAND & LAB. COMMAND	00111042	WREATH/RIBBON - JULY 1, 2017	89.25
CLASS C SOLUTIONS GROUP	00111043	INDUSTRIAL SUPPLIES	1,441.84
AMEC FOSTER WHEELER ENVIRONMENT & INFRASTRUTURE	00111044	PROFESSIONAL SERVICES	11,560.20
AMEC FOSTER WHEELER AMERICAS LTD.	00111045	PROFESSIONAL SERVICES	6,497.41
HISCOCK'S SPRING SERVICE	00111046	REPAIR PARTS	221.79
WALMART 3196-ABERDEEN AVE.	00111047	MISCELLANEOUS SUPPLIES	611.93
SOBEY'S INC	00111048	PET FOOD	87.77
NORTRAX CANADA INC.,	00111049	REPAIR PARTS	194.40
CLEARWATER POOLS LTD.	00111050	POOL SUPPLIES	1,819.54
CANADIAN RED CROSS	00111051	RECERTIFICATION COURSES	2,837.50
DULUX PAINTS	00111052	PAINT & PAINT SUPPLIES	1,006.17
RON FOUGERE ASSOCIATES LTD	00111053	PROFESSIONAL SERVICES	2,645.00
PETER'S AUTO WORKS INC.	00111054	TOWING OF VEHICLES	407.08
IMAGE FUSION INC.	00111055	SELF-ADHESIVE FOAM	356.04



NAME	CHEQUE #	DESCRIPTION	AMOUNT
ASSOCIATION OF NFLD LAND SURVEYORS	00111056	SURVEYING EQUIPMENT	1,401.70
AUTOCHOICE	00111057	REPAIR PARTS	143.75
CONCRETE SERVICES LTD	00111058	PROFESSIONAL SERVICES	13,656.58
WAJAX POWER SYSTEMS	00111059	REPAIRS TO EQUIPMENT	1,145.46
CADILLAC SERVICES LTD.	00111060	REFUND - STREET EXCAVATION PERMIT	1,500.00
THYSSENKRUPP ELEVATOR	00111061	ELEVATOR MAINTENANCE	1,414.50
CANADIAN TIRE CORP.-HEBRON WAY	00111062	MISCELLANEOUS SUPPLIES	990.81
CANADIAN TIRE CORP.-MERCHANT DR.	00111063	MISCELLANEOUS SUPPLIES	1,149.95
CANADIAN TIRE CORP.-KELSEY DR.	00111064	MISCELLANEOUS SUPPLIES	334.41
JAMES R EALES EQUIP RENTAL LTD	00111065	RENTAL OF EQUIPMENT	1,584.13
EASTERN TURF PRODUCTS	00111066	REPAIR PARTS	1,044.12
EMCO SUPPLY	00111067	WATERWORKS SUPPLIES	5,073.70
HOME DEPOT OF CANADA INC.	00111068	BUILDING SUPPLIES & HARDWARE	263.35
OMB PARTS & INDUSTRIAL INC.	00111069	REPAIR PARTS	797.29
CDW CANADA INC.	00111070	REPAIR PARTS	2,452.33
STARGARDEN CORPORATION	00111071	PROFESSIONAL SERVICES	1,035.00
ENNIS PAINT INC	00111072	PAINT & PAINT SUPPLIES	36,652.80
GUILLEVIN INTERNATIONAL CO.	00111073	ELECTRICAL SUPPLIES	765.59
BELL DISTRIBUTION INC.	00111074	CELL PHONE ACCESSORIES	57.48
HISCOCK RENTALS & SALES INC.	00111075	REPAIRS & REPAIR PARTS	1,222.38
BRANDT POSITIONING TECHNOLOGY	00111076	PAINT	400.78
SCOTIA RECYCLING (NL) LIMITED	00111077	PROFESSIONAL SERVICES	935.61
ULINE	00111078	OFFICE SUPPLIES	404.12
PINNACLE ENGINEERING LTD.	00111079	PROFESSIONAL SERVICES	3,680.00
WESTERN FINANCIAL GROUP	00111080	COMMERCIAL VETERINARY INSURANCE	868.25
SAFETY FIRST-SFC LTD.	00111081	PROFESSIONAL SERVICES	25,109.94
CYNTHIA NOEL	00111082	PROFESSIONAL SERVICES	24.15
ETHREE CONSULTING	00111083	CONSULTING FEES	1,368.50
MITCHELL FARMS INC	00111084	HORTICULTURAL SUPPLIES	2,817.50
ROCKET BAKERY & FRESH FOODS	00111085	CATERING SERVICES	335.92
MARK'S WORK WEARHOUSE	00111086	UNIFORM CLOTHING	481.61
EXTREME FABRICATORS LIMITED	00111087	SUPPLY/INSTALL BALLFIELD EQUIPMENT	5,405.00
DISTRIBUTION NOW	00111088	REPAIR PARTS	796.35
ACE APPLIANCE REPAIR	00111089	APPLIANCE REPAIRS	1,007.63
BACALAO NOUVELLE CUISINE NEWFOUNDLAND INC.,	00111090	CATERING SERVICES	1,160.16
NEWFOUNDLAND & LABRADOR HOUSING CORP. (NLCH)	00111091	CITY'S SHARE OF 2016/2017 OPERATING COSTS	247,711.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
TSG CONTRACTING LTD.	00111092	REFUND - STREET EXCAVATION PERMIT	1,000.00
THE NETWORK CAFE	00111093	FOOD & REFRESHMENTS	147.46
ROYAL FREIGHTLINER LTD	00111094	REPAIRS TO EQUIPMENT	361.89
SEARS CANADA INC.	00111095	APPLIANCES	2,115.97
SMITH STOCKLEY LTD.	00111096	PLUMBING SUPPLIES	655.38
SPORTSCRAFT 1990 LTD.	00111097	RECREATION SUPPLIES	741.67
TORBAY ROAD ANIMAL HOSPITAL	00111098	VETERINARY SERVICES	197.80
TRACTION DIV OF UAP	00111099	REPAIR PARTS	3,612.32
RISE & SHINE NURSERY	00111100	HORTICULTURAL SUPPLIES	563.26
DORSET INVESTMENTS LIMITED	00111101	REFUND - APPLICATION FEE	50.00
CAMBRIDGE ENVIRONMENTAL PRODUCTS INC.	00111102	MEDICAL SUPPLIES	75.19
PROVINCIAL INVESTMENTS INC.	00111103	COURIER SERVICES	241.56
10651 NEWFOUNDLAND INC.	00111104	RELEASE OF REFUNDABLE SECURITIES	436,298.00
BEST BUY CANADA LIMITED	00111105	AUDIO VISUAL EQUIPMENT	1,615.72
MCGRUER CECILIA	00111106	INSTRUCTOR FEES	136.05
DNV CONSULTING LIMITED	00111107	REFUND - STREET EXCAVATION PERMIT	2,000.00
GLENN PARSONS	00111108	REFUND - STREET EXCAVATION PERMIT	2,000.00
ANDREW MCKILLOP	00111109	REFUND - STREET EXCAVATION PERMIT	2,000.00
DAVID CAREY	00111110	REFUND - SEWER BACK UP	100.00
MAMA SOULA'S	00111111	REFRESHMENTS	103.15
ROWE, LISA	00111112	REIMBURSEMENT - EXPENSES	58.65
DUNN, HAROLD	00111113	VEHICLE BUSINESS INSURANCE	297.00
OAKLEY, KIMBERLEY	00111114	VEHICLE BUSINESS INSURANCE	381.95
MARSH, ROSS	00111115	VEHICLE BUSINESS INSURANCE	18.67
JONES, CHRISTINA	00111116	MILEAGE	21.10
FITZGERALD, TODD	00111117	VEHICLE BUSINESS INSURANCE	67.50
SNOW, BRUCE	00111118	VEHICLE BUSINESS INSURANCE	231.15
DWAYNE ABBOTT	00111119	PROFESSIONAL SERVICES	500.00
BENNETT, RICK	00111120	VEHICLE BUSINESS INSURANCE	29.00
RYAN, LEANN	00111121	MILEAGE	24.97
HAYWARD, SARAH	00111122	REIMBURSEMENT - AIRFARE	509.74
MCGRATH, JENNIFER	00111123	MILEAGE	38.49
PITCHER, PAULA	00111124	COURSE FEES	173.31
COURAGE, SCOTT	00111125	REIMBURSEMENT - EXPENSES	43.61
MATTHEW CHAFE	00111126	MILEAGE	11.01
KINSELLA, PAULA	00111127	OUT OF ZONE ALLOWANCE	139.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
PRISCILLA RIDEOUT	00111128	OUT OF ZONE ALLOWANCE	143.67
MARIA CALLAHAN	00111129	REIMBURSEMENT - EXPENSES	120.00
VINCENT PICCO	00111130	REFUND - GROUP INSURANCE	95.59
TOTAL INDUSTRIAL SOLUTIONS	00111131	INDUSTRIAL SUPPLIES	2,064.25
IMP SOLUTIONS	00111132	ANNUAL TECHNICAL SUPPORT	10,388.46
BELL MOBILITY INC.	00111133	CELL PHONE CHARGES	93.45
BELL ALIANT	00111134	TELEPHONE SERVICES	50,381.08
ROGERS COMMUNICATIONS CANADA INC.	EFT000000000984	INTERNET CHARGES	280.06
ROGERS COMMUNICATIONS CANADA INC.	EFT000000000985	DATA & USAGE CHARGES	12,485.55
NEWFOUNDLAND POWER	EFT000000000986	ELECTRICAL SERVICES	552.64
PARTS FOR TRUCKS INC.	EFT000000000987	REPAIR PARTS	4,740.03
EASTERN SIDING	EFT000000000988	PROGRESS PAYMENT	4,269.38
NEWFOUNDLAND POWER	EFT000000000989	ELECTRICAL SERVICES	7,742.23
JAC JOHN ATKINS & CO.,	EFT000000000990	PROFESSIONAL SERVICES	12,880.00
EASTERN SIDING	EFT000000000991	PROGRESS PAYMENT	44,039.26
PUBLIC SERVICE CREDIT UNION	EFT000000000992	PAYROLL REMITTANCES	4,242.40
AFONSO GROUP LIMITED	EFT000000000993	PROFESSIONAL SERVICES	3,418.38
ACTION CAR AND TRUCK ACCESSORIES	EFT000000000994	REPAIR PARTS	1,014.79
APEX CONSTRUCTION SPECIALTIES INC.	EFT000000000995	CONSTRUCTION SUPPLIES	262.20
ATLANTIC PURIFICATION SYSTEM LTD	EFT000000000996	WATER PURIFICATION SUPPLIES	2,356.26
AUDIO SYSTEMS LTD.	EFT000000000997	REPAIRS TO AUDIO EQUIPMENT	159.56
BABB SECURITY SYSTEMS	EFT000000000998	HARDWARE SUPPLIES	647.75
RDM INDUSTRIAL LTD.	EFT000000000999	INDUSTRIAL SUPPLIES	473.33
SMS EQUIPMENT	EFT000000001000	REPAIR PARTS	173.64
STANTEC CONSULTING LTD. (SCL)	EFT000000001001	PROFESSIONAL SERVICES	554.48
SPECTRUM INVESTIGATION & SECURITY 1998 LTD.	EFT000000001002	SECURITY SERVICES	11,128.32
WESTERN HYDRAULIC 2000 LTD	EFT000000001003	REPAIR PARTS	4,693.84
CANADA POST CORPORATION	EFT000000001004	POSTAGE	62.51
AIR LIQUIDE CANADA INC.	EFT000000001005	CARBON DIOXIDE	27,579.84
COASTAL DOOR & FRAME LTD	EFT000000001006	HARDWARE SUPPLIES	1,916.16
NORTH ATLANTIC SUPPLIES INC.	EFT000000001007	UNIFORM CLOTHING	914.25
KENT	EFT000000001008	BUILDING SUPPLIES & HARDWARE	96.40
PF COLLINS CUSTOMS BROKER LTD	EFT000000001009	BROKERAGE FEES	565.49
COLONIAL GARAGE & DIST. LTD.	EFT000000001010	REPAIRS AND REPAIR PARTS	7,401.75
CONSTRUCTION SIGNS LTD.	EFT000000001011	SIGNAGE & PAINT	6,755.10
SCOTT WINSOR ENTERPRISES INC.,	EFT000000001012	PROFESSIONAL SERVICES	38,443.34

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CRANE SUPPLY LTD.	EFT000000001013	PLUMBING SUPPLIES	290.49
JAMES G CRAWFORD LTD.	EFT000000001014	PLUMBING SUPPLIES	162.46
SHU-PAK EQUIPMENT INC.	EFT000000001015	REPAIR PARTS	537.47
NEWFOUND CABS	EFT000000001016	TRANSPORTATION COSTS	70.75
THOMAS ECONOMY GLASS	EFT000000001017	SAFETY GLASS	168.16
CUMMINS EASTERN CANADA LP	EFT000000001018	REPAIR PARTS	17,155.41
CREDIT RECOVERY 2003 LIMITED	EFT000000001019	COMMISSIONS FOR May 2017	745.20
MIC MAC FIRE & SAFETY SOURCE	EFT000000001020	SAFETY EQUIPMENT	1,035.00
EAST COAST HYDRAULICS	EFT000000001021	INDUSTRIAL SUPPLIES	146.87
REEFER REPAIR SERVICES (2015) LIMITED	EFT000000001022	REPAIRS & REPAIR PARTS	7,806.19
DOMINION RECYCLING LTD.	EFT000000001023	REPAIR PARTS	97.75
RUSSEL METALS INC.	EFT000000001024	REPAIR PARTS	132.25
EAST CHEM INC.	EFT000000001025	SODIUM SULPHITE	1,060.88
EASTERN MEDICAL SUPPLIES	EFT000000001026	MEDICAL SUPPLIES	238.50
THE TELEGRAM	EFT000000001027	ADVERTISING	2,208.00
BASIL FEARN 93 LTD.	EFT000000001028	REPAIRS TO EQUIPMENT	813.40
EMERGENCY REPAIR LIMITED	EFT000000001029	REPAIRS TO EQUIPMENT	6,877.62
FRESHWATER AUTO CENTRE LTD.	EFT000000001030	REPAIRS TO EQUIPMENT	1,213.54
GAZE SEED 2015 INCORPORATED	EFT000000001031	HORTICULTURAL SUPPLIES	3,281.30
PRINCESS AUTO	EFT000000001032	MISCELLANEOUS SUPPLIES	398.03
IMPACT SIGNS AND GRAPHICS	EFT000000001033	BANNERS	1,568.60
QUALITY CLASSROOMS	EFT000000001034	RECREATION SUPPLIES	2,685.46
STELLAR INDUSTRIAL SALES LTD.	EFT000000001035	INDUSTRIAL SUPPLIES	114.43
REVOLUTION ENVIRONMENTAL SOLUTIONS LP/TERRAPURE	EFT000000001036	PROFESSIONAL SERVICES	28,389.73
D.W. MECHANICAL	EFT000000001037	REPAIRS TO EQUIPMENT	158.13
PROVINCIAL FENCE PRODUCTS	EFT000000001038	FENCING SUPPLIES	1,167.19
ISLAND OFFICE FURNITURE	EFT000000001039	OFFICE FURNITURE	24,674.45
WOLSELEY CANADA INC.	EFT000000001040	REPAIR PARTS	1,730.89
HARRIS & ROOME SUPPLY LIMITED	EFT000000001041	ELECTRICAL SUPPLIES	1,608.69
HARVEY & COMPANY LIMITED	EFT000000001042	REPAIR PARTS	6,172.10
HVAC SPECIALITIES INC.	EFT000000001043	REPAIR PARTS	1,288.00
BRENNTAG CANADA INC	EFT000000001044	CHLORINE	5,379.24
ECONOLITE CANADA INC.,	EFT000000001045	REPAIRS TO TRAFFIC LIGHTS	1,050.07
RONA	EFT000000001046	BUILDING SUPPLIES & HARDWARE	333.11
HOLDEN'S TRANSPORT LTD.	EFT000000001047	EQUIPMENT RENTAL	586.50
FLEET READY LTD.	EFT000000001048	REPAIR PARTS	496.85

NAME	CHEQUE #	DESCRIPTION	AMOUNT
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	EFT000000001049	INDUSTRIAL SUPPLIES	243.11
UNIVAR CANADA	EFT000000001050	CHEMICALS	26,919.85
HENRY'S	EFT000000001051	CELL PHONE ACCESSORIES	30.14
IMPRINT SPECIALTY PROMOTIONS LTD	EFT000000001052	PROMOTIONAL SUPPLIES	990.55
CREIGHTON ROCK DRILL	EFT000000001053	REPAIR PARTS	730.16
KAVANAGH & ASSOCIATES	EFT000000001054	PROFESSIONAL SERVICES	23,580.75
KERR CONTROLS LTD.	EFT000000001055	SHUT OFF VALVE	330.68
ACE LOCKSMITHING	EFT000000001056	HARDWARE SUPPLIES	345.00
GRAYBAR CANADA AUTOMATION CONTROLS	EFT000000001057	ELECTRIAL SUPPLIES	1,775.60
JJ MACKAY CANADA LTD.	EFT000000001058	REPAIRS TO PARKING METERS	9,608.94
MCLOUGHLAN SUPPLIES LTD.	EFT000000001059	ELECTRICAL SUPPLIES	1,202.93
MIKAN INC.	EFT000000001060	LABORATORY SUPPLIES	401.35
FOUGERE MENCHENTON ARCHITECTURE	EFT000000001061	PROFESSIONAL SERVICES	47,114.06
SHORELINE LUBRICANTS & INDUSTRIAL SUPPLY	EFT000000001062	ANTISEPTIC CLEANSER	119.54
FIT FOR WORK	EFT000000001063	FUNCTIONAL ASSESSMENTS	7,289.88
WAJAX INDUSTRIAL COMPONENTS	EFT000000001064	INDUSTRIAL SUPPLIES	324.29
NEWFOUND DISPOSAL SYSTEMS LTD.	EFT000000001065	GARBAGE DISPOSAL	29,783.52
NEWFOUNDLAND DISTRIBUTORS LTD.	EFT000000001066	INDUSTRIAL SUPPLIES	1,115.73
NEWFOUNDLAND DESIGN ASSOCIATES	EFT000000001067	PROFESSIONAL SERVICES	18,804.51
NEWFOUNDLAND POWER	EFT000000001068	ELECTRICAL SERVICES	14,255.75
TOROMONT CAT	EFT000000001069	REPAIR PARTS	280.47
NORTH ATLANTIC PETROLEUM	EFT000000001070	DIESEL & GASOLINE	33,254.57
PENNECON ENERGY HYDRAULIC SYSTEMS	EFT000000001071	REPAIR PARTS	1,022.88
PBA INDUSTRIAL SUPPLIES LTD.	EFT000000001072	INDUSTRIAL SUPPLIES	104.65
K & D PRATT LTD.	EFT000000001073	REPAIR PARTS	588.80
PROFESSIONAL UNIFORMS & MATS INC.	EFT000000001074	UNIFORM CLOTHING	149.50
RIDEOUT TOOL & MACHINE INC.	EFT000000001075	TOOLS	2,926.99
NAPA ST. JOHN'S 371	EFT000000001076	TOOLS	431.39
S & S SUPPLY LTD. CROSSTOWN RENTALS	EFT000000001077	REPAIR PARTS	3,118.65
BIG ERICS INC	EFT000000001078	SANITARY SUPPLIES	516.63
SAUNDERS EQUIPMENT LIMITED	EFT000000001079	REPAIR PARTS	4,373.98
STRONGCO	EFT000000001080	REPAIRS TO EQUIPMENT	1,236.95
SMITH'S HOME CENTRE LIMITED	EFT000000001081	LAWN MOWER	347.24
SUPERIOR PROPANE INC.	EFT000000001082	PROPANE	256.89
TOWER TECH COMMUNICATIONS & SPORTS FIELD LIGHTING	EFT000000001083	MAINTENANCE OF EQUIPMENT	6,612.50
FJ WADDEN & SONS LTD.	EFT000000001084	SANITARY SUPPLIES	63.48

NAME	CHEQUE #	DESCRIPTION	AMOUNT
BELL MOBILITY INC. RADIO DIVISION	EFT000000001085	SUPPLY/INSTALL RADIO EQUIPMENT	4,102.05
FIT FOR WORK	EFT000000001086	FUNCTIONAL ASSESSMENTS	2,120.59
CAP-IT	EFT000000001087	REPAIR PARTS	317.39
WATERWORKS SUPPLIES DIV OF EMCO LTD	EFT000000001088	WATERWORKS SUPPLIES	3,945.15
DICKS & COMPANY LIMITED	EFT000000001089	STATIONERY & OFFICE SUPPLIES	2,998.62
TOTAL:			<u><b>2,093,634.77</b></u>

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending July 5, 2017**

### **Payroll**

<b>Public Works</b>	<b>\$ 456,110.80</b>
<b>Bi-Weekly Casual</b>	<b>\$ 84,367.49</b>
<b>Accounts Payable</b>	<b>\$ 2,505,897.52</b>

**Total: \$ 3,046,375.81**

# **ST. JOHN'S**

DEPARTMENT OF FINANCE

CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 [WWW.STJOHNS.CA](http://WWW.STJOHNS.CA)



NAME	CHEQUE #	DESCRIPTION	AMOUNT
NEWFOUNDLAND EXCHEQUER ACCOUNT	00111135	REGISTER DEVELOPMENT AGREEMENT	100.00
NEWFOUNDLAND EXCHEQUER ACCOUNT	00111136	REGISTER NOTICE OF EXPROPRIATION	100.00
WHITE, LESLIE	00111137	PETTY CASH FLOATS	280.00
COASTAL BLDG. PRODUCTS & SERV.	00111138	RELEASE OF HOLDBACKS	355,316.59
DARLENE SHARPE	00111139	CLEANING SERVICES	750.00
PEDDLE, ROBERT	00111140	2017 FOOTWEAR ALLOWANCE	125.00
PINSENT, JEFF	00111141	REIMBURSEMENT - EXPENSES	57.49
SHERRY TRACEY	00111142	CLOTHING ALLOWANCE	41.38
EARLES, SHARON	00111143	CLOTHING ALLOWANCE	79.26
ACKLANDS-GRAINGER	00111144	INDUSTRIAL SUPPLIES	86.88
AIMS LTD.	00111145	REPAIRS TO EQUIPMENT	74.75
AVALON RECYCLING SERVICES LTD.	00111146	PICK UP/CLEANING OF RECYCLING BIN	115.00
MUNICIPAL CONSTRUCTION LIMITED	00111147	ASPHALT	9,710.06
ROBERT BAIRD EQUIPMENT LTD.	00111148	RENTAL OF EQUIPMENT	7,268.71
TOWN OF CONCEPTION BAY SOUTH	00111149	GARBAGE COLLECTION	250.00
HOSPITALITY NEWFOUNDLAND AND LABRADOR	00111150	2017 MEMBERSHIP RENEWAL	386.40
S & L ENTERPRISE	00111151	ASPHALT REPAIRS	56,868.17
CLASS C SOLUTIONS GROUP	00111152	INDUSTRIAL SUPPLIES	2,396.78
INNOVATIVE SURFACE SOLUTIONS	00111153	CALCIUM CHLORIDE	2,788.75
PINNACLE OFFICE SOLUTIONS LTD	00111154	PHOTOCOPIES	40.57
LEXISNEXIS CANADA INC.	00111155	SUBSCRIPTION RENEWAL	384.04
CAMPBELL'S SHIPS SUPPLIES	00111156	PROTECTIVE FOOTWEAR	257.46
HISCOCK'S SPRING SERVICE	00111157	REPAIRS & REPAIR PARTS	1,763.13
DAVE CARROLL	00111158	BAILIFF SERVICES	331.00
THOMSON REUTERS CANADA	00111159	SUBSCRIPTION RENEWAL	1,075.91
SOBEY'S INC	00111160	FOOD AND REFRESHMENTS	441.89
NORTRAX CANADA INC.,	00111161	REPAIR PARTS	688.84
COASTAL MOUNT PEARL	00111162	REPAIR PARTS	126.49
CLEARWATER POOLS LTD.	00111163	POOL CHEMICALS	528.77
DULUX PAINTS	00111164	PAINT SUPPLIES	199.30
PETER'S AUTO WORKS INC.	00111165	TOWING OF VEHICLES	610.62
COUNTRY TRAILER SALES 1999 LTD	00111166	REPAIR PARTS	1,961.32
DEL EQUIPMENT LIMITED	00111167	REPAIR PARTS	509.29

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CABOT READY MIX LIMITED	00111168	CONCRETE	315.10
ATLANTIC HOSE & FITTINGS	00111169	PLUMBING SUPPLIES	39.72
CANADIAN TIRE CORP.-HEBRON WAY	00111170	MISCELLANEOUS SUPPLIES	485.21
CANADIAN TIRE CORP.-KELSEY DR.	00111171	MISCELLANEOUS SUPPLIES	459.49
21ST CENTURY OFFICE SYSTEMS 1992 LTD.	00111172	STATIONERY & OFFICE SUPPLIES	992.92
EXECUTIVE TAXI LIMITED	00111173	TRANSPORTATION COSTS	217.35
OMB PARTS & INDUSTRIAL INC.	00111174	REPAIR PARTS	72.85
TENCO INC.	00111175	REPAIR PARTS	162.15
CAPITAL HOTEL	00111176	LAWN DAMAGE CLAIM	264.50
WEDGWOOD CAFE & CATERING	00111177	CATERING SERVICES	1,322.50
SPORTCHEK-VILLAGE MALL	00111178	PROTECTIVE FOOTWEAR	395.55
HISCOCK RENTALS & SALES INC.	00111179	REPAIRS & REPAIR PARTS	1,127.15
HOLLAND NURSERIES LTD.	00111180	HORTICULTURAL SUPPLIES	921.72
INFINITY CONSTRUCTION	00111181	TOPSOIL	483.00
SCOTIA RECYCLING (NL) LIMITED	00111182	PROFESSIONAL SERVICES	158,005.23
CH2M HILL	00111183	PROFESSIONAL SERVICES	13,129.62
CDMV	00111184	VETERINARY SUPPLIES	939.95
IDEXX LABORATORIES	00111185	VETERINARY SUPPLIES	1,571.20
PVC PLUS DRILLING PRODUCTS	00111186	REPAIR PARTS	327.75
KING PROCESS TECHNOLOGY	00111187	TRAINING SESSION	230.00
CARMICHAEL ENGINEERING LTD.	00111188	MAINTENANCE COTNRACT	2,181.55
UNIFORM WORKS LIMITED	00111189	UNIFORM CLOTHING	859.05
CANADIAN NUCLEAR SAFETY SERVICES INC.	00111190	RADIATION TRAINING	379.50
ALANTRA LEASING INC.,	00111191	RENTAL OF EQUIPMENT	2,346.00
BACKYARD CONTRACTORS	00111192	REMOVE & REINSTALL FENCING	1,707.75
BACALAO NOUVELLE CUISINE NEWFOUNDLAND INC.,	00111193	CATERING SERVICES	789.88
BACKFLOW SPECIALISTS LTD.	00111194	PROFESSIONAL SERVICES	775.00
ORNAMENTAL CONCRETE LTD.	00111195	CONCRETE	932.38
PROVINCIAL WOODPRODUCTS LTD.	00111196	BUILDING MATERIALS	182.19
CHANDLER	00111197	UNIFORM CLOTHING	546.25
URBAN CONTRACTING JJ WALSH LTD	00111198	PROPERTY REPAIRS	1,150.00
MAX ARTS ATHLETICS WELLNESS	00111199	REAL PROGRAM	699.77
CANADIAN NUCLEAR SAFETY COMMISSION	00111200	ANNUAL LICENSING FEE	1,846.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
HUNGRY HEART CAFE	00111201	CATERING SERVICES	118.20
NEWFOUNDLAND EXCHEQUER ACCOUNT	00111202	CADA LICENSING RENEWAL	350.00
ATLANTIC COUNSELLING SERVICES INC.	00111203	PROFESSIONAL SERVICES	125.00
BARRY ROSS	00111204	POSTER DISTRIBUTION	282.70
TODD ROBBINS SERVICES INC.	00111205	PROPERTY REPAIRS	661.25
10730 NEWFOUNDLAND LIMITED	00111206	REAL PROGRAM	131.06
NL HOUSING & HOMELESSNESS NETWORK INC.	00111207	CONFERENCE REGISTRATIONS	200.00
MARCH, JASON	00111208	PERFORMANCE FEE	200.00
SHARON PORTER-TRASK	00111209	HONORARIUM	100.00
KAYLA BADCOCK	00111210	LAWN DAMAGE CLAIM	460.00
HELENE DRODGE	00111211	LAWN DAMAGE CLAIM	80.50
CHRIS SQUIRES	00111212	LAWN DAMAGE CLAIM	103.50
LESLEY HICKEY ROGERS	00111213	REFUND - WATER DEFERRAL PERMIT	7,500.00
NORAH MOLLOY	00111214	REFUND - SECURITY DEPOSIT	279.97
VIACHESLAV VOLKOZHA	00111215	REFUND - WATER DEFERRAL PERMIT	7,500.00
NORMAN & EVELYN LUCAS	00111216	REFUND - CULVERT/SEPTIC DEPOSIT	500.00
LAURA WINTERS	00111217	REIMBURSEMENT - TRAVEL EXPENSES	267.50
RAMAN BALAKRISHNAN	00111218	REIMBURSEMENT - CBA-NL MEMBERSHIP	713.84
CANADIAN POND	00111219	LABORATORY SUPPLIES	5,446.40
ADAPT PHARMA CANADA LTD	00111220	MEDICAL SUPPLIES	1,504.80
FILTRUM INC.,	00111221	RELEASE OF HOLDBACKS	24,148.09
BELL MOBILITY INC.	00111222	MAIN CELLULAR ACCOUNT	39,992.32
MOODY'S CANADA INC.	00111223	PROFESSIONAL SERVICES	31,625.00
J3 CONSTRUCTION LIMITED	EFT000000001090	EQUIPMENT RENTAL	46,814.20
DICKS & COMPANY LIMITED	EFT000000001091	STATIONERY & OFFICE SUPPLIES	136.78
NEWFOUNDLAND POWER	EFT000000001092	ELECTRICAL SERVICES	116,042.81
CROWE, DAVID	EFT000000001093	TRAVEL REIMBURSEMENT	166.25
BLAIR MCDONALD	EFT000000001094	TRAVEL REIMBURSEMENT	157.75
STOKES INTERNATIONAL	EFT000000001095	MISCELLANEOUS SUPPLIES	336.89
KNIGHTSBRIDGE ROBERTSON SURRETTE	EFT000000001096	PROFESSIONAL SERVICES	102.65
MCLOUGHLAN SUPPLIES LTD.	EFT000000001097	ELECTRICAL SUPPLIES	376.86
NEWFOUNDLAND POWER	EFT000000001098	ELECTRICAL SERVICES	379,734.85
PARTS FOR TRUCKS INC.	EFT000000001099	REPAIR PARTS	3,715.64

NAME	CHEQUE #	DESCRIPTION	AMOUNT
PUBLIC SERVICE CREDIT UNION	EFT000000001100	PAYROLL REMITTANCES	6,120.67
HARRIS, BRYANT	EFT000000001101	REIMBURSEMENT - EXPENSES	298.91
ACTION CAR AND TRUCK ACCESSORIES	EFT000000001102	REPAIR PARTS	689.99
SERVICEMASTER CONTRACT SERVICE	EFT000000001103	JANITORIAL SERVICES	655.50
APEX CONSTRUCTION SPECIALTIES INC.	EFT000000001104	CONSTRUCTION MATERIALS	408.41
ATLANTIC OFFSHORE MEDICAL SERV	EFT000000001105	MEDICAL SERVICES	8,012.01
ATLANTIC PURIFICATION SYSTEM LTD	EFT000000001106	WATER PURIFICATION SUPPLIES	1,123.55
GRANT THORNTON	EFT000000001107	PROFESSIONAL SERVICES	23,748.65
BELBIN'S GROCERY	EFT000000001108	CATERING SERVICES	308.21
SMS EQUIPMENT	EFT000000001109	REPAIR PARTS	620.02
JENKINS POWER SHEET METALS INC	EFT000000001110	REPAIR PARTS	943.00
CABOT PEST CONTROL	EFT000000001111	PEST CONTROL SERVICES	363.98
PATHIX ASP INC.	EFT000000001112	COMPUTER SOFTWARE	20,169.85
BEST DISPENSERS LTD.	EFT000000001113	SANITARY SUPPLIES	190.37
ROCKWATER PROFESSIONAL PRODUCT	EFT000000001114	CHEMICALS	4,141.56
PRINT & SIGN SHOP	EFT000000001115	SIGNAGE	195.96
BRENKIR INDUSTRIAL SUPPLIES	EFT000000001116	INDUSTRIAL SUPPLIES	1,106.65
JLG TRANSPORTATION LTD.	EFT000000001117	TRANSPORTATION COSTS	183.00
BDI CANADA INC	EFT000000001118	SANITARY SUPPLIES	143.20
THE OUTFITTERS	EFT000000001119	RECREATIONAL SUPPLIES	2,746.58
ATLANTIC TRAILER & EQUIPMENT	EFT000000001120	REPAIR PARTS	1,360.45
CANADA POST CORPORATION	EFT000000001121	POSTAGE	107.81
CANADIAN CORPS COMMISSIONAIRES	EFT000000001122	SECURITY SERVICES	24,144.12
AIR LIQUIDE CANADA INC.	EFT000000001123	WELDING SUPPLIES	1,626.08
CANADA CLEAN GLASS	EFT000000001124	WINDOW CLEANING	1,150.00
NORTH ATLANTIC SYSTEMS	EFT000000001125	REPAIR PARTS	551.25
MAC TOOLS	EFT000000001126	TOOLS	364.40
NORTH ATLANTIC SUPPLIES INC.	EFT000000001127	SAFETY FOOTWEAR	287.50
KENT	EFT000000001128	BUILDING & HARDWARE SUPPLIES	282.32
ATLANTIC HOME FURNISHINGS LTD	EFT000000001129	APPLIANCES	1,351.19
COLONIAL GARAGE & DIST. LTD.	EFT000000001130	REPAIR PARTS	3,244.54
CONSTRUCTION SIGNS LTD.	EFT000000001131	SIGNAGE	421.48
SCOTT WINSOR ENTERPRISES INC.,	EFT000000001132	PROFESSIONAL SERVICES	1,407.14

NAME	CHEQUE #	DESCRIPTION	AMOUNT
SCARLET EAST COAST SECURITY LTD	EFT000000001133	TRAFFIC CONTROL	3,510.95
CUMMINS EASTERN CANADA LP	EFT000000001134	REPAIR PARTS	59.94
DICKS & COMPANY LIMITED	EFT000000001135	STATIONERY & OFFICE SUPPLIES	2,803.03
EASTERN INDUSTRIES & HYDRAULICS LTD.	EFT000000001136	REPAIRS TO EQUIPMENT	588.90
EAST CHEM INC.	EFT000000001137	CHEMICALS	207.47
ENVIROMED ANALYTICAL INC.	EFT000000001138	REPAIRS TO EQUIPMENT	631.35
DOMINION STORE 935	EFT000000001139	FOOD AND REFRESHMENTS	212.30
EMERGENCY REPAIR LIMITED	EFT000000001140	REPAIRS TO EQUIPMENT	9,602.69
PRINCESS AUTO	EFT000000001141	MISCELLANEOUS SUPPLIES	578.35
COASTLINE SPECIALTIES	EFT000000001142	PLAYGROUND EQUIPMENT	402.44
GLOBALSTAR CANADA SATELLITE CO	EFT000000001143	SATELITE RADIO CHARGES	183.95
PROVINCIAL FENCE PRODUCTS	EFT000000001144	REPAIRS TO FENCING	5,491.25
HARVEY & COMPANY LIMITED	EFT000000001145	REPAIR PARTS	4,286.82
MS GOVERN	EFT000000001146	COMPUTER SOFTWARE	1,992.37
HICKMAN MOTORS LIMITED	EFT000000001147	REPAIR PARTS	208.50
HOLDEN'S TRANSPORT LTD.	EFT000000001148	RENTAL OF EQUIPMENT	2,685.25
UNIVAR CANADA	EFT000000001149	CHEMICALS	4,796.42
PENNECON ENERGY TECHNICAL SERVICE	EFT000000001150	REPAIRS TO EQUIPMENT	692.76
CENTINEL SERVICES	EFT000000001151	REPAIRS TO EQUIPMENT	270.25
MARTIN'S FIRE SAFETY LTD.	EFT000000001152	FIRE EXTINGUISHER REPAIRS	174.23
ACE LOCKSMITHING	EFT000000001153	INSTALLATION OF CARD ACCESS EQUIPMENT	934.95
METALFAB LTD.	EFT000000001154	PRESSURE RELEASE VALVE	1,496.89
SUMMIT PLUMBING & HEATING LTD.	EFT000000001155	PLUMBING REPAIRS	2,749.12
SHORELINE LUBRICANTS & INDUSTRIAL SUPPLY	EFT000000001156	LUBRICANTS	827.26
FIT FOR WORK	EFT000000001157	PROFESSIONAL SERVICES	2,899.42
NU-WAY EQUIPMENT RENTALS	EFT000000001158	RENTAL OF EXCAVATOR	1,380.00
NEWFOUNDLAND DISTRIBUTORS LTD.	EFT000000001159	INDUSTRIAL SUPPLIES	819.84
NL KUBOTA LIMITED	EFT000000001160	REPAIR PARTS	98.14
NORTH ATLANTIC PETROLEUM	EFT000000001161	DIESEL	20,726.71
PENNECON ENERGY HYDRAULIC SYSTEMS	EFT000000001162	REPAIR PARTS	362.81
K & D PRATT LTD.	EFT000000001163	REPAIR PARTS	948.49
NAPA ST. JOHN'S 371	EFT000000001164	REPAIR PARTS	595.83
BIG ERICS INC	EFT000000001165	SANITARY SUPPLIES	191.05

NAME	CHEQUE #	DESCRIPTION	AMOUNT
SUPERIOR PROPANE INC.	EFT000000001166	PROPANE	286.27
WATERWORKS SUPPLIES DIV OF EMCO LTD	EFT000000001167	WATERWORKS SUPPLIES	18,022.33
BELL MOBILITY INC. RADIO DIVISION	EFT000000001168	MONTHLY MAINTENANCE CHARGES	472.21
EASTERN WASTE MANAGEMENT	EFT000000001169	PROFESSIONAL SERVICES	848,937.93
KRISTA WALSH	EFT000000001170	COURSE FEES	250.00
SIDEWINDER CAPITAL CORP. DBA WATERFUN PRODUCTS	EFT000000001171	PLAYGROUND EQUIPMENT	47,696.25
ROGERS COMMUNICATIONS CANADA INC.	EFT000000001172	CABLE SERVICES	134.38
GORDON BARNES	EFT000000001173	PROFESSIONAL SERVICES	7,200.00
NEWFOUNDLAND POWER	EFT000000001174	ELECTRICAL SERVICES	86,533.97
WINSOR, LYNNANN	EFT000000001175	TRAVEL REIMBURSEMENT	3,039.16
TOTAL:			<b><u>2,505,897.52</u></b>

# MEMORANDUM

Date: July 5, 2017

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: Sherri Higgins– Buyer

Re: Council Approval - Tender 2017019 Sweeper Parts

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The results of Tender 2017019 Sweeper Parts are stated below:

Sweeper Parts	
TENDER #2017019 – July 5/17 - 1:00 PM	
Saunders Equipment Ltd.	\$69,915.05
Nortrax Canada Inc.	\$15,124.76

This tender contains 150 items which are each awarded individually. Shown above is the cumulative total of the items for each of the lowest bids and contains all of the bids received.

It is recommended to award this tender to the lowest bidders, as shown above, meeting the specifications for various Sweeper Parts, as per the Public Tendering Act.

This contract is for an eighteen month period with the option to extend for two additional one year periods.

Taxes (HST) extra to price quoted

Sherri Higgins  
Buyer

## ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES

CITY OF ST. JOHN'S PO BOX 408 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.NL



				Nortrax Canada Inc.		Saunders Equipment	
				Submission 1		Submission 1	
Item #	Item Description	UOM	Usage	Unit Price	Extended Price	Unit Price	Extended Price
1353	FILTER, WATER ELEM 01 JOHNSTON STERLING SWEEPER	EA	1			\$75.00	\$75.00
1545	SEAL, RUBBER 00/01 STERLING JOHNSTON	EA	1			\$75.95	\$75.95
1608	LAMP, TURN 00 FORD JOHNSTON SWEEPER MODEL 45 12V	EA	1				
2320	PUMP, WATER JOHNSTON SWEEPER 605 REAR ENG PT	EA	1				
2395	NOZZLE, WATER #3 99-01 JOHNSTON SWEEPER FR	EA	1			\$11.00	\$11.00
2672	FILTER, HYD ELEMENT TANK 05 JOHNSTON SWPR REAR ENGINE	EA	1			\$125.50	\$125.50
2878	BROOM, MAIN 05 JOHNSTON SWEEPER 516 ONE PIECE ONLY	EA	10			\$395.45	\$3,954.50
2879	SEAL, INLET TUBE 05 FREIGHTLINER SWEEPER VT 605 0516	EA	1			\$105.85	\$105.85
2915	SWITCH, CONTROL PANEL (3 POS) JOHNSTON OEM# 48-2 FOR	EA	1			\$30.00	\$30.00
3306	CABLE, LIFT 99 JOHNSTON SWEEPER UNIT UNIT 9919 PT 932381	EA	1			\$20.10	\$20.10
3331	REGULATOR, AIR 99 JOHNSTON SWEEPER UNIT 9919	EA	1			\$155.50	\$155.50
3750	REGULATOR, AIR (SIDE BROOM) #25890-1 JOHNSTON OEM#72-	EA	1			\$228.50	\$228.50
3758	CLIP, FLAP INTAKE COVER 40516-1	EA	2			\$10.25	\$20.50
3759	FLAP, INTAKE MADE IN HOUSE SWEEPERS 116/ 9919	EA	1			\$167.45	\$167.45
3862	RELAY, MULTIFUNCTION SELECT JOHNSTON LABRIE 11 PIN	EA	1			\$81.75	\$81.75
4043	RING, O FLUID COUPLER JOHNSTON SWEEPER UNITS	EA	1			\$52.45	\$52.45
4045	COVER, SAFETY JOHNSTON SWEEPER UNITS 0116/0516/9919	EA	1			\$64.35	\$64.35
4046	FAN, IMPELLER SUCTION KIT TURBO CHARGED ENG 280830-1SB	EA	1			\$3,025.95	\$3,025.95
4084	RELAY, STARTER 05 JOHNSTON VT650 UNIT 0516 HEAVY DUTY	EA	1			\$120.75	\$120.75
4110	NOZZLE, TRUNKING, UNIT # 0516 ONLY	EA	1			\$685.95	\$685.95
4111	CLAMP, NOZZLE, JOHNSON # 504-54	EA	2			\$15.15	\$30.30
506	BROOM, MAIN JOHNSTON BLUE UNITS 9919 0116	EA	1			\$285.00	\$285.00
507	BROOM, GUTTER JOHNSTON 2 PER SET WITHOUT PLATE	EA	60			\$79.50	\$4,770.00
82149	FILTER, WATER ELEM JOHNSTON OEM#15960-2	EA	1			\$86.50	\$86.50
93864	NOZZLE, TRUNKING JOHNSTON OEM# Z463611	EA	1			\$570.00	\$570.00
98095	SWITCH, ROCKER JOHNSTON OEM# 48-1	EA	1			\$7.95	\$7.95
S00085	NOZZLE, RUBBER (SET) 99-01 JOHNSTON MODEL 605	EA	1			\$255.00	\$255.00
S00086	BROOM, END PIECE SEGMENT TRACKLESS	EA	34	\$13.25	\$450.50	\$10.50	\$357.00
S00087	BROOM, WIRE SEGMENT TRACKLESS	EA	386	\$15.80	\$6,098.80	\$13.25	\$5,114.50
S00088	BROOM, POLY SEGMENT TRACKLESS	EA	435	\$13.25	\$5,763.75	\$10.85	\$4,719.75
S00100	BROOM, GUTTER 10 SWEEPSTER CS204 BROOM	EA	2	\$164.90	\$329.80	\$359.55	\$719.10
S00176	PIN, QUICK RELEASE 5/8" X 1" 10 SWEEPSTER CS	EA	3	\$19.05	\$57.15		

Continued

				Nortrax Canada Inc.		Saunders Equipment	
S00178	ASSEMBLY, TOPLINK 5/8" BALLS 10 SWEEPSTER CS 203/204	EA	2	\$60.55	\$121.10		
S00181	LINER, NOZZLE 10 JOHNSTON VT650	EA	1			\$594.25	\$594.25
S00182	FILTER, HYDRAULIC RETURN 10 JOHNSTON VT650	EA	1			\$81.50	\$81.50
S00183	FILTER, HYDRAULIC 10 JOHNSTON 7650	EA	1			\$69.95	\$69.95
S00185	LINER, INTAKE 10 JOHNSTON VT650	EA	1			\$460.75	\$460.75
S00186	KIT, CYLINDER SEAL 10 JOHNSTON VT650	EA	1			\$329.30	\$329.30
S00187	FILTER, WATER 10 JOHNSTON VT650	EA	1			\$57.50	\$57.50
S00189	SEAL, DOOR REAR 10 JOHNSTON VT650	EA	1			\$275.00	\$275.00
S00190	SEAL, DOOR RECIRCULATION PORT 10 JOHNSTON VT650	EA	1			\$78.35	\$78.35
S00191	TIRE, WHEEL SUCTION NOZZLE 10 JOHNSTON VT650	EA	1			\$69.00	\$69.00
S00192	CYLINDER, LIFT SUCTION 10 JOHNSTON VT650	EA	1			\$536.25	\$536.25
S00193	CYLINDER, LIFT CHANNEL BRUSH 10 JOHNSTON VT650	EA	1			\$1,285.85	\$1,285.85
S00194	BOWL, PLUG RED 10 JOHNSTON VT 650	EA	1			\$57.00	\$57.00
S00195	KIT, SEAL HYD MOTOR 10 JOHNSTON VT650	EA	1			\$329.30	\$329.30
S00196	KIT, NOZZLE RUBBER 10 JOHNSTON VT640	EA	3			\$250.00	\$750.00
S00197	MOTOR, HYDRAULIC SIDE BROOM 10 JOHNSTON VT650	EA	1			\$872.65	\$872.65
S00219	PLATE, WEAR LH & RH 05 JOHNSTON VT650	EA	1			\$600.00	\$600.00
S00237	RING, TRANSITION 05/UP JOHNSTON VT650	EA	1			\$152.75	\$152.75
S00261	CASTER, WHEEL ASSLY FRONT 10 SWEEPSTER CSB2	EA	10	\$946.85	\$9,468.50		
S00341	TANK, WATER 85 GALLON SWEEPSTER 07-4682	EA	1	\$468.90	\$468.90		
S00366	PIPE, WATER ASSBY C/W SUPAWASH 09 JOHNSTON VT650	EA	1			\$183.45	\$183.45
S00377	SEAL, FRONT BROOM 10 SWEEPSTER CS32	EA	2	\$203.55	\$407.10		
S00378	SEAL, REAR BROOM 10 SWEEPSTER CS32	EA	7	\$88.90	\$622.30		
S00379	SEAL, SIDE BROOM 10 SWEEPSTER CS32	EA	25	\$41.25	\$1,031.25		
S00455	NOZZLE, BRASS TIP 1.5 2010 SWEEPSTER CS232 07-0414	EA	7	\$27.05	\$189.35		
S00456	RING, O 2010 SWEEPSTER CS232 03-3537	EA	1	\$1.40	\$1.40		
S00578	SEAL, WASHER FOR WATER CAP 05/11 JOHNSTON VT650 40643-1	EA	1			\$6.90	\$6.90
S00579	CAP, WATER 05/11 JOHNSTON VT650 41776-2 OR 284040-1	EA	1			\$42.45	\$42.45
S00580	BEARING, PILLOW BLOCK 1 1/4 UCP207-204D1 13 SWEEPSTER AS	EA	1				
S00622	SWITCH, LIMIT REAR DOOR LOCK 09 JOHNSTON VT650	EA	1			\$183.50	\$183.50
S00623	SPRING, COMPRESSION IMPELLER 05/UP JOHNSTON SWEEPER VT	EA	1			\$10.20	\$10.20
S00624	SLEEVE, IMPELLER 05/UP JOHNSTON SWEEPER VT650	EA	1			\$4.35	\$4.35
S00625	WASHER, IMPELLER 05/UP JOHNSTON SWEEPER VT650	EA	1			\$3.89	\$3.89

Continued

				Nortrax Canada Inc.		Saunders Equipment	
S00626	KIT, RETAINING IMPELLER 05/UP JOHNSTON SWEEPER VT650	EA	1			\$190.10	\$190.10
S00665	MOTOR, MAIN BROOM 10/UP SWEEPSTER CS-32	EA	1	\$1,241.96	\$1,241.96		
S00701	PLATE, MOUNTING BROOM 10 SWEEPSTER CS32 OEM 13-0374	EA	1	\$76.05	\$76.05		
S00702	PIN, TOPLINK 10 SWEEPSTER CS32 OEM 07-7093	EA	2	\$5.90	\$11.80		
S00737	TUBING, AIR LINE METRIC BLACK 8MM JOHNSTON VT-650	FT	1			\$11.25	\$11.25
S00738	TUBING, AIR LINE METRIC BLUE 6MM	FT	9			\$7.25	\$65.25
S00783	PLATE, MOUNTING SIDE BROOM 99/UP JOHNSTON VT605-650	EA	1			\$377.59	\$377.59
S00904	MOTOR, GUTTER BROOM 10 SWEEPSTER C532 03-5611	EA	1	\$591.30	\$591.30		
S00909	TEE, NOZZLE WATER 10 SWEEPSTER CS32 07-4861	EA	1	\$11.75	\$11.75		
S00910	ELBOW, NOZZLE WATER 10 SWEEPSTER CS32 07-4862	EA	2	\$11.45	\$22.90		
S01110	KIT, MOUNTING FENDER REAR 4 CLAMPS PER KIT 10 JOHNSTON V	EA	2			\$64.00	\$128.00
S01285	SWITCH, POWER MIRROR (L/R) 01/UP JOHNSTON VT605/650 SW	EA	1			\$78.65	\$78.65
S01402	PUMP, WATER UNIVERSAL ELECTRIC 12V COLD PLANER/SWEEPER	EA	1				
S01403	PUMP, WATER UNIVERSAL ELECTRIC 24V COLD PLANER/SWEEPER	EA	2				
S01405	PUMP, WATER SPRAY NOZZLES 05/UP JOHNSTON SWEEPER VT60	EA	1			\$1,250.00	\$1,250.00
S01406	PUMP, WATER SUPAWASH OPTION 05/UP JOHNSTON SWEEPER V	EA	1			\$2,915.00	\$2,915.00
S01434	KIT, RETAINING NOZZLE RUBBER 10 JOHNSTON VT-650 SWEEPER	EA	1			\$144.05	\$144.05
S01435	WASHER, FIBER SEALING 10 JOHNSTON VT-650 SWEEPER OEM 45	EA	1			\$3.35	\$3.35
S01436	JET, WATER NOZZLE 10 JOHNSTON VT-650 SWEEPER OEM 282781	EA	1			\$40.00	\$40.00
S01459	WHEEL, ASSEMBLY NOZZLE & TIRE 05 JOHNSTON VT650 SWEEPER	EA	1			\$425.25	\$425.25
S01479	CYLINDER, LIFT HOPPER 10 SWEEPSTER CS32 OEM 03-5717	EA	1	\$467.65	\$467.65		
S01875	SEAL, GEARBOX IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEE	EA	1			\$6.75	\$6.75
S01876	SEAL, GEARBOX IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEE	EA	1			\$148.10	\$148.10
S01877	SEAL, GEARBOX IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEE	EA	1			\$6.90	\$6.90
S01878	PLUG, FUSIBLE FLUID COUPLING 01/10 JOHNSTON VT-605/VT-650	EA	1			\$28.45	\$28.45
S01879	FANCASE, IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEEPER C	EA	1			\$4,080.55	\$4,080.55
S01880	SEAL, FANCASE IMPELLER MASK 01/10 JOHNSTON VT-605/VT-650	EA	1			\$135.00	\$135.00
S01881	GASKET, IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEEPER O	EA	1			\$60.95	\$60.95
S01882	SEAL, ROTARY IMPELLER 01/10 JOHNSTON VT-605/VT650 SWEEPI	EA	1			\$39.95	\$39.95
S01883	O'RING, IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEEPER O	EA	1			\$50.45	\$50.45
S01884	DIAPHRAM, IMPELLER 01/10 JOHNSTON VT-605/VT-650 SWEEPER	EA	1			\$160.90	\$160.90
S01885	GEARBOX, IMPELLER ASSEMBLY 01/10 JOHNSTON VT-605/VT-650	EA	1			8,965.95	8,965.95
S01931	PLATE, DRIVE CHANNEL BRUSH 15 JOHNSTON VT-651 SWEEPER O	EA	1			\$410.00	\$410.00

Continued

				Nortrax Canada Inc.		Saunders Equipment	
S01932	MOTOR, HYDRAULIC CHANNEL/WIDE SWEEP BRUSH 15 JOHNSTON	EA	1			\$965.00	\$965.00
S01933	PLATE, WEAR 15 JOHNSTON VT-651 SWEEPER OEM 7019793	EA	1			\$1,895.30	\$1,895.30
S01934	SEAL, NOZZLE TO BODY 15 JOHNSTON VT-651 SWEEPER OEM 700	EA	1			\$189.15	\$189.15
S01935	SEAL, DOOR ACCESS 15 JOHNSTON VT-651 SWEEPER OEM 281217	EA	1			\$258.05	\$258.05
S01936	SEAL, COWL FRONT 15 JOHNSTON VT-651 SWEEPER OEM 701025	EA	1			\$195.90	\$195.90
S01937	SEAL, COWL SIDE 15 JOHNSTON VT-651 SWEEPER OEM 7010257	EA	1			\$142.69	\$142.69
S01938	SEAL, DOOR REAR RE-CIRCULATION 15 JOHNSTON VT-651 SWEEP	EA	1			\$106.59	\$106.59
S01939	SEAL, DOOR REAR 15 JOHNSTON VT-651 SWEEPER OEM 7012780	EA	1			\$488.75	\$488.75
S01941	SEAL, COWL LOWER 15 JOHNSTON VT-651 SWEEPER OEM 70248	EA	1			\$966.19	\$966.19
S01942	STRIP, RETAINING RADIATOR SEAL CHAMBER 15 JOHNSTON VT-65	EA	1			\$29.35	\$29.35
S01943	STRIP, RETAINING REAR RADIATOR SEAL 15 JOHNSTON VT-651 SW	EA	1			\$51.05	\$51.05
S01944	STRIP, RETAINING TOP RADIATOR SEAL 15 JOHNSTON VT-651 SW	EA	2			\$29.00	\$58.00
S01945	SEAL, RADIATOR CHAMBER 15 JOHNSTON VT-651 SWEEPER OEM	EA	1			\$35.85	\$35.85
S01946	SEAL, RADIATOR TOP 15 JOHNSTON VT-651 SWEEPER OEM 70103	EA	1			\$99.15	\$99.15
S01947	SEAL, RADIATOR FRONT 15 JOHNSTON VT-651 SWEEPER OEM 701	EA	1			\$95.16	\$95.16
S01948	SEAL, DUCT FANCASE 15 JOHNSTON VT-651 SWEEPER OEM 70036	EA	1			\$324.05	\$324.05
S01949	FILTER, HYDRAULIC SUCTION 15 JOHNSTON VT-651 SWEEPER OEN	EA	1			\$145.65	\$145.65
S01950	FILTER, HYDRAULIC RETURN 15 JOHNSTON VT-651 SWEEPER OEM	EA	1			\$296.25	\$296.25
S01951	CURTAIN, RUBBER WIDE SWEEP BRUSH 15 JOHNSTON VT-651 SW	EA	2			\$88.55	\$177.10
S01952	SEAL, FANCASE/COWL 15 JOHNSTON VT-651 SWEEPER OEM 7002	EA	1			\$350.75	\$350.75
S01954	CURTAIN, RUBBER MUDFLAP 15 JOHNSTON VT-651 SWEEPER OEN	EA	1			\$121.35	\$121.35
S01955	CURTAIN, RUBBER NOZZLE 15 JOHNSTON VT-651 SWEEPER OEM 6	EA	1			\$128.00	\$128.00
S01956	FILTER, WATER TANK SUCTION 15 JOHNSTON VT-651 SWEEPER O	EA	1			\$75.00	\$75.00
S01957	FILTER, WATER REAR 15 JOHNSTON VT-651 SWEEPER OEM 277-24	EA	1			\$67.25	\$67.25
S01958	TIP, NOZZLE WATER YELLOW 15 JOHNSTON VT-651 SWEEPER OEN	EA	9			\$11.05	\$99.45
S01959	HOLDER, SWIVEL DOUBLE 14 JOHNSTON VT-651 SWEEPER OEM 2	EA	1			\$23.75	\$23.75
S01960	O'RING, SUCTION 15 JOHNSTON VT-651 SWEEPER OEM 80-143	EA	1			\$12.80	\$12.80
S01961	MESH, COWL BODY 15 JOHNSTON VT-651 SWEEPER OEM 701578	EA	1			\$1,465.45	\$1,465.45
S01962	ASSEMBLY, NOZZLE WATER SPRAY 15 JOHNSTON VT-651 SWEEPE	EA	1			\$126.69	\$126.69
S01963	SEAL, NOZZLE WATER CAP 15 JOHNSTON VT-651 SWEEPER OEM 2	EA	1			\$4.35	\$4.35
S01964	CAP, NOZZLE WATER 15 JOHNSTON VT-651 SWEEPER OEM 21-63	EA	1			\$7.45	\$7.45
S01965	SEAL, DUCT INTAKE 15 JOHNSTON VT-651 SWEEPER OEM 700389	EA	1			\$184.35	\$184.35
S01966	DUCT, INTAKE 15 JOHNSTON VT-651 SWEEPER OEM 7019765	EA	2			\$1,155.00	\$2,310.00

Continued

				Nortrax Canada Inc.		Saunders Equipment	
S01967	PLATE, WEAR HD 15 JOHNSTON VT-651 SWEEPER OEM 7019793	EA	1			\$1,895.30	\$1,895.30
S01968	ASSEMBLY, BAFFLE 15 JOHNSTON VT-651 SWEEPER OEM 7022699	EA	1			\$652.10	\$652.10
S01969	ASSEMBLY, NOZZLE HOLDER WIDE SWEEP BRUSH 15 JOHNSTON VT-651	EA	1			\$248.60	\$248.60
S01970	VALVE, WATER W/O COIL 15 JOHNSTON VT-651 SWEEPER OEM 702128	EA	1			\$130.40	\$130.40
S01971	COIL, VALVE WATER 15 JOHNSTON VT-651 SWEEPER OEM 702128	EA	1			\$111.00	\$111.00
S01972	BELT, FAN REAR ENGINE 15 JOHNSTON VT-651 SWEEPER OEM 848	EA	1				
S01975	CAP, FUEL REAR ENGINE 15 JOHNSTON VT-650/651 TEREX 72847	EA	1			\$107.00	\$107.00
S01978	SWITCH, COOLANT TEMPERATURE REAR ENGINE 05/15 JOHNSTON VT-651	EA	1			\$475.45	\$475.45
S01979	SWITCH, OIL PRESSURE REAR ENGINE 15 JOHNSTON VT-651 SWEEPER	EA	1			\$340.00	\$340.00
S02140	CYLINDER, BROOM LIFT (PNEUMATIC) 01-05 JOHNSTON SWEEPER	EA	1			\$615.85	\$615.85
S02144	BUSHING, NOZZLE CARRIAGE PIVOT JOHNSTON VT-650	EA	1			\$15.50	\$15.50
S02145	BOLT, NOZZLE CARRIAGE PIVOT JOHNSTON VT-650	EA	1			\$53.00	\$53.00
S02275	STUD, MOTOR MOUNTING (SWEEPSTER)	EA	1	\$4.50	\$4.50		
S02284	BOWL, WATER FILTER ASSY (JOHNSTON)	EA	1			\$55.00	\$55.00
S02424	SEAL, ACCESS DOOR JOHNSTON 0116	EA	1			\$226.00	\$226.00
S02462	STRIP, SEAL RETAINER (JOHNSTON)	EA	1			\$207.40	\$207.40
S02463	STRIP, SEAL RETAINER (JOHNSTON)	EA	1			\$379.20	\$379.20
S02699	SEAT, INTAKE DUCT JOHNSTON VT-651	EA	1			\$928.25	\$928.25
S02700	RING, SEALING INTAKE DUCT JOHNSTON VT-650	EA	1			\$25.50	\$25.50

# MEMORANDUM

Date: June 29, 2017

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: John Hamilton

Re: Council Approval for Tender 2017090 Leachate forcemain cleaning infrastructure, flow monitoring & misc. site works

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The results of Tender 2017090 Leachate forcemain cleaning infrastructure, flow monitoring & misc. site works is as follows:

Vendor	Total Value
Pyramid Construction Limited	\$315,675.00
Platinum Construction Company Ltd.	\$325,132.60
Dexter construction company Limited	\$341,722.50
Modern Paving Limited	\$443,440.00

It is recommended to award this tender to the lowest bidder meeting specifications  
**Pyramid Construction Limited \$315,675.00**, as per the Public Tendering Act.

Taxes are included with submitted bid.

John Hamilton  
Senior Buyer

## ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES  
CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

# MEMORANDUM

Date: June 28, 2017

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: Sherri Higgins– Buyer

Re: Council Approval - Tender 2017111 Craig Parts

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The results of Tender 2017111 Craig Parts are stated below:

Craig Parts	
TENDER #2017111 – June 22, 2017- 3:30 PM	
Harvey & Company Ltd.	\$12, 739.93
Western Hydraulic 2000 Ltd.	\$3, 921.00
Pennecon Energy Hydraulic Systems	\$1, 928.90

The results of Tender 2017111 – Craig Parts - are stated on the spreadsheet below.

This tender contains 26 items which are each awarded individually. Shown is the itemized total for each of the lowest bids and includes all of the bids received.

It is recommended to award this tender to the lowest bidders, noted above, meeting the specifications for various Craig Parts, as per the Public Tendering Act.

This contract is for a one year period with the option to extend for two additional one year periods.

Taxes (HST) extra to price quoted

Sherri Higgins  
Buyer

## ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES

CITY OF ST. JOHN'S PO BOX 408 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.NL



Item #	Item Description	UOM	Usage	WESTERN HYDRAULIC 2000 LTD				PENNECON ENERGY HYD.SYSTEMS				Harvey & Company Ltd	
				Submission 1		Submission 1		Submission 1		Submission 1		Submission 1	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
3052	SOLENOID, VALVE CRAIG 06 CAT/J/D	EA	1	\$ 75.0000	\$ 75.00	\$ 133.0000	\$ 133.00						
3053	SOLENOID, COIL 24V CRAIG	EA	1	\$ 49.0000	\$ 49.00	\$ 105.8400	\$ 105.84						
3057	RELAY, JOYSTICK CRAIG IOA82143070	EA	2	\$ 59.0000	\$ 118.00	\$ 41.5700	\$ 83.14						
3058	JOYSTICK, DINN CONNECTOR CRAIG	EA	4	\$ 11.5000	\$ 46.00	\$ 39.2000	\$ 156.80						
3930	SOLENOID, 12 VOLT CRAIG 12V	EA	1	\$ 195.0000	\$ 195.00	\$ 279.3100	\$ 279.31			\$ 350.0000	\$ 350.00		
3956	SOLENOID, 12V CRAIG 06/UP CRAIG	EA	1	\$ 195.0000	\$ 195.00	\$ 124.4800	\$ 124.48			\$ 169.3800	\$ 169.38		
108159	LUG, LOCK WING BLADE CRAIG OEM#	EA	26	\$ 12.0000	\$ 312.00					\$ 40.0000	1,040.00		
1814	EDGE, CUTTING 01 CRAIG	EA	1							1,139.60	1,139.60		
2277	EDGE, CUTTING 02 JCB 436 BUCKET	EA	1							\$ 967.6500	\$ 967.65		
2278	EDGE, CUTTING 02 JCB 436 BUCKET	EA	2							\$ 393.3000	\$ 786.60		
2469	EDGE, CUTTING CRAIG 02 JCB 416B	EA	1							\$ 855.0000	\$ 855.00		
67108	BOLT, 1 1/2" X 8" CRAIG OEM# 701	EA	5	\$ 25.0000	\$ 125.00								
98293	SPRING, TRIP-LARGE CRAIG OEM#	EA	8	\$ 95.0000	\$ 760.00								
S00033	CYLINDER, ANGLE 09 CRAIG BLADES	EA	1	\$ 745.0000	\$ 745.00					1,658.04	1,658.04		
S01144	EDGE, CUTTING EDGE CENTER 1	EA	1							\$ 581.0000	\$ 581.00		
S01145	EDGE, CUTTING OUTER 2 REQ'D 13	EA	2							\$ 676.0000	1,352.00		
S01146	BOLT, CUTTING EDGE C/W NUT 8	EA	16										
S01286	LIGHT, STROBE BLUE OVAL 24V 13/UP	EA	6	\$ 69.0000	\$ 414.00								
S01394	EDGE, CUTTING CARBIDE	EA	1							1,150.00	1,150.00		
S01395	EDGE, CUTTING CARBIDE	EA	1							\$ 963.1000	\$ 963.10		
S01396	BAR, BUFFER CUTTING EDGE 6 X 60 13	EA	1							\$ 167.4300	\$ 167.43		
S01397	BAR, BUFFER CUTTING EDGE 6 X 140	EA	1							\$ 215.2500	\$ 215.25		
S01592	RECEIVER, HOOK VOLVO STYLE QUICK COUPLER BLANK SET CRAIG OEM	EA	1							4,562.30	4,562.30		
S01645	SWIVEL, WING BLADE 11/UP CRAIG	EA	10	\$ 120.0000	1,200.00					\$ 210.0000	2,100.00		
S02166	JOYSTICK (CRAIG WING BLADES)	EA	1			1,459.48	1,459.48						
S02432	VALVE, MANUAL OVERRIDE (CRAIG)	EA	1			\$ 261.8000	\$ 261.80			\$ 327.2500	\$ 327.25		

# MEMORANDUM

Date: July 06, 2017

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: John Hamilton

Re: Council Approval for Tender 2017112 WWTP Gas Booster Recycle Project

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The results of Tender 2017094 2017112 WWTP Gas Booster Recycle Project is as follows:

Vendor	Total Value
G.J. Cahill & Company (1979) Limited	\$143,405.00

It is recommended to award this tender to the lowest bidder meeting specifications  
**G.J. Cahill & Company (1979) Limited \$143,405.00**, as per the Public Tendering Act.

Taxes are included with submitted bid.

John Hamilton  
Senior Buyer

## ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES  
CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

# MEMORANDUM

Date: July 5, 2017

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: John Hamilton

Re: Council Approval for Tender 2017128 Watermain Improvements

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The results of Tender 2017128 Watermain Improvements is as follows:

Vendor	Total Value
Pyramid Construction Limited	\$ 870,750.10
Modern Paving Limited	\$ 988,160.50
Coady Construction Limited	\$ 1,547,214.60

It is recommended to award this tender to the lowest bidder meeting specifications  
**Pyramid Construction Limited \$870,750.10**, as per the Public Tendering Act.

Taxes are included with submitted bid.

John Hamilton  
Senior Buyer

## ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES  
CITY OF ST. JOHN'S PO BOX 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

# DECISION/DIRECTION NOTE

**Title:** St. John's Local Board of Appeal

**Date Prepared:** June 29, 2017

**Report To:** Council – Regular Meeting

**Councillor:** N/A

**Ward:** All Wards

**Decision/Direction Required:** Ratifying 3 members to the St. John's Local Board of Appeal

## **Discussion – Background and Current Status:**

- The St. John's Local Board of Appeal is established under Section 4.3 of the City of St. John's Development Regulations.
- The Term of office for appointed official is for a period of three years with possibility of an extension of one additional term.
- The following members were appointed by Council on June 27, 2017 as per Council Directive #S2017-06-27.

## **Key Considerations/Implications:**

### **1. Budget/Financial Implications**

- There is an annual provision of the Local Board of Appeal in the city's operating budget.

### **2. Partners or Other Stakeholders**

- Residents of the City of St. John's

### **3. Alignment with Strategic Directions/Adopted Plans**

- Responsive and Progressive, Effective Organization.

### **4. Legal or Policy Implications**

- Board is established under the City of St. John's Development Regulations.

### **5. Engagement and Communications Considerations**

N/A

### **6. Human Resource Implications**

N/A

### **7. Procurement Implications**

N/A

### **8. Information Technology Implications**

N/A

# ST. JOHN'S

## **9. Other Implications**

N/A

### **Recommendations:**

That in accordance with Section 4 of the City of St. John's Development Regulations, Council ratify the following three members to the Local Board of Appeal immediately until June of 2020 with eligibility to serve one additional term if they should so agree to re-appointment and should it be the wish of Council:

**Joseph Greene**

**Erin Stapleton**

**Wayne Purchase**

**Prepared and Approved by: Elaine Henley, City Clerk**

**Signature:**

### **Attachments:**

Council Directive #S2017-06-27

# ST. JOHN'S

# COUNCIL DIRECTIVE

## SPECIAL MEETING

Date: 2017/06/27 12:00:00 AM

CD# S2017-06-27/4

**To:** Elaine Henley  
**Position:** City Clerk  
**RE:** Selection of Members - Local Board of Appeal  
**DECISION:** That Council approve the selection of the following members for the Local Board of Appeal, with the term commencing immediately and expiring in June 2020.

**1. Joseph G. Greene**

**2. Wayne Purchase**

**3. Erin Stapleton**

Matter to be introduced at Regular Meeting of July 4, 2017

**Action:** As required  
**Date:** 2017/06/27  
**Signed by:** Elaine Henley  
City Clerk  
**Directive Status:** Active

### Status Comments:

mah

**cc:**

Kathy Driscoll/Legislative Assistant/City Clerk

**Response Required:** YES  
**Response deadline:** 2017/07/05  
**Response Received:**  
**Attachments:**



6. DN - Local Board of Appeal - special meeting signed.pdf

**E-Poll, July 6, 2017**  
**Council approval for the sale of land at the rear of**  
**18 Dundas Street.**

	<b>Agree</b>	<b>Disagree</b>
Mayor Dennis O'Keefe	<b>X</b>	
Deputy Mayor Ron Ellsworth	<b>X</b>	
Councillor Danny Breen	<b>X</b>	
Councillor Jonathan Galgay	<b>x</b>	
Councillor Bruce Tilley	<b>x</b>	
Councillor Sheilagh O'Leary	<b>X</b>	
Councillor Wally Collins		
Councillor Tom Hann	<b>x</b>	
Councillor Sandy Hickman	<b>x</b>	
Councillor Dave Lane		
Councillor Art Puddister	<b>X</b>	



# DECISION/DIRECTION NOTE

Title: Sale of land at the rear of 18 Dundas Street

Date Prepared: July 6, 2017

Report to: His Worship the Mayor and Members of Council

Councillor and Role: Councillor O'Leary

Ward: 4

---

## Decision/Direction Required:

Approval of sale of City land at the rear of 18 Dundas Street

## Discussion – Background and Current Status:

Legal Department has been in discussions with the owners who have expressed an interest in purchasing 1,900 square feet of City owned land at the rear of their property located at 18 Dundas Street. We have valued this land at a cost of \$2.50 per square foot resulting in a total sale price of \$4,750.00 + HST.

## Key Considerations/Implications:

1. Budget/Financial Implications:
  - Sale of a surplus of City land in the amount of \$4,750.00 + HST
  - Administrative fee of \$300.00
2. Partners or Other Stakeholders:

NA
3. Alignment with Strategic Directions/Adopted Plans:

NA
4. Legal or Policy Implications:

NA
5. Engagement and Communications Considerations:

NA
6. Human Resource Implications:

NA

# ST. JOHN'S

7. Procurement Implications:

NA

8. Information Technology Implications:

N/A

9. Other Implications:

N/A

**Recommendation:**

Council approve the sale of City property for the amount of \$4,750.00 + Administrative Fees and HST

**Prepared by/Signature:**

Andrew Woodland

**Approved by/Date/Signature:**

**Attachments: Deed and Survey**

# ST. JOHN'S

**THIS INDENTURE** made at the City of St. John's, in the Province of Newfoundland and Labrador, Canada, this \_\_\_\_\_ day of July, 2017.

**BETWEEN:** **CITY OF ST. JOHN'S**, a body corporate, duly incorporated under the City of St. John's Act, RSNL, 1990, Chapter C-17, as amended  
  
(hereinafter called the "Vendor")  
**OF THE ONE PART**

**AND:** **NICOLE M. HELWIG AND PHILIP C. HELWIG**, both of the City of St. John's, in the Province of Newfoundland and Labrador, as Joint Tenants  
  
(hereinafter called the "Purchasers")  
**OF THE OTHER PART**

**WHEREAS** the Vendor is the owner of the land and premises hereinafter more particularly described;

**AND WHEREAS** the Vendor has agreed to sell and the Purchasers have agreed to purchase the same for the consideration hereinafter appearing;

**NOW THIS INDENTURE WITNESSETH** that for and in consideration of the sum of **Four Thousand Seven Hundred Fifty Dollars (\$4,750.00)** paid by the Purchasers to the Vendor on or before the execution of these presents (the receipt whereof on the part of the Vendor is hereby acknowledged) the Vendor as beneficial owner hereby sells, assigns, transfers and conveys unto the Purchasers **ALL THAT** piece or parcel of land described in the Schedule "A" annexed hereto, which said Schedule shall form part and parcel of these presents **TOGETHER WITH** all buildings and erections thereon **TO HOLD** the same unto the Purchasers, their successors, and assigns forever.

**IN WITNESS WHEREOF** the Vendor has caused these presents to be executed in accordance with its rules and regulations the day and year first before written.

**THE CORPORATE SEAL** of the City of St. John's was hereunto affixed in the presence of:

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**WITNESS**

\_\_\_\_\_  
**CITY CLERK**

# Schedule " A "

## DESCRIPTION LAND TO BE ACQUIRED BY NICOLE M. & PHILIP C. HELWIG CIVIC NO. 18 DUNDAS STREET

**ALL THAT** piece or parcel of land situate and being Northwest of Dundas Street, in the City of St. John's, in the Province of Newfoundland & Labrador, Canada, bounded and abutted as follows, that is to say: Beginning at a point, the said point having T.M. Grid Co-ordinates (NAD 83) of N 5,269,466.297 m and E 323,833.304 m with reference to Monument No. 026126 with Co-ordinates of N 5,269,534.466 m and E 323,985.473 m;

**THENCE** running by land of the City of St. John's North twenty eight degrees twenty two minutes thirty seconds West seven decimal four one four metres; **THENCE** North zero two degrees zero five minutes twenty five seconds East four decimal six six nine metres;

**THENCE** turning and running by land of the City of St. John's North fifty seven degrees twenty seven minutes forty two seconds East twelve decimal eight zero seven metres;

**THENCE** turning and running by land of the City of St. John's (Occupied by Civic No. 16 Dundas Street) South twenty eight degrees twenty two minutes thirty seconds East twelve decimal three six eight metres;

**THENCE** turning and running by land of Nicole M. & Philip C. Helwig South sixty one degrees thirty seven minutes thirty seconds West fifteen decimal one four zero metres more or less, to the point of beginning and containing in all an area of 174.3 sq. metres as more particularly described on the plan hereto annexed.

**ALL** bearings are referred to Grid North.

Date: June 14, 2017

Job No. 17-301-1

