

**AGENDA  
REGULAR MEETING**

**April 30, 2018**

**4:30 p.m.**

**ST. JOHN'S**

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# MEMORANDUM

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April 27, 2018

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, April 30, 2018 at 4:30 p.m.**

By Order



Elaine Henley  
City Clerk

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# ST. JOHN'S

CITY MANAGER

**AGENDA**  
**REGULAR MEETING - CITY COUNCIL**  
**April 30, 2018 – 4:30 p.m. – Council Chambers, 4<sup>th</sup> Floor, City Hall**

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**3. ADOPTION OF THE MINUTES**

- Minutes of April 24, 2018

**4. BUSINESS ARISING FROM THE MINUTES**

- a. **Included in the Agenda:**
- b. **Other Matters**

**5. NOTICES PUBLISHED**

**6. PUBLIC HEARINGS**

**7. COMMITTEE REPORTS**

- a. Built Heritage Experts Panel – April 10, 2018
- b. Development Committee Report – April 24, 2018
- c. Committee of the Whole Report – April 25, 2018

**8. RESOLUTIONS**

**9. DEVELOPMENT PERMITS LIST**

- Development Permits List – April 19, 2018 to April 25, 2018

**10. BUILDING PERMITS LIST**

- Building Permits List – April 19, 2018 to April 25, 2018

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

- Payroll and Accounts – Week ending April 25, 2018

**12. TENDERS/RFPS**

- a. Tender 2018066 - Supply and Delivery of 2 Single Axle Garbage Trucks

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

**14. NEW BUSINESS**

**15. OTHER BUSINESS**

- a. Decision Note dated April 17, 2018 re: City of St. John's Civic Housing Action Fund

**16. ADJOURNMENT**

## MINUTES

### REGULAR MEETING - CITY COUNCIL

April 24, 2018 – 4:30 p.m. - Council Chambers, 4<sup>th</sup> Floor, City Hall

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**Present** Mayor Danny Breen  
Deputy Mayor Sheilagh O’Leary  
Councillor Maggie Burton  
Councillor Debbie Hanlon  
Councillor Deanne Stapleton  
Councillor Hope Jamieson  
Councillor Wally Collins  
Councillor Dave Lane  
Councillor Debbie Hanlon  
Councillor Jamie Korab  
Councillor Ian Froude

**Regrets** Councillor Sandy Hickman

**Others** Kevin Breen, City Manager (entered at 4:45)  
Jason Sinyard, Deputy City Manager of Planning, Engineering and  
Regulatory Services (entered at 4:42)  
Lynnann Windsor, Deputy City Manager, Public Works (entered at 4:42)  
Tanya Hayward, Deputy City Manager, Community Services  
Derek Coffey, Deputy City Manager, Finance and Administration  
Cheryl Mullett, City Solicitor (entered at 4:42)  
Ken O’Brien, Chief Municipal Planner  
Elaine Henley, City Clerk  
Stacey Fallon, Legislative Assistant

### CALL TO ORDER/ADOPTION OF AGENDA

Mayor Breen called the meeting to order and read the following statement:

“We respectfully acknowledge the Province of Newfoundland & Labrador, of which the City of St. John’s is the capital City, as the ancestral homelands of the Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Mi’kmaq, Innu, Inuit, and Southern Inuit of this Province.”

#### **SJMC2018-04-24/231R**

**Moved – Councillor Collins; Seconded – Councillor Jamieson**

**That the agenda be adopted with the following addition:**

- **Information Note dated February 19, 2018, Re Strategic Plan Annual Report 2017 and 2018 Priorities**

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

**SJMC2018-04-24/232R**

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

**That the minutes of April 16, 2018 be adopted as presented.**

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM THE MINUTES**

**St. John’s Municipal Plan Amendment Number 146, 2018 and  
St. John’s Development Regulations Amendment Number 677, 2018  
Application to Rezone Land to the Residential Medium Density (R2) Zone for  
Development of two Single Detached Dwellings; MPA1800001  
364 Blackhead Road.**

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Council considered the above noted.

**SJMC2018-04-24/233R**

**Moved – Councillor Burton; Seconded – Councillor Collins**

**That Council adopt-in-principle the resolutions for St. John’s Municipal  
Plan Amendment Number 146, 2018, and St. John’s Development  
Regulations Amendment Number 677, 2018, to redesignate and rezone 364  
Blackhead Road from the Industrial General (IG) and Open Space Reserve  
(OR) Zones to the Residential Medium Density (R2) and Open Space  
Reserve (OR) Zones for the development of two Single Detached Dwellings.**

**Further, that Council request the Minister of Municipal Affairs and  
Environment to consider an amendment to the St. John’s Urban Region  
Regional Plan to redesignate land at 364 Blackhead Road from Rural to  
Urban Development in order to support the City’s proposed amendments  
as adopted-in-principle.**

**CARRIED UNANIMOUSLY**

**Notice of Motion – Deputy Mayor O’Leary - Amendment of the Building By-Law**

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Council considered the above noted.

**SJMC2018-04-24/234R**

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

**That Council enact an amendment to the St. John’s Building By-Law so as  
to incorporate provisions for trees in accordance with the Residential  
Landscape Requirements Policy.**

**CARRIED UNANIMOUSLY**

**Notice of Motion – Deputy Mayor O’Leary – Repeal the Tree Regulations**

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Council considered the above noted.

**SJMC2018-04-24/235R**

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

**That Council repeal the Tree Regulations.**

**CARRIED UNANIMOUSLY**

**SJMC2018-04-24/236R**

**Moved – Councillor Burton; Seconded – Councillor Lane**

**That the Corporate Policy Committee review operational procedures in relation to tree maintenance and preservation with a view to developing policy for the enhancement and protection of the urban forest.**

**CARRIED UNANIMOUSLY**

**DEVELOPMENT COMMITTEE REPORT**

**Development Committee Report – April 17, 2018**

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Council considered the above noted report and the recommendations therein:

**57-59 –Barrows Road – Demo Rebuild of a fishing Stage Kiwanis Street –**

**SJMC2018-04-24/237R**

**Moved – Councillor Burton; Seconded – Councillor Jamieson**

**That Council approve the demo/rebuild of the Fishing Stage.**

**CARRIED UNANIMOUSLY**

**DEVELOPMENT PERMITS LIST**

Council considered as information, the above noted for the period of April 12, 2018 to April 18, 2018.

**BUILDING PERMITS LIST**

Council considered, for approval, the above noted for the period of April 12, 2018 to April 17, 2018.

**SJMC2018-04-24/238R**

**Moved – Councillor Hanlon; Seconded – Councillor Stapleton**

**That the building permits list dated April 12, 2018 to April 17, 2018 be adopted as presented.**

**CARRIED UNANIMOUSLY**

**REQUISITIONS, PAYROLLS AND ACCOUNTS**

Council considered the requisitions, payrolls and accounts for the week ending April 18, 2018.

**SJMC2018-04-24/239R**

**Moved – Councillor Hanlon; Seconded – Councillor Stapleton**

**That the requisitions, payrolls and accounts for the week ending April 18, 2018 in the amount of \$6,236,472.73 be approved as presented.**

**CARRIED UNANIMOUSLY**

**TENDERS/RFPS**

**Tender 2018056 – Supply of Tools and Building Supplies**

Council considered the above noted.

**SJMC2018-04-24/240R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council award tender 2018056 – Supply of Tools and Building Supplies as presented.**

**CARRIED UNANIMOUSLY**

**Tender 2018058 – Supply of Gloves**

Council considered the above noted.

**SJMC2018-04-24/241R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council award tender 2018058 – Supply of Gloves as presented**

**CARRIED UNANIMOUSLY**



**Tender 2018060 – Granular B Production – Robin Hood Bay**

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Council considered the above noted.

**SJMC2018-04-24/242R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council award tender 2018060 – Granular B Production – Robin Hood Bay to the lowest Bidder meeting specifications, Capital Ready Mix a division of Newcrete Investments Limited Partnership in the amount of \$343,275.00 as per the Public Procurement Act.**

**CARRIED UNANIMOUSLY**

**Tender 2018064 – Supply of International Parts**

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Council considered the above noted.

**SJMC2018-04-24/243R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council Award Tender 2018064 – Supply of International Parts as presented.**

**CARRIED UNANIMOUSLY**

**Tender 2018065 – Supply of Trackless Parts**

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Council considered the above noted.

**SJMC2018-04-24/244R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council Award Tender 2018065 – Supply of Trackless Parts as presented.**

**CARRIED UNANIMOUSLY**

**Tender 2018010 – Supply of Shop Supplies**

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Council considered the above noted.

**SJMC2018-04-24/245R**

**Moved – Councillor Froude; Seconded – Councillor Hanlon**

**That Council Award Tender 2018010 - Shop Supplies as presented**

**CARRIED UNANIMOUSLY**

**OTHER BUSINESS**

**Decision Note dated April 18, 2018 re: St. John's Local Board of Appeal**

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Council considered the above noted.

**SJMC2018-04-24/246R**

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

**That in accordance with Section 4 of the City of St. John’s Development Regulations, Council ratify the Local Board of Appeal’s selection of Mr. Wayne Purchase for the position of Chair with Mr. Joe Greene being appointed as an alternate.**

**CARRIED UNANIMOUSLY**

**Information noted dated February 19, 2018, re Strategic Plan Annual Report 2017 and 2018 Priorities**

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Council considered the above noted for information purposes.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:15 p.m.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CITY CLERK**

**REPORT**  
**BUILT HERITAGE EXPERTS PANEL MEETING**  
**April 10, 2018 – 12:00 p.m. – Conference Room A**

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**Present:** Glenn Barnes, NLAA, MRAIC, Chair  
Ken O'Brien, Chief Municipal Planner  
Ann-Marie Cashin, Planner III, Urban Design and Heritage  
Rob Schamper, Technical Advisor  
Bruce Blackwood, Contractor  
Garnet Kindervater, Contractor  
Mark Whelan, Fougere Menchenton Architecture Inc.  
Maureen Harvey, Legislative Assistant

**a. Decision Note dated March 21, 2018 re: 40 Rennie's Mill Road - Lawrence Canning**

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Mr. Lawrence Canning attended and addressed the Panel with respect to his application for the addition of a fire escape from the third storey of a house located at 40 Rennie's Mill Road.

The applicant wishes to replace a window on the 4<sup>th</sup> floor with a door and a stairway access along the side of the building, with one landing abutting one already in place and another landing constructed.

The subject property is located within Heritage Area 1, the Residential Low Density (RLD) Official District and is zoned Residential Low Density (R1). The building is designated by Council as a Heritage Building.

It was noted that the development regulations do not specifically address fire escapes.

Mr. Canning advised that the neighbor agrees with the proposal.

**Recommendation**

**Moved by Bruce Blackwood; Seconded by Mark Whalen**

**That approval be given to the design of the fire escape at 40 Rennie's Mill Road as proposed, with building conditions to be attached by Inspection Services.**

**CARRIED UNANIMOUSLY**

**Glenn Barnes, NLAA, MRAIC**  
**Chairperson**

# DECISION/DIRECTION NOTE

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**Title:** 40 Rennie's Mill Road, Third storey fire escape  
**Date Prepared:** March 21, 2018  
**Report To:** Chair and Members, Built Heritage Experts Panel  
**Councillor & Role:** Councillor Maggie Burton, Planning and Development Lead  
**Ward:** 2

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**Decision/Direction Required:** To seek approval for a third storey fire escape located at 40 Rennie's Mill Road.

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

The City received an application for the addition of a fire escape from the third storey of a house located at 40 Rennie's Mill Road.

The subject property is located within Heritage Area 1, the Residential Low Density (RLD) Official District and is zoned Residential Low Density (R1). The building is designated by Council as a Heritage Building.

As per regulation 5.9.4 Heritage Area Standards (Table), decks and balconies in Heritage Area 1 are not permitted on a façade facing a public street unless it is an original feature of the structure – then original style of structure to be maintained. The fire escape is proposed to be located at the side of the dwelling between 40 and 42 Rennie's Mill Road. Majority of the stairs including the first and second flights will be located in the rear yard. The applicant is proposing to change the existing window to a door with a width equal or less than the window. The header above the window will remain. The stairs from the third storey will extend toward the back of the house to an existing second storey rooftop deck and will be 40 inches wide. Stairs will then continue from the rooftop deck to a small platform and then continue to the ground. The handrails, balusters and newel posts will match the existing rooftop deck. An existing fence between 40 and 42 Rennie's Mill Road will block a large portion of the first flight of stairs. The fence will also be extended to further obstruct the fire escape from the public street.

Given that the dwelling is a designated heritage building, consideration must be given to the effects the fire escape may have on the building. In this case the fire escape proposed will be located approximately 38 feet from the public right of way and will extend into the rear of the lot. While it may be visible from the street between 40 and 42 Rennie's Mill Road, given the distance from the street it will likely have little impact. Therefore it is recommended to approve the design of the fire escape as proposed.

# ST. JOHN'S

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**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans:  
*Neighbourhoods Build our City* – Maintain and position downtown as a distinct neighbourhood.
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 to approve the design of the fire escape at 40 Rennie's Mill Road as proposed.

**Prepared by/Signature:**

Ann-Marie Cashin, MCIP – Planner III, Urban Design and Heritage

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

**Approved by/Date/Signature:**

Ken O'Brien, MCIP – Chief Municipal Planner

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

AMC/

**Attachments:**

Location of Subject Property  
Applicant's Submission

**Location of Subject Property**  
40 Rennie's Mill Road





Red indicates  
new construction

3 Platforms

Top - Elevation 20'  
Dimension 4' x 20"

Middle Elevation 16'  
Dimension 4' x 20"

Lower Elevation 8'  
Dimension 4' x 20"

August posts will be PT 6x6  
Post PT 2x4  
Decking PT 16' x 6"

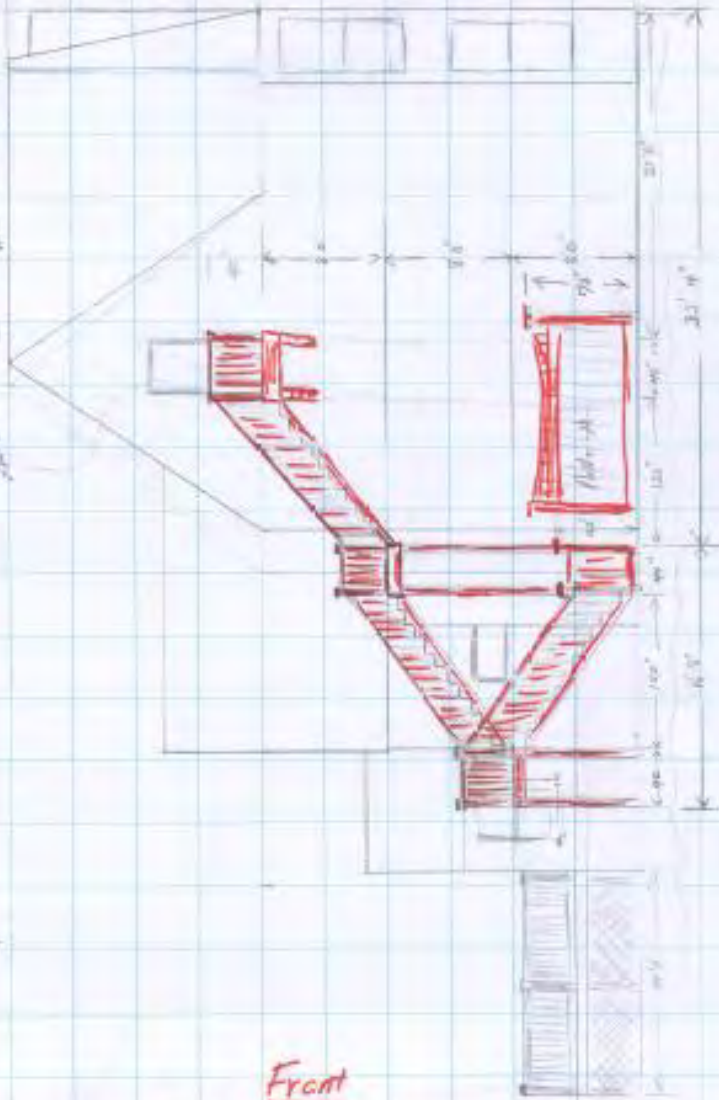
Handrails  
Balusters and  
Stair parts to match existing deck

Staircase 3 per stair PT 2x10"  
Treads 2 per 1 x 6 PT

The Top 3' and stair is 7 1/2" from deck to deck surface  
The post Rise of each step 7 1/2"  
The tread width 10" x 1" rising  
Each floor will have 20" clearance between subwall  
All railing heights will be 42"

Side Elevation

Spur deck will support existing structure... will be 11'  
and will be done with 11' deck

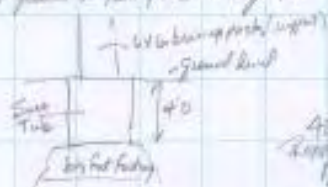


The existing floor will be extended to enclose the ramp.  
The ramp will be 6'0" high.

Front

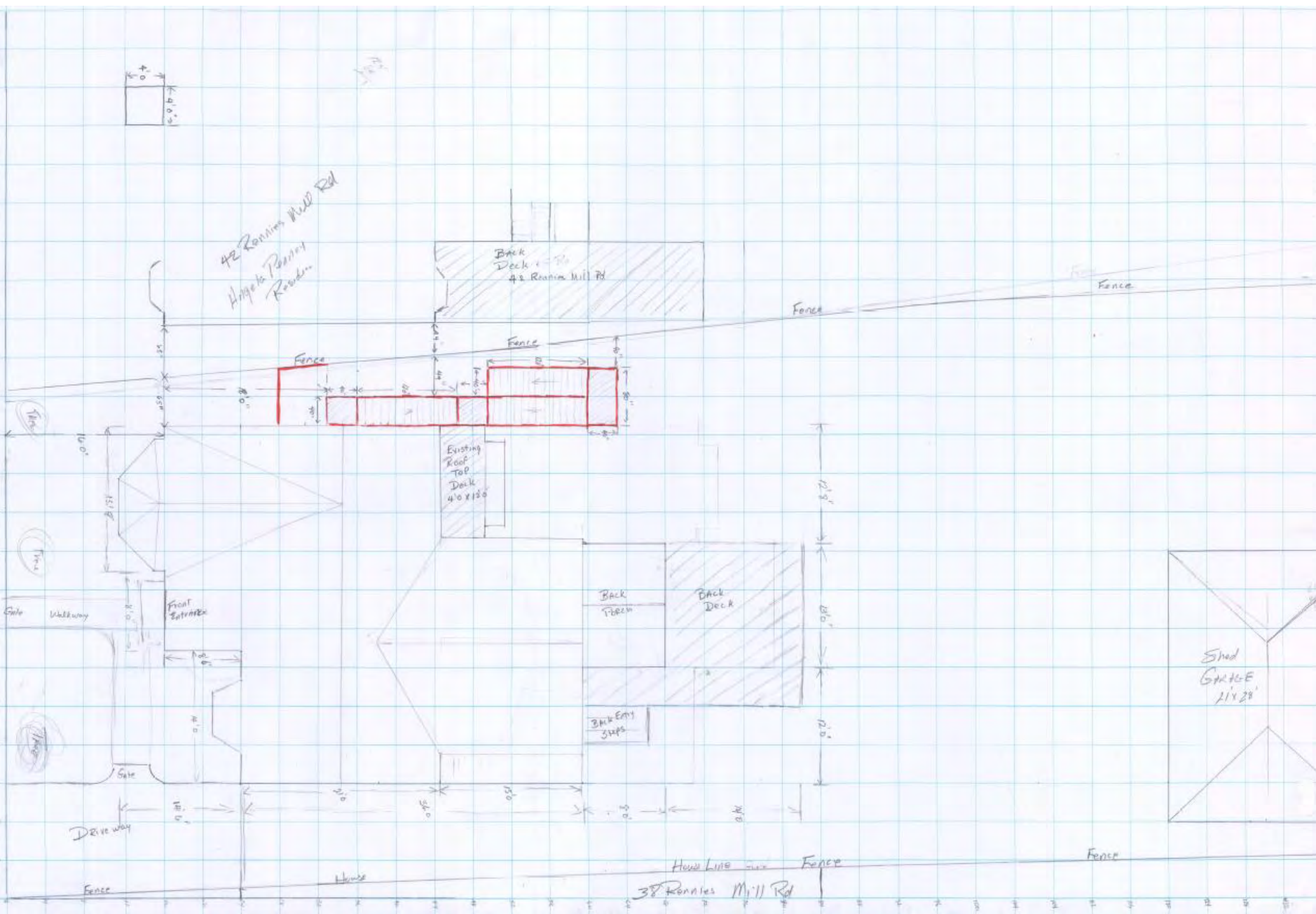


All deck post will be made as per sub connects posts & build into ground to footing (18" dia) by 4'0"

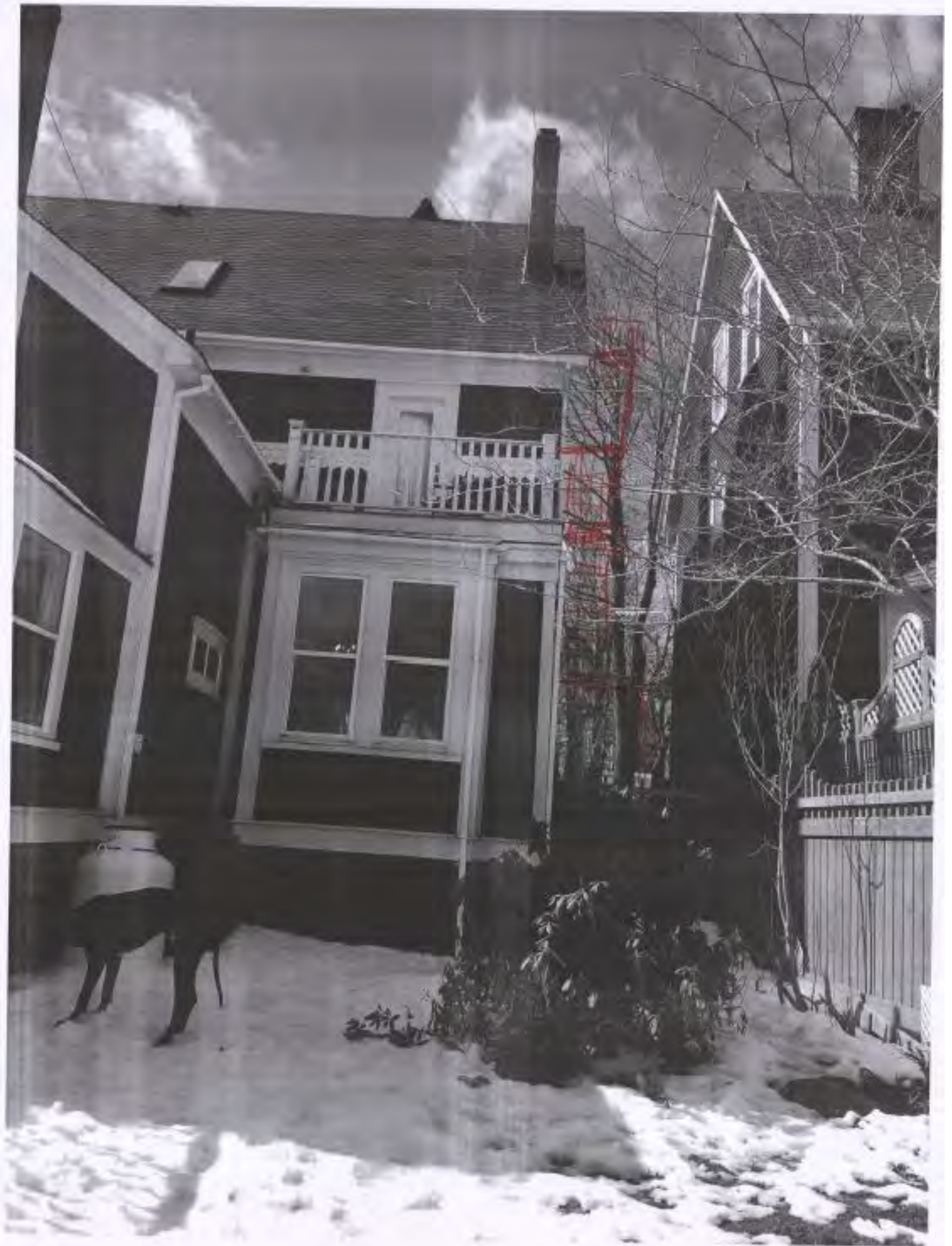


Existing Floor  
to be extended to  
enclose ramp for ramp  
then for extending ramp  
for ramp from curb

40 Rennie Mill Rd.







Balustrade will be spaced 4" oc

Roof top  
Rear Deck →

The Fire Escape  
will extend  
90" beyond the  
existing deck  
stairs will  
travel up to  
Deck in front  
of the new door  
in place of existing  
windows

And another  
stringer will  
be used down  
and to the rear  
of that area



**REPORTS/RECOMMENDATION**

**Development Committee**

**April 24, 2018 – 10:00 a.m. – Conference Room A, 4<sup>th</sup> Floor, City Hall**

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**Crown Land Grant for extensions of Private Property  
CRW1800013  
32 Densmore's Lane**

It is recommended that Council approve the Crown Land Grant for 32 Densmore's Lane.

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



# DECISION/DIRECTION NOTE

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**Title:** Crown land Grant for extensions of Private Property  
CRW1800013  
32 Densmore's Lane

**Date Prepared:** April 24, 2018 (Date of next meeting: April 30, 2018)

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

**Councillor & Role:** Councillor Maggie Burton, Planning and Development Lead

**Ward:** 5

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**Decision/Direction Required:**

To seek approval for a Crown Land Grant for 0.03 hectares of land.

**Discussion – Background and Current Status:**

The Provincial Department of Municipal Affairs and Environment has referred an application requesting a Grant for a parcel of land comprising of an area of 0.03 hectares which is located in the Residential Low Density (R1) Zone. The proposed use of the land is for extension of private property.

**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.

**Recommendation:**

It is recommended that the Crown Land Grant be approved.

**Prepared by - Date/Signature:**

Ashley Murray- Assistant Development Officer

Signature: Ashley Murray

**Approved by - Date/Signature:**

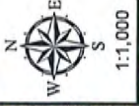
Jason Sinyard, Deputy City Manager, Planning, Engineering & Regulatory Services

Signature: [Handwritten Signature]

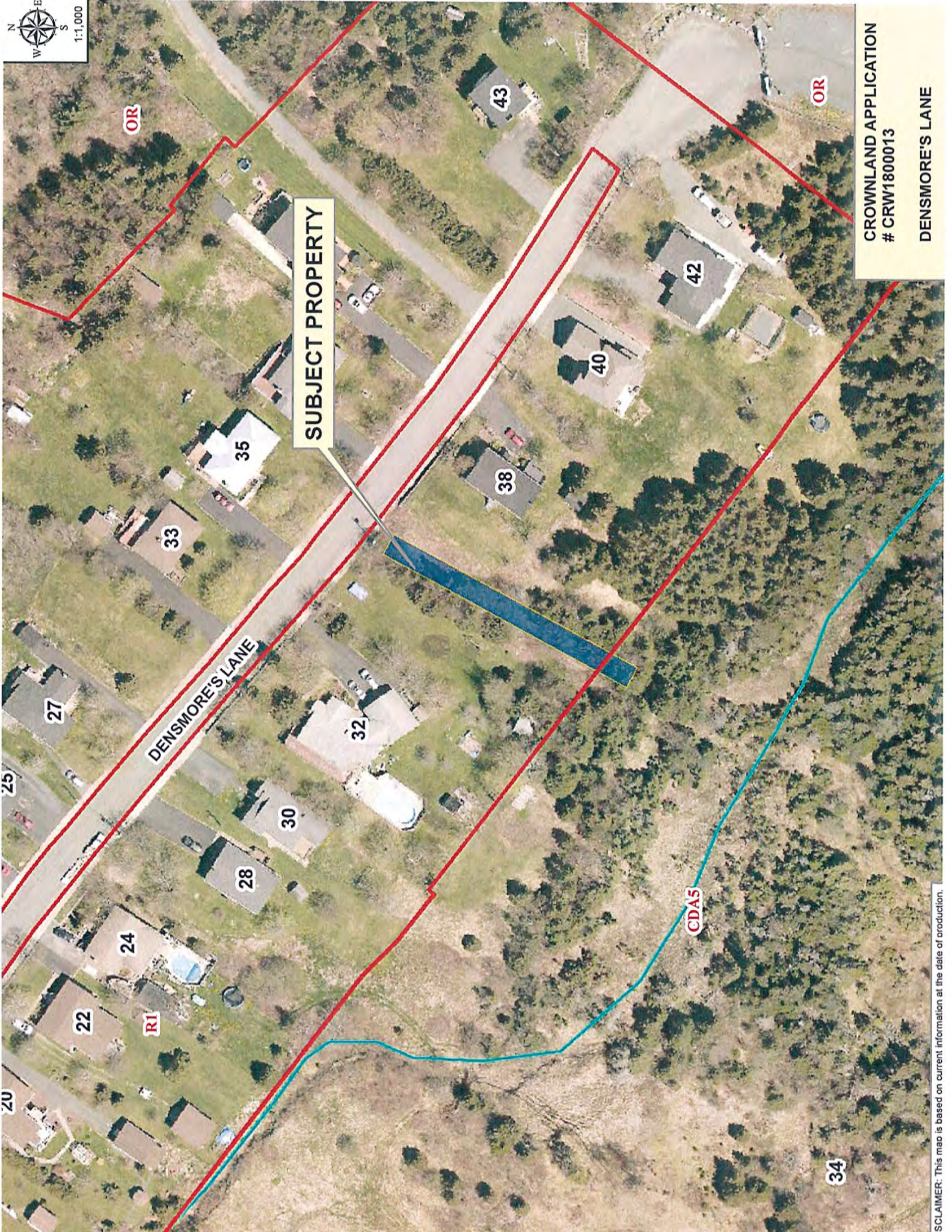
AAM/dlm

Attachments: Not applicable.





1:1,000



**SUBJECT PROPERTY**

**DENSMORE'S LANE**

**CROWNLAND APPLICATION  
# CRW1800013  
DENSMORE'S LANE**

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



**REPORT**  
**COMMITTEE OF THE WHOLE**  
**April 25, 2018 – 9:00 am – Council Chamber, 4<sup>th</sup> Floor, City Hall**

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**Present:** Mayor Danny Breen, Chair  
Councillor Dave Lane  
Councillor Hope Jamieson  
Councillor Deanne Stapleton  
Councillor Maggie Burton  
Councillor Debbie Hanlon  
Councillor Ian Froude  
Councillor Jamie Korab  
Councillor Wally Collins (entered at 9:07)

**Regrets:** Councillor Sandy Hickman  
Deputy Mayor Sheilagh O’Leary

**Staff:** Kevin Breen, City Manager  
Jason Sinyard, Deputy City Manager of Planning, Engineering &  
Regulatory Services  
Derek Coffey, Deputy City Manager – Finance & Administration  
Tanya Haywood, Deputy City Manager of Community Services  
Lynnann Winsor, Deputy City Manager of Public Works  
Cheryl Mullett, City Solicitor  
Ken O’Brien, Chief Municipal Planner  
Victoria Etchegary, Manager of Organizational Performance & Strategy  
Susan Bonnell, Manager of Communications and Office Services  
Elaine Henley, City Clerk  
Stacey Fallon, Legislative Assistant

The Mayor and the Chief Administration Officer of Torbay, Craig Scott and Dawn Chaplin were in attendance as well as several members of the Media.

**PLANNING & DEVELOPMENT – COUNCILLOR MAGGIE BURTON**

**Decision Note dated April 11, 2018, re: Terms of Reference for Heritage Policy Working Group**

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The Committee discussed the above noted.

**Recommendation**

**Moved by Councillor Burton; Seconded – Councillor Jamieson**

**Council exempt the Heritage Policy Working Group from Section 5 of the Terms of Reference for the Working Group and reconfirm the appointment of those public members it has already approved without a public recruitment process.**

**MOTION CARRIED WITH  
COUNCILLOR HANLON DESSENTING**

**DATE OF NEXT MEETING**

The next meeting will be held Wednesday, May 9, 2018 at 9:00 a.m. in Council Chambers.

**ADJOURNMENT**

There being no further business the meeting adjourned at 9:44 am.

Mayor Danny Breen  
Chairperson



DEVELOPMENT PERMITS LIST  
 DEPARTMENT OF PLANNING, ENGINEERING AND REGULATORY SERVICES  
 FOR THE PERIOD OF April 19, 2018 TO April 25, 2018

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	Management Unlimited Inc.	Upgrade parking lot	290 Freshwater Road	4	Approved	18-04-20
RES		Home Office for Admin of Fitness Classes	22 Seabourn Street	4	Approved	18-04-20
RES		Home Office for Project Management Consulting	20 Torngat Cresecent	3	Approved	18-04-20
RES		Home Office for Admin of Cleaning Business	156 Carrick Drive	1	Approved	18-04-25

\* Code Classification:  
 RES - Residential                      INST - Institutional  
 COM - Commercial                      IND - Industrial  
 AG - Agriculture  
 OT - Other

\*\* 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.

Gerard Doran  
 Development Supervisor  
 Planning, Engineering and  
 Regulatory Services

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# Building Permits List

## Council's April 30, 2018 Regular Meeting

Permits Issued: 2018/04/18 to 2018/04/25

**Class: Commercial**

15 Hercules Pl	Co	Home Office	
13 Lemarchant Rd	Co	Eating Establishment	
4 Craig Dobbin's Way	Sn	Office	
57 Bonaventure Ave	Sn	Apartment Building	
25 Churchill Sq, Unit 11	Sn	Retail Store	
118 Duckworth St	Sn	Office	
9-11 Pippy Pl	Sn	Retail Store	
350 Torbay Rd	Sn	Retail Store	
736 Water St	Cr	Commercial School	
35 White Rose Dr	Nc	Fence	
55 Stavanger Dr	Nc	Fence	
570 Newfoundland Dr	Rn	Office	
215 Water St, Suite 501	Rn	Office	
78 O'leary Ave	Nc	Warehouse	
This Week \$			761,165.00

**Class: Industrial**

This Week \$ .00

**Class: Government/Institutional**

70 Boulevard	Sn	Admin Bldg/Gov/Non-Profit	
This Week \$			1,800.00

**Class: Residential**

197 Brookfield Rd	Nc	Accessory Building	
5 Cypress St	Nc	Fence	
4 Goodyear Pl	Nc	Fence	
70 Heavy Tree Rd	Nc	Accessory Building	
101 Lester St	Nc	Accessory Building	
42 Lilac Cres, Lot 90	Nc	Single Detached Dwelling	
37 Orlando Pl	Nc	Fence	
4 Portland Pl	Nc	Fence	
22 Prospero Pl	Nc	Fence	
6 Whiteway Pl	Nc	Fence	
6 Eastmeadows Ave	Co	Home Office	
10 Fallowtree Pl	Co	Home Occupation	
128 Great Eastern Ave	Co	Home Office	
22 Darcy St	Cr	Subsidiary Apartment	
5 Dorset St	Cr	Single Detached Dwelling	
267 Bay Bulls Rd	Rn	Single Detached Dwelling	
25 Cairo St	Rn	Single Detached Dwelling	
82 Carrick Dr	Rn	Single Detached Dwelling	
19 Hillview Dr E	Rn	Single Detached Dwelling	
7 Lawlor Pl	Rn	Single Detached Dwelling	
5 Long St	Rn	Townhousing	
7 Shea St	Rn	Single Detached Dwelling	
This Week \$			553,775.00

**Class: Demolition**

This Week \$ .00

This Week's Total: \$ 1,316,740.00

Repair Permits Issued: 2018/04/18 To 2018/04/25 \$ 34,300.00

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		

<b>YEAR TO DATE COMPARISONS</b>			
<b>April 30, 2018</b>			
<b>TYPE</b>	<b>2017</b>	<b>2018</b>	<b>% VARIANCE (+/-)</b>
Commercial	\$23,532,677.00	\$46,497,886.00	98
Industrial	\$0.00	\$5,000.00	n/a
Government/Institutional	\$436,000.00	\$2,423,682.00	456
Residential	\$12,312,359.00	\$27,404,565.00	123
Repairs	\$550,342.00	\$500,758.00	-9
Housing Units (1 & 2 Family Dwelling)	20	33	
<b>TOTAL</b>	<b>\$36,831,378.00</b>	<b>\$76,831,891.00</b>	<b>109</b>

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

# MEMORANDUM

**Weekly Payment Vouchers  
For The  
Week Ending April 25, 2018**

## **Payroll**

<b>Public Works</b>	<b>\$ 393,999.09</b>
<b>Bi-Weekly Casual</b>	<b>\$ 28,931.34</b>
<b>Accounts Payable</b>	<b>\$ 1,654,685.58</b>

**Total: \$ 2,077,616.01**

**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
CANADIAN PLAYGROUND SAFETY INSTITUTE	116356	REGISTRATION FEE	2,760.00
CITY OF ST. JOHN'S	116357	REPLENISH PETTY CASH	263.72
BUDDEN & ASSOCIATES IN TRUST	116358	LEGAL CLAIM	33,500.00
NEWFOUNDLAND EXCHEQUER ACCOUNT	116359	FILING FEE	100.00
MIGHTY WHITES LAUNDROMAT	116360	LAUNDRY SERVICES	182.51
NEWFOUNDLAND EXCHEQUER ACCOUNT	116361	POLICE REPORT	15.00
DOMINION STORES 924	116362	MISCELLANEOUS SUPPLIES	150.96
HOSPITALITY NEWFOUNDLAND AND LABRADOR	116363	PROFESSIONAL SERVICES	184.00
RED OAK CATERING	116364	LUNCHEON	60.00
CABOT FORD LINCOLN SALES LTD.	116365	REPAIR PARTS	92.00
THOMSON REUTERS CANADA	116366	PUBLICATIONS	1,827.95
BLUE WATER MARINE & EQUIPMENT	116367	REPAIR PARTS	183.34
NORTRAX CANADA INC.,	116368	REPAIR PARTS	3,105.31
CALA	116369	WEBINAR FEE	1,008.53
NEWFOUNDLAND GLASS & SERVICE	116370	GLASS INSTALLATION	224.25
HAZMASTERS INC.	116371	CHEMICALS	258.75
CANADIAN TIRE CORP.-HEBRON WAY	116372	MISCELLANEOUS SUPPLIES	353.58
HOME DEPOT OF CANADA INC.	116373	BUILDING SUPPLIES	596.78
OMB PARTS & INDUSTRIAL INC.	116374	REPAIR PARTS	547.60
ESL MARINE SUPPLIES	116375	REPAIR PARTS	211.20
MARTAK CANADA LTD.	116376	REPAIR PARTS	107.53
EASTERN PROPANE	116377	PROPANE	375.99
GUILLEVIN INTERNATIONAL CO.	116378	ELECTRICAL SUPPLIES	227.73
COMCOR ENVIRONMENTAL LTD	116379	PROFESSIONAL SERVICES	2,176.38
BRANDT POSITIONING TECHNOLOGY	116380	REPAIR PARTS	1,029.25
MILE 1 HARLEY DAVIDSON	116381	AUTO PARTS	57.43
PINNACLE ENGINEERING LTD.	116382	PROFESSIONAL SERVICES	14,323.42
CLEAN AIR SOLUTIONS	116383	PROFESSIONAL SERVICES	937.25
STAPLES ADVANTAGE	116384	OFFICE SUPPLIES	38.64
PETHEALTH SERVICES INC.,	116385	PETPOINT LICENSE & SERVICE FEES	5.58
DISTRIBUTION NOW	116386	REPAIR PARTS	712.48
PREMIUM APPLIANCE REPAIR	116387	PROFESSIONAL SERVICES	1,277.70
MEMORIAL UNIVERSITY OF NFLD.	116388	EMPLOYEE TRAINING	1,483.50
MICRO-TECH COMPUTER CENTER INC	116389	COMPUTER EQUIPMENT	137.88
WHOLESALE CLUB	116390	RECREATION SUPPLIES	383.94
MOORE CANADA	116391	TONER CARTRIDGE	562.07
BUDDEN & ASSOCIATES IN TRUST	116392	LEGAL CLAIM	603.75
PUROLATOR INC.	116393	COURIER SERVICES	60.80
ROYAL FREIGHTLINER LTD	116394	REPAIR PARTS	353.43
URBAN CONTRACTING JJ WALSH LTD	116395	PROPERTY REPAIRS	316.25
ST. TERESA'S PARISH HALL	116396	RENTAL OF HALL	50.00
PLAZA BOWL - YBC	116397	REAL PROGRAM	60.00
NEWFOUNDLAND CHOCOLATE COMPANY INC.	116398	PROMOTIONAL ITEMS	431.25
IMSA ONTARIO	116399	TRAINING PROGRAM	1,452.05

NAME	CHEQUE #	DESCRIPTION	AMOUNT
DR. ROBERT WOODLAND	116400	MEDICAL EXAMINATION FEE	20.00
DR. D.R. CHAULK	116401	MEDICAL EXAMINATION FEE	20.00
STAPLES THE BUSINESS DEPOT - KELSEY DR	116402	OFFICE SUPPLIES	103.40
ATLANTIC CANADA PETROLEUM SHOW 2014	116403	BOOTH SPACE	2,666.85
SARAH BROWN	116404	HONORARIUM	465.00
DR. LESLEY DOODY	116405	MEDICAL EXAMINATION FEE	20.00
ST. JOHN'S PRIDE INC.	116406	SPECIAL EVENTS GRANT	1,500.00
DR. ERIC ELLI	116407	MEDICAL EXAMINATION FEE	40.00
MATTHEW GALGAY & LESLIE PARROTT	116408	REFUND OVERPAYMENT OF TAXES	985.50
PROGRESS HOMES INC.	116409	COURT OF APPEAL REFUND	200.00
COLIN & NATASHA FEEHAN	116410	REFUND OVERPAYMENT OF TAXES	19.10
FRANCES GATHERALL	116411	REFUND OVERPAYMENT OF TAXES	290.00
ADAM GREGORY VISCOUNT	116412	REFUND OVERPAYMENT OF TAXES	227.43
EMADELDIN ELAWWAD	116413	REFUND SECURITY DEPOSIT	189.00
RONALD DAWE	116414	REFUND SECURITY DEPOSIT	20.00
KELSEY HICKEY	116415	REFUND RECREATION PROGRAM	50.00
OWEN COMBDEN & JANES AUTO BODY CLINIC	116416	LEGAL CLAIM	651.52
RALPH BARRETT	116417	REFUND RECREATION PROGRAM	19.00
DR. ROD MCCARTHY	116418	MEDICAL EXAMINATION FEE	20.00
HOLIDAY LANES	116419	REFUND SECURITY DEPOSIT	50.00
MORNEAU SHEPELL	116420	PROFESSIONAL SERVICES	4,462.29
PROTEK INDUSTRIES LIMITED	116421	REPAIR PARTS	834.90
N.D. DOBBIN GROUP OF COMPANIES	116422	REFUND SECURITY DEPOSIT	7,500.00
MELVIN & MARGARET PARDY	116423	REFUND OVERPAYMENT OF TAXES	3,804.30
VRI ELECTRICAL	116424	REFUND SECURITY DEPOSIT	45.38
BRIAN FINN	116425	ENTERTAINMENT FEE	200.00
CUBEX LTD.	116426	REPAIR PARTS	13,893.64
ECS CARES INCORPORATED	116427	PROFESSIONAL SERVICES	5,704.79
DR. B.T. HOLLAHAN	116428	MEDICAL EXAMINATION FEE	40.00
DR. MOHAMMED IMANA	116429	MEDICAL EXAMINATION FEE	40.00
MIND THE GAP CONSULTING	116430	PROFESSIONAL SERVICES	4,025.00
MARID INDUSTRIES LTD.	116431	PROFESSIONAL SERVICES	1,838.85
DR. NICOLE STOCKLEY	116432	MEDICAL EXAMINATION FEE	20.00
EILEEN REDDIGAN	116433	EDUCATION INCENTIVE	400.00
SANDRA CURNEW	116434	EDUCATION INCENTIVE	400.00
ROGER & BEVERLY REID	116435	EDUCATION INCENTIVE	200.00
STEVENSON, MICHELLE	116436	EDUCATION INCENTIVE	200.00
RIDEOUT, MARY ANN	116437	EDUCATION INCENTIVE	200.00
NOEL, KAREN	116438	EDUCATION INCENTIVE	200.00
LAHEY, SHERRY	116439	EDUCATION INCENTIVE	400.00
CELINE PENNELL	116440	EDUCATION INCENTIVE	200.00
MALIE PEREZ CHACON	116441	EDUCATION INCENTIVE	200.00
APRIL KNEE	116442	EDUCATION INCENTIVE	200.00
MARSH, LYNN	116443	EDUCATION INCENTIVE	200.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
PUBLIC SERVICE CREDIT UNION	EFT000000006744	PAYROLL DEDUCTIONS	6,442.03
NEWFOUNDLAND POWER	EFT000000006745	ELECTRICAL SERVICES	118,733.22
LAWRENCE, ELIZABETH	EFT000000006746	TRAVEL ADVANCE	4,769.38
AFONSO GROUP LIMITED	EFT000000006747	SEWER INSPECTIONS	414.00
ATLANTIC OFFSHORE MEDICAL SERV	EFT000000006748	MEDICAL SERVICES	1,982.41
CABOT AUTO GLASS & UPHOLSTERY	EFT000000006749	CLEANING SERVICES	488.75
ATLANTIC PURIFICATION SYSTEM LTD	EFT000000006750	WATER PURIFICATION SUPPLIES	3,167.14
TOYS "R" US CANADA LTD	EFT000000006751	SUPPLIES - RECREATION PROGRAMS	341.34
AUDIO SYSTEMS LTD.	EFT000000006752	AUDIO EQUIPMENT	3,110.18
BABB SECURITY SYSTEMS	EFT000000006753	SECURITY SERVICES	170.78
RDM INDUSTRIAL LTD.	EFT000000006754	INDUSTRIAL SUPPLIES	1,143.72
NEWFOUNDLAND EXCHEQUER ACCOUNT	EFT000000006755	CERTIFICATION RENEWALS	379.50
BELBIN'S GROCERY	EFT000000006756	CATERING SERVICES	568.48
SMS EQUIPMENT	EFT000000006757	REPAIR PARTS	137.22
CABOT PEST CONTROL	EFT000000006758	PEST CONTROL	119.56
ROCKWATER PROFESSIONAL PRODUCT	EFT000000006759	CHEMICALS	2,278.85
BLACK & MCDONALD LIMITED	EFT000000006760	PROFESSIONAL SERVICES	12,249.12
S & L ENTERPRISE	EFT000000006761	RENTAL OF EQUIPMENT	1,035.00
DESTINATION ST. JOHN'S	EFT000000006762	2017 CPI PAYMENT & 2018 1ST PAYMENT	683,141.00
MSC INDUSTRIAL SUPPLY ULC	EFT000000006763	REPAIR PARTS	1,938.38
TRACT CONSULTING INC	EFT000000006764	PROFESSIONAL SERVICES	39,166.86
RICOH	EFT000000006765	LEASING OF EQUIPMENT	5,304.63
PINNACLE OFFICE SOLUTIONS LTD	EFT000000006766	LEASING OF EQUIPMENT	2.13
WESTERN HYDRAULIC 2000 LTD	EFT000000006767	REPAIR PARTS	3,755.90
CANADA POST CORPORATION	EFT000000006768	POSTAGE SERVICES	130.79
AIR LIQUIDE CANADA INC.	EFT000000006769	CHEMICALS AND WELDING PRODUCTS	84.61
NORTH ATLANTIC SYSTEMS	EFT000000006770	REPAIR PARTS	843.19
MAC TOOLS	EFT000000006771	TOOLS	126.07
NORTH ATLANTIC SUPPLIES INC.	EFT000000006772	REPAIR PARTS	878.21
ATLANTIC HOME FURNISHINGS LTD	EFT000000006773	APPLIANCES	598.00
RENTOKIL CANADA CORPORATION	EFT000000006774	CONTRACT AGREEMENT	21,155.42
COLONIAL GARAGE & DIST. LTD.	EFT000000006775	AUTO PARTS	2,221.13
PETER'S AUTO WORKS INC.	EFT000000006776	TOWING OF VEHICLES	3,920.28
FASTENAL CANADA	EFT000000006777	REPAIR PARTS	2,173.50
KENDALL ENGINEERING LIMITED	EFT000000006778	PROFESSIONAL SERVICES	2,794.69
CREDIT RECOVERY 2003 LIMITED	EFT000000006779	CREDIT COLLECTIONS	24.67
DICKS & COMPANY LIMITED	EFT000000006780	OFFICE SUPPLIES	633.40
MIC MAC FIRE & SAFETY SOURCE	EFT000000006781	SAFETY SUPPLIES	1,483.23
HITECH COMMUNICATIONS LIMITED	EFT000000006782	REPAIRS TO EQUIPMENT	13,720.65
REEFER REPAIR SERVICES (2015) LIMITED	EFT000000006783	REPAIR PARTS	3,353.30
THYSSENKRUPP ELEVATOR	EFT000000006784	ELEVATOR MAINTENANCE	2,417.88
CAHILL TECHNICAL SERVICES	EFT000000006785	PROFESSIONAL SERVICES	1,547.34
RUSSEL METALS INC.	EFT000000006786	METALS	156.40
ROGERS COMMUNICATIONS CANADA INC.	EFT000000006787	DATA & USAGE CHARGES	713.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
IPS INFORMATION PROTECTION SERVICES LTD.	EFT000000006788	PAPER SHREDDED ON SITE	154.23
EMERGENCY REPAIR LIMITED	EFT000000006789	AUTO PARTS AND LABOUR	6,734.15
FRESHWATER AUTO CENTRE LTD.	EFT000000006790	AUTO PARTS/MAINTENANCE	6,599.45
PARKS & RECREATION ONTARIO	EFT000000006791	HIGH FIVE CERTIFICATES	1,130.00
PRINCESS AUTO	EFT000000006792	MISCELLANEOUS ITEMS	835.21
BOOMIT	EFT000000006793	PROFESSIONAL SERVICES	724.50
PROVINCIAL FENCE PRODUCTS	EFT000000006794	FENCING MATERIALS	3,404.00
WOLSELEY CANADA INC.	EFT000000006795	REPAIR PARTS	18,807.14
HARVEY & COMPANY LIMITED	EFT000000006796	REPAIR PARTS	591.23
A HARVEY & CO. LTD.	EFT000000006797	ROAD SALT	143,603.94
HARVEY'S OIL LTD.	EFT000000006798	PETROLEUM PRODUCTS	2,682.51
BRENNTAG CANADA INC	EFT000000006799	CHLORINE	39,289.33
HOLDEN'S TRANSPORT LTD.	EFT000000006800	RENTAL OF EQUIPMENT	2,541.50
SNF CANADA LTD.	EFT000000006801	REPAIR PARTS	14,179.50
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	EFT000000006802	REPAIR PARTS	1,390.34
UNIVAR CANADA	EFT000000006803	CHEMICALS	10,908.81
IRC NEWFOUNDLAND LTD.	EFT000000006804	REPAIR PARTS	55.20
CH2M HILL	EFT000000006805	PROFESSIONAL SERVICES	11,953.41
WATERTRAX INC.	EFT000000006806	SUBSCRIPTION RENEWAL	34,095.48
IMPRINT SPECIALTY PROMOTIONS LTD	EFT000000006807	PROMOTIONAL ITEMS	508.32
ONX ENTERPRISE SOLUTIONS LIMITED	EFT000000006808	REPAIR PARTS	6,801.95
MERCER'S PAVING INCORPORATED	EFT000000006809	SNOW CLEARING SERVICES	12,304.23
TRANE CANADA CO.	EFT000000006810	REPAIR PARTS	282.62
BOSCH REXROTH CANADA CORP.	EFT000000006811	REPAIR PARTS	86.14
WORK AUTHORITY	EFT000000006812	CLOTHING ALLOWANCE	110.40
CENTINEL SERVICES	EFT000000006813	REPAIR PARTS	1,318.48
KERR CONTROLS LTD.	EFT000000006814	INDUSTRIAL SUPPLIES	60.90
DULUX PAINTS - OLD PENNYWELL RD	EFT000000006815	PAINT & PAINT SUPPLIES	422.10
VOHL INC.,	EFT000000006816	REPAIR PARTS	92.39
MACKAY COMMUNICATIONS - CANADA, INC.	EFT000000006817	PROFESSIONAL SERVICES	1,413.62
MARTIN'S FIRE SAFETY LTD.	EFT000000006818	SAFETY SUPPLIES	143.75
JJ MACKAY CANADA LTD.	EFT000000006819	PARKING METER KEYS	10,973.88
MCLOUGHLAN SUPPLIES LTD.	EFT000000006820	ELECTRICAL SUPPLIES	307.21
WILSON SECURITY LIMITED	EFT000000006821	SECURITY SERVICES	102.35
CENTRAL REHAB INC.,	EFT000000006822	PROFESSIONAL SERVICES	110.00
SUMMIT PLUMBING & HEATING LTD.	EFT000000006823	PROFESSIONAL SERVICES	23,416.79
PRINTERS PLUS	EFT000000006824	TONER CARTRIDGE	180.55
MODERN BUSINESS EQUIPMENT LTD.	EFT000000006825	LEASING OF EQUIPMENT	300.44
WAJAX INDUSTRIAL COMPONENTS	EFT000000006826	REPAIR PARTS	142.38
NEWFOUND DISPOSAL SYSTEMS LTD.	EFT000000006827	DISPOSAL SERVICES	24,535.24
NEWFOUNDLAND DISTRIBUTORS LTD.	EFT000000006828	INDUSTRIAL SUPPLIES	262.51
NL KUBOTA LIMITED	EFT000000006829	REPAIR PARTS	2,514.81
TOROMONT CAT	EFT000000006830	AUTO PARTS	274.43
NORTH ATLANTIC PETROLEUM	EFT000000006831	PETROLEUM PRODUCTS	118,250.27



NAME	CHEQUE #	DESCRIPTION	AMOUNT
NOVA CONSULTANTS INC.	EFT00000006832	PROFESSIONAL SERVICES	414.00
PBA INDUSTRIAL SUPPLIES LTD.	EFT00000006833	INDUSTRIAL SUPPLIES	364.15
GCR TIRE CENTRE	EFT00000006834	TIRES	10,433.61
PARTS FOR TRUCKS INC.	EFT00000006835	REPAIR PARTS	4,081.60
THE HUB	EFT00000006836	BUSINESS CARDS	4,059.50
K & D PRATT LTD.	EFT00000006837	REPAIR PARTS AND CHEMICALS	281.75
RIDEOUT TOOL & MACHINE INC.	EFT00000006838	TOOLS	186.53
SAUNDERS EQUIPMENT LIMITED	EFT00000006839	REPAIR PARTS	7,130.00
TERRA NOVA MOTORS LTD.	EFT00000006840	AUTO PARTS	94.53
TRACTION DIV OF UAP	EFT00000006841	REPAIR PARTS	2,122.00
TULKS GLASS & KEY SHOP LTD.	EFT00000006842	PROFESSIONAL SERVICES	494.50
FJ WADDEN & SONS LTD.	EFT00000006843	SANITARY SUPPLIES	32.60
WESCO DISTRIBUTION CANADA INC.	EFT00000006844	REPAIR PARTS	188.10
WENDY MUGFORD	EFT00000006845	EMPLOYMENT RELATED EXPENSES	172.50
DOWNEY, JAMES	EFT00000006846	EMPLOYMENT RELATED EXPENSES	230.00
WILLIAMS, KEITH	EFT00000006847	MILEAGE	65.16
WHITE, LESLIE	EFT00000006848	VEHICLE BUSINESS INSURANCE	363.52
SMITH, DEBBIE	EFT00000006849	MILEAGE	341.00
JAMES MOORE	EFT00000006850	MILEAGE	51.40
CROWE, DAVID	EFT00000006851	MILEAGE	148.05
JASON PHILLIPS	EFT00000006852	MILEAGE	89.38
MAUREEN DWYER	EFT00000006853	EMPLOYMENT RELATED EXPENSES	462.00
RYAN, LEANN	EFT00000006854	MILEAGE	112.90
DAPHNE SULLIVAN	EFT00000006855	MILEAGE	274.03
CANTWELL, MICHAEL	EFT00000006856	VEHICLE BUSINESS INSURANCE	202.09
CINDY MCGRATH	EFT00000006857	MILEAGE	33.72
COLIN CLARKE	EFT00000006858	EMPLOYMENT RELATED EXPENSES	130.00
JOHN CUMBY	EFT00000006859	MILEAGE	18.44
TOBIN, JUDY	EFT00000006860	EMPLOYMENT RELATED EXPENSES	1,065.52
BRUCE PEARCE	EFT00000006861	EMPLOYMENT RELATED EXPENSES	271.84
KINSELLA, PAULA	EFT00000006862	MILEAGE - CROSSING GUARD PROGRAM	78.28
KRISTA GLADNEY	EFT00000006863	EMPLOYMENT RELATED EXPENSES	196.37
MATTHEW AYERS	EFT00000006864	VEHICLE BUSINESS INSURANCE	132.79
JAMES WALSH	EFT00000006865	MILEAGE - CROSSING GUARD PROGRAM	9.22
LEON ORGAN	EFT00000006866	EMPLOYMENT RELATED EXPENSES	205.00
MIKE ADAM	EFT00000006867	MILEAGE	119.23
SARAH NICHOLS	EFT00000006868	VEHICLE BUSINESS INSURANCE	46.99
SALTWIRE, THE TELEGRAM, BOUNTY POINT	EFT00000006869	ADVERTISING	3,753.41
DF BARNES FABRICATION LTD.	EFT00000006870	PROFESSIONAL SERVICES	2,123.49
TELUS	EFT00000006871	CELLULAR PHONES & ACCESSORIES	1,972.25
PRAXIS COMMUNICATIONS	EFT00000006872	REGISTRATION FEE	661.25
WATERWORKS SUPPLIES DIV OF EMCO LTD	EFT00000006873	REPAIR PARTS	13,698.27
NEWFOUNDLAND POWER	EFT00000006874	ELECTRICAL SERVICES	17,807.85
<b>Total:</b>			<b>\$ 1,654,685.58</b>

<b>COUNCIL APPROVAL REQUEST</b>		
<b>Bid #:</b>	2018066	
<b>Bid Name:</b>	Supply and Delivery of 2 Single Axle Garbage Trucks	
<b>Department:</b>	Public Works	
<b>Budget Code:</b>	PWP-2018-890	
<b>Source of Funding:</b>	<input type="checkbox"/> Operating <input checked="" type="checkbox"/> Capital <input type="checkbox"/> Multiyear Capital	
<b>Purpose:</b>	These two units are to replace our existing single axle units, which are due for replacement. These units serve our congested areas and will be equipped with the automatic arms and cart tipplers.	
<b>Results:</b>	<b>Vendor Name</b>	<b>Bid Amount</b>
	Shu-Pak Equipment Inc. - Bid 2	\$662,400.00
	Shu-Pak Equipment Inc. - Bid 1	\$674,590.00
	Saunders Equipment	\$729,100.00
	Western Star and Freightliner Trucks	\$747,500.00
<b>Expected Value:</b>	<input checked="" type="checkbox"/> As Above <input type="checkbox"/> Value shown is an estimate only for a _____ year period. The City does not guarantee to buy any specific quantities or dollar value.	
<b>Contract Duration:</b>	Delivery shall be by October 30, 2018	
<b>Bid Exception:</b>	<input checked="" type="checkbox"/> None <input type="checkbox"/> Contract Award Without Tender Attached <input type="checkbox"/> Profess Serv.	
<b>Recommendation:</b>	It is recommended to award this tender to the lowest bidder that meets specifications, Shu-Pak Equipment Inc. - Bid 2, as per the Public Procurement Act.	
<b>Supply Chain Buyer</b>	Sherri Higgins	
<b>Supply Chain Manager or Designate</b>	Signature: <i>Rick Squires</i>	Date: 18/04/25
<b>*Deputy City Manager or Designate</b>	Signature:	Date:

\*Only required for a bid exception (Contract award without tender or Professional Services)

# DECISION/DIRECTION NOTE

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**Title:** City of St. John's Civic Housing Action Fund

**Date Prepared:** April 17, 2018

**Report To:** Special Meeting of Council

**Councillor and Role:** Councillor Hope Jamieson, Council Lead - Housing

**Ward:** N/A

**Decision/Direction Required:** To seek support from Council on the sale of 16 Empire Ave. to develop a Housing Action Fund.

**Discussion – Background and Current Status:**

The City's first Affordable Housing Business Plan (AHBP), [Creating Opportunities, Housing Our Community](#), was approved by Council in 2014 and ran until September 2017. The Plan was based on the City's core belief that housing is a human right and that everyone needs and deserves a home that is affordable to them. It included 17 specific objectives to work on with our partners and recommended the City's role was to help to identify and create opportunities – not build homes.

To continue this commitment to affordable housing - a new 10-year Affordable Housing Strategy is being developed for the City of St. John's in consultation with our partners, stakeholders and residents. In conjunction with the development of a new Affordable Housing Strategy funding is required to support implementation strategies.

Following best practices from other municipalities it is propose that a civic housing action fund be developed. This fund would support the development of affordable housing opportunities and provide a means to leverage provincial and federal funding, such as the newly created National Housing Co-Investment Fund, which must be supplemented by investments from other orders of government.

In evaluating current non-profit housing assets, 16 Empire Ave, a four-bedroom, oil heated home is highlighted as a property that does not fit the current needs of the housing demand. The City acquired 16 Empire Ave in the 1990's when the City of St. John's was looking at reconfiguring the intersection by the old Memorial Stadium. This reconfiguration did not happen, and 16 Empire Ave was added to the Non-Profit Housing (NPH) portfolio. In that last few years, this house has seen major upgrades. The roof, siding, doors, deck, fence and windows have been replaced and the chimney has been refurbished. If this sale is approved, tenants that are living in this home will be presented options and transferred into another suitable housing unit.

The estimated value based on the current City of St. John's assessment (January 1st, 2017) is \$300,000. In selling this property, revenue would serve as the initial investment into the Civic Housing Action Fund supporting a new municipal housing strategy, and the City of St. John's would avail of a savings on the upkeep of this property.

Following the sale of the property, a detailed model outlining fund allocation will be presented based on overlying principles of our new Affordable Housing Strategy.

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# ST. JOHN'S

**Key Considerations/Implications:**

**1. Budget/Financial Implications:**

Minimal savings related to annual maintenance of property.

**2. Partners or Other Stakeholders:**

The City's Affordable Housing Business Plan was built upon public and strategic stakeholder engagement, and the development and implementation of a new 10 year strategy will continue to be guided and shaped by multi-stakeholder partnerships and processes.

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

Developing a Civic Housing Action Fund with the initial investment of revenue from the sale of 16 Empire Ave aligns with the following goals from the City's Strategic Direction:

- Neighbourhoods Build Our City
- A Culture of Cooperation
- Fiscally Responsible
- Responsive and Progressive

**4. Legal or Policy Implications:**

The City's Legal Department would be required to support a land appraisal and the sale of the house.

**5. Engagement and Communications Considerations:**

Communication around the Civic Action Fund once details are finalized.

**6. Human Resource Implications:**

N/A

**7. Procurement Implication:**

N/A

**8. Information Technology Implications:**

N/A

**9. Other Implications:**

N/A

**Recommendation:** Sell 16 Empire Ave and reinvest revenues into a Civic Housing Action Fund.

**Prepared by:** Simone Lilly, Affordable Housing & Development Facilitator  
Judy Tobin, Manager of Housing Division

**Approved by:** Tanya Haywood, Deputy City Manager - Community Services

**Attachments:** N/A