

AGENDA REGULAR MEETING

**December 15, 2014
4:30 p.m.**

ST. JOHN'S

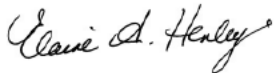
MEMORANDUM

December 12, 2014

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, December 15, 2014 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 3:30 **p.m.**

By Order



Elaine Henley
City Clerk

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

**AGENDA
REGULAR MEETING
December 15, 2014
4:30 p.m.**

At appropriate places in this agenda, the names of people have been **removed or edited out** so as to comply with the Newfoundland and Labrador Access to Information and Protection of Privacy Act.

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Adoption of the Minutes** (December 8, 2014)
- 4. Business Arising from the Minutes**
 - a. Included in the Agenda**
 - i. Memorandum dated December 12, 2014 from Deputy City Manager – Financial Management re: Budget for Communications Division
 - b. Other Matters**
 - i. Memorandum dated December 5, 2014 from Deputy City Manager of Public Works re: St. John's Parks & Open Space Master Plan
- 5. Notices Published:**
 - a.** A Discretionary Use Application from Conservation Visions Inc. requesting permission to occupy **3 Newtown Road** as a home occupation for wildlife and conservation policy development.
 - b.** A Change of Non-Conforming Use Application requesting change of use for **20 Cathedral Street** to a pet grooming/retail pet supply shop.
 - c.** A Discretionary Use Application to occupy **190 Elizabeth Avenue** as a home occupation for esthetics services.
 - d.** A Discretionary Use Application for permission to construct a single detached dwelling with subsidiary apartment located at **179 Doyle's Road.**
 - e.** A Discretionary Use Application to subdivide the property at **56 Bay Bulls Road** into three (3) building lots in order to construct a multiple dwelling unit on each lot.

6. Public Hearings

7. Committee Reports

- a. Regional Water Services Committee Report – December 2, 2014
- b. Regional Wastewater Services Committee Report – December 2, 2014
- c. Finance & Administration Standing Committee Report – December 9, 2014

8. Resolutions

9. Development Permits List (December 4 – December 10, 2014)

10. Building Permits List (December 4 – December 10, 2014)

11. Requisitions, Payrolls and Accounts (Week ending December 10, 2014)

12. Tenders:

- a. Council Approval – Tender – Municipal Depot “A” Block Renovation Phase 2
- b. Council Approval - Tender 2014107 Photo Copy Paper
- c. Council Approval - Tender 2014120 - HP 3Par StorServ Storage 2-node

13. Notices of Motion, Written Questions and Petitions

14. Other Business

- a. Memorandum dated December 8, 2014 from the Director of Planning & Development re: 65 Parsonage Drive

15. Adjournment

December 8, 2014

The Regular Meeting of the St. John's Municipal Council was held in the Council Chamber, City Hall at 4:30 p.m. today.

Mayor Dennis O'Keefe presided.

There were present also, Deputy Mayor Ron Ellsworth; Councillors Hann, Davis, Puddister, Hickman, Breen, Lane, Galgay, Tilley, and Collins.

The City Manager; City Clerk; Deputy City Manager of Corporate Services; Deputy City Manager of Financial Management; Deputy City Manager of Public Works; Deputy City Manager of Planning, Development & Engineering; Deputy City Manager of Community Services; City Solicitor; Director of Planning & Development; and Supervisor of Legislative Services were also in attendance.

Call to Order and Adoption of the Agenda

SJMC2014-12-08/551R

**It was decided on motion of Councillor Galgay seconded by Councillor Tilley:
That the Agenda be adopted as presented.**

Adoption of Minutes

SJMC2014-12-08/552R

**It was decided on motion of Councillor Davis; seconded by Councillor Lane:
That the minutes of December 1, 2014 be adopted as presented.**

Order of Business

SJMC2014-12-08/553R

It was decided on motion of Councillor Puddister; seconded by Councillor Davis: That item 6 (a) in the agenda be dealt with first.

Public Meeting held November 27, 2014 re: 26 Logy Bay Road

Councillor Hann elaborated on the planning review process and the deliberations of the public meeting, all of which were contained in the above noted report.

SJMC2014-12-08/554R

It was moved by Councillor Hann; seconded by Deputy Mayor Ellsworth: That Council adopt the resolution for St. John's Development Regulations Amendment Number 607, 2014 to rezone the subject property to the Apartment Low Density (A1) Zone.

Councillor Hann speaking to the motion referenced the Land Use Assessment Report which addresses the various issues of concern such as building height; landscaping and buffering; snow clearing and storage; off-street parking; municipal water and sewer services; and traffic impacts. Reference was also made to the new Municipal Plan which encourages the compatible mix of housing and increased density throughout the City so as to offset urban sprawl.

Those speaking against the motion made comparisons to the devolution of Lemarchant Road and Elizabeth Avenue, (which were once residential streets), into high traffic thoroughfares that contain a mix of high density and commercial uses. It was also noted that ongoing planned development in nearby Pleasantville accommodates a higher density use wherein apartment buildings have been constructed and more are planned for the future. Others were concerned about the precedent of allowing a drastic change in zoning from R1 – A1 which negatively impacts the integrity of zones in residential areas.

Voting for the motion was the mover only. The motion was lost.

Budget 2015

Councillor Breen, Chairperson of the Finance & Administration Standing Committee presented his speech outlining the 2015 Budget including revenues and expenditures which are balanced at \$289.4 million. There will also be no tax rate increases for the coming year. Background details are available on the City's website for public viewing.

SJMC2014-12-08/555R

It was moved by Councillor Breen; seconded by Councillor Tilley: That the 2014 Budget be adopted as presented.

With the exception of Councillor Puddister, all members of Council spoke in favour of the budget, referencing various projects taking place within each ward as well as other overall community-wide initiatives. They also commended City staff for their efforts in bringing forth a balanced budget.

Councillor Puddister expressed concern about the need for Council to do more for low income earners in addition to the 25% tax discount to senior citizens which he wished to make universal to all seniors irrespective of their income. He also expressed concern about the costs for corporate communications and had requested a breakdown of this information from the Department of Finance. The Deputy City Manager of Finance & Administration advised that the cost breakdown roughly consists of 45% staff component and 55% advertising component. Councillor Puddister also disagreed with the \$100,000 subsidy to the Aquarena which he felt was unsustainable to the City.

The motion being put was carried with Councillor Puddister dissenting.

Resolutions

Council considered the following tax Resolutions:

- 2015 Accommodation Tax Resolution
- 2015 Downtown St. John's Business Improvement Area Levy
- Interest Rate on Arrears of Tax Resolution
- 2015 Property Tax Rate Resolution – Commercial Properties
- 2015 Property Tax Rate Resolution – Residential Properties
- 2015 25% Property Tax Reduction for Senior Citizens Resolution
- 2015 Business Tax Rate on Utilities Resolution
- 2015 Water By Meter Resolutions
- 2015 Water Tax Resolution

SJMC2014-12-08/556R

**It was decided on motion of Councillor Tilley; seconded by Councillor Davis:
That the following tax resolutions be adopted as presented.**

The motion being put was unanimously carried.

Committee Reports

Development Committee Report – December 2, 2014

Council considered the following report:

SJMC2014-12-08/557R

It was decided on motion of Councillor Hann; seconded by Deputy Mayor Ellsworth: That the recommendation contained in the Development Committee Report dated December 2, 2014 be adopted as presented.

Development Permits List

Council considered as information the following Development Permits List for the period November 27, 2014 – December 3, 2014.

**DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF November 27, 2014 TO December 3, 2014**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM		Home Office – Administrative Work for Website Services	4A Kildare Place	4	Approved	28-Nov-14
COM	Costco Wholesale Ltd	Expansion of Fuel Facility & Canopy Structure	28 Stavanger Drive	1	Approved	2-Dec-14

*	<p>Code Classification:</p> <p>RES- Residential COM- Commercial AG - Agriculture OT- Other</p> <p style="text-align: right;">INST- Institutional IND- Industrial</p>
**	<p>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.</p>

**Gerard Doran
Development Supervisor
Department of Planning**

Building Permits List

Council considered the Building Permits list for the period November 27 to December 3, 2014.

SJMC2014-12-08/558R

It was decided on motion of Councillor Tilley; seconded by Councillor Davis: That the recommendations of the Director of Planning and Development with respect to the Building Permits list for the period November 27, 2014 to December 3, 2014 be approved.

Building Permits List **Council's December 8, 2014 Regular Meeting**

Permits Issued: 2014/11/27 To 2014/12/03

Class: Commercial

250 Duckworth St	Co	Restaurant
63-65 Main Rd, Apt B	Co	Retail Store
210-214 Water St	Cr	Restaurant
22 O'leary Ave, Big Deal	Oc	Retail Store
15 Hebron Way	Sn	Retail Store
22 O'leary Ave	Ms	Restaurant
22 O'leary Ave	Sn	Retail Store
31 Peet St	Ms	Office
30 Ropewalk Lane	Ms	Retail Store
38-40 Ropewalk Lane	Ms	Office
St. Clare Ave	Ms	Place Of Assembly
St. Clare Ave	Ms	Place Of Assembly
3 Stavanger Dr	Ms	Retail Store
3 Stavanger Dr	Ms	Retail Store
340 Torbay Rd	Ms	Service Station
Torbay Road-Torbay Rd Mall	Ms	Office
430 Logy Bay Rd	Rn	Church
Adelaide Street	Rn	Other
117 Ropewalk Lane	Cr	Commercial School
63-65 Main Rd, Building #2	Rn	Office
50 Ropewalk Lane Plaza Bowl	Rn	Place Of Amusement
30 Kenmount Rd	Cr	Office
120 Kenmount Rd	Ex	Warehouse
40 Henry Street	Sw	Condominium

This Week \$ 2,818,740.00

Class: Industrial

This Week \$.00

Class: Government/Institutional

This Week \$.00

Class: Residential

28 Bayberry Pl	Nc	Accessory Dwelling Unit
20 Caravelle Pl , Lot 14	Nc	Single Detached & Sub.Apt
24 Caravelle Pl, Lot 16	Nc	Single Detached & Sub.Apt
133 Great Eastern Ave	Nc	Fence
10 Halliday Pl	Nc	Patio Deck
5 Linegar Ave	Nc	Single Detached Dwelling
7b Midstream Pl, Lot 2	Nc	Single Detached Dwelling
51 Sgt. Craig Gillam, Lot #160	Nc	Single Detached Dwelling
9 Solway Cres, Lot 325	Nc	Single Detached Dwelling
210 Stavanger Dr	Nc	Single Detached Dwelling
1 Sumac St	Nc	Fence
52 Cape Pine St	Cr	Subsidiary Apartment

5 Plover St	Cr	Subsidiary Apartment
5 Amherst Hts	Rn	Single Detached Dwelling
14 Cornwall Cres	Rn	Single Detached Dwelling
60 Dunkerry Cres	Rn	Single Detached & Sub.Apt
5 Eastmeadows Pl	Rn	Single Detached Dwelling
47 Gold Medal Dr	Rn	Single Detached Dwelling
7 Meadowbrook Park Rd	Rn	Mobile Home
9 Mahogany Pl	Rn	Single Detached Dwelling
4 Rendell Pl	Rn	Single Detached Dwelling
7 Rutledge Cres	Rn	Single Detached Dwelling
6 Stanford Pl	Rn	Single Detached Dwelling
39 Sudbury St	Rn	Apartment Building
77 Old Bay Bulls Rd	Sw	Single Detached Dwelling

This Week \$ 2,222,150.00

Class: Demolition

This Week \$.00

This Week's Total: \$ 5,040,890.00

Repair Permits Issued: 2014/11/27 To 2014/12/03 \$ 25,500.00

Legend

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

YEAR TO DATE COMPARISONS			
December 8, 2014			
TYPE	2013	2014	% VARIANCE (+/-)
Commercial	\$98,132,000.00	\$172,765,000.00	76
Industrial	\$2,325,000.00	\$125,300.00	-95
Government/Institutional	\$79,798,000.00	\$77,940,000.00	-2
Residential	\$155,325,000.00	\$135,400,000.00	-13
Repairs	\$4,659,000.00	\$5,108,000.00	10
Housing Units (1 & 2 Family Dwellings)	433	309	
TOTAL	\$340,239,000.00	\$391,338,300.00	15

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA
Director of Planning & Development

Requisitions, Payrolls and Accounts

Council considered the requisitions, payrolls and accounts for the week ending December 3, 2014.

**Weekly Payment Vouchers
For The
Week Ending December 03, 2014**

Payroll

Public Works	\$ 722,412.11
Bi-Weekly Administration	\$ 855,162.36
Bi-Weekly Management	\$ 780,300.04
Bi-Weekly Fire Department	\$ 688,929.39
Accounts Payable	\$ 3,696,766.39
Total:	\$ 6,743,570.29

SMC2014-12-01/559R

**It was decided on motion of Councillor Tilley; seconded by Councillor Davis:
That the Payrolls and Accounts for the week ending December 3, 2014 be
approved.**

Tenders

Council considered the following tenders:

- Tender 2014104 Security Services
 - Recommended bidder: Securitas \$568,896.87
- Tender 2014111 Water & Sewer Supplies
 - Recommended bidders: Emco Corporation @ \$181,611.50; Wolseley Canada Inc. @ \$73,822.04; and Crane Canada Co. @ \$14,421.00
- Tender 2014103 Community Service Bussing
 - Recommended bidder: Executive Taxi Limited @ \$320,952.00
- Tender 2014113 Rental of Dump Trucks (Snow Removal)
 - Recommended bidder: Weirs Construction Ltd. @\$650,920.00

SJMC2014-12-08/560R

It was decided on motion of Councillor Tilley; seconded by Councillor Davis: That Council award the tenders as noted above and as per the Public Tendering Act.

Notice of Motion

Councillor Collins gave the following Notice of Motion:

Take Notice that I will at a future meeting of Council move a motion to rescind the previous decision of Council rejecting the application to rezone property at 140 Shoal Bay Road from Open Space Reserve to Rural Residential Infill for the purposes of accommodating the development of four residential building lots.

Dated at St. John's, this 8th day of December, 2014.

Wally Collins
Councillor, Ward 5

46 Prescott Street – Vacant/Attached Dwelling

Council considered a memorandum dated December 1, 2014 from the Director of Planning & Development regarding the above noted matter.

SJMC2014-12-08/561R

It was decided on motion of Councillor Hann; seconded by Councillor Hickman: That the recommendation of the Director of Planning & Development be approved and that a Demolition Order for 46 Prescott Street be issued as per Sections 375, 387 and 392 of the City of St. John's Act.

Wedgewood Recreation Center Power Line Easement

Council considered a memorandum dated December 3, 2014 from the City Solicitor regarding the above noted.

SJMC2014-12-08/562R

It was decided on motion of Councillor Puddister; seconded by Councillor Galgay: That Council authorize the execution of the Power Line Easement Agreement to provide power to the City's new Recreation Centre at Carrick Drive.

Councillor Puddister

- Staff advised that the Charter Avenue Bridge has been closed for the next year until it can be replaced. As a result, bus service has been discontinued until the bridge is replaced. It was requested that the area of the bus stop be replaced for the time being to accommodate additional parking. The matter has been referred to the Department of Public Works Traffic Division for review.

Adjournment

There being no further business the meeting adjourned at 6:12 p.m.

MAYOR

CITY CLERK

MEMORANDUM

Date: December 12, 2014

To: His Worship, The Mayor and Council

From: Robert G. Bishop, C.A.
Deputy City Manager,
Financial Management

Re: **Budget for Communications Division**

As requested by Councillor Puddister at the Regular Meeting of December 8, 2014, please find attached the budget figures for the Communications Division of the City's Office of Strategy and Engagement.

Included are both the 2014 and the new 2015 budget. The budgeted wage costs cover the five employees of the Division. The "Advertising" budget covers all advertising undertaken by the City including the regular weekly inserts placed in The Telegram, flyers related to recycling, parking and other matters, as well as PSA's on various issues.

Robert G. Bishop, C.A.
Deputy City Manager,
Financial Management

RGB/fc

ST. JOHN'S

DEPARTMENT OF FINANCE

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

RUN DATE: 2014/12/12 10:08 AM

City of St. John's
2015 Budget by Program Line Item
For the Twelve Months Ending Thursday, December 31, 2015

ACCOUNT	ACCOUNT DESCRIPTION	BUDGET 2014	New Budget 2015	INCREASE (DECREASE)	PERCENT
1270					
51010	SALARIES AND WAGES	\$337,540	\$368,542	\$31,002	9.18%
51020	LABOUR OVERTIME	1,500		(1,500)	-100.00%
51040	CAR ALLOWANCE	5,000	5,000		0.00%
51090	EMPLOYER CONTRIBUTIONS	82,875	92,290	9,415	11.36%
TOTAL PERSONNEL SERVICES		426,915	465,832	38,917	9.12%
52132	CELLULAR PHONES & PAGERS	2,060	2,060	60	3.00%
52210	ADVERTISING	441,220	450,000	8,780	1.99%
52300	PROF. & SPECIAL SERVICES	33,200	66,000	32,800	98.80%
52395	MEMBERSHIPS	500	500		0.00%
TOTAL CONTRACTUAL SERVICES		476,920	518,560	41,640	8.73%
55899	SUBSCRIPTIONS	360	360		0.00%
55901	STATIONERY & OFFICE SUPPL.	1,400	1,400		0.00%
55909	COMPUTER SOFTWARE	800		(800)	-100.00%
55999	MISCELLANEOUS MATERIALS	400	400		0.00%
TOTAL MATERIALS & SUPPLIES		2,960	2,160	(800)	-27.03%
56176	OFFICE EQUIPMENT	500	500		0.00%
56177	FURNITURE	7,000	1,000	(6,000)	-85.71%
56179	COMPUTER EQUIPMENT	3,700		(3,700)	-100.00%
TOTAL CAPITAL OUT OF REVENUE		11,200	1,500	(9,700)	-86.61%
TOTAL EXPENDITURE THIS PROGRAM		917,995	988,052	70,057	7.63%

MEMORANDUM

Date: December 5, 2014

To: Mayor Dennis O'Keefe & Council

From: Paul Mackey, P. Eng.,
Deputy City Manager, Public Works

Re: Open Space Master Plan (OSMP)

The Final Draft of the OSMP prepared by Trace Planning & Design/MQO Research Group was presented to Council by the consultant and tabled at the December 1, 2014 Special Meeting. It was agreed that Council would conduct a final review of the document and that it would be brought forward to a Regular Meeting for discussion and adoption.

As Council is aware, the development of the OSMP involved extensive consultations with the general public and other stakeholders. It has been thoroughly vetted by appropriate City staff throughout its development and staff is recommending adoption.

RECOMMENDATION:

Provided Council has no revisions or other concerns, I recommend that Council adopt the Open Space Master Plan as presented by the consultant.

Paul Mackey

Paul Mackey, P. Eng.,
Deputy City Manager,
Public Works

ST. JOHN'S

DEPARTMENT OF PUBLIC WORKS

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

ST. JOHN'S PARKS & OPEN SPACE MASTERPLAN

NOVEMBER 2014 | FINAL DRAFT PLAN



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1.0 PARKS AND OPEN SPACE MASTER PLAN

St. John's, like all of Canada's capital cities, has evolved from a culturally strong and relevant urban core into a series of physically diverse neighbourhoods. The City's urban core areas are intact, and provide a physical 'DNA' context from which urban and residential growth can evolve. Relationships between residents and their various park and greenspace products are well established at shoreline, downtown, municipal park and walkway spaces. All residents consulted during the creation of this master plan clearly understand the unique nature of the urban core, as well as how to play, socialize and passively or actively participate in recreation within the urban core spaces.

Also, like most Canadian capital cities, St. John's has experienced both residential and commercial growth that is not in keeping with its traditional urban development pattern. Generic approaches to growth have resulted in neighbourhoods that are built within broadly used planning guideline context rather than locally developed criteria. Relative to parks and open space planning, this has two problems. First, neighbourhoods developed during and after the 1970s are not based on a locally relevant development pattern. Thus, important neighbourhood lifestyle components such as land use organization, street planning/design, sidewalk routes and tree planting are not planned relative to creating great social and recreational neighbourhoods. Second, St. John's contemporary parks and open spaces are placed in a regulatory manner as opposed to organizing recreation products based on equitable access and need.

St. John's has seen significant residential and commercial growth over the last ten years. In migration has resulted in a rapidly expanding population that requires an expanded and diversified recreation product mix. This results in a need to provide passive and active recreation products at the neighbourhood, community and municipal level, and creates a renewed focus on the existing parks and open space network.

1.1. PROJECT OBJECTIVE

To meet the evolving needs of a diversifying and expanding population, the City of St. John's commissioned this Parks and Open Space Master Plan. The plan is built on the notion that an existing network of parks, green spaces, trails and street corridors is given a revitalized vision and

series of projects that 'revectorize' these recreational products to meet resident needs. The following three questions define the objective that is resolved in this master plan.

What is the present condition of our parks and open space network?

What is a resident-based vision for a revitalized network?

How does the present network evolve to realize the vision?

Although the questions seem relatively simple, providing meaningful answers requires a complex and highly iterative planning and design process. Residents were consulted as individuals, groups, stakeholders and on a City-wide basis throughout the master planning process. As previously mentioned, resident participation was valuable and forthcoming.

1.2 PLAN PROCESS

This master plan is developed under a five-step process that results in a re-vectorized parks and open space network. The following describes the steps.

a. Inventory and Analysis of Existing Network. The project team visited all existing parks, trails and open space sites to gather information relative to product offerings, apparent use and classification, condition of built and natural assets to assess both relevance and potential within the context of a revitalized and/or re-vectorized network.

b. Consultation Question Definition. Ironically, creating meaningful questions that can be presented to residents and stakeholders requires consultation. To this end, the consulting team hosted focus group sessions with residents, with no particular association or point of view, to talk about St. John's lifestyle, the quality of neighbourhoods and recreation products to gain a sense of the issues requiring resolution through master plan creation.

c. Question Delivery. This master plan's consultation process was broadly applied and focused on topic area. Questions were applied to residents at the neighbourhood, community and city-wide level. Program stakeholders were consulted in both program delivery and facility

readiness. City staff were consulted on both capital and operational aspects of parks and open space assets. The results were assembled for both visionary and implementation purposes.

d. Network Vision. The results of the previous steps formed the basis of a refined parks and open space network. The network components are re-defined and given a purpose relative to future use and a maintenance plan relative to resident use.

e. Refined Network Plan. The vision is expanded into a detailed network plan. All existing and required facilities are expressed relative to network role as well as capital and operation expense. An implementation plan describes the steps required to realize the visionary network.

2.0 MASTER PLAN CONTEXT

This chapter provides a 'snapshot' view of the existing parks and open space network. The snapshot view is the initial platform, foundation or contextual starting point that will become a modified network, through revitalization, re-designation or repurposement. Thus, all parks and green spaces, and their service areas are reviewed within the context of each.

This chapter's content is presented relative to the existing physical components (prior to a precedent-based statistical overview). It is important to understand that any statistical analysis is presented for benchmark purposes only, and should not be used as a culturally relevant analysis of the existing network. Instead, statistical analysis that illustrates any significant gaps in product delivery can not be considered important unless confirmed through consultation (later chapters).

2.1 EXISTING PARKS NETWORK

The existing parks and open space network includes three primary park components (tot lot, community park and municipal park). Infographic 2 illustrates the general location of these parks. The following describes the park components.

a. Tot lot. The tot lot is the neighbourhood gateway to the parks and open space network. This space is a by-law specified park (based on 1 park space per 70 single family homes), therefore, service is based on unit count and not on service area.

These parks are created on a single or double residential lot, and host a typical play structure, signage, seating, walking surfaces and street-edge barrier. It is assumed that each hosting neighbourhood is based on a typical resident profile; therefore, all tot lots are typical.

b. The Community Park. Whereas the tot lot is a park based solely on statistical requirement, the community park is based on residential requirement or need. These parks, of varying sizes, often include an "expanded tot lot" with the addition of municipal sport and active recreational assets (i.e. ball and/or soccer field, skateboard park, tennis and/or basketball court).

c. Municipal Park. These are the large parks that serve the City and the greater

region's civic, active and passive recreation needs. Like the community park, these are based on resident requirement, as well as historic location, rather than statistical requirement. Civic events as well as daily visitation ensure that these parks require, and receive, significant maintenance and capital investment.

These parks include Bowring, Bannerman, Victoria and Rotary Parks, and provide destination-based active and passive recreation/sport amenities. In all cases, these parks also provide tot lot and community level service; therefore, these are important facilities at all levels.

2.2 EXISTING TRAILS SYSTEM

The current trails system is based on the existing Grand Concourse pedestrian walkways (Airport Heights and Columbus Drive asphalt paths). The system does not support multi-use and, therefore, is intended for passive or active pedestrian use only. The trails form a linear series of routes relative to available space and placing residents within natural corridors. The system is not planned nor delivered as a City-wide network relative to neighbourhood and park space linkages, or as a system that supplements City transportation planning (active transportation). This is to be expected in a growing City. New approaches will be required as the City expands and residents desire mobility options.

Infographic 2 illustrates the general location of the trails, as well as relevant statistical data. The trails network includes both granular and asphalt surface and, in some cases, utilizes street and/or sidewalk sections to resolve missing linkages.

2.3 STATISTICAL ANALYSIS

The National Recreation and Parks Association (NRPA) provides baseline data that relate various park space types to population (in the form of national median figures). This data is only useful for benchmark comparison, and is not intended to be used to determine modifications to any parks and open space network; however, the data is useful as general indicators. For example, the benchmarks tend to illustrate a population's tax-base ability to generally support various park space types. If excessive park space exists within an urban setting, the NRPA benchmarks will probably indicate this, while excessive local operational budgets will reflect this.

Another important and relevant aspect of the NRPA data is that it can be used to indicate where 'glaring gaps' in service provision exist. Apparent gaps

commonly result in resident demand for local park space. In both cases, this needs to be both qualified and quantified with local research.

a. Ward One Parks. Relative to NRPA data, the figure indicates that Ward One's 21,665 residents require approximately 8.7 hectares of tot lot; however the Ward hosts 22 hectares or 250% more than the benchmark.

Ward One's community park space exists at 22.5 hectares while the benchmark suggests a 43.3 hectare requirement. This suggests that the ward community park space exists at approximately 52% or 1/2 of benchmark.

Analysis: This ward is largely developed within the context of the 1 tot lot per 70 residential unit municipal requirement. This requirement results in excess and irrelevant gateway park space, as well as stressed maintenance efforts. The shortage in community park space also relates to the tot lot requirement (due to a focus on the tot lot as the primary park space).

b. Ward Two Parks. The NRPA benchmark indicates that Ward Two's 21,450 residents require approximately 8.6 hectares of tot lot; however, the Ward hosts 5.3 hectares or approximately 40% less than the benchmark.

Ward Two's community park space exists at 2.8 hectares while the benchmark suggests a 42.9 hectare requirement. This suggests that the ward community park space exists at approximately 7% of benchmark.

Analysis: This is the oldest City ward as well as the civic core area. Park development within this ward occurred relevant to need rather than municipal requirement (as a result of pre-requirement development); therefore, the gateway parks are not unreasonable relative to benchmark. The large variance between the existing community park and relative benchmark data occurs for two reasons. First, this urban core ward developed during an era where the community park was not a valued asset; rather, the municipal park was. Bannerman and Victoria Parks easily met resident requirement for community gathering and recreation, and still do today.

c. Ward Three Parks. The benchmark indicates that Ward Three's 18,932 residents require approximately 7.6 hectares of tot lot; however the Ward hosts 18.6 hectares or approximately 250% / 2.5 times more than the benchmark.

Ward Three's community park space exists at 9.1 hectares while the benchmark suggests a 37.9 hectare requirement. This suggests that the ward community

park space exists at approximately 25% of benchmark.

Analysis: Like ward one, this area of the City is developed largely through municipal requirement; therefore, the tot lot provision significantly exceeds benchmark. Also, as in ward one, the maintenance efforts required to sustain tot lot use is excessive, and the tot lot requirement has resulted in a focus away from the under-delivered community parks. For residents in the ward's west area, Bowring Municipal Park fulfills community park needs; however, the remaining areas of the ward are under-served.

d. Ward Four Parks. The benchmark indicates that Ward Four's 25,418 residents require approximately 10.2 hectares of tot lot, however the Ward hosts 8.3 hectares or approximately 81% of benchmark.

Ward Four's community park space exists at 41.6 hectares while the benchmark suggests a 50.8 hectare requirement. This suggests that the ward community park space exists at approximately 82% of benchmark.

Analysis: This area of the City is relatively mature with the exception of the Kenmount residential development. Most park development occurred relative to need - Kenmount was built to relative to requirement. Thus, the numbers are within 20% of benchmark for both park types. This percentage would decline if new development continues to occur under present requirement.

e. Ward Five Parks. The benchmark indicates that Ward Five's 18,716 residents require approximately 7.5 hectares of tot lot; however, the Ward hosts 6.5 hectares or approximately 87% of benchmark.

Ward Five's community park space exists at 32.2 hectares while the benchmark suggests a 37.4 hectare requirement, indicating the ward's community park space exists at approximately 86% of benchmark.

Analysis: This area of the City includes both rural residential hubs and expanding urban developments. The numbers suggest that the ward is well served; however, the numbers relate to population (and not products, type or quality relative to client base). In this ward, follow-up analysis and consultation advises the parks and open spaces meet the needs of those located within the immediate service area. Unfortunately, the rural nature of the ward leaves many unserved.



tot lot



community park

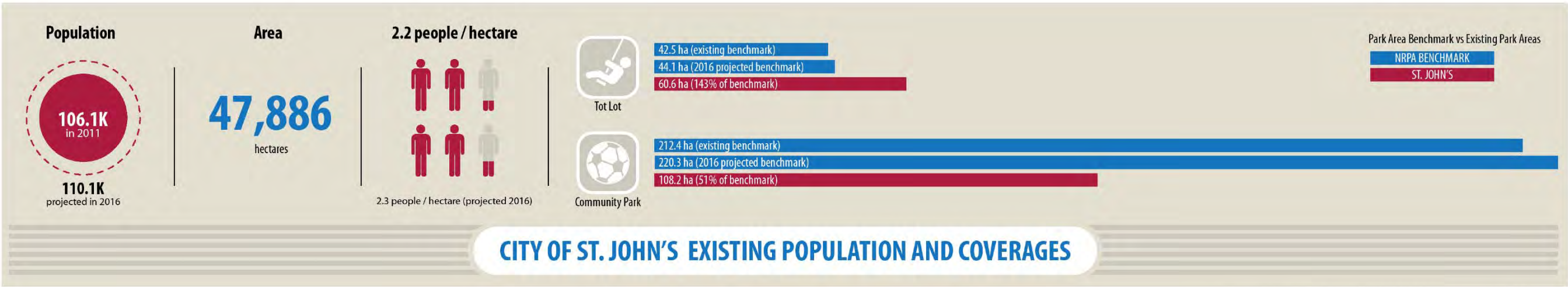
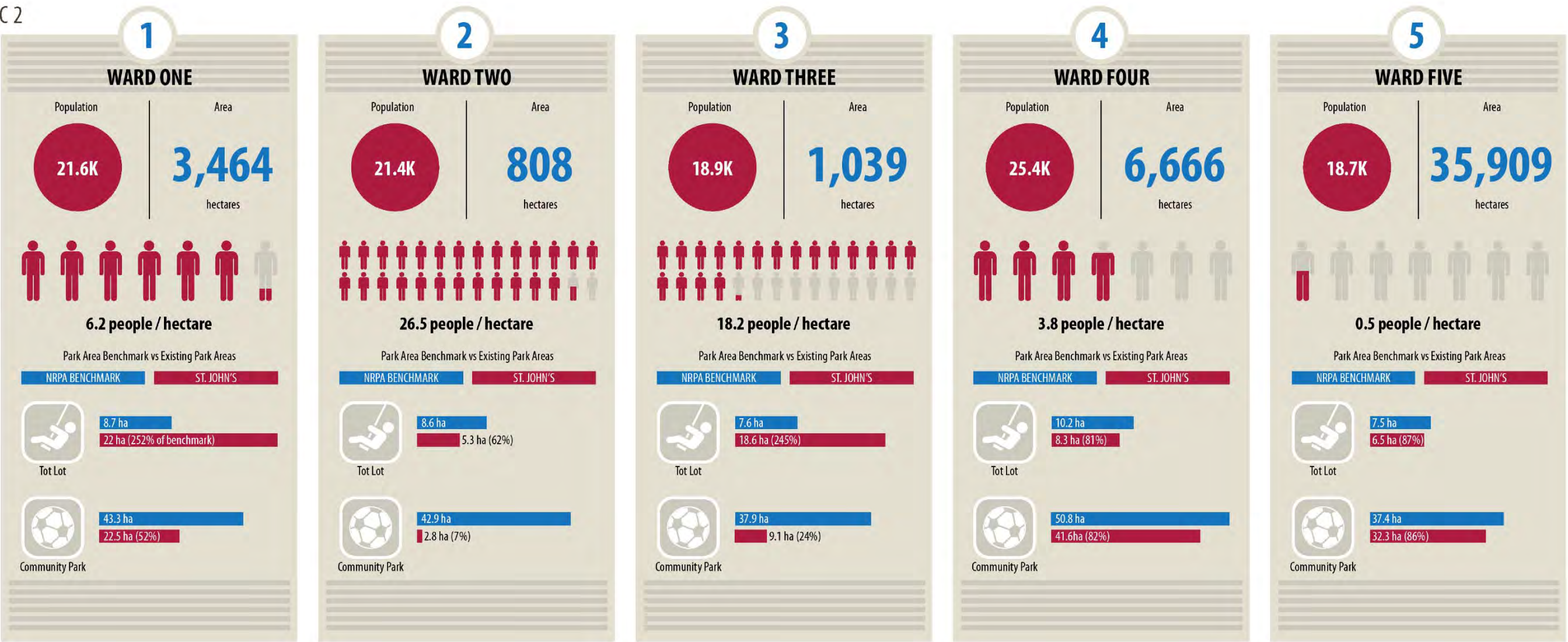


municipal park



trail system

INFOGRAPHIC 2



CITY OF ST. JOHN'S EXISTING POPULATION AND COVERAGES

Source: Statistics Canada, Province of Newfoundland, National Recreation and Park Association

2.4 KEY CONTEXTUAL LESSONS

Municipal planning regulation, relative to the tot lot, has left the City with an apparent abundance of tot lots. By benchmark, the City's 107,000 residents require approximately 43 hectares of this gateway park; however, 61 hectares exist. Thus, the City provides almost 50% more gateway park than benchmark. Discussions with the City's parks maintenance managers confirm that tot lots absorb excessive budget relative to use.

Inversely, community park benchmark sits at 212 hectares; however, the City hosts 108 hectares. This suggests the City is under-serviced by approximately 50% at the community level. In short, St. John's neighbourhoods are presently highly over-serviced while the collection of neighbourhoods (or communities) are highly under-serviced. The following chapters explore the relevance of these figures to St. John's as well as a proposed parks and open space 'refinement' based on resident desire and future needs.





3.0 MASTER PLAN VISION

The City of St. John's consulted residents to develop the visionary framework and principles described in this chapter. The sessions/activities conducted to develop these products included:

1. Focus groups with residents to talk about quality of life issues and use of the existing parks and open space network.
2. In-class working sessions with City students to discuss their daily lives as well as what facilities they use, don't use, or would like to see in St. John's.
3. A City-wide working session with residents to develop a refined parks and open space classification system based on the evolving City and contemporary St. John's lifestyle.
4. Working sessions for each ward to apply the refined network at the neighbourhood level.
5. A public open house to review refined ward plans within the context of a revised network classification, and to prioritize the projects required to initiate the implementation plan proposed in this report.

This chapter reviews the results of the public sessions and proposes a series of principles that direct all aspects of parks and open space network refinement and plan implementation. The principles are formed from the following consultation concepts as well as the results of the various consultation sessions/activities (see appendices).

3.1 CONSULTATION IDEAS

As consistently discussed during the various consultation sessions, residents of St. John's are clear about a need for a refined parks and open space network. This is not the result of a disdain for the existing products - this is due to the fact that the City has evolved into a significant national address. In short, the physical St. John's has caught up to the cultural St. John's relative to its importance as a national address. Thus, residents believe that their cultural identity is threatened by imported notions of City expansion. This sections describes the important parks and open space concepts that support the relevant notion of cultural retention in evolution and growth contexts. Infographic 3 summarizes these consultation concepts.

INFOGRAPHIC 3 - CONSULTATION CONCEPTS





3.2 GUIDING PRINCIPLES

This chapter converts the consultation concepts into resident-developed guiding principles. These principles are to be used as clear and definitive direction during both network expansion and renovation, and must be referred upon when developing policy and projects during plan implementation.

The overarching theme applied to all principles is evolution. Due to a strong economy and attractive lifestyle, the City of St. John's has sustained itself as a significant national residential address. This has resulted in an evolution of desired City form consistent with a contemporary national address; thus, the City of St. John's must reposition its parks and open space network to ensure products offered within this context support are both contextual and contemporary St. John's (to ensure sustained growth). The following describes the key principles that ensure St. John's parks and open space products support this evolution.

Principle One - Cultural Assets

Preamble. St. John's is home to powerful cultural assets that lend themselves to the notion of congregation, mobility and event participation. These assets, associated with the historical City core, provide the physical DNA required to expand in a manner that is in keeping with core character.

Principle. The City of St. John's protects the City centre identity by conserving elements that contribute to resident meeting, talking, walking, congregating and enjoying St. John's special architectural and cultural character. Additionally, City core cultural elements are transferred, in some form, to growth areas to ensure St. John's expands within the context of character-defining DNA.

Principle Two - Integrated and Interactive Neighbourhoods

Preamble. The strongest component of St. John's City form is the neighbourhood. This is where daily resident life begins, and where it must have strength. To ensure this, critical elements of health and well-being are available. Quality walking, conversation, basic recreation, and essential daily services are part of all neighbourhoods. The basic tools are streets with good tree canopies and sidewalks, a community park with associated land uses that provide safety and service to residents (to form a neighbourhood centre), trails with associated open space and inter-

neighbourhood activity to encourage resident meeting and greeting. Assets outside of these can connect neighbourhoods to neighbourhoods, or civic arterial streets to neighbourhoods (etc.).

Principle. The City of St. John's encourages the creation of new, as well as the retrofit of existing, neighbourhoods to create the desired resident home addresses. The City benefits from the combined cultural and economic value through increased growth, higher property values and resident satisfaction.

Principle Three - Updated Parks and Open Space Network

Preamble. The resident gateway to the parks and open space network is the tot lot. As previously discussed, this park's cultural and operational issues outweigh the benefit and, consequently, should cease to exist as this plan is implemented. The consultation process identified a refined network that proposes the community park as network gateway inclusive of a hierarchal network of parks and trails. Together, this network should form the backbone to City growth and revitalization.

Principle. The City of St. John's utilizes a refined network of parks, open space, trails and natural spaces on the following network classification. It is important to understand that the term open space is applied to all St. John's green space and must fall under strict zoning regulation that protects this space for public interest. Thus, by definition, open space includes all land and water areas, either publicly owned or offering public access, that are not covered by structures. This includes current and potential future parks, natural areas, pathways, roadway greenspace, land for parks and recreation facilities, golf courses, cemeteries, and other types of alternative-use open space. Chapter Four clearly describes the parks and open space network.

Principle Four - Active Transportation and Civic Structure

Preamble. The City of St. John's presently follows a bike-ways plan as an active transportation model. This plan should be expanded to include the previously described open space classifications. This will provide the platform to expand use, purpose and safety within a multi-modal network—whether existing or proposed.

Principle. The City of St. John's will explore broadened use of the Grand Concourse trail system, and update its street network within the context of active transportation. Thus, a contemporary and relevant network of multi-modal linkages will, through retro-fit of existing City areas or expanding

areas, provide meaningful transportation and recreational linkages throughout the City.

Principle Five - Landscape as Identity and Wayfinding

Preamble. St. John's landscape is both globally unique and under development pressure. This is a problematic dichotomy that should not be ignored.

Presently, landform, landmarks and water provide critical wayfinding and cultural identity information. This includes important assets such as the City's surrounding hills (including the lands above the 190-meter contour interval), landmarks such as the Signal Hill Tower and the Battery, as well as all water environments. The City must preserve these assets, conserve public views of the assets and ensure the relationship between this preservation and conservation in perpetuity.

Principle. The City of St. John's seeks to identify all critical landscape and landmark elements for environmental preservation and cultural asset conservation efforts. Through skilled analysis, planning and policy development, these elements will retain their significance in perpetuity.

Principle Six - Evolution and Recreation/Elite Sport Conflict

Preamble. The St. John's region has achieved a metropolitan size, relative to park space, resulting in an inherent conflict between the active and passive recreation populations. This was clearly articulated by residents who wish to walk passively on park trails, and meet "speedy bikers". Also, cross-country ski enthusiasts, engaged in event training, take issue with residents walking on perceived ski trails.

Most cities experience this problem during growth; however, budgets do not support the creation of a new park system to support the athlete. The City should work with provincial/federal agencies to identify events that require athletic facilities that can remain as event legacy. Thus, new facilities are created within event hosting roles.

Principle. The City of St. John's, through recreational, economic development and tourism strategies, seek to host events that result in built legacy projects that meet the needs of an increasingly active population.

Principle Seven - Celebrate Evolution to Date.

Preamble. This plan proposes a significant shift in parks and open space

delivery, based on resident desire. This desire does not minimize or fail to recognize the tremendous efforts of those who advanced recreational activity and environmental celebration/conservation in the City of St. John's.

At this point, this work should be formally recognized and celebrated before moving onto evolutionary practices. Thus, the City of St. John's should recognize the work of groups and individuals such as the Grand Concourse and The Johnson Family Foundation (by refining their long-term role relative to trail operations).

Principle. The City of St. John's understands the present parks and open space network will evolve significantly over upcoming years. Prior to commencing with this work, the City will create a special space recognizing the tremendous efforts of those who have worked hard, or contributed to, the present parks and open space network.

Principle Eight - Managing St. John's Destiny

Preamble. The City of St. John's presently ensures the delivery of design, construction, maintenance and operational services for its parks and open space network from varied sources - both internal and external. Control of all these administrative activities should fall within City management (to ensure efficient spending and resident response mechanisms).

As previously indicated, the City has evolved to the point where the multi-purpose and new facilities are required to meet resident need (within the context of growth). Thus, the City should create a single platform that manages facility budgeting, design, construction as well as advises on operational procedures. This platform should respond to the combined efforts of present Department of Planning, Development and Engineering and ceases any outsourcing of administrative and operational activities (unless deemed more efficient at a later date). Design and construction will remain within the private sector, under City of St. John's purchasing guidelines.

Principle. The City of St. John's manages all aspects of its parks and open space assets by creating internal capacity to manage the initial and ongoing design and construction of its assets (on a going-forward basis). Thus, the Recreation Division can manage the creation of new assets while continuing to seek operation review comments from Parks and Open Spaces Division as well as the Department of Planning/Engineering.





4.0 PARKS AND OPEN SPACE CLASSIFICATIONS

The City of St. John's has evolved into a diverse matrix of public parks, open spaces and recreational facilities ranging from the tot lot to nationally significant landscapes. As with all evolving and growing cities, St. John's recognizes the need to evaluate its existing network within the context of this evolution - as discussed in the last chapter. This chapter describes a revised network based on a rationalized classification of St. John's Parks and Open Spaces.

4.1 GREEN SPACE CLASSIFICATIONS

City of St. John's green spaces that have high environmental value are placed in two classifications. The high value linear corridor is categorized as greenway while space that is non-linear in form is categorized as Natural Space. The following describes these.

GREENWAY

Greenways provide open space connections to and from parks, schools, and neighbourhoods, and may include wildlife corridors, pathways, and trails. Thus, the greenway is a vegetated corridor of land that incorporates pathways or trails. The feature may provide continuous connections between neighbourhoods, as well as adjacent civic or commercial addresses (shopping areas, parks, etc.).

GREENWAY DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Links to open space and parks
- Frequent openings and access points

Amenities

<i>Benches</i>	<i>Interpretive signage</i>	<i>Public art</i>
<i>Bicycle racks</i>	<i>Pathways and trails</i>	<i>Shade structures</i>
<i>Formalized viewpoints</i>	<i>Picnic tables</i>	<i>Trees and shrubs</i>
<i>Garbage receptacles</i>	<i>Planting beds</i>	

Drainage

- May be used for drainage provided water does not collect within site or around recreational amenities
- Low impact development principles should be incorporated to ensure functional storm water management

Functional Design

- Include marker posts, fencing, or other methods to delineate these lands from private lands
- Develop through public utility right-of-ways, reserve dedication, road right-of-ways, utility right-of-ways and/or easements to permit ecological or trail connectivity
- May accommodate linear utility right-of-ways; however, these must be located along the greenway's periphery and surface installations must not directly interfere with recreational and functional design of the greenway
- May accommodate regional pathway or trails or perform linear recreation function
- May serve as adequate protection and habitat to permit animal

movement though a developed area

- May also include riparian areas recognized and protected through easement or reserve dedication
- May include publicly held corridors such as power line right-of-ways

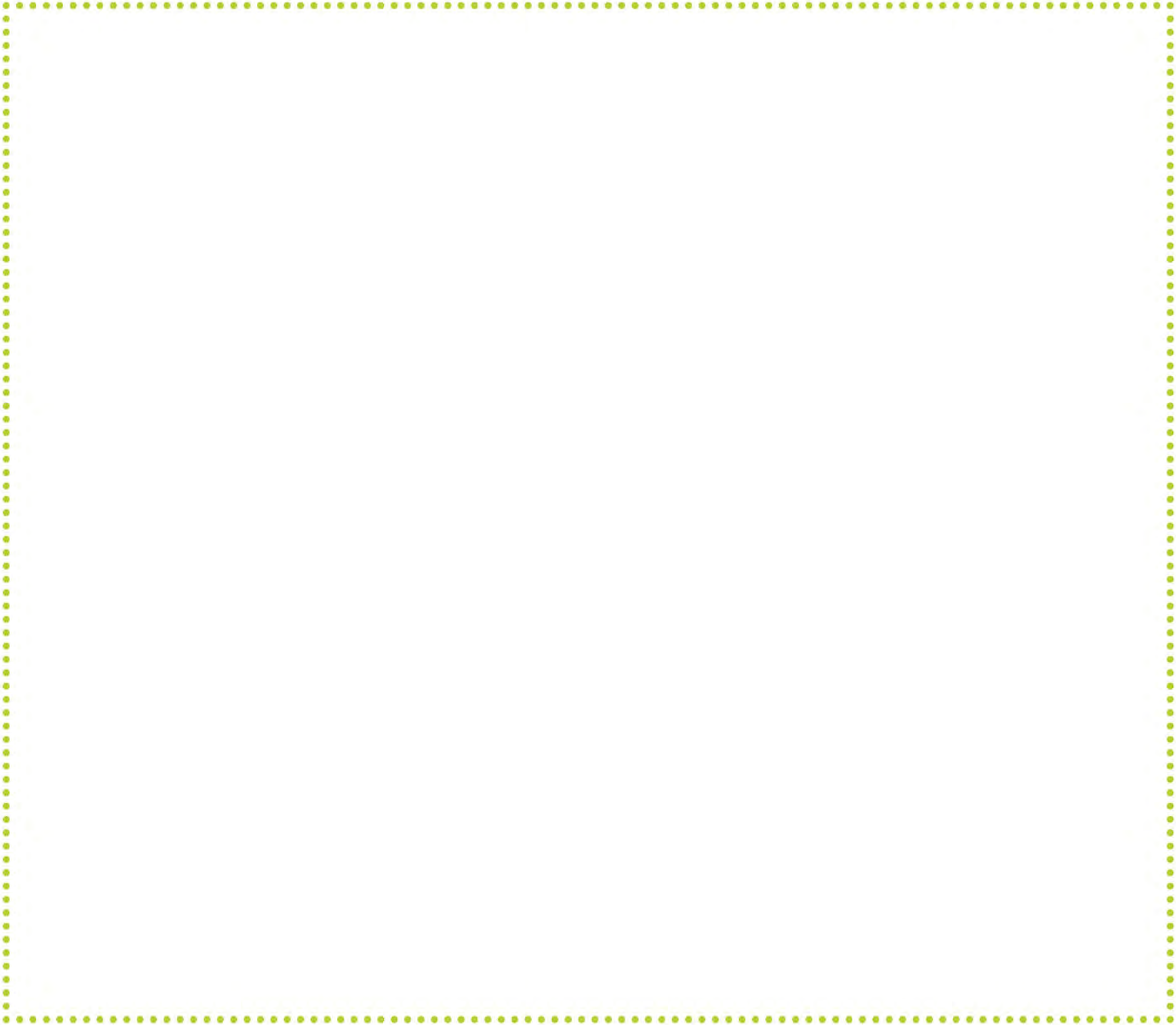
Location

- Located along waterways, natural areas, historic features, roadways

Functional Size

- Variable - based on function
- Minimum of ten metres in width





NATURAL SPACE

These are areas of land, or water, representing distinct elements of an area’s geological, ecological, or species diversity, and includes natural landscapes or features of value for natural heritage protection. Although human participation is encouraged in natural spaces, the participation is secondary to space protection. Thus, the natural space is dedicated as environmental reserve through zoning, development or subdivision processes. These lands preserve natural and environmentally significant areas which provide natural habitat for wildlife, maintain natural processes, or support biodiversity. The only allowable land uses within this space includes low impact recreational, educational and interpretive opportunities that foster an understanding of the natural assets of the space.

NATURAL AREA DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Linked to neighbourhood sidewalks, pathways, trails, adjacent parks
- Should contribute to connectivity of open space system

Amenities

<i>Benches</i>	<i>Garbage receptacles</i>	<i>Public art</i>
<i>Fencing</i>	<i>Interpretive signage</i>	<i>Trees and shrubs</i>
<i>Informal viewpoints</i>	<i>Pathways</i>	

Drainage

- Natural drainage courses commonly found within this classification
- May be used for drainage provided water does not collect within site or around recreational amenities
- Where applicable, low impact development principles should be incorporated to ensure functional storm water management

Functional Design

- Protect and manage natural or cultural environment, recreational use is secondary objective
- Ensure improvements are in accordance with riparian and wetland policy where applicable
- Develop low impact recreational trails where feasible
- Include marker posts, fencing, or other methods to delineate natural areas from private space
- Develop through public utility right-of-ways, reserve dedication, road right-of-ways, utility right-of-ways and/or easements to permit ecological or trail connectivity

Location

- Areas identified as environmentally significant areas should remain undisturbed during subdivision design and construction process and be designated as Environmental Reserve
- Areas considered undevelopable in accordance with the Municipal Government Act should be dedicated as Environmental Reserve





4.2 PARK CLASSIFICATIONS

Generally, the park is public land specifically designed or reserved for the general public for active or passive recreational use and includes all natural and man-made landscaping, facilities, playing fields, buildings, and other structures that are consistent with the general purpose of public park land, whether or not such recreational facilities are publicly operated or operated by other organizations as arranged with the City. The following are the park components associated with this definition.

NEIGHBOURHOOD PARK

This is the local gateway park that provides nearby recreation and leisure opportunities within a 10-minute (800 meter) walking distance of any residential front door. This park is developed to be a social and recreational focal point in the neighbourhood, and serves as a high-use amenity within existing and developing neighbourhoods.

The design-model for this facility is based on basic neighbourhood park needs. Thus, park components include informal court space, elevated and exciting play equipment, cognitive play spaces, informal field play space, shade, seating, natural space and access to trail networks. The site is a minimum of 1 hectare with surrounding activity that includes higher density residential and neighbourhood commercial uses (to support the notion of neighbourhood focal point and 'eyes on the park' for safety reasons).

NEIGHBOURHOOD PARK DESIGN GUIDELINES

The following explains, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Consider on-street parking, which is preferred over delineated parking lots
- Incorporate sufficient street frontage to provide sightlines for safety and access; however, busy street crossings for access are desirable
- Ensure access by walking and cycling
- Provide links to neighbourhood sidewalks, pathways, trails, adjacent parks

Amenities

<i>Benches</i>	<i>Pathways and trails</i>	<i>Multi-use court</i>
<i>Bicycle racks</i>	<i>Picnic tables</i>	<i>Small playgrounds</i>
<i>Community gardens</i>	<i>Public art</i>	<i>Small splash pad</i>
<i>Garbage receptacles</i>	<i>Shade structures</i>	<i>Trees and shrubs</i>
<i>Lighting</i>	<i>Signage</i>	<i>Viewpoints</i>

Drainage

- Site to be relatively flat with overall gradient of two to five percent
- Incorporate low impact development principles should be incorporated to ensure functional storm water management

Functional Design

- Ensure square or rectangular site to accommodate informal field play space
- Include marker posts or other methods to delineate site from private space
- Incorporate open, unobstructed area to accommodate unstructured play
- Ensure mix of shade and non-shade areas to accommodate year round usage and weather conditions

- Consider crime prevention through environmental design principles when determining locations, programming and design
- Locate utility right-of-ways along the periphery so as not to interfere with recreational and functional use of the park

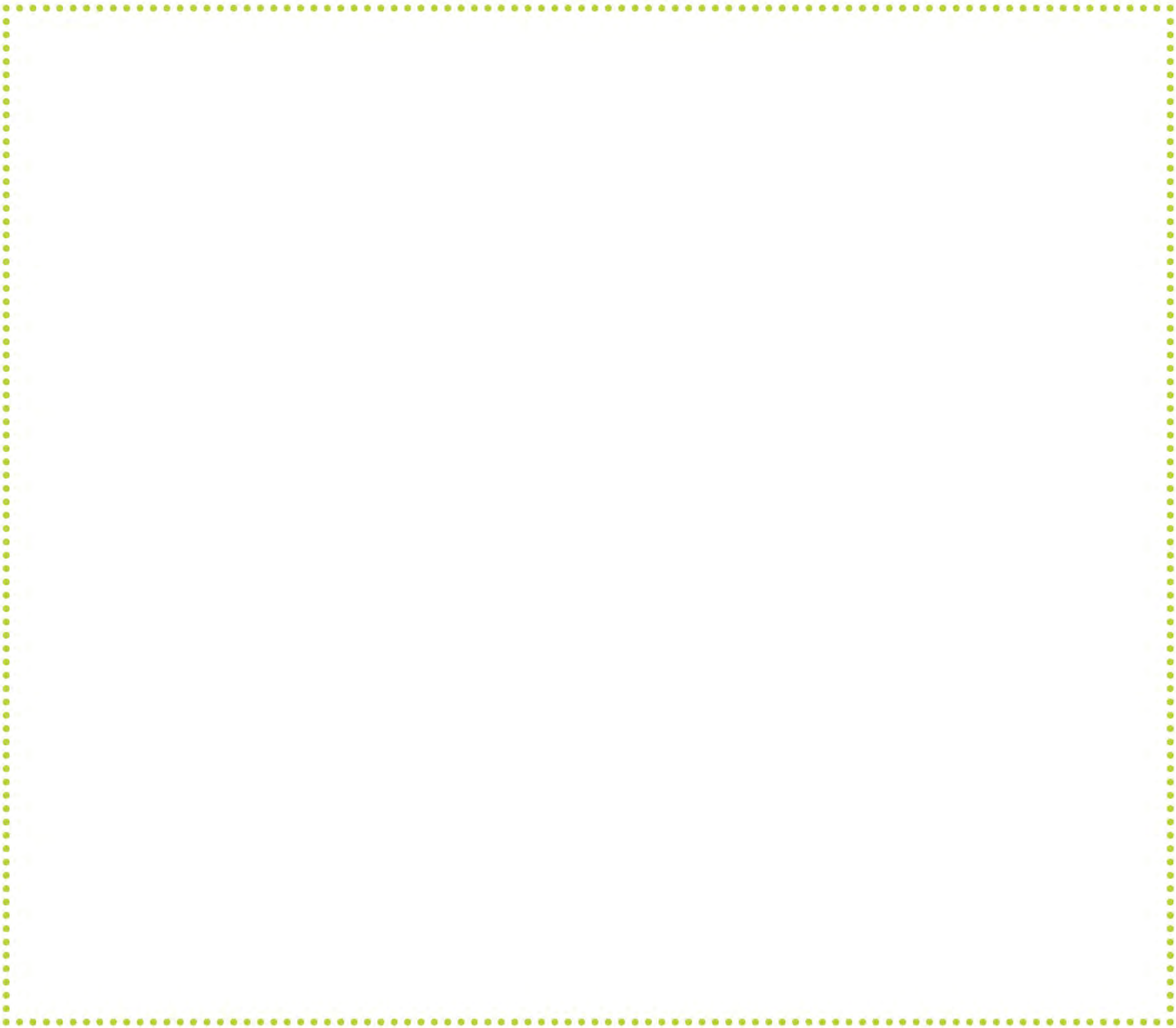
Location

- Locate centrally within a given neighbourhood
- Provide sufficient street frontage (at least two sides) to recognize access to park
- Locate in close proximity to elementary school where feasible

Park Area Requirement Standards

- Approximately 1 hectare placed at 20 minute walking intervals (1600 meters)





COMMUNITY COMMON

These are existing tot-lot or other remanded park spaces that will convert to some form of community use. As these spaces are replaced by adjacent neighbourhood or community park spaces, the City of St. John's will work with community groups to identify passive and/or natural uses for the spaces. Uses may include naturalization for inner city habitat, inner-neighbourhood pathway linkages, dog walking space, sliding or other forms of community use (that does not require the placement of structures, play equipment or other high-maintenance objects).

COMMUNITY COMMON DESIGN GUIDELINES

The following explains, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Existing access points to be retained.
- No additional access points to be created.

Amenities

<i>Benches</i>	<i>Off-leash area</i>	<i>Trees and shrubs</i>
<i>Community gardens</i>	<i>Pathways</i>	<i>Viewpoint</i>
<i>Garbage receptacles</i>	<i>Picnic tables</i>	
<i>Gateway to trails</i>	<i>Toboggan hills</i>	

Drainage

- Drainage as per existing flow pattern

Functional Design

- Locate future utility right-of-ways along the periphery so as not to interfere with the recreational and functional use of the park
- Provide adequate access for fire, emergency, and maintenance equipment

Location

- These are presently located. The City of St. John’s will work with community residents to identify re-use opportunities within in the context of passive park.



COMMUNITY PARK DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Incorporate adequate street frontage to provide sightlines for safety and access
- Locate centrally in each community to maximize neighbourhood catchment area
- Provide accessible opportunities to participants of all abilities and mobility
- Ensure access by walking or cycling
- Provide links to neighbourhood sidewalks, pathways, trails, adjacent parks, school yards
- Provide nearby safe street crossings
- Provide dedicated street parking or parking lot

Amenities

<i>Benches</i>	<i>Gazebos</i>	<i>Restrooms</i>
<i>Bicycle racks</i>	<i>Lighting</i>	<i>Shade structures</i>
<i>Community gardens</i>	<i>Off-leash area</i>	<i>Signage</i>
<i>Cultural installations</i>	<i>On-site parking</i>	<i>Sports fields</i>
<i>Farmers markets</i>	<i>Outdoor rinks</i>	<i>Spray parks</i>
<i>Sport fencing</i>	<i>Pathways and trails</i>	<i>Toboggan hills</i>
<i>Garbage receptacles</i>	<i>Picnic tables</i>	<i>Trees and shrubs</i>
<i>Gateway to trails</i>	<i>Public art</i>	<i>Viewpoint</i>

Drainage

- Site to be relatively flat with overall gradient of two to five percent
- Incorporate low impact development principles to ensure functional storm water management

Functional Design

- Locate utility right-of-ways along the periphery so as not to interfere with the recreational and functional use of the park
- Include multi-use design with flexibility to change over time
- Ensure mix of shade and non-shade areas to accommodate year-round usage and weather conditions
- Provide adequate access for fire, emergency, and maintenance equipment
- Ensure square or rectangular site to accommodate sports fields
- Include marker posts, fencing, or other methods to delineate site from private space
- Provide links to schools where feasible

Location

- Locate on collector or arterial roads to facilitate vehicular access
- Provide sufficient street frontage to recognize and access park
- Locate centrally between neighbourhoods or developments

Functional Site

- Between 3.2 and 12.1 hectares

Park Area Requirement Standards

- Between 3.2 and 12.1 hectares placed at 40 minute walking intervals (3700 meters - no more than 20 minutes from any resident's front door)





MUNICIPAL PARK

The purpose of a Municipal Park is to serve as a destination facility for people of all ages and abilities to participate in active and passive recreational activities. The overall design of this facility accommodates structured athletic and cultural activities such as tournaments and festivals, in addition to non-structured recreational amenities such as playgrounds, internal pathway networks, picnic areas and informal open play spaces form the park. Provision for indoor play recreational activities are possible when a multi-use facility is located within the Municipal Park.

The municipal park also hosts larger special-use areas. This includes a variety of recreational amenities such as campgrounds, BMX tracks, mountain bike parks, large skateboard facilities, off-leash dog-parks, nature centres, equestrian facilities or larger water parks. In general, any recreational activity that is destination-based should be placed within the Municipal Park classification.

MUNICIPAL PARK DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Incorporate sufficient street frontage to provide sightlines for safety and access
- Ensure access by walking or cycling
- Provide nearby safe street crossings
- Include links to sidewalks, pathways, trails, adjacent parks
- Provide accessible opportunities to participants of all abilities and mobility
- Provide adequate access for fire, emergency, and maintenance equipment
- Provide adequate off street parking for amenities provided

Amenities

<i>Aquatic facility</i>	<i>Lighting</i>	<i>Signage</i>
<i>Benches</i>	<i>Off-leash area</i>	<i>Skating rinks</i>
<i>Bicycle racks</i>	<i>On-site parking</i>	<i>Sports fields</i>
<i>Community gardens</i>	<i>Pathways and trails</i>	<i>Sport pads</i>
<i>Cultural centers</i>	<i>Picnic tables</i>	<i>Spray parks</i>
<i>Farmers markets</i>	<i>Planting beds</i>	<i>Toboggan hills</i>
<i>Fencing</i>	<i>Playgrounds</i>	<i>Trees and shrubs</i>
<i>Garbage receptacles</i>	<i>Public art</i>	<i>Viewpoints</i>
<i>Gazebos</i>	<i>Restrooms</i>	
<i>Ice arenas</i>	<i>Shade structures</i>	

Drainage

- Site to be relatively flat with overall gradient of two to five percent
- Incorporate low impact development principles to ensure functional storm water management

Functional Design

- Locate utility right-of-ways along the periphery so as not to interfere with recreational and functional use of park
- Design for multi-use with flexibility to change over time
- Ensure mix of shade and non-shade areas to accommodate year round usage and weather conditions
- Include adequate buffering between active and passive use areas, as well as adjacent neighbourhoods
- Include marker posts, fencing, or other methods to delineate site from private space

Location

- Locate adjacent to collector or arterial roads to facilitate vehicular access
- Provide sufficient street frontage to recognize and access park
- Locate close to commercial areas where feasible
- Consider commercial, light industrial or institutional areas due to noise levels, traffic, and lighting

Functional Size

- Range: from 12.1 to 40.5 + hectares

Catchment Area

- Draw participants from a 25 kilometre radius, up to a 50 kilometre radius





URBAN PLAZA

This gathering space serves as a social focal point within the downtown, commercial development zone or, in special cases, found adjacent to residential or institutional areas (where a powerful focal point is desired). The Urban Plaza provides important social interaction and public event space for street festivals, arts shows, performances and open air markets. Interactive public art and water features are to be included within this space.

URBAN PLAZA DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Provide links to parks by sidewalks, pathways, trails and adjacent parks
- Include a minimum of two street frontages to maintain sightlines
- Ensure no more than two sides bounded by roads of collector standard
- Provide perimeter decorative barriers to block off vehicular access from Plazas

Amenities

- Determine amenities by function of the area

Drainage

- Site to be relatively flat with overall gradient of two to five percent
- Incorporate low impact development principles to ensure functional storm water management

Functional Design

- Incorporate frontage to include retail and service establishments, where economically feasible and viable, to attract people and create a vibrant public space
- Design for four-season, day and night use
- Promote development in commercial districts, employment centers, and multi-family areas

Location

- Variable - based on function and overall neighbourhood design

Functional Size

- Variable - based on function and overall neighbourhood design

Catchment Area

- Variable - based on function and draw of adjacent amenities

Park Area Requirement Standard

- Variable - based on function and overall neighbourhood design





NEIGHBOURHOOD SQUARE

This gathering space serves as a social focal point within the neighbourhoods that reflect the historical St. John's development pattern or, in special cases, found adjacent to residential or institutional areas (where a powerful focal point is desired). The Neighbourhood Square provides important social interaction and public event space for street festivals, arts shows, performances and open-air markets. Interactive public art and water features are to be included within this space.

NEIGHBOURHOOD SQUARE DESIGN GUIDELINES

The following categories explain, in detail, specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by the City.

Access

- Provide links to parks by sidewalks, pathways, trails, adjacent parks
- Include minimum of two street frontages to maintain sightlines
- Ensure no more than two sides bounded by roads of collector standard
- Provide perimeter decorative barriers to block off vehicular access from Plazas

Amenities

- Determine amenities by function of the area

Drainage

- Site to be relatively flat with overall gradient of two to five percent
- Incorporate low impact development principles to ensure functional storm water management

Functional Design

- Incorporate frontage to include retail and service establishments, where economically feasible and viable, to attract people and create a vibrant public space
- Design for four-season, day and night use
- Promote development in commercial districts, employment centers, and multi-family areas

Location

- Variable - based on function and overall neighbourhood design

Functional Size

- Variable - based on function and overall neighbourhood design

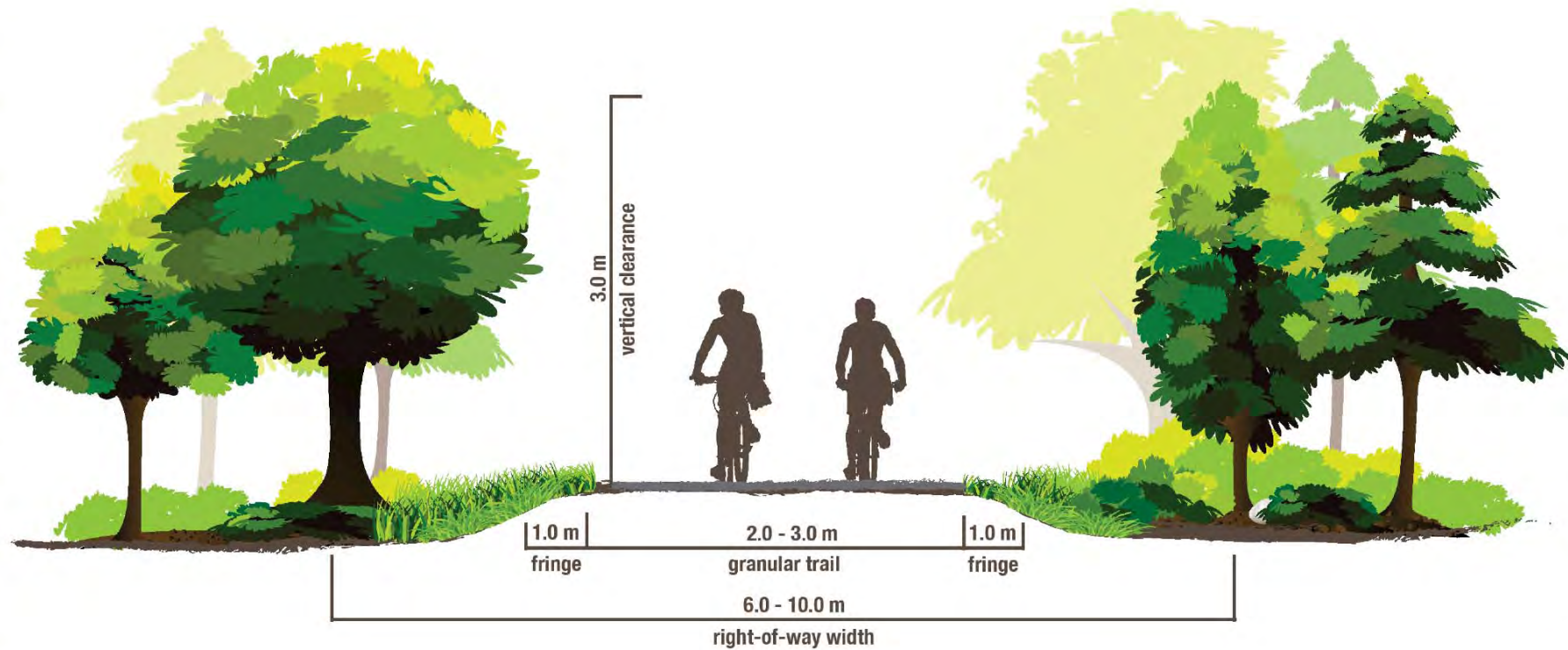
Catchment Area

- Variable - based on function and draw of adjacent amenities

Park Area Requirement Standard

- Variable - based on function and overall neighbourhood design





4.3 TRAIL CLASSIFICATIONS

Trail networks are designed and constructed throughout the City to provide connectivity through varied contexts. As previously mentioned, the notion of trail should evolve to multi-use pathways within the context of active transportation. Thus, non-motorized and self-propelled recreational activities that occur within the City's trail network can include walking, in-line skating and cycling. Not all trails will support all activities. Community trails will retain foot traffic only, while municipal trails become multi-modal. The following describes these trail classifications.

COMMUNITY TRAIL

This trail connects neighbourhoods to each other as well as important daily destinations. The community trail, when considered with greenways is a component of neighbourhood 'backbone'. This is the largest component of the regional trail network as it provides important linkages between residents and the municipal trail network.

COMMUNITY TRAIL DESIGN GUIDELINES

The following explains, in detail, specific design attributes associated with this classification. The development and operation/maintenance of this classification are subject to the following terms, recognized standards and best practices observed and practiced by the City.

Access

- Provide bollards or gates at pathway access points
- Ensure sections of trails functioning as maintenance access will accommodate the widest piece of equipment and be a minimum of four metres in width to accommodate maintenance and emergency vehicles

Amenities

- May include benches and interpretive stops adjacent to the pathway or trail
- Keep lighting to a minimum in compliance with dark sky practices; it may be appropriate for pathway access points, staging areas and bridges
- Consider the use of photo-voltaic power sources, placed to ensure lighting relative to the above, with bulb “burn-out” at or close to midnight

Drainage

- Incorporate cross slope or crown tread to prevent pooling of water on tread surface
- Ensure trails are not used as drainage conveyance along longitudinal line of trail
- Ensure trails adjacent to storm pond facilities are located above recognized high water line

Fringe

- Preserve existing vegetation where appropriate
- Set back pathway from curb three to four and a half metres where street tree plantings occur, where no trees are included and vehicle speed is 60 km/hr or less, setback can be reduced to minimum of two

metres

- Incorporate localized vegetation and/or local aggregate materials

Functional Design

- Locate street crossings, pavement markings, curb extensions, lights, signage, etc.
- Establish vision clearance triangle where pathways intersect with roadways and other pathway networks
- Ensure pathways intersect streets at right angles
- Provide grass buffer between mulch beds and pathway/trail
- Engineer and construct with slope and grade considered (*max, mins and runs to go here*)

Interface

- Address key elements of *Crime Prevention Through Environmental Design* principles in design decisions
- Provide minimum three metre radius clearance zone at intersections
- Ensure a smooth transitions in grade at access points (ex. dropped curb structures)

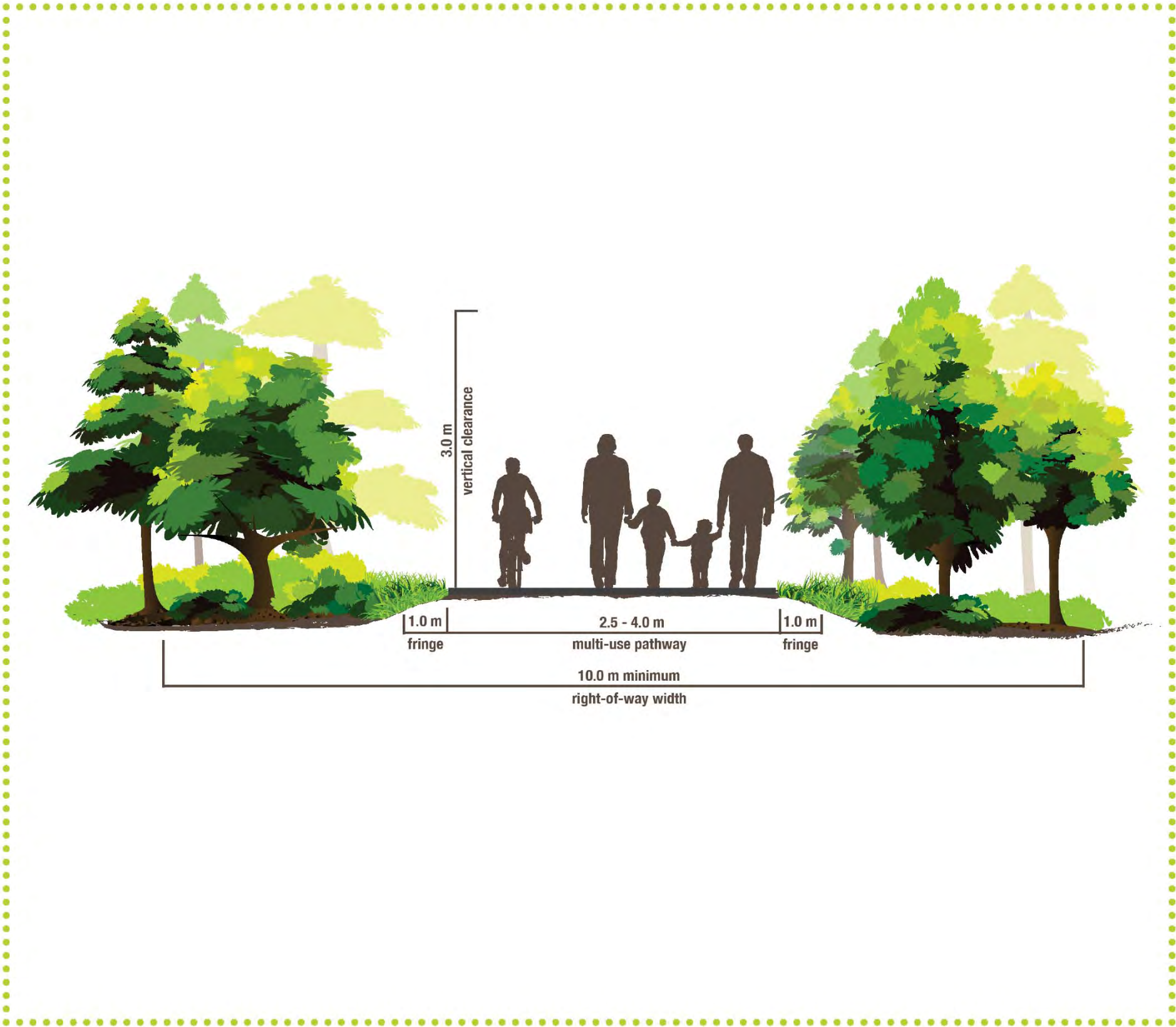
Potential Infrastructure

- Suggested additions include: animal-proof garbage bins, bike racks, bollards, engineered drainage, bridges, signage, benches, geo-textile, stairs, boardwalks, railings

Maintenance and Operation

- Subject to maintenance guidelines (as indicated in this plan)
- Typical maintenance may include snow removal, gravel sweeping, pathway litter removal, trailhead and/or rest stop garbage receptacle emptying, inspections, sign maintenance, clearing of drainage culverts, cutting of fringe vegetation, overlays, crack filling or skin patching, granular resurfacing, and line painting





MUNICIPAL TRAIL

This is the multi-use backbone for the greater system of integrated trails throughout the City. Emphasizing multi-use, the Municipal Trail provides access to all non-motorized users, of all abilities, throughout the City. Provision for controlled intersections, signage and rest nodes are integrated into system design to enhance safety and enjoyment.

MUNICIPAL TRAIL DESIGN GUIDELINES

The following explains, in detail, specific design attributes associated with this classification. The development and operation/maintenance of this classification are subject to the following terms, recognized standards and best practices observed and practiced by the City.

Access

- Provide bollards or gates at pathway access points
- Ensure required stairways designed with a side ramp for bicycles
- Design to City standards and to accommodate maintenance, emergency and patrol vehicles where feasible
- Ensure sections of trails functioning as maintenance access will accommodate the widest piece of equipment and be a minimum of four metres in width to accommodate maintenance and emergency vehicles

Amenities

- Provide rest nodes approximately every two kilometres on linear networks
- Keep lighting to a minimum in compliance with dark sky practices; it may be appropriate for pathway access points, staging areas and bridges

Drainage

- Incorporate cross slope or crown tread to prevent pooling of water on tread surface
- Ensure trails are not used as drainage conveyance along longitudinal line of trail
- Ensure trails adjacent to storm pond facilities are located above recognized high water line

Fringe

- May include physical barriers such as concrete barriers, guardrails or tension cables where trails are located adjacent to roadways
- Preserve existing vegetation where appropriate

- Provide grass buffer between mulch beds and pathway/trail

Functional Design

- Ensure trails designated as part of the Trans Canada Trail are be a minimum of three metres, within a ten metre right of way where feasible
- Set back trails from curb three to four and a half metres where street tree plantings occurs, where no trees are included and vehicle speed is 60 km/hr or less, setback may be reduced to a minimum of two metres
- Ensure, where applicable, trails running through, or adjacent to commercial, office and/or industrial developments are developed in accordance with commercial, office and industrial design guidelines in the City

- [view triangle and slope data here](#)

Interface

- Avoid construction of trails through parking lots and rear lanes
- Ensure no fence, wall, hedge, shrub, structure or other obstruction impedes sightlines where pathways intersect with roadways and other trail networks
- Minimize crossing of driveways and streets where appropriate, street crossings should include pavement markings, curb extensions, lights, signage, etc.
- Ensure underpass, overpass, or tunnel crossings have widths equal to or greater than that of the approaching pathway
- Ensure pathways intersect streets at right angles
- Ensure intersections have a minimum three metre radius clearance zone
- Ensure design addresses key elements of *Crime Prevention Through Environmental Design*
- Ensure access points have a smooth transition in grade (ex. dropped curb structures)

Potential Infrastructure

- Suggested additions include: Animal-proof garbage receptacles, bicycle racks, bollards, engineered drainage, bridges, signage, benches, geo-textile, boardwalks, railings, lighting, underpass, overpass or tunnel crossings, and staging areas

Maintenance and Operation

- Trails subject to the guidelines included in this document
- Typical maintenance may include snow removal, gravel sweeping, pathway litter removal, trailhead and/or rest stop garbage receptacle emptying, inspections, sign maintenance, clearing of drainage culverts, cutting of fringe vegetation, overlays, vegetation pruning, crack filling or skin patching, line painting



4.4 MAINTENANCE CLASSIFICATIONS

PARKS AND OPEN SPACE:
MAINTENANCE SERVICE LEVELS

Overview:

The City’s parks and open space system features a broad array of lands from natural grasslands and ravines to urban style parks. Due to the diversity of the lands, a systematic maintenance approach has been identified. This approach allows the City to categorize maintenance activities based on certain location characteristics and amenity types. Based on these, a general list of maintenance tasks have been identified for each Maintenance Service Level.

Please note that the Maintenance Service Levels do not necessarily imply quality; rather, they are developed in response to meeting maintenance service objectives and the level of effort required. The primary basis for establishing maintenance levels is the frequency at which maintenance is required. These frequencies are based on peak seasonal use from April through October, inclusive.

Maintenance Service Objectives

Maintenance and Service Levels identify minimum acceptable levels of maintenance to be provided. Park and open space maintenance is the key to protection of the public’s health, safety and welfare, as well as the basis of the public’s image of the quality of community facilities and services.

The following objectives are recognized to assist in establishing a comprehensive maintenance program:

- Safety:** Maintain parks and open spaces in a condition which protects the health, safety and welfare of the public.
- Cleanliness:** Maintain facilities in a clean and sanitary condition.
- Amenity Performance:** Maintain amenities in a condition which allows for the intended recreational use.
- Resource Protection:** Protect natural resources, developed improvements, and infrastructure from deterioration, vandalism and natural processes such as erosion.

Responsiveness: Respond to public needs, requests and unsolicited concerns in a timely manner.

The following table illustrates parks and open spaces which are subject to these maintenance service levels:

Classification:	Maintenance Service:
Parks:	
Municipal Park, Sport Fields	Level A
Community Park	Level B
Neighbourhood Park	Level B
Community Common	Level C
Plaza:	
Urban Plaza	Level A
Neighbourhood Square	Level B
Open Space:	
Greenway	Level C
Natural Space	Level D

MAINTENANCE SERVICE LEVEL A

Examples: Athletic Fields, Municipal Parks, Urban Plazas.

Description: These parks and open spaces are typically located in highly populated areas and experience intensive year-round use by a variety of user groups.

Turf Management

- Maintain turf between 76 mm to 89 mm (51 mm for sport fields)
- Trim park perimeter and around features before every cut
- Service level frequency is subject to current weather conditions, accumulated precipitation and subsequent growth

Planting Beds and other amenities

- Maintain beds in a weed-free condition
- Ensure adequate mulch depth is consistent
- Ensure edging around beds is maintained

Garbage and Litter Management

- Inspect site a minimum of three times every two weeks during peak season (May-October) and as deemed necessary by administrative staff during the off-season
- Clear fence lines of visible accumulated litter
- Pick up litter and trash daily during peak seasons (May-October) and as deemed necessary by administrative staff during the off-season
- Empty trash if more than half full or sooner if strong odor is present or attracting insects; clean up area around garbage receptacle

Weed Control

- As per municipal specification (see City of St. John’s *Chemical Application Guidelines*)

Tree Maintenance

- Inspect on a monthly basis or as required by administrative staff
- Maintain tree wells if cultivated, well should be free of weeds, intact and able to hold water, if mulched, mulch should be spread evenly to a depth of 101.6 mm and not piled against the tree
- Remove dead, diseased or broken branches
- Remove low-hanging branches, and branches interfering with clearance zones of signs, benches, pathways, etc.

Play Equipment

- Inspect daily during peak seasons (May-Oct) and twice weekly during off-peak season
- Follow City of St. John’s Municipal Inspection Sheet when performing inspections

Fence Maintenance

- Inspect on a monthly basis

- Ensure no broken or bent posts are present
- Tighten cable and/or fabric as required
- Ensure fence is straight and at same consistent height
- Install all gates according to standard procedures and ensure fully operational

Snow Clearing and/or Removal

- Consider intensive-use areas such as Urban Plazas require more frequent monitoring and maintenance performed to ensure safe conditions
- Remove snow accumulation to a depth sufficient for public safety relative to municipal snow clearing priorities
- Add anti-slip compound where required
- Monitor areas prone to frequent ice accumulation and dealt with relative to municipal snow clearing priorities

MAINTENANCE SERVICE LEVEL B

Examples: Community and Neighbourhood Parks, Neighbourhood Square

Description: These parks and open spaces are typically located in populated areas and experience moderate seasonal use by a variety of user groups including: families, school groups, formal and informal sports assemblies and any other recreational user groups.

Turf Management

- Maintain turf between 76 to 89 mm
- Trim parks perimeter and around features before every cut
- Service level frequency is subject to current weather conditions, accumulated precipitation and subsequent growth

Garbage and Litter Management

- Inspect site a minimum of three times every two weeks during peak season (May-October) and as deemed necessary by administrative

staff during the off-season

- Clear fence lines cleared of visible accumulated litter
- Remove unapproved structures (tree forts, building materials, etc.)
- Pick up litter and trash daily during peak seasons (May-October) and as deemed necessary by administrative staff during the off-season
- Empty trash if more than half full, or sooner if strong odor is present or attracting insects; clean up area around garbage receptacles

Weed Control

- As per municipal specification (see City of St. John's *Chemical Application Guidelines*)

Tree Maintenance

- Inspect annually (or as required by administrative staff)
- Maintain tree wells if cultivated, wells should be free of weeds, intact and able to hold water, if mulched, mulch should be spread evenly to a depth of 101.6 mm and not piled against the tree
- Remove dead, diseased or broken branches
- Remove low-hanging branches, and branches interfering with clearance zones of signs, benches, pathways, etc.

Play Equipment

- Inspect daily during peak seasons (May-Oct) and twice weekly during off-peak season
- Follow City of St. John's Municipal Inspection Sheet when performing inspections

Fence Maintenance

- Inspect on a monthly basis during peak season (May-Oct) and as deemed necessary by administrative staff during off-season periods
- Ensure no broken or bent posts are present
- Tighten cable and/or fabric as required
- Ensure fence is straight and at same consistent height
- Install all gates must according to standard procedures and ensure fully operational

MAINTENANCE SERVICE LEVEL C

Examples: Greenways, Community Common

Description: These parks and open spaces are typically located in populated areas and experience moderate seasonal use by a variety of user groups including families.

Turf Management

- Maintain turf between 152 and 203 mm, roughly cut once a month
- Trim park perimeter and around features before every cut
- Service level frequency is subject to current weather conditions, accumulated precipitation and subsequent growth

Garbage and Litter Management

- Inspect site a minimum of three times every two weeks during peak season (May-October) and as deemed necessary by administrative staff during the off-season
- Clear fence lines of visible accumulated litter
- Pick up litter and trash daily during peak seasons (May-October) and as deemed necessary by administrative staff during the off-season
- Empty trash if more than half full sooner if strong odor is present or attracting insects, clean up area around garbage receptacle

Weed Control

- As per municipal specification (see City of St. John's *Chemical Application Guidelines*)

Tree Maintenance

- Inspect annually
- Maintain tree wells, if cultivated, wells should be free of weeds, intact and able to hold water, if mulched, mulch should be spread evenly to a depth of 101.6 mm and not piled against trunk of tree
- Remove dead, diseased or broken branches
- Remove low hanging branches and branches interfering with clearance zone of signs, benches, pathways, etc.

Play Equipment (remanded tot lots only)

- Inspect daily during peak seasons (May-Oct) and twice weekly during off-peak season
- Follow City of St. John’s Municipal Inspection Sheet when performing inspections

Fence Maintenance

- Inspect on a monthly basis
- Ensure no broken or bent posts are present
- Tighten cable and/or fabric as required
- Ensure fence is straight and at same consistent height
- Install all gates according to standard procedures and fully operational

MAINTENANCE SERVICE LEVEL D

Examples: Natural Space (environmental reserves, bio-swales, streams, storm water “wet” ponds, etc.)

Description: These are areas which do not typically support intensive recreational activities due to a natural and native environment and in some cases, location; therefore, minimal maintenance is required.

Turf Management

- Turf not normally mowed with the exception of trail heads, parking lots and staging areas, clearance zones along pathways, to reduce fire danger or to perform weed control; frequency is typically once per season.
- Service level frequency is subject to current weather conditions, accumulated precipitation and subsequent growth

Garbage and Litter Management

- Inspect site on a bi-annual basis
- Clear fence lines are cleared of visible accumulated litter

- Remove unapproved structures (tree forts, building materials, etc.)

Weed Control

- Inspect annually and control noxious weeds only
- Identify any noxious weeds, which shall be addressed immediately by an applicator with a valid herbicide application license
- Provide public notice prior to application

Tree Maintenance

- Inspect on a bi-annual basis
- Remove standing dead trees, low or hanging branches and branches interfering with clearance zone of signs or those which threaten property or amenities

Fence Maintenance

- Inspect on a bi-annual basis
- Ensure no broken or bent posts
- Tighten cable and/or fabric as required
- Ensure fence is straight and at same consistent height
- Install all gates must according to standard procedures and ensure fully operational

PATHWAYS & TRAILS:
MAINTENANCE SERVICE LEVELS

Overview

The City’s pathway and trail network is an ever-expanding system of interconnected routes allowing active individuals and families the opportunity to experience a broad array of lands from natural grasslands and ravines to urban style neighbourhood parks. Due to the diversity of the lands, a systematic maintenance approach has been identified. This approach allows the City to categorize maintenance activities based on the specific pathway or trail classification.

Please note that the Maintenance Service Levels do not necessarily imply quality; rather, they are developed in response to meeting maintenance service objectives and the level of effort required. The primary basis for establishing maintenance levels is the frequency at which maintenance is required. These frequencies are based on peak seasonal use from May 1st through October 31st, inclusive.

Pathway and trail maintenance during the winter months (November 1st through April 30th) may be affected due to the unpredictability of the City’s winter months. As a result, seasonal pathway or trail closures or no winter maintenance may be enacted. Any pathways or trails which are intended to be closed or not maintained during the winter months must be signed and advertised accordingly.

Maintenance Service Level Objectives

Maintenance Service Levels identify minimum acceptable levels of maintenance to be provided, contingent on seasonal challenges. Pathway and trail maintenance is the key to protection of the public’s health, safety and welfare, as well as the basis of the public’s image of the quality of community facilities and services. The following objectives are recognized to assist in establishing a comprehensive maintenance program.

Safety: Where seasonably possible, maintain pathways and trails in a condition which protects the health, safety and welfare of the public
Cleanliness: Maintain trailheads in a clean and sanitary manner

Amenity Performance: Maintain amenities in a condition which allows for the identified recreational use
Resource Protection: Protect natural resources, developed improvements and infrastructure from deterioration, vandalism and natural processes such as erosion
Responsiveness: Respond to public needs, requests and unsolicited concerns in a timely manner relative to expressed workload

The following pathway and trails classifications are subject to these Maintenance Service Levels:

Classification	Maintenance Service
Municipal Trail	Level 1
Community Trail	Level 2

MAINTENANCE SERVICE LEVEL 1

Pathway and Trail Classifications

Municipal Trails

Description

These fully accessible pathways and trails are typically located in populated areas and experience intensive year-round use by a variety of use groups including: cyclists, walkers, joggers, and inline skaters.

Tread Surface Management

- Inspect pathway and corridor on a bi-weekly basis (year round)
- Ensure pathway or trail tread is free from hazards and obstructions
- Keep tread surface swept and free of debris - asphalt, sand, grass clippings
- Ensure painted line work is legible and not fading
- Repair and seal cracks and surface crumbling

Fringe Vegetation Management

- Regularly maintain fringe turf grass as not to encroach on tread surface

Signs and wayside amenities

- Ensure that all signs and wayside amenities are free and clear of any hazards
- Keep information kiosks or interpretive signage free from graffiti and keep content current and relative to the location

Adjacent Tree and Shrubbery Maintenance

- Remove of any low-hanging branches interfering within the specified/illustrated vertical clearance zone
- Remove of any standing dead vegetation that may pose a threat (deadfall) to the pathway or trail
- Remove of any vegetation obstructing signs adjacent to pathway or trail

Litter Management

- Pick up litter monthly from tread and immediately adjacent to pathway or trail

Winter Maintenance

- Ensure maintenance during winter months includes snow clearing contingent on municipal snow clearing priorities

MAINTENANCE SERVICE LEVEL 2

Pathway and Trail Classifications

Community Trails

Description

These fully accessible pathways and trails are typically located in populated areas and experience moderate seasonal use by a variety of user groups including: cyclists, walkers, joggers, hikers, and inline skaters. Specialty structures such as boardwalks are included.

Tread Surface Management

- Inspect pathway and corridor on a monthly basis - seasonal restrictions may apply

- Ensure pathway or trail or tread is free from hazards and obstructions
- Keep tread surface swept and free of debris - gravel, sand, grass clippings
- Ensure painted line work is legible and not fading
- Cracks and surface crumbling sealed and repaired

Fringe Vegetation Management

- Regularly maintain fringe turf grass; typically cut monthly, weather depending

Signs and wayside amenities

- Ensure that all signs and wayside amenities are free and clear of any hazards
- Keep information kiosks or interpretive signage free from graffiti and keep content current and relative to the location

Adjacent Tree and Shrubbery Maintenance

- Remove of any low-hanging branches interfering within the specified/illustrated vertical clearance zone
- Remove of any standing dead vegetation that may pose a threat (deadfall) to the pathway or trail
- Remove of any vegetation obstructing signs adjacent to pathway or trail

Litter Management

- Pick up litter monthly from tread and immediately adjacent to pathway or trail

5.0 NETWORK EXPANSION PROJECTS

Several long-term “special” projects are proposed in this chapter while the next chapter, 6, proposes an implementation plan that realizes the projects. The following City and ward projects are proposed to expand the existing parks and open space products in a manner that aids in developing a complete network (within the context of the revised parks and open space classifications).

It is important to note that the parks classification system described in the upcoming ward sections address revitalization or repurposing of existing park facilities. It is also important to note that parks are presented on a priority basis. Priority one facilities are the projects required to establish a City-wide network (by filling network gaps). Priority two facilities are existing sites that retain the network, while priority three projects are available for repurposed use based on resident desire. All work within these parks is to conform to the classification descriptions described in chapter four.

5.1 SPECIAL PROJECTS - CITY-WIDE

The following proposed projects capitalize on existing facilities or plans by expanding purpose and/or program. New facilities, having City-wide purpose, are proposed at the ward level to ensure network relevance at the neighbourhood level (these projects are proposed in sections 5.2 through 5.6). Each City-wide project is described below while Infographic 4 locates the project.

a. St. John’s Neighbourhood Improvement Plans. As previously described, several of St. John’s neighbourhoods are local, provincial and national cultural treasures. Each neighbourhood has a unique identity as well as a unique set of physical and cultural assets that support this identity. The combination of these assets are the DNA that should form the basis of City-growth plans. Thus, new neighbourhoods will adopt and share the same assets that resulted in the creation of existing great neighbourhoods such as Churchill, Georgetown.

Several residents expressed concern that growth is not occurring in a manner that is in keeping with the City’s valued neighbourhoods. Also, residents in the valued neighbourhoods express concern that evolution

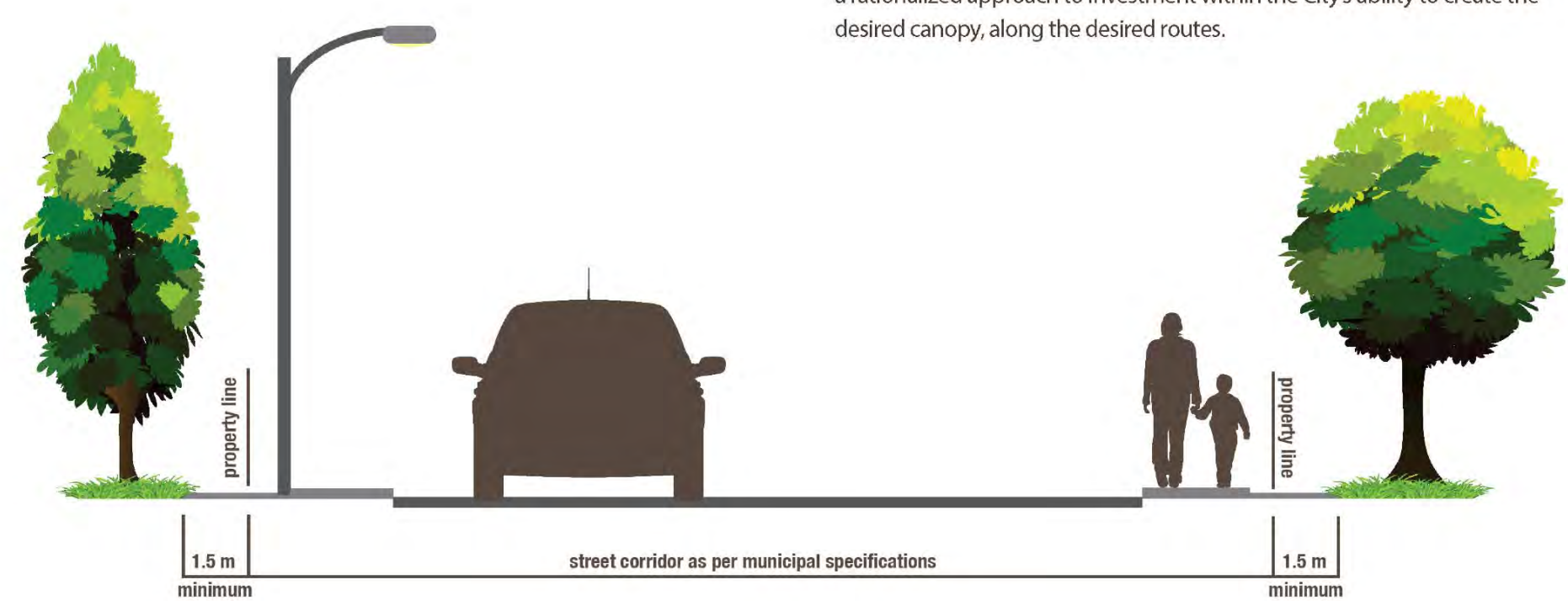
has not occurred to support transportation and recreation space evolution. Thus, the City of St. John’s should undertake the following:

- develop neighbourhood improvement plans within the existing valued neighbourhoods that consider traditional neighbourhood pedestrian movement patterns as well as the natural/cultural assets that support movement comfort and safety, the conservation and celebration of these patterns, an updated parks and open space network, and contemporary mobility patterns (cycle, vehicle, parking, public transit).
- develop a typical cultural standards for neighbourhood planning based on the most important elements of the neighbourhood plans.
- develop neighbourhood improvement plans for new(er) areas of the City to determine how physical change, based on the standards, can result in revitalized and improved neighbourhoods.

b. City of St. John’s Integrated Mobility Plan. The neighbourhood improvement plans, when considered with the *Parks and Open Space Master Plan* and the *Bikeways Plan*, forms an ideal starting point for the creation of an Integrated Mobility Plan. This plan extends the notion of active transportation to a model that integrates greenways, trail and street networks, important cultural destinations, neighbourhood connectivity, transit systems and City growth modeling. When complete, this plan will clearly articulate the location and type of all cultural nodes, and the corridor types that result in a complete mobility network. Appendix A end of report) illustrates the newly classified trails network with apparent gaps that should be resolved during mobility planning.

c. City of St. John’s Urban Forestry Master Plan (update). This process will update the existing plan to address the highly desired street canopy within the varied routes identified in the mobility plan. Each route type will require specific landscape treatments that considers corridor width, available planting space at street’s edge as well as resident participation in canopy creation. In many cases, the street canopy will be established on private land (see section below).

The City of St. John’s should commission a landscape planning and design consultant, with arborist support, to update the master plan in keeping with the *Parks and Open Space Master Plan*. The updated plan must include a rationalized approach to investment within the City’s ability to create the desired canopy, along the desired routes.



5.2 SPECIAL PROJECTS – WARD ONE.

The following describes the special projects proposed for Ward One while Figure 5.2 locates each.

a. Repurpose Bloomsbury Park. The existing park sits adjacent to the Trans-Canada Highway, and is not well positioned to centrally serve its neighbourhood. The trail linkages to and through the site, are important to regional mobility; however, the park's location is not well suited to provide amenity as the Stavanger area grows.

The Stavanger area serves as regional commercial service area as well as neighbourhood residential. Any park space located within this context should respect this context. Thus, the Bloomsbury Park land should be repurposed to its highest and best use - commercial and/or mixed use development. Trail connections should be retained and integrated with new development at this location. Any revenues realized from site sale should be allocated to a new project, as described in the next section.

b. Stavanger Sport Common Community Park. The Stavanger area requires both neighbourhood and community park amenities. This area of the City lacks field-based sport facilities, regional trail linkages and centralized neighbourhood play space. When combined, these assets will create a strong community park that enhances the Stavanger area living and shopping experience. A master plan should be developed that accomplished this while creating a linkage to the next project.

c. Outer Ring/Regent Linear Park. The existing Regent Street Park should be expanded from tot lot to linear park (through the utilization of the lands sitting adjacent to the Trans Canada Highway as well as a proposed linkage under the highway). Thus, the Stavanger Sport Common Community Park Master Plan should be expanded to consider the Regent Street Park as south-gateway to the facility (as well as a linkage to the City-wide trail network).

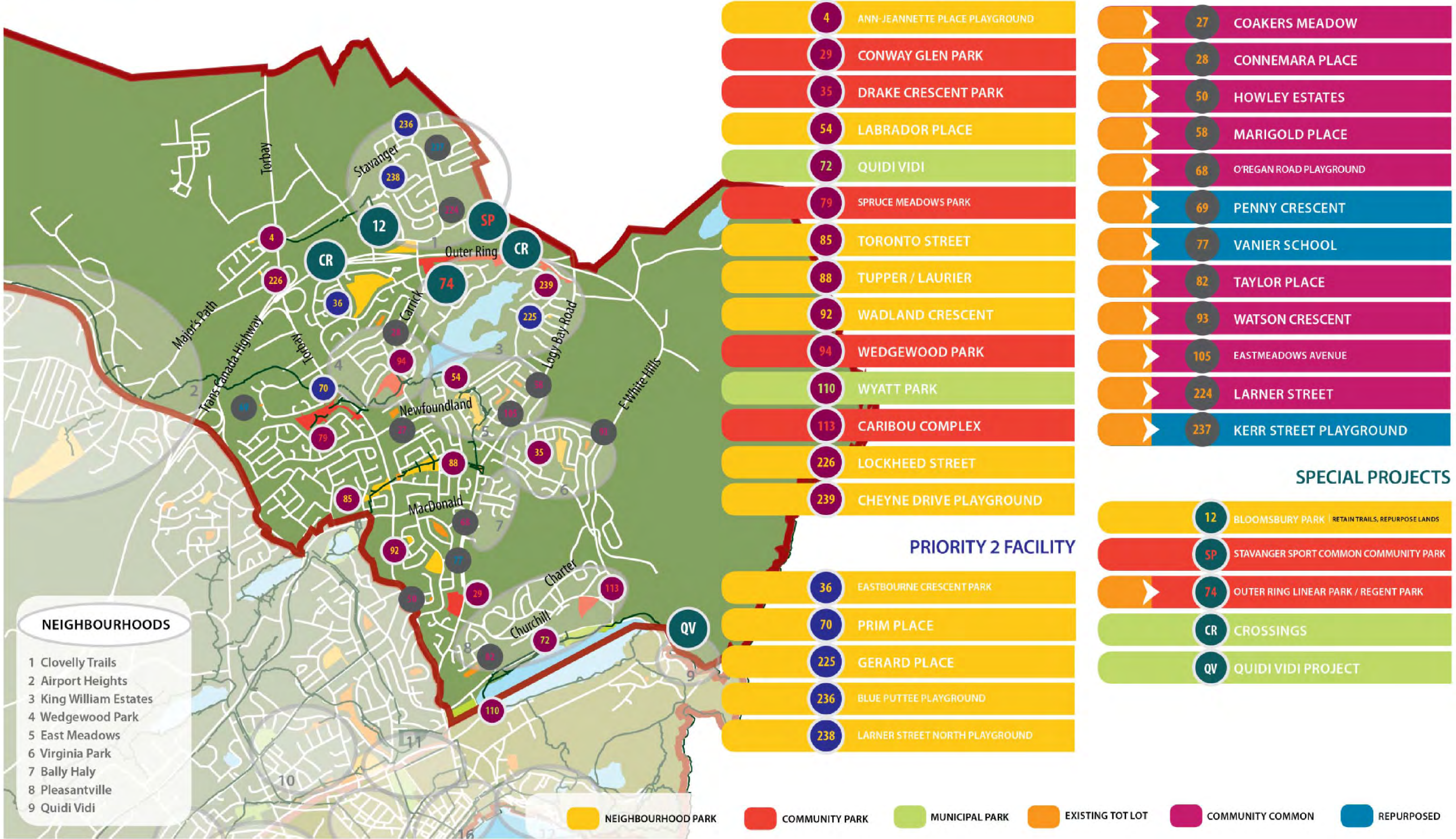
The adjacent plan indicates where this park is located, as well as the crossings required to link the linear park components.

d. Quidi Vidi Park Project. This is a very important cultural and

recreational asset. For this reason, the pond's edge should remain within the context of culture and nature while inland or street's edge areas can develop with gateway recreation assets (neighbourhood parks, trail entries, non-intrusive and contextually appropriate play equipment).

The play spaces located immediately adjacent to the Caribou Memorial should be consolidated into a singular and dense play location. This should form a visual gateway to the lake while providing recreation assets to local neighbours. From this gateway, accessible by both foot and vehicle, residents can access the lake's linear and passive edge, or active play sites such as King George V Soccer and Wyatt Park sport fields or the Caribou Complex.

FIGURE 5.2 - WARD 1



5.3 SPECIAL PROJECTS - WARD TWO

The following describes the special projects proposed for Ward Two while Figure 5.3 locates each.

a. Rabbittown Neighbourhood Park. The Rabbittown area is presently under-serviced (relative to parks and open space). Although a solution is not immediately apparent, any neighbourhood revitalization planning should consider this requirement and solve this problem.

b. Century Park Master Plan. This very important park requires significant upgrade to provide an appropriate level of service to its historic neighbourhood. The Georgetown neighbourhood is a graphic and cultural St. John's icon. The enhancement of this park will serve to sustain this value through a demonstrated commitment to civic amenity. To this end, the City of St. John's should develop a long-term master plan based on existing and future neighbourhood requirements and parks and open space network evolution.

c. Victoria Park Master Plan. By definition, an urban Victorian park, within the civic context, is built on an established set of design and land use principles. These principles include allowed uses within the park, relationships between the uses, axial relationships between uses as well as landscape uses that support the axial relationships and message "Victorian" to the visitor.

In Canada, these principles usually become covenant under land transfer agreement between the previous owner and the municipality. In most cases, the covenant usually states the space be retained as a Victorian landscape, for resident use, in perpetuity. In St. John's, the transfer requirement is not clear; however, the Victorian name is applied to the park. For heritage reasons, the requirement should be assumed.

The master plan notes the significance of Victoria Park as a municipal facility. Thus, the unique identity of the space as well as its placement within the ward should be explored. Its purpose as a active play space is not required under the plan; however, resident consultation may

identify passive play activity that can work in the Victorian context (play equipment, sliding). The long-term purpose is passive within the Victorian context.

The Victorian nature of the park has dissolved over time. This is not a situation unique to this park - many Victorian parks have experienced this over the last 20 years. For this park, we suggest that the City of St. John's, working with the Friend's of Victoria Park, develop a long-term master plan that re-establishes the original nature of the park. All of the park's original uses are gone (as well as the axial relationships between the uses). The City and its partners can graphically 'pull back the layers of time' to examine what Victorian elements were applied to the original landscape prior to developing a long-term master plan that explores the elements within new land use contexts.

It is important to note that uses such as the non-conforming ball field do not need to be removed in the short-term; however, a long-term plan should look at removing the field when a suitable and feasible replacement is established elsewhere. The implementation of any master plan should commence with Water Street presentation and use.

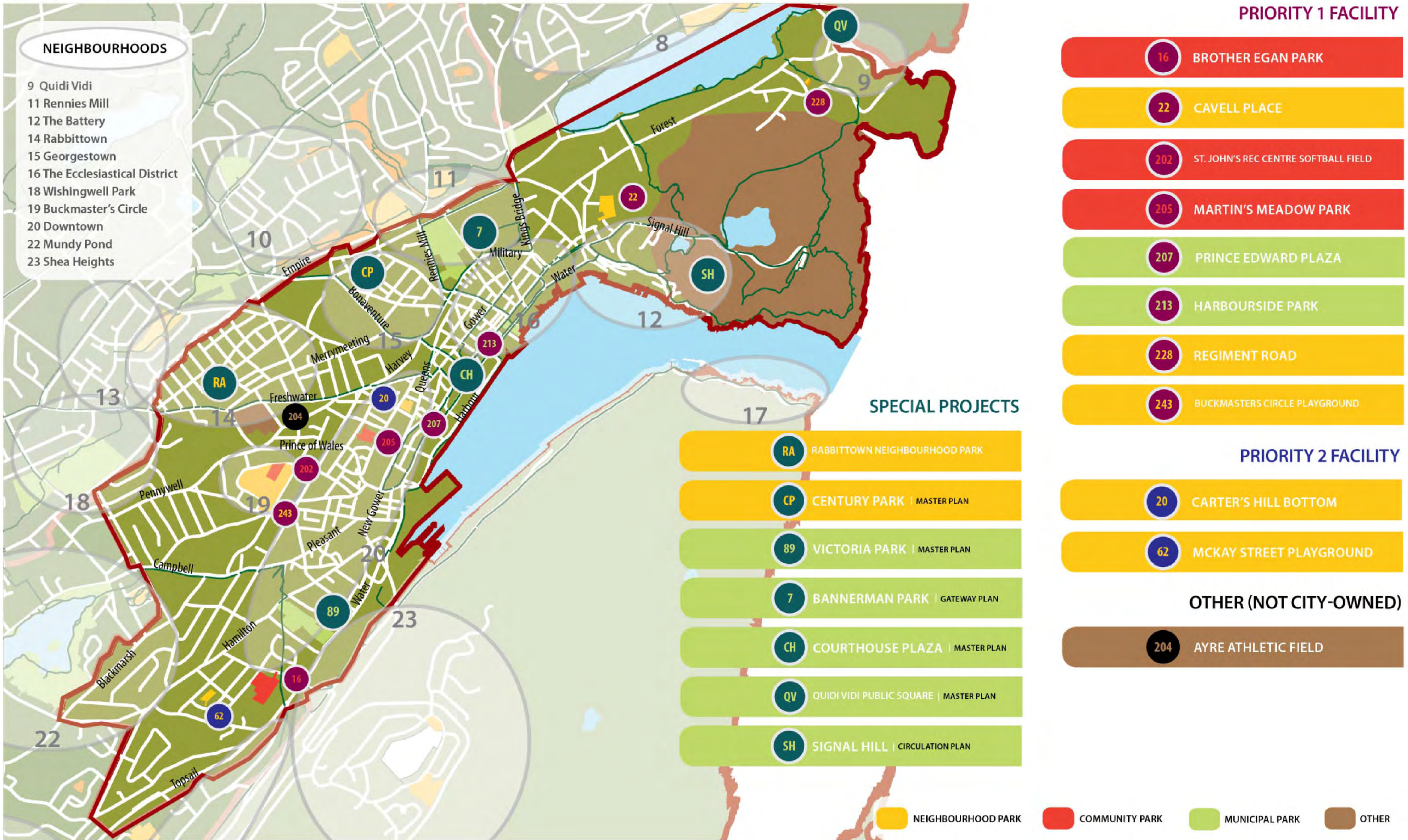
d. Bannerman Park Gateway Plan. The present day Bannerman Park functions as a municipal park; however, the location and use must also provide neighbourhood amenity. To this end, the City of St. John's should develop and implement a series of gateway plans into the park that create access points inclusive of neighbourhood amenities (play space, rest areas, etc). Obviously this should be undertaken with great care to ensure the historical and civic park contexts are not affected.

e. Courthouse Plaza Master Plan. Residents articulate the need for both green and plaza space within the urban core (in a manner that creates a rational series of public spaces within the downtown). To this end, the City of St. John's should work with the Province of Newfoundland to develop a plaza that creates a strong public address at the front building's front door (on Water Street), and extends down a revitalized Clift's-Baird Cove Street to the Waterfront. This will result in a single plaza space that can be open or closed for vehicles contingent on event, and can function as a City-centre focal point. Activities such as markets, public performances and day-to-day vending can support downtown growth.

f. Quidi Vidi Public Square Master Plan. Quidi Vidi is a culturally iconic City address that lacks a single focal point expressing a sense of place and gathering. The City of St. John's should work with residents to identify a location and approach to creating this space. Following this, a carefully crafted master plan should be developed that supports the notion of place and gathering without affecting the image of Quidi Vidi.

g. Signal Hill Circulation Plan. The very important day-to-day resident use of Signal Hill continues to exceed visitor use; however, amenities to support resident use is not apparent in the park. Therefore, the City of St. John's should work with Parks Canada to develop a local use plan for Signal Hill that provides subtle wayfinding, improved trail access and walking surfaces as well as improved safety.

FIGURE 5.3 - WARD 2



5.4 SPECIAL PROJECTS - WARD THREE

The following describes the special projects proposed for Ward Three while Figure 5.4 locates each. It is important to note that Ward Three projects largely rely on neighbourhood and City-wide mobility planning.

a. Kitty Gaul Community Park Master Plan. This park requires the placement of neighbourhood park elements to upgrade the sport-based facility to community park. This resolves important neighbourhood and community service area gaps. To this end, the City of St. John's should work with area residents to develop a park master plan that meets present and future parks and open space needs.

b. Boyle Street Park. This park fills a gap within the Amherst Heights development area. To this end, the city should enhance the existing Boyle Street site to host a neighbourhood park (as special project).

FIGURE 5.4 - WARD 3



5.5 SPECIAL PROJECTS - WARD FOUR

The following describes the special projects proposed for Ward Four while Figure 5.5 locates each.

a. Active Recreation Legacy Project. As previously described, a growing population has resulted in a greater need for active play facilities which provide physical fitness amenities to those desiring higher aerobic activity. Rotary Park is one location discussed for this project; however, other locations may be more appropriate for this facility. The City of St. John's should proceed with

Also, as previously mentioned, facilities such as this require a significant national or international event as catalyst for creation (to ensure funding). Thus, the City of St. John's should actively solicit a national or international sporting event that requires an outdoor active-based park facility. This facility should include trails created for cross-country skiing, mountain biking, cross country running and snow shoeing uses. An events/reception centre should include marked access, park services building, maintenance facilities and wayfinding.

The facility should be managed/operated by an independent board, capable of implementing membership cost relative to operational budgets.

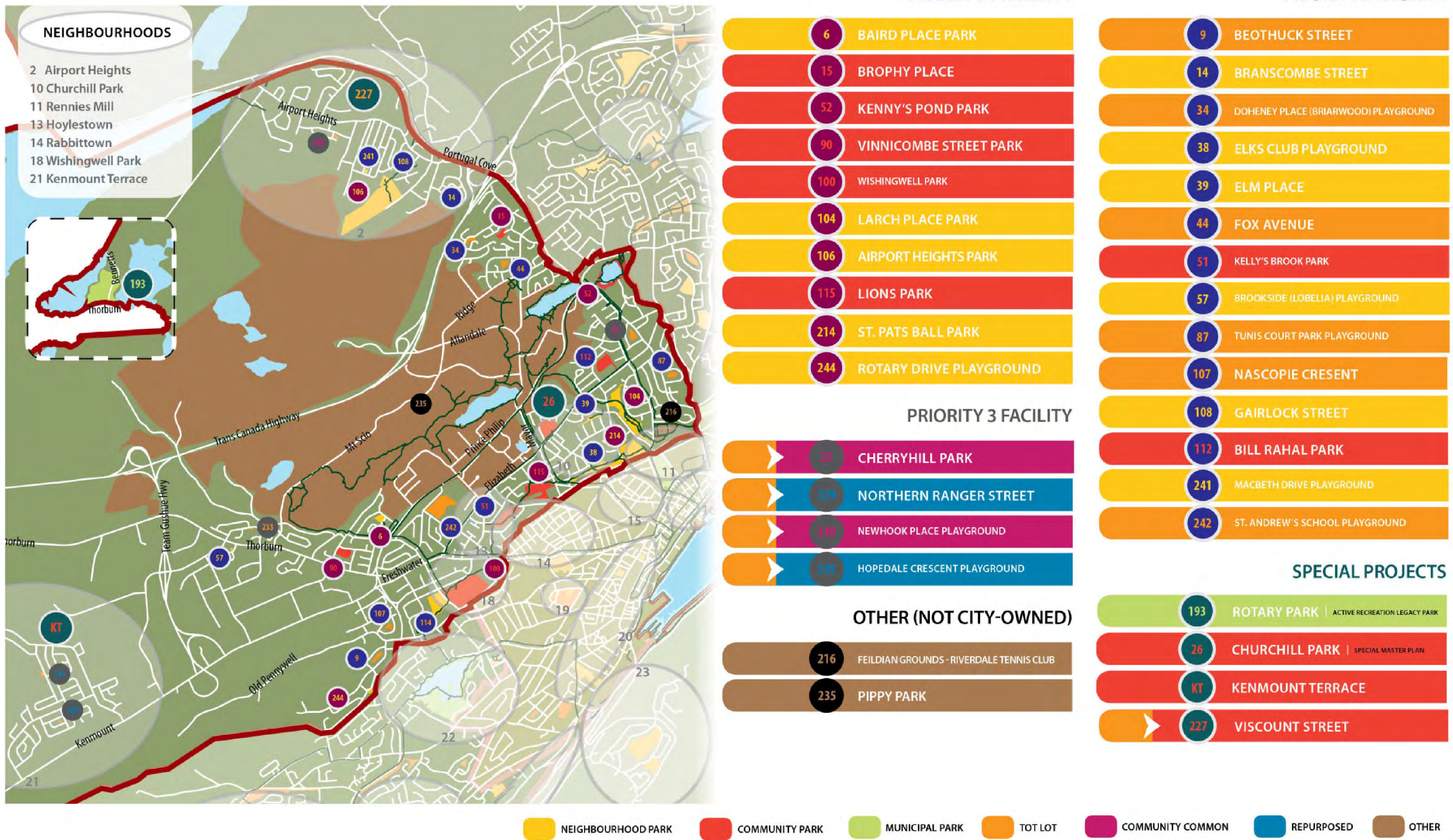
b. Churchill Park Special Master Plan. This important commercial and active recreation destination should be enhanced to ensure the adjacent neighbourhood has a sustained focal point. At present, the park and square are not well associated, although they face one another. The City of St. John's should lead a master plan process that integrates the two as one powerful and mixed-use public square. This will involve the cooperation of residents, business, sport groups, etc. to ensure a broad group of interests come together to form a sustainable product.

c. Kenmount Terrace Master Plan. This rapidly expanding area of the city requires the addition of a community park to meet growing passive recreation and play-based needs. The proposed location supports ideal regional access; therefore, this site is well suited for a community park within the context of the site's natural setting. In addition to this, the site is well suited to support stormwater management and retaining-

edge trail development to support treatment of retained or detained storm flows. Therefore, this park is proposed as a naturalized passive and stormwater common complete with community trails). A regional trail gateway is proposed for the west entry while the existing Kenmount Terrace subdivision enters through a neighbourhood park gateway (from within the subdivision).

d. Repurposed Tot-Lots. The Kenmount Terrace and Viscount Street tot lots are to be repurposed as in-subdivision "twittens" (perpendicular walkways linking two streets). This will ensure connectivity between two neighbourhood areas for both social and mobility purposes.

FIGURE 5.5 - WARD 4



5.6 SPECIAL PROJECTS - WARD FIVE

The following describes the special projects proposed for Ward Five while Figure 5.6 locates each.

a. East Bowring Park Gateway Plan. Many service area gaps in developing areas of the City, located along the east-side of the Pitts Memorial Drive, are resolved by a pedestrian linkage into Bowring Park from this side of the Drive. Historical access to the park from this area was severed by the creation of Memorial Drive; therefore, the City of St. John's should identify a gateway to Bowring Park, somewhere between Huntingdale Drive and Cemetery Lane. This creates a very strong access while expanding park user base significantly.

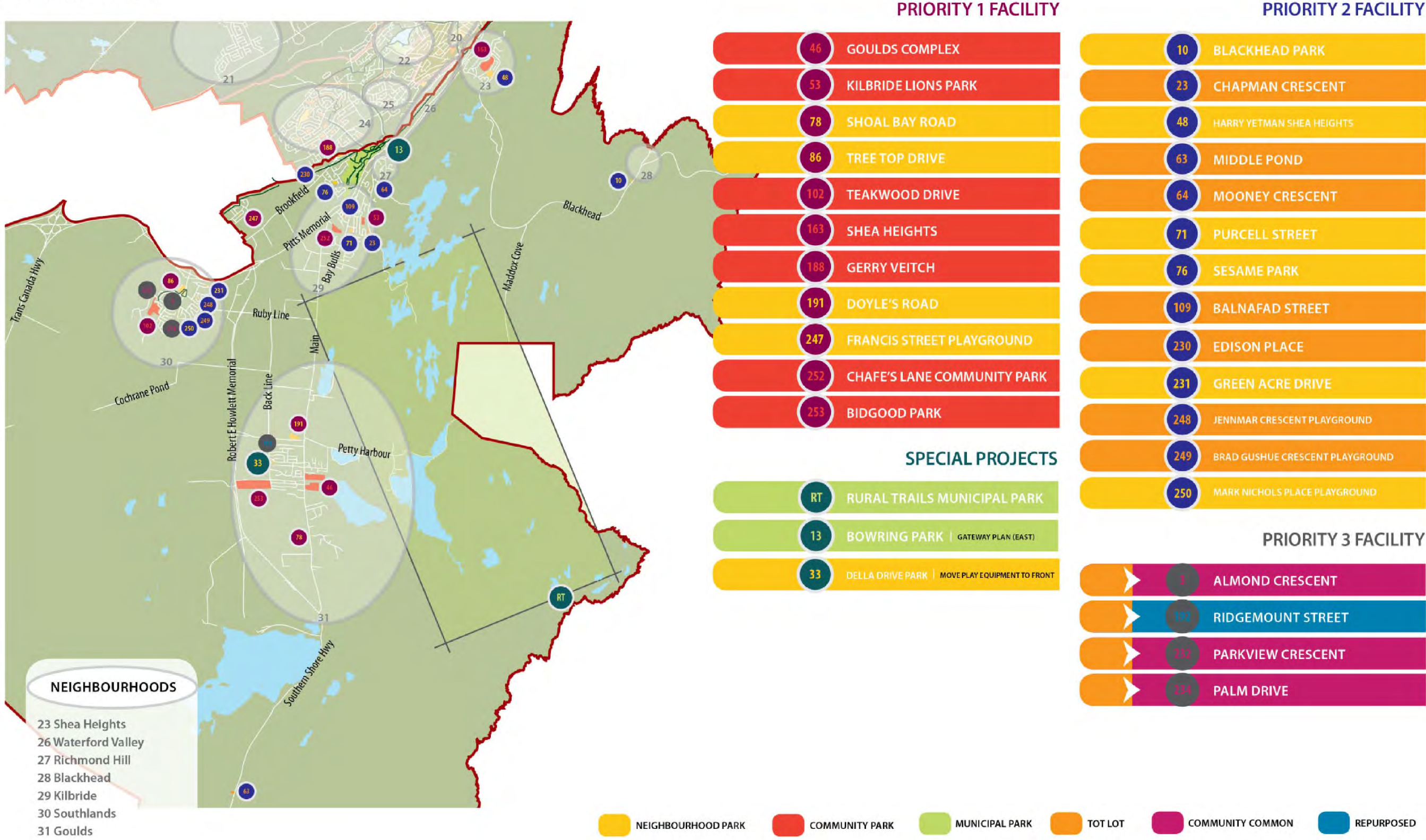
b. Rural Trails Municipal Park. A City's trail network must reflect desired use to avoid inherent conflict between users. For this reason, this plan proposes that the City of St. John's develop a master plan for a new municipal park in largely undeveloped land (bordering both sides of the Petty Harbour Road). The process for creating this master plan must include:

- the conservation of important green and blueways,
- the identification of important motorized trail routes,
- the identification of an integrated, and separate non-motorized trail network.
- the identification of a park gateway and appropriate amenities to support both motorized and non-motorized use.

c. Bella Drive Park. This park requires provides important neighbourhood park function and requires a re-positioning on existing play equipment (to the front of the park) to support safe and accessible use of the park.

d. Chafe's Lane Park. This future community park will function as both community sport park and neighbourhood park (to support a rapidly expanding area of the city). Assets to be located in this park include multi-purpose courts, skatepark, playground, entry improvements and trail network.

FIGURE 5.6 - WARD 5





6.0 MASTER PLAN IMPLEMENTATION

This chapter provides clear move-forward steps as well as the strategy that guides these steps. Although the steps are presented in a linear format, it is understood that implementation is a highly iterative process.

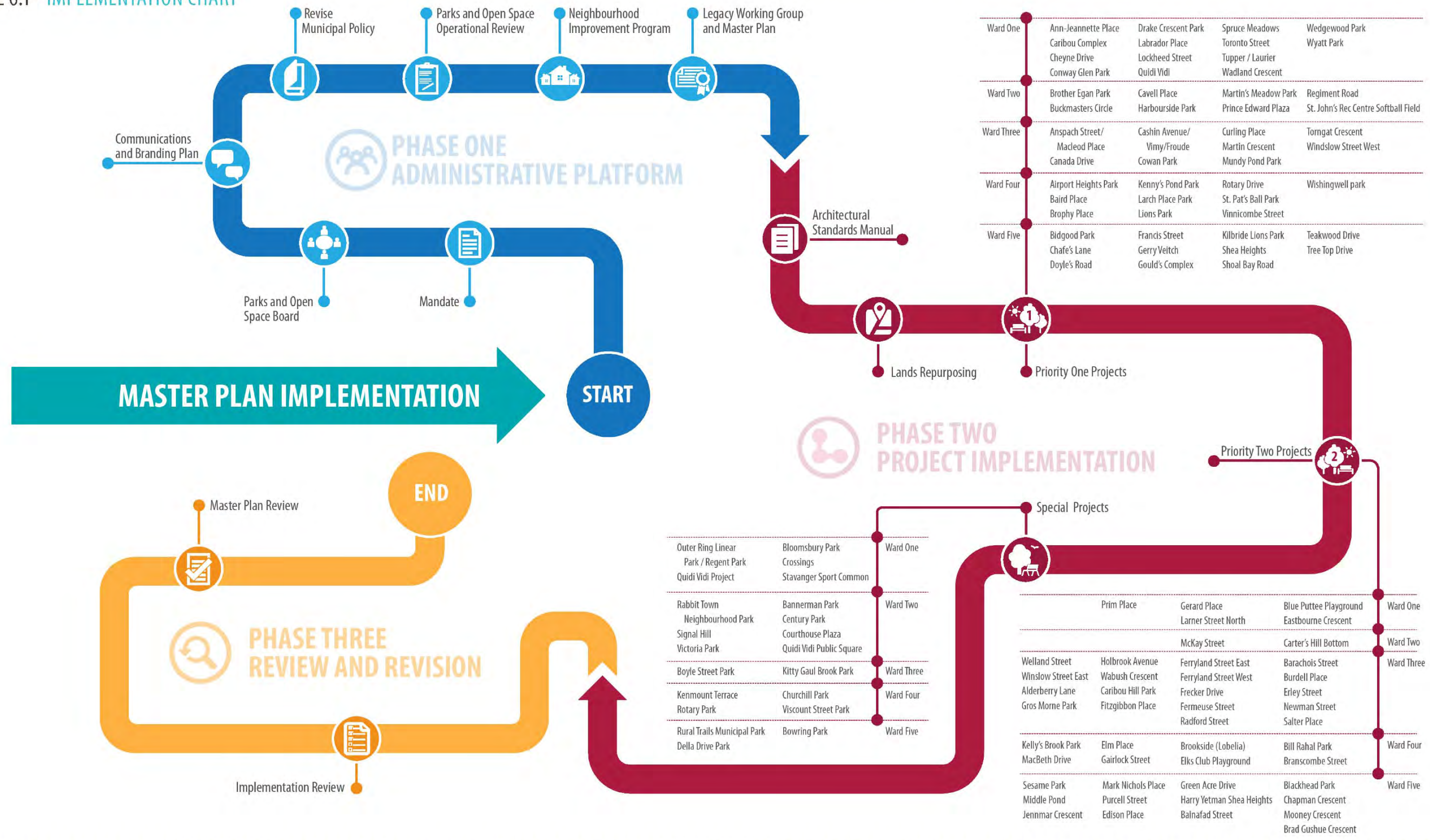
6.1 IMPLEMENTATION STRATEGY

The implementation strategy involves establishing an administrative platform for the creation of a physically and culturally linked parks and open space network prior to undertaking physical projects. It is important to remember that the notion of 'network' is critical to the success of this plan. All future planning, design and construction activities must move the City of St. John's from a series of stand alone recreation spaces to a network of linked spaces which respond to resident parks and open space requirements. A four step strategy addresses this requirement.

The first step includes solicitation and acquisition of a political mandate and support for plan implementation. The following phase engages projects at the neighbourhood level prior to City-wide project implementation. Thus, the implementation meets resident desire for delivery of a parks and open space network that begins at residential doorsteps prior to moving into City-wide projects.

The following implementation steps are presented in text format. Figure 6.1 presents the steps in graphic format. The following chapter section explains the steps.

FIGURE 6.1 - IMPLEMENTATION CHART



6.2 IMPLEMENTATION STEPS

The following implementation steps move the City of St. John's into a proactive parks and open space planning and product delivery mode. Again, as previously noted, the steps are proposed in a linear and phased format; however, the process will be highly iterative with overlapping initiatives.

PHASE ONE - ADMINISTRATIVE PLATFORM

a. Acquire a Plan Implementation Mandate. The City of St. John's will require support from external groups such as The Province of Newfoundland and the Government of Canada. It is important to note that both of these entities will benefit greatly from an expanding St. John's. Any solicited support is based on investment for return rather than funding (for any reason).

For information and support purposes, this plan should be formally presented to all relevant provincial and federal representatives, and groups who have an implementation role to play. This should include local MLAs and MPs, as well as provincial and federal recreation, sport and environmental agencies. Each of these groups have a specific role to play; therefore, the presentation should be specifically tailored to each. Thus, a tailored slide show describing the plan, and a copy of the report, should be delivered to ensure future communications have a platform of knowledge to commence any partnership discussions.

b. Create a City of St. John's Parks Board. This plan includes several important and long-term projects that will require ongoing communication between residents, council and staff. A St. John's Parks Board addresses this need with the ancillary benefit of creating an oversight body. The board's mandate will include overseeing the implementation of this master plan (specifically, the implementation of administrative and legacy project steps in the short term).

The City should appoint internal membership from staff and council prior to developing and issuing an Expression of Interest for public participation. For voting purposes, the committee should include an odd number of members, and have broad participation (two senior staff, a non-voting recording secretary, two councilors, two youth representatives, two seniors and three resident family members).

Quorum and other administrative procedures should be established relative to relevant municipal policy.

c. Develop and deliver a Communications and Branding Plan.

This master plan document speaks to the image and form of existing neighbourhoods as well as the planning and design approach applied to City expansion (in all land uses). Thus, government officials, developers, consulting professionals and residents require a basic knowledge of this master plan's concepts to participate in City evolution.

The implementation of this plan will result in a 're-vectorization' of civic life (from automobile to human oriented environments). With this, civic image will evolve; therefore, the City of St. John's should develop an updated brand and associated wording that reflects the notion of a contemporary and integrated parks and open space network. The brand can be applied as support to master plan implementation (that results in new park and trail products). Existing signage and promotional materials can be repurposed or replaced with implementation. The extent of this should be determined through brand-creation exercises.

The City of St. John's, under the management of the Parks and Open Space Network Committee, should develop and deliver a communications plan that articulates the key elements of this plan to those who require an understanding of the elements. For example, developers require a clear understanding of neighbourhood layout to proceed with planning future areas of the City while residents should be aware that developers will develop within the context of this master plan. Varied communication tools should be applied to deliver messages to varied audiences. A skilled communication professional can dissect the plan elements, develop a list of target audiences, and create a strategy and plan to link the two together.

d. Revise Municipal Policy to Support Network Creation. Park's department staff representatives, under the direction of the POSAC, should review the City's Municipal Plan to determine all areas of the plan that should be revised to support the implementation of this *Parks and Open Space Master Plan*. Any policy related to the type and distribution of parks and open space should be revised to reflect the network described in this plan.

The results of this review should be formed into a brief, clear and concise

document that articulates resident desire for a revised network, identifies sections that should be changed, and provides the text for the updated policy sections. In association with a slideshow describing the parks and open space plan, the review should be presented to the City's Planning Advisory Committee for support, leading into a council presentation for approval.

e. Undertake a Municipal Parks and Open Space Operational Review.

As mentioned several times throughout this document, the City's ability to administer this plan is critical to providing the parks and open space network desired by residents. At present, parks and open space programming, design and construction is delivered from varied administrative locations. This platform should be reduced to a simple and efficient delivery model where the City of St. John's manages all aspects of full-time and summer staffing (students), project management, planning and design, budgeting, tendering, construction and maintenance.

This model is important for two reasons. First, this will ensure responsible and efficient spending of resident investments and, second, City staff can respond to resident requests in a timely manner. Thus, the simplification of the parks and open space administrative approach will result in a more responsible product delivery.

The City of St. John's should develop and release a request for proposals, and commission an experienced consulting group to examine department mandate, capital and operational processes (both administrative and financial) functions of the Parks and Open Space and Recreation Departments (relative to delivering this plan). This review should identify a clear approach to jointly planning, designing, constructing and maintaining existing and new facilities from all administrative points of view. When complete, an operational review should propose a streamlined and multi-department platform for delivering this *Parks and Open Space Master Plan*.

f. Develop and Deliver a Neighbourhood Improvement Program. It will always be important to remember that resident life begins at their front door. Although the notion of a parks and open space network often forces planners and designer to work at the regional scale, this must be secondary to the notion of the neighbourhood scale. The planned and developed connectivity between and through the City's neighbourhoods will result in the City-wide network. The inverse is not true for St. John's.

This master plan addresses the elements that must be incorporated into both existing and expanding neighbourhoods. The level of detail articulated in this plan is not sufficient to achieve the resident desired network at the neighbourhood level. Thus, the City's Recreation Department should expand their existing relationship with resident associations to develop neighbourhood improvement plans (which identify and enhance vehicle and pedestrian use, key cultural nodes, parking, key social walking routes, as well as twittens and other shortcuts). This work should also include association discussions related to the modified network, priority facilities and the disposition of present park space not required at the neighbourhood level. When complete, this internal department work will result in improvement concepts that apply the principles of the *Parks and Open Space Master Plan* at the neighbourhood level (in a manner that respects the unique or desired character for each).

g. Develop an Internal Legacy Working Group and Master Plan. Very few municipalities have the financial capacity to create significant civic facilities within the annual budgeting process. The creation of new facilities require both financial support and political will at all government and corporate levels.

This *Parks and Open Space Master Plan* proposes the creation of new civic-scale facilities for which the required spending is not presently budgeted. To plan for these, and other new facilities not proposed within this plan, the City should create an internal working group to examine the City's long-term parks, open space, sport and recreation product requirements, as well as potential events and partnerships that aid in the creation of these facilities. For example, this *Parks and Open Space Master Plan* proposes the creation of a significant active recreation park to support active sport use (cross-country skiing, mountain biking, running and orienteering training and special events). Facilities such as this should be created as legacy to a significant hosting event such as the Canada Games.

The result of this internal process is the creation of a matrix (and master plan) that articulates the relationship between required facilities and the legacy partnerships that create the facility. This process must also identify locations for these facilities.

PHASE TWO - PROJECT IMPLEMENTATION

The first phase sets the stage for physical project implementation. With this platform in place, the City can now move forward with a rational approach to delivering the parks and open space products described in this plan. The approach is very simple: first, refocus existing parks and open space capital/operational spending to the priority network facilities described in this plan and, second, develop a variety of approaches to disposing existing park spaces not required to complete the plan. It is important to remember that the project implementation will occur within the context of the operational review. Obviously, the results of this work are not yet available; therefore, the following implementation tasks are presented as a series of steps that should be incorporated into the administrative framework proposed under the review.

a. Architectural Standards Manual. The City of St. John's should commission the creation of an architectural standards manual that fully details design and specifications for all graphic and material requirements necessary for the build-out of this master plan.

a. Develop and deliver a Lands Repurposing Program. The previously mentioned neighbourhood association meetings introduced the land repurposing topic. The non-conforming tot lots, indicated as priority three parks, are planned for re-use as community use or private development. Thus, these sites can be added to adjacent parcels as full or split parcels, redeveloped as a single parcel, redeveloped as a community garden or natural space.

The future of these sites are contingent on resident desire for re-use. The City should continue discussions with neighbourhoods that host priority three sites to commence the disposition process. The discussion are open neighbourhood meetings to discuss a revitalized network, the disposition and sale of priority three sites, as well as the use of that revenue within the neighbourhood priority one and two sites.

b. Commence Priority One and Two Product Delivery. This chapter describes the priority one and two ward projects that are the important neighbourhood network sites. These are the 'neighbourhood anchors' of this master plan. Street, trail and cultural linkages extend from this location into local and adjacent neighbourhoods. The City-wide

connectivity of these linkages results in the network.

In concert with the previous step, the City should commence detailed planning and design of the identified priority facilities (priorities one before two). This is not a short-term process and, as indicated on the implementation matrix, will occur over the life of master plan implementation.

c. Special Project Implementation. The special projects identified in the previous chapter, as well as those identified on a ward-by-ward basis (chapter 5), will fill service area gaps while enhancing the neighbourhood and civic lifestyle product choices. Thus, with priority one and two project implementation under way, the City should commence special project planning and design within the context of the operational review results.

PHASE THREE - REVIEW AND REVISION

Two master plan reviews are required to implement this plan. These are as follows.

a. First, the priority and special projects will require a detailed approach to implementation relative to the operational review. Thus, the City should conduct a review of the master plan implementation within the departmental operational review. This must include approaches to capital and operational staffing, union and student involvement, as well as multi-departmental implementation platforms.

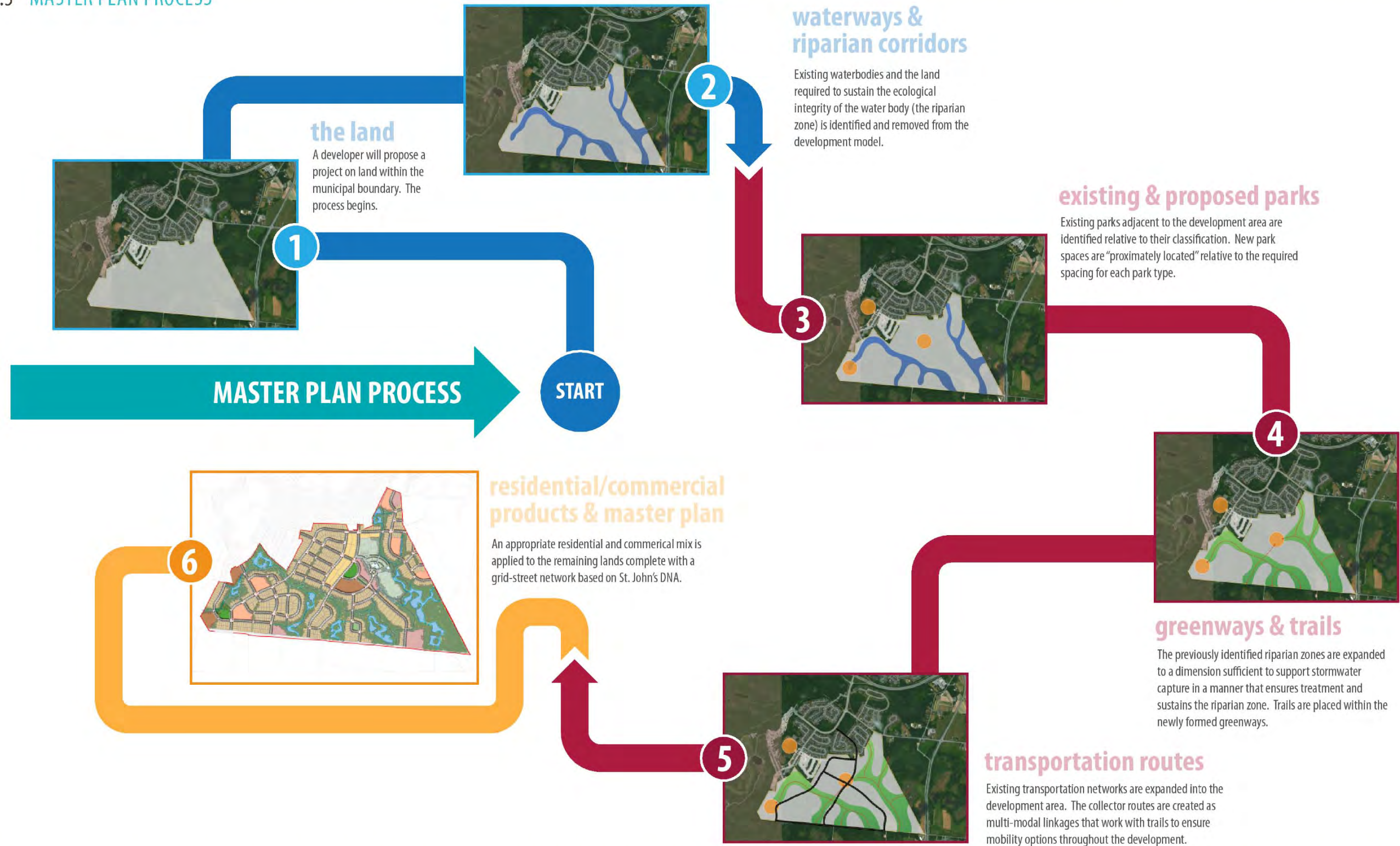
b. Second, a detailed review of this master plan should occur within any municipal plan review conducted by the City. Therefore, by policy, the elements of this *Parks and Open Space Master Plan* should be fully incorporated into the municipal plan and reviewed as required under the provincial planning act.

6.3 THE RESULTS

This master plan, when implemented, will result in a rationalized network of parks and trails. When combined with street-based human and vehicle powered linkages, a complete network of lifestyle amenity emerges.

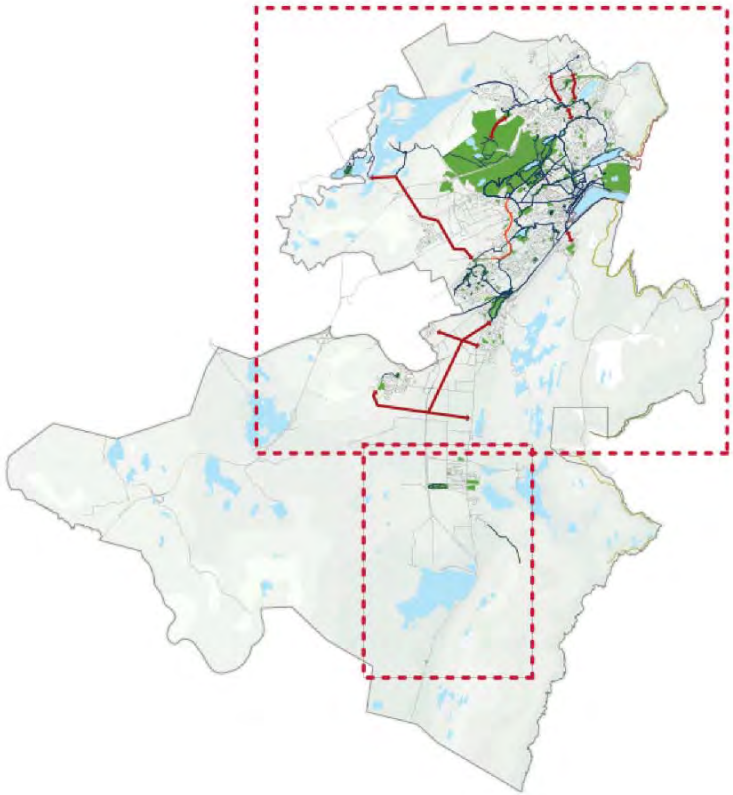
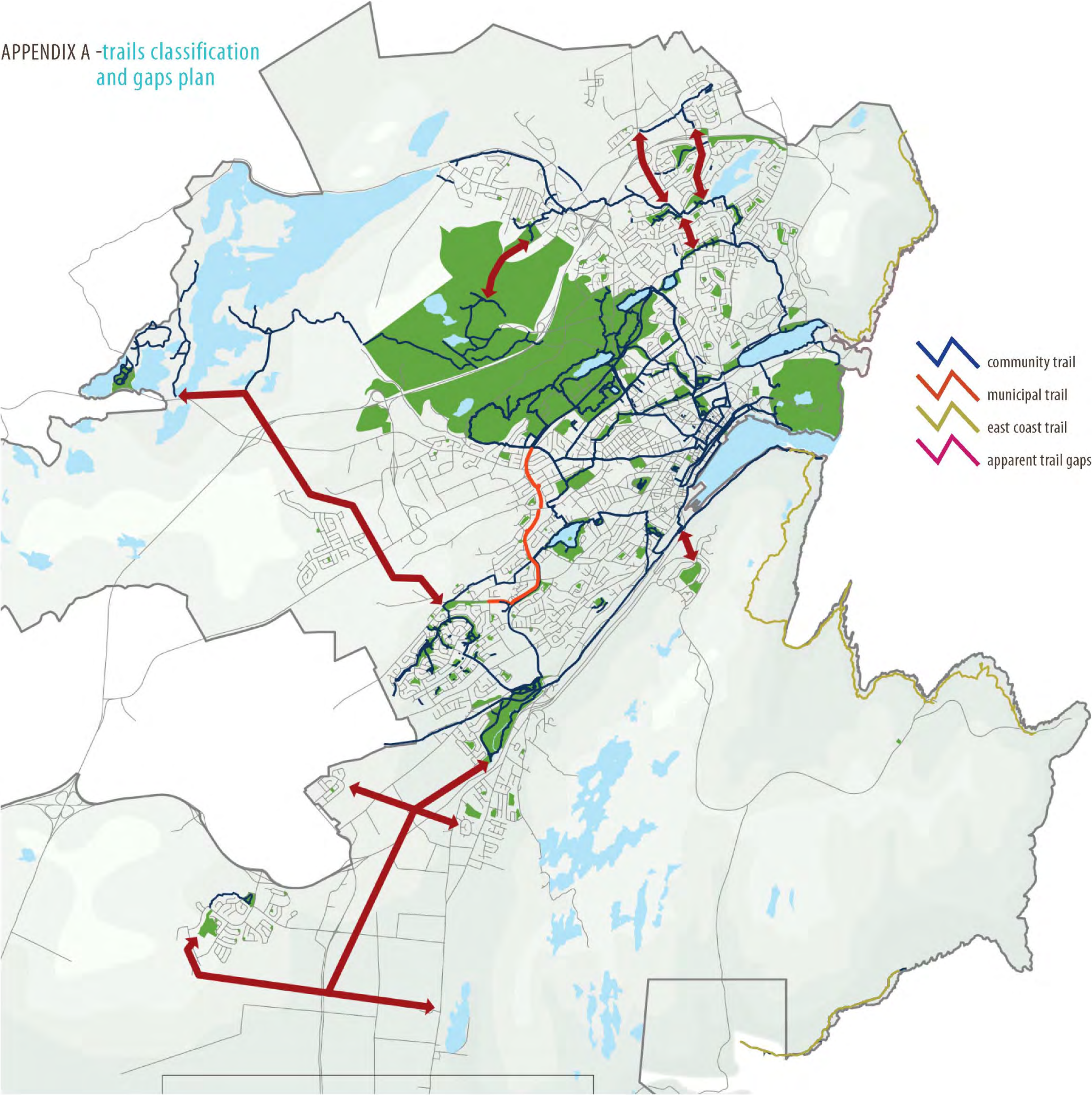
Much of this plan speaks to the process of retrofitting the existing network; however, this plan's contribution to the growth of St. John's is equally important. The classified network outlined in this master plan should be considered as backbone to all future developments. The process of developing within this context is described on figure 6.3, next page.

FIGURE 6.3 - MASTER PLAN PROCESS



Appendix A - trails classification and gaps plan

APPENDIX A -trails classification
and gaps plan



NOTICES PUBLISHED

71

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 December 15, 2014**

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	3 Newtown Road Residential Medium Density (R2) Zone	2	<p>A Discretionary Use Application has been submitted by Conservation Visions Inc. requesting permission to occupy 3 Newtown Road as a home occupation for wildlife & conversation policy development.</p> <p>The proposed business will occupy a floor area of approximately 11.6 m², which will be used for administrative purposes. Clients may be seen on-site infrequently but by appointment only. On-site parking will be provided. Hours of operation will be Monday to Friday 9 a.m. - 5 p.m. The business will employ two employees.</p>				No submissions received	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.
2	20 Cathedral Street Residential Downtown (RD) Zone	2	<p>A Change of Non-Conforming Use Application has been submitted requesting permission to change the use of 20 Cathedral Street to a pet grooming/retail pet supply shop. The proposed use would occupy the 50 m² ground floor of this two storey building.</p> <p>The business would employ two (2) staff and will operate Tuesday to Saturday, 8 a.m. - 2 p.m. The business will be by appointment only with grooming sessions approximately 3 hours in duration with 6-8 dogs groomed per day. Three (3) metered parking spaces are located directly in front of the building and two (2) hour parking is available on Queen's Road.</p>				One submission received (see attached)	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.

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 ⁷²
3	190 Elizabeth Avenue Residential Low Density (R1) Zone	4	<p>A Discretionary Use Application has been submitted requesting permission to occupy 190 Elizabeth Avenue as a home occupation for an esthetics services.</p> <p>The proposed business will offer esthetic services such as make up application, eyelash extensions, etc. It will occupy a floor area of approximately 13.4 m² and will operate Monday to Sunday, 10 a.m. - 6 p.m. Sessions will be by appointment only with the applicant being the sole employee. There will be one (1) client per session with each session lasting approximately three (3) hours with a maximum of 2 sessions per day. On-site parking is available for the business.</p>				One submission received (see attached)	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.
4	179 Doyle's Road Agricultural (AG) Zone	5	A Discretionary Use Application has been submitted requesting permission to construct a single detached dwelling with subsidiary apartment located at 179 Doyle's Road . The property is located in the Agricultural (AG) Zone where single detached dwellings with subsidiary apartments are discretionary.				No submissions received	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.
5	56 Bay Bulls Road Residential Medium Density (R2) Zone	5	A Discretionary Use Application has been submitted requesting permission to subdivide the property at 56 Bay Bulls Road into three (3) building lots in order to construct a multiple dwelling unit on each lot. Each dwelling will contain four (4) units each of which will have two (2) bedrooms. One (1) off-street parking space will be provided for each unit, for a total of four (4) parking spaces per lot.				Two submission received (see attached)	The Planning and Development Division recommends that this application be deferred pending further information.

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.


Re: Fw: Public Notice Update - Application - 20 Cathedral Street

City Clerk and Council to: Leonard Clarke

2014/12/04 11:38 AM

Sent by: Elaine Henley

 Cc: Jason Sinyard, Ken O'Brien, Paul Boundridge, Lindsay Lyghtle
 Brushett, Mark Hefferton, Dave Wadden, Gerard Doran,
 Andrea Roberts, Melissa Bragg, Karen Chafe, Maureen

Good Morning Mr. Clarke:

We acknowledge receipt of your email and advise that it has been forwarded to the City's Department of Planning, Development and Engineering for consideration.

 Elaine Henley
 City Clerk

"Leonard Clarke" Parking in this area has become bizarre. I have l...

2014/12/04 07:06:09 AM

 From: "Leonard Clarke" [REDACTED]
 To: <cityclerk@stjohns.ca>
 Date: 2014/12/04 07:06 AM
 Subject: Fw: Public Notice Update - Application - 20 Cathedral Street

Parking in this area has become bizarre. I have lived here since 83 and have no idea where the vehicles come from. The beginning of the end for area parking was the transformation of Masonic Temple whose staff and suppliers fill the area in the day time and patrons overwhelm it in the evening when there is a performance. I stroll out and look at vehicle windows (other than those Masonic related) and all I see are temporary permits or legitimate parking permits for persons have "addresses" within the large designated area. I do not have enough solid information to speculate. Cathy Hicks is generally parked directly in front of my door in the day time and evening (if there is a performance on). I have made a point of asking her to park elsewhere but she ignores me. It is a public street and the City has given her a permit to park on it. C'est la vie. I can chose to like it or I can chose not to like it, but I don't get a vote in it.

This request certainly seems benign enough. But there will be staff and friends, where do they park?

Leonard Clarke - 180 Gower Street

-----Original Message-----

 From: Leonard Clarke
 Sent: Thursday, November 27, 2014 8:10 PM
 To: Susan Morrison
 Subject: Re: Public Notice Update - Application - 20 Cathedral Street

Compared to Masonic Temple? That should never ever have been approved. That should be around Holiday Inn somewhere

-----Original Message-----

 From: Susan Morrison
 Sent: Thursday, November 27, 2014 7:50 PM
 To: Leonard Clarke

Subject: FW: Public Notice Update - Application - 20 Cathedral Street

Place is going to the dogs :-)

Susan M. Morrison
Cushman & Wakefield Atlantic
Direct line [REDACTED]

-----Original Message-----

From: Public Notices [mailto:PUBLICNOTICE@LISTSERV.STJOHNS.CA] On Behalf Of St. John's e-Updates
Sent: Thursday, November 27, 2014 3:21 PM
To: PUBLICNOTICE@LISTSERV.STJOHNS.CA
Subject: Public Notice Update - Application - 20 Cathedral Street

City of St. John's Media Relations has issued the following:

=====

Public Notice

Tue, 2014/12/09 - 12:00pm

Application - 20 Cathedral Street

A Change of Non-Conforming Use Application has been submitted requesting permission to change the use of *20 Cathedral Street *to a pet grooming/retail pet supply shop. The proposed use would occupy the 50 m2 ground floor of this two storey building.

The business would employ two staff and will operate Tuesday to Saturday, 8 a.m. - 2 p.m. The business will be by appointment only with grooming sessions approximately 3 hours in duration with 6-8 dogs groomed per day. Three metered parking spaces are located directly in front of the building and two hour parking is available on Queen's Road.

This application may be viewed at the Department of Planning, Development and Engineering, third floor, St. John's City Hall. For further information or to view this application, please phone 709-576-8220, or email planning@stjohns.ca [1].

Any person wishing to make a submission on this application must provide a signed written statement to the Office of the City Clerk by *noon, Tuesday, Dec. 9, 2014*, either by mail: P.O. Box 908, St. John's, NL, A1C 5M2; fax: 709-576-8474 or email: cityclerk@stjohns.ca [2]. Written submissions received will become a matter of public record and will be included in the agenda for the regular meeting of Council on* *Monday, Dec. 15, 2014, at which time Council is scheduled to make a decision on this application.

Location Map [3]

[1] <mailto:planning@stjohns.ca?subject=20%20Cathedral%20Street>

[2] <mailto:cityclerk@stjohns.ca?subject=20%20Cathedral%20Street>

[3]

http://www.stjohns.ca/sites/default/files/CSJ_FileUpload/Planning/20%20CATHEDRAL%20STREET.pdf

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**Application - 190 Elizabeth Avenue**

Shannon O'Dea Dawson to: cityclerk

Cc: planning

2014/12/10 07:34 AM

History: This message has been forwarded.

Good day,

I wish to express my concern about the proposed discretionary use application submitted to use 190 Elizabeth Avenue as a home occupation for an Esthetics Services.

I own the house directly across the street, at 199 Elizabeth Avenue, and the area, as well known, is a high-traffic intersection. A business - without adequate parking - is a hazard. Pulling in to and out of the small driveway at 190 Elizabeth Avenue is near impossible with the heavy traffic in the area. Vehicular and pedestrian.

The house at 190 Elizabeth Avenue, to my knowledge, is a two-apartment dwelling, eliminating any on-site parking (as noted in the application). There is ample commercial space available for rent in nearby Churchill Square, Memorial University or other space more conducive to this business proposal.

This is my opinion. I trust the City will do due diligence to ensure all aspects of the proposal are true and accurate; the decision, of course, is yours to make.

Many thanks,
Shannon Dawson

2 Cork Place
St. John's, NL
A1B 2W4


Re: Discretionary Use Application - 56 Bay Bulls Road

City Clerk and Council to: Neil Lacey

2014/12/02 10:22 AM

Sent by: Elaine Henley

 Cc: Jason Sinyard, Ken O'Brien, Paul Boundridge, Lindsay Lyghtle
 Brushett, Mark Hefferton, Dave Wadden, Gerard Doran,
 Andrea Roberts, Melissa Bragg, Karen Chafe, Maureen

Good Morning Mr. Lacey:

I acknowledge your e-mail and advise that it has been forwarded to the City's Department of Planning, Development and Engineering for consideration.

 Elaine Henley
 City Clerk

Neil Lacey

As a resident of this area, residing at 36 Bay Bull...

2014/12/01 09:07:11 PM

 From: Neil Lacey [REDACTED]
 To: "cityclerk@stjohns.ca" <cityclerk@stjohns.ca>
 Date: 2014/12/01 09:07 PM
 Subject: Discretionary Use Application - 56 Bay Bulls Road

As a resident of this area, residing at 36 Bay Bulls Road I would like express my concern with reference to the captioned application. I feel the application should be rejected. I don't think one (1) parking space for each of the proposed units will be adequate given the size of this project and lot size itself. I also feel that adding at least twelve (12) more vehicles to an already congested road way will lead to future traffic congestion. Council must take into consideration a new condo project just up the road on the opposite side of the street about to come on stream.

Respectfully submitted,

 Neil F. Lacey
 36 Bay Bulls Road

Sent from my iPad

Robert Shockey
46 Bay Breeze Rd.
St Johns, NL A1C 1A5
Dec. 4th 2014.

City of St Johns
P.O. Box 908
St Johns, NL
A1C 5M2

To Whom It May Concern:

As residents of Milbroide and living adjacent to the proposed development we are strongly opposed to this latest application for three buildings containing four units in each one. This will really depreciate the market value in the area. There will be no place to plow snow. Cars will have to park on the highway which is a main thoroughfare.

^{2:}
We don't need another apartment building in this area. Please consider this information at the next Council meeting on Dec. 15, 2014.

Yours Sincerely
Alice & Robert
Shockey.

REGIONAL WATER SERVICES COMMITTEE REPORT

DECEMBER 2, 2014

In Attendance:

City of St. John's:

Deputy Mayor Ron Ellsworth – Co-Chairperson
Councillor Bruce Tilley
Councillor Tom Hann
Mr. Paul Mackey, Deputy City Manager, Public Works
Mr. Bob Bishop, Deputy City Manager of Financial Management
Mr. Derek Coffey, Manager of Budget & Treasury
Ms. Lynnam Winsor, Director of Water & Wastewater
Mr. Terry Knee, Manager, Regional Wastewater Treatment System
Mr. Shawn Haye, Manager, Regional Water System
Mr. Sean Janes, Internal Auditor
Ms. Maureen Harvey, Senior Legislative Assistant

City of Mount Pearl:

Councillor Lucy Stoyles, Co-Chairperson
Ms. Tina O'Dea, Manager of Engineering Services

Town of Conception Bay South

Jennifer Manuel, Director of Engineering

Town of Paradise:

Mr. Rodney Cumby, CAO
Ms. Ron Fleming, Director of Public Works
Ms. Vanessa Barry, Manager of Engineering Services

Town of Portugal Cove-St. Philips

Ms. Gail Tucker, Director of Public Works

1. 2015 Budget

The Committee reviewed a memorandum dated November 10, 2014 from the Manager of Budget and Treasury, a copy of which is appended to this report, which dealt with the proposed budget for 2015. Mr. Coffey explained that there is a proposed budget increase of \$725,000 or just over 5.6%. The significant reasons for the increase are salaries and wages as well as transfers to a

ST. JOHN'S

capital reserve. The salaries and wages are a direct result of both new collective agreements and a management salary review which occurred during 2014. The transfer to reserves of \$400,000 is new for 2015 and represents estimated contribution toward a reserve to fund future capital projects at the treatment facility.

On the basis of the proposed budget, projected water flows and costs per cubic metre, the following table represents volumes and projected costs.

Municipality	2014 Volumes	2015 Volumes	2014 \$	2015 \$	2015 Sharing
CITY OF ST. JOHN'S	9,186,493	8,155,358	4,986,902	4,522,551	33.24%
CITY OF MOUNT PEARL	7,586,167	8,334,418	4,118,163	4,621,849	33.97%
TOWN OF CONCEPTION BAY SOUTH	3,831,116	4,658,116	2,079,727	2,583,157	18.99%
TOWN OF PARADISE	2,448,136	2,641,989	1,328,974	1,465,114	10.77%
TOWN OF PORTUGAL COVE-ST. PHILLIPS	668,386	742,839	362,834	411,941	3.03%
	23,720,298	24,532,720	13,087,233	13,604,613	100.00%
		Rate	\$ 0.543	\$ 0.555	

Having reviewed charts outlining in detail water consumption for the region and each specific municipality, discussion took place and questions were raised as to why consumption is increased about 6% overall. Given that 2014 was a relatively dry summer, and with no changes in meter reporting, staff agreed to review the report and provide the Committee with more detailed analytical data to support the findings. This information will be forwarded to the Committee as soon as it is completed.

There being no further discussion the following recommendation was brought forward:

Recommendation

On a motion from Councillor Tilley; seconded by Councillor Stoyles, the Committee recommends approval of the 2015 water rate of \$0.555/m³ and approval of the 2015 operating budget as presented in the amount of \$13,604,613.

Deputy Mayor Ron Ellsworth
Co-Chairperson

REGIONAL WASTEWATER SERVICES COMMITTEE REPORT

DECEMBER 2, 2014

In Attendance:

City of St. John's:

Deputy Mayor Ron Ellsworth – Co-Chairperson

Councillor Bruce Tilley

Mr. Paul Mackey, Deputy City Manager, Public Works

Mr. Bob Bishop, Deputy City Manager of Financial Management

Mr. Derek Coffey, Manager of Budget & Treasury

Ms. Lynnann Winsor, Director of Water & Wastewater

Mr. Terry Knee, Manager, Regional Wastewater Treatment System

Mr. Sean Janes, Internal Auditor

Ms. Maureen Harvey, Senior Legislative Assistant

City of Mount Pearl:

Councillor Lucy Stoyles, Co-Chairperson

Ms. Tina O'Dea, Manager of Engineering Services

Town of Paradise:

Mr. Rodney Cumby, CAO

Ms. Ron Fleming, Director of Public Works

Ms. Vanessa Barry, Manager of Engineering Services

1. Wastewater Systems Effluent Regulations Update

The Committee discussed a memorandum dated November 27, 2014 from the Director of Water and Wastewater. It advises that in 2012, the Federal Government issued the *Wastewater Systems Effluent Regulations* (WSER) in order to achieve a national effluent quality standard for wastewater discharge. As dictated by the WSER, the City of St. John's has been required to monitor and report on the quality and quantity of effluent discharged from the Riverhead Wastewater Treatment Facility (WWTF) since the beginning of 2013. From the results of the initial monitoring period, it has been determined that the Riverhead WWTF has been categorized as a *High Risk* facility as per the WSER. This means that the Riverhead WWTF must achieve secondary treatment by December 31, 2020 in order to comply with the effluent quality standards of the WSER.

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In June 2014, the City of St. John's applied to the Federal Government for a *Transitional Authorization* (TA) to discharge wastewater effluent as we progress towards secondary treatment. As part of the TA application process, the Federal Government has requested a plan detailing how and when secondary treatment will be achieved at the Riverhead WWTF. This level of detail can only be provided after some preliminary pre-design work has been completed.

Recommendation

Moved by Councillor Stoyles; seconded by Councillor Tilley: That CH₂M Hill be appointed as the engineering consultants for the preliminary pre-design work in order to complete the plan requested by the Federal Government. It is estimated that a budget for the preliminary pre-design work would be \$500,000, and it is therefore recommended that this amount of funds be added to the 2015 operating budget of the Riverhead WWTF.

It was noted that a tender is not required as this company is already carrying out existing work. When asked if this is included in the proposed 2015 operating budget, it was reported by the Manager of Budget and Treasury that it is not certain whether the budget will be able to absorb this cost.

It is expected that secondary treatment, when imposed by the Federal Government, will cost in excess of \$100M.

2. 2015 Budget

The Committee considered a memorandum dated November 2, 2014 from the Manager of Budget & Treasury with respect to 2015 budget projections.

While a full breakdown is appended to this report, a summary table is as follows:

	BUDGET 2014	BUDGET 2015	INCREASE (DECREASE)	PERCENT
TOTAL PERSONNEL SERVICES	1,319,362	1,386,968	67,606	5.12%
TOTAL CONTRACTUAL SERVICES	1,141,207	1,263,803	122,596	10.74%
TOTAL MATERIALS & SUPPLIES	1,520,375	1,819,300	298,925	19.66%
TOTAL CAPITAL OUT OF REVENUE	6,500	6,500		
TOTAL FINANCIAL CHARGES	6,265,739	6,155,629	(110,110)	-1.76%
TOTAL OTHER TRANSACTIONS	430,059	428,541	(1,518)	-0.35%
TOTAL EXPENDITURE THIS PROGRAM	10,683,242	11,060,741	377,499	3.53%

Excluding the debt charges, which are applicable to the City of St. John's only, the increase to the budget is \$487,609 or 4.56%.

In terms of notable changes to the operating budget:

1. **Light and power** – an increase of \$104,000 attributable to anticipated increased run hours of equipment with anticipated flows.
2. **Repairs to electrical** – an increase of \$20,000 to allow for repairs to electric motors/equipment extending the life of the motors instead of replacing. The warranties have expired on equipment.
3. **Furnace fuel, tipping fees, Sodium bisulfite, and chlorine** - an increase of \$268,000 due to increased treatment volumes expected in 2015.

Costs for individual municipalities are not provided for 2015. The cost projection is based on anticipated flows which for 2015 are extremely difficult to predict due to:

1. A new meter being installed to allow for accurate measure of the flows coming out of Mount Pearl.
2. The exact date for the City of St. John's to commence sending flows from the east end is not exactly known. While it should be early in 2015 a difference of even 30 days could make a substantial difference.
3. When St. John's does commence sending flows, it will be at a gradual rate to allow staff time to ensure the increased volumes can be handled appropriately and deal with any issues if they arise. Predicting how long this "ramping up" process will take is extremely difficult.
4. Further complicating #3 identified above is that it is unknown exactly what volumes will come from the east end. This affects the "ramping up" process but also affects what the ultimate variable flow percentages will be for each municipality.
5. Finally, the facility has not yet operated accepting all flows so the resulting operating patterns and ultimate cost implications are not yet known.

While it is not anticipated there should be a material cost increase for Mount Pearl or Paradise, given the above issues, any sort of actual prediction of cost is extremely challenging.

As noted in previous meetings of the Committee, once the facility has reached full operating levels a time period will be chosen to accurately capture the true flows from all municipalities. This in turn will be used to recalculate the fixed costs that have been billed to date. This recalculation can likely be done in 2016.

Mr. Coffey stated that this budget is staff's best estimate as the facility has not yet operated a full capacity.

Recommendation:

Moved by Councillor Dave Tilley; seconded by Councillor Stoyles, that approval be given to accept the 2014 budget estimates in the amount of \$11,060,741 as presented.

Ron Ellsworth
Deputy Mayor – City of St. John's
Co-Chairperson

FINANCE & ADMINISTRATION STANDING COMMITTEE REPORT

DECEMBER 9, 2014

IN ATTENDANCE:

Councillor Danny Breen, Chairperson
 Councillor Tom Hann
 Councillor Wally Collins
 Councillor Bruce Tilley
 Councillor Sandy Hickman
 Councillor Bernard Davis (12:40 pm)
 Mr. Neil Martin, City Manager
 Mr. Dave Blackmore, Deputy City Manager- Planning, Development & Engineering
 Mr. Robert Bishop, Deputy City Manager, Financial Management
 Ms. Jill Brewer, Deputy City Manager, Community Services
 Mr. Kevin Breen, Deputy City Manager, Corporate Services
 Mr. David Day, Manager – Emergency Preparedness
 Mr. Sean Janes, Senior Internal Auditor
 Ms. Maureen Harvey, Senior Legislative Assistant

1. East Coast Trail Association – Request for funding

The Committee reviewed an email request from the President of the East Coast Trail Association for a five year trail maintenance program at a cost of \$86,040 per year.

The Committee was reminded that Council approved an amount of \$25,000 earlier in the year under the Community Grants Program.

Discussion took place with respect to City resources that are being expended on the East Coast Trail when hikers go missing. i.e. use of SJRFD resources, emergency staff etc. To that end it was recommended that any future funding for the East Coast Trail Association be conditional upon the Association installing mile markers on the trail. This will expedite the response of emergency response personnel in the event they have to respond to an incident on the trail.

Recommendation

The Committee recommends that the request for funding for the East Coast Trail Association be referred to the 2015 grants program and further that the Association be advised that any future funding approved by the City will be conditional upon the installation of mile markers on the trail.

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2. Memorandum from the Deputy City Manager – Financial Management dated December 5, 2014 re: Avalon Arena Association

The Committee discussed the above noted memorandum which reported that the Avalon Arena Association owns and operates the Twin Rinks facility on Blackler Avenue. The opportunity has arisen for the Association to purchase the former Brother O'Hehir Arena on Bonaventure Avenue. Purchase of this rink would enhance the Association's ability to provide sufficient ice time to meet the demands of minor hockey in the City of St. John's.

Recommendation

Moved by Councillor Hickman; seconded by Councillor Collins: that approval be given to provide the Avalon Arena Association with an interest free mortgage in the amount of \$500,000 payable over twenty years for the purpose of acquiring the former Brother O'Hehir Arena.

3. Memorandum dated December 9, 2014 from The City Clerk, re: Requests for Financial Support for Meetings and Conventions.

Consideration was given to the above-noted which outlined a request from the Newfoundland & Labrador Powerlifting Association to assist with funding for the 2015 Canadian Powerlifting and Bench Press Championships in April 2015. The group qualifies for a grant in the amount of \$750 under the above-noted policy.

As Council has the discretion to approve up to \$2,500 under the policy, the following recommendation was introduced:

Recommendation

Moved by Councillor Collins seconded by Councillor Hickman: That an amount of \$2,000 be provided to Newfoundland & Labrador Powerlifting Association to assist with costs to host the 2015 Canadian Powerlifting and Bench Press Championships in April 2015.

4. City of St. John's Warming Centre Protocol

The Committee considered the following proposed protocol which was prepared by the Manager of Emergency Preparedness. The development of this protocol was advanced in light of last year's power outages where the City used the Foran/Greene Room for the operation of a warming center.

City of St. John's - Warming Center Protocol

Definition of Warming Center

A Warming Centre is the location designated by a local authority as a short term drop in center that operates when there is Extreme Cold as a result of a power outage. At a Warming Centre, residents may

warm up during a blackout or other emergency so they can rest and allow their body temperature to return to normal. Visitors are encouraged to stay in the center for a period of at least two hours but no more than four hours. The City of St. John's will establish Warming Centers as required in conjunction with the Provincial Department of Advanced Education and Skills, the Canadian Red Cross and the Salvation Army. It is to be noted that in this protocol, a Warming Center does not include the provision of accommodations for displaced persons.

Hours of operation

Warming Center(s) established by the City of St. John's are intended to be a temporary location to aid citizens during an emergency or disaster. Operating hours will be during day time hours (I.e. 7AM to 7PM) and or extended as necessary to resolve the incident. It is not intended for a reception center to operate on a 7/24 basis.

Staffing

Centers established in City of St. John's facilities will be staffed by City employees as deemed necessary. As well, requests for assistance can be made to the following agencies to assist with Center setup and staffing;

- a. Canadian Red Cross – assist in Center setup, registration and enquiry and access to emergency personal care kits
- b. Salvation Army – assist in food preparation, handling, distribution and Critical Incident Stress Management
- c. Provincial Department of Advanced Education and Skills – lodging and other matters related to Emergency Social Services

Minimum staffing of a Warming Center established by the City of St. John's will include:

- 2 staff from the City of St. John's
- 1 Security person (Contract)
- 2 Canadian Red Cross Volunteers
- 1 City of St. John's OHS Nurse (either present or on call)
- 1 staff from Advanced Education and Skills (either present or on call)

Animals

Pets will not be permitted in Warming Centers established by the City of St. John's. If under the advice of the City's Veterinarian, an incident is of such a nature that requires a pet shelter to be established, all reasonable efforts will be made to accommodate citizens and their pets in an alternate location(s).

The exception to this is Service Animals holding the appropriate documentation.

Reception Kits

Reception centers kits containing stationary; signage and other supplies have been prepositioned at the following locations;

- i. Foran Greene Room, City Hall
- ii. H.G.R Mews Center

Food

The provision of food will be coordinated by the Events and Catering Clerk, Corporate Services in conjunction with the Salvation Army.

a. What will be provided:

- i. Hot and cold beverages*
- ii. Commercially packaged/prepared snacks or foods*

b. Donations

- i. Donations of commercially packaged or prepared foods will be accepted from local businesses and suppliers*
- ii. Donations from the general public cannot be accepted due to concerns of contents related to allergies*

Activation and Deactivation

The establishment, transfer of responsibility to another agency or shutdown of a Reception Center by the City of St. John's shall be done by the City Manager in consultation with the Manager of Emergency Preparedness and authorities having jurisdiction over the incident.

Discussion took place with agreement that such a protocol is helpful as it sets out the parameters and guidelines for City officials.

Recommendation

Moved by Councillor Hickman; seconded by Councillor Tilley: That the proposed City of St. John's Warming Center Protocol be approved and appended to the City's Emergency Plan.

5. Discussion paper from George Street United Church re: Use of Gymnasium as a Warming Centre.

The above-noted discussion paper dealt with a request to the City to consider the possibility of utilizing their full gymnasium as a comfort/emergency center for downtown St. John's. The paper notes that the gymnasium is currently the emergency center for the Delta Hotel and have begun discussions with Steele Hotels on a similar arrangement. Given the City's recent contribution to the Gathering Place, and suggesting the downtown core is without the security of a comfort/emergency center to serve several hotels that have been constructed as well as the office towers and residents of downtown, the organization is requesting financial assistance to move forward with this initiative.

Recommendation

The Committee recommends that Gower Street United Church be advised that the City will have adequate resources for a warming center once the Convention Centre Expansion is completed.

6. Letter dated September 25, 2014 from “The Pathways Foundation Inc.” requesting start-up funding in the amount of \$5,000

The Committee reviewed a letter requesting funding for this emerging non-profit organization for people who have experienced abuse within religious institutions.

Discussion took place with agreement that such a request outside the scope of the City’s mandate for a number of reasons, including but not limited to:

- a. The City does not provide seed money to any organization
- b. The City does not fund general operations of not-for-profit groups as City grants are intended to fund specific discrete programs

Recommendation

Moved by Councillor Tilley; seconded by Councillor Hickman: That the request from The Pathways Foundation Inc. for a start-up grant of \$5,000 be rejected on the basis that it is outside the scope of the City’s mandate.

Councillor Danny Breen
Chairperson

DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF December 4, 2014 TO December 10, 2014

89

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
AG	Lester's Farm Market	Proposed Extension of Existing Dwelling	168 Brookfield Road	5	Approved	12-04-14
COM	Bell Mobility Inc.	Proposed Cell Tower-Access Plan	130 Ridge Road	4	Approved	12-04-14
RES		Crown Land Grant for Residential purpose	Shoal Bay Road	5	Rejected- Lot does not meet RRI Zone requirements	12-10-14
INST	CMT Inc.	Proposed Extension to Parking Lot	70 The Boulevard	1	Approved	12-10-14
RES		Home Office for "A Sweet Touch"	36 Doolings Line	5	Approved	12-10-14
COM	Kendall Engineering Ltd.	Proposed Gravel Parking Lot for Vehicle Storage	547 Kenmount Road	4	Approved	12-10-14

* 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
Department of Planning

Building Permits List

Council's December 15, 2014 Regular Meeting

Permits Issued: 2014/12/04 To 2014/12/10

Class: Commercial

58 Kenmount Rd, Topshelf Vapor	Oc	Retail Store
303-305 Hamilton Ave	Sn	Mixed Use
12 Hebron Way, Starbucks	Sn	Eating Establishment
25 Hebron Way	Ms	Retail Store
515 Kenmount Rd	Ms	Retail Store
204-206 Main Rd, A.I.M.E.	Ms	Clinic
215 Major's Path	Ms	Retail Store
87 O'leary Ave	Sn	Mixed Use
Portugal Cove Rd	Ms	Retail Store
15 Ropewalk Lane	Sn	Industrial Use
24 Stavanger Dr	Ms	Retail Store
88 Thorburn Rd	Ms	Retail Store
164 Water St	Sn	Tavern
16-72 Hamlyn Rd	Cr	Retail Store
288 Duckworth St	Rn	Mixed Use
655 Topsail Rd, Suite 711	Cr	Restaurant
35 Ridge Rd	Rn	Club
5 Springdale St. Jumping Bean	Rn	Eating Establishment
547 Kenmount Rd	Sw	Commercial Garage

This Week \$ 668,600.00

Class: Industrial

This Week \$.00

Class: Government/Institutional

2a Bonaventure Ave	Rn	School
130 Ridge Rd	Nc	Communications Use

This Week \$ 440,500.00

Class: Residential

138 Castle Bridge Dr	Nc	Patio Deck
138 Castle Bridge Dr	Nc	Patio Deck
179 Castle Bridge Dr, Lot 348	Nc	Single Detached Dwelling
181 Castle Bridge Dr, Lot 347	Nc	Single Detached Dwelling
183 Castle Bridge Dr, Lot 346	Nc	Single Detached Dwelling
185 Castle Bridge Dr, Lot 345	Nc	Single Detached Dwelling
26 Cherrybark Cres	Nc	Accessory Building
10 Drake Cres	Nc	Patio Deck
48 Ladysmith Dr	Nc	Accessory Building
235 Ladysmith Dr	Nc	Fence
53 Nautilus St, Lot 141	Nc	Single Detached Dwelling
25 Oakridge Dr	Nc	Accessory Building
23 Pine Bud Pl	Nc	Fence
14 Piper St	Nc	Accessory Building
12 Sugar Pine Cres	Nc	Accessory Building
9 Sugar Pine Cres, Lot #258	Nc	Single Detached & Sub.Apt
26 Topsail Rd, Lot 7-8	Nc	Single Detached Dwelling
17 Sitka St, Lot 286	Nc	Single Detached & Sub.Apt
6 Vinnicombe St	Nc	Accessory Building
28 Willenhall Pl, Lot 30	Nc	Single Detached & Sub.Apt

4 Kildare Pl	Co	Single Detached & Sub.Apt
15 Thompson Pl	Cr	Subsidiary Apartment
20 Circular Rd	Ex	Single Detached Dwelling
19 Abraham St	Rn	Single Detached Dwelling
10 Anderson Ave	Rn	Townhousing
12 Anderson Ave	Rn	Townhousing
14 Anderson Ave	Rn	Townhousing
16 Anderson Ave	Rn	Townhousing
34 Beothuck St	Rn	Semi-Detached Dwelling
36 Beothuck St	Rn	Semi-Detached Dwelling
99 Bond St	Rn	Townhousing
26 Cherrybark Cres	Rn	Single Detached Dwelling
1 Chestnut Pl	Rn	Single Detached Dwelling
60 Circular Rd	Rn	Single Detached Dwelling
12 Dorsey's Lane	Rn	Single Detached Dwelling
30 Heavy Tree Rd	Rn	Single Detached Dwelling
115-119 Queen's Rd	Rn	Condominium
117 Queen's Rd, Unti 2	Rn	Condominium
115-119 Queen's Rd Unit 12	Rn	Condominium
17 Sugar Pine Cres	Rn	Single Detached Dwelling
21 Warbury St	Rn	Subsidiary Apartment
11 Glenlonan St	Sw	Single Detached Dwelling
		This Week \$ 3,164,950.00

Class: Demolition

87a Old Petty Harbour Rd	Dm	Single Detached Dwelling
		This Week \$ 5,000.00

This Week' S Total: \$ 4,279,050.00

Repair Permits Issued: 2014/12/04 To 2014/12/10 \$ 18,500.00

386 Stavanger Drive - Your Application For A Digital Sign Has Been Rejected As Contrary To Sections (2b), (23.6) Of The St. Jon's Sign's By-Law.

27 Blackmarsh Road - Your Application For A Front Porch Enclosure Has Been Rejected As Contrary To Section 8.3.3 Of The St. John's Development Regulations.

Legend

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

Year To Date Comparisons			
December 15, 2014			
TYPE	2013	2014	% VARIANCE (+/-)
Commercial	\$103,169,000.00	\$173,434,000.00	68
Industrial	\$2,325,000.00	\$125,300.00	-95
Government/Institutional	\$79,798,000.00	\$78,381,000.00	-2
Residential	\$157,320,000.00	\$138,570,000.00	-12
Repairs	\$4,688,000.00	\$5,127,000.00	9
Housing Units (1 & 2 Family Dwellings)	439	318	
TOTAL	\$347,300,000.00	\$395,637,300.00	14

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA
Director of Planning & Development

MEMORANDUM

Weekly Payment Vouchers For The Week Ending December 10, 2014

Payroll

Public Works **\$ 513,028.27**

Bi-Weekly Casual **\$ 22,206.91**

Accounts Payable **\$ 4,344,616.58**

Total: **\$ 4,879,851.76**

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
RAILWAY COASTAL MUSEUM	76297	REPLENISH PETTY CASH	\$435.62
GORDON BARNES	76298	PROFESSIONAL SERVICES	\$2,400.00
NEWFOUNDLAND POWER	76299	ELECTRICAL SERVICES	\$27,080.32
BELL MOBILITY	76300	CELLULAR PHONE USAGE	\$149.49
MANULIFE FINANCIAL	76301	LTD PREMIUMS	\$413.22
PUBLIC SERVICE CREDIT UNION	76302	PAYROLL DEDUCTIONS	\$7,141.52
FLEMING, MARK	76303	REIMBURSEMENT MISCELLANEOUS SUPPLIES	\$99.43
ROYAL BANK	76304	PAYROLL DEDUCTIONS	\$482.30
NOEL R. ANDREWS & ASSOCIATES	76305	PAYROLL DEDUCTIONS	\$400.00
RECEIVER GENERAL FOR CANADA	76306	PAYROLL DEDUCTIONS	\$2,672.02
MCLOUGHLAN SUPPLIES LTD.	76307	ELECTRICAL SUPPLIES	\$6,449.35
RICK MAGILL	76308	CLEANING SERVICES	\$200.00
DARLENE SHARPE	76309	CLEANING SERVICES	\$600.00
BELL ALIANT	76310	TELEPHONE SERVICES	\$4,114.31
NEWFOUNDLAND POWER	76311	ELECTRICAL SERVICES	\$81,746.97
LAW SOCIETY OF NEWFOUNDLAND	76312	MEMBERSHIP FEES	\$648.72
ST. JOHN'S TRANSPORTATION COMMISSION	76313	M CARD SALES	\$3,000.00
NEWFOUNDLAND EXCHEQUER ACCOUNT	76314	PROFESSIONAL SERVICES	\$100.00
THE WINDOW SHOP	76315	CONTRACT PAYMENT	\$39,154.50
ELLISDON CORPORATION	76316	CONTRACT PAYMENT	\$661,164.56
ROGERS BUSINESS SOLUTIONS	76317	DATA & USAGE CHARGES	\$6,183.36
BELL MOBILITY	76318	CELLULAR PHONE USAGE	\$20.55
GRAYLINE COMMERCIAL FLOORING INC.	76319	PROFESSIONAL SERVICES	\$3,340.28
POWER BROTHERS INC. POWER'S SALVAGE	76320	REPAIR PARTS	\$233.55
HISCOCK RENTALS & SALES INC.	76321	HARDWARE SUPPLIES	\$1,230.27
HISCOCK RENTALS & SALES INC.	76322	HARDWARE SUPPLIES	\$198.46
POWER BROTHERS INC. POWER'S SALVAGE	76323	REPAIR PARTS	\$448.89
CITY OF ST. JOHN'S	76324	REPLENISH PETTY CASH	\$176.30
BISHOP, ROBERT	76325	TRAVEL ADVANCE	\$1,200.00
ROGERS CABLE	76326	INTERNET SERVICES	\$287.02
GORDON BARNES	76327	YEAR END REMEMBRANCE	\$2,400.00
WELSH, SHERRY	76328	YEAR END REMEMBRANCE	\$1,000.00
HURLEY, ANNETTE	76329	YEAR END REMEMBRANCE	\$500.00
ELIZABETH HOWARD	76330	YEAR END REMEMBRANCE	\$400.00
HARVEY, KATIE	76331	YEAR END REMEMBRANCE	\$100.00
SAYERS, MELISSA	76332	YEAR END REMEMBRANCE	\$75.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT ^{US}
FIRST INSURANCE FUNDING OF CANADA	76333	MEMBERSHIP FEES	\$414.00
BELL MOBILITY	76334	CELLULAR PHONE USAGE	\$167.02
BELL ALIANT	76335	TELEPHONE SERVICES	\$813.76
THYSSENKRUPP ELEVATOR	76336	ELEVATOR MAINTENANCE	\$282.50
THE TELEGRAM	76337	ADVERTISING	\$871.57
VOKEY'S JANITORIAL SERVICE	76338	JANITORIAL SERVICES	\$1,061.07
TYCO INTEGRATED SECURITY CANADA, INC.	76339	PROFESSIONAL SERVICES	\$223.74
NEWFOUNDLAND POWER	76340	ELECTRICAL SERVICES	\$2,089.93
ENCON GROUP INC.	76341	PROFESSIONAL SERVICES	\$257.54
CITY OF ST. JOHN'S	76342	REPLENISH PETTY CASH	\$156.85
WALSH, BERNADETTE	76343	MISCELLANEOUS SUPPLIES	\$202.32
RECEIVER GENERAL FOR CANADA	76344	PAYROLL DEDUCTIONS	\$8,716.65
RECEIVER GENERAL FOR CANADA	76345	PAYROLL DEDUCTIONS	\$167,993.59
RECEIVER GENERAL FOR CANADA	76346	PAYROLL DEDUCTIONS	\$608,618.47
CLARKE'S TRUCKING & EXCAVATING	76347	CONTRACT PAYMENT	\$65,161.02
IRVING OIL MARKETING GP	76348	GASOLINE & DIESEL PURCHASES	\$8,481.48
PARTS FOR TRUCKS INC.	76349	REPAIR PARTS	\$10,463.10
CLARKE'S TRUCKING & EXCAVATING	76350	CONTRACT PAYMENT	\$72,544.53
ACKLANDS-GRAINGER	76351	INDUSTRIAL SUPPLIES	\$51.98
ACTION TRUCK CAP & ACCESSORIES	76352	REPAIR PARTS	\$1,895.47
CABOT AUTO GLASS & UPHOLSTERY	76353	REPAIR PARTS	\$896.88
AVALON FORD SALES LTD.	76354	AUTO PARTS	\$369.81
B & B SALES LTD.	76355	SANITARY SUPPLIES	\$517.77
BABB LOCK & SAFE CO. LTD	76356	PROFESSIONAL SERVICES	\$205.58
MIGHTY WHITES LAUNDROMAT	76357	LAUNDRY SERVICES	\$99.21
COSTCO WHOLESALE	76358	MISCELLANEOUS SUPPLIES	\$429.71
BRINK'S CANADA LIMITED	76359	DELIVERY SERVICES	\$1,216.80
BOMI CANADA	76360	EDUCATION COSTS	\$840.00
MORRIS SERVICE STATION LTD.	76361	REFUND PERMIT	\$7,500.00
RDM INDUSTRIAL LTD.	76362	INDUSTRIAL SUPPLIES	\$168.25
ROBERT BAIRD EQUIPMENT LTD.	76363	RENTAL OF EQUIPMENT	\$2,256.47
PARSONS & SONS TRANSPORTATION	76364	TRANSPORTATION SERVICES	\$282.50
NEWFOUNDLAND EXCHEQUER ACCOUNT	76365	REGISTRATION OF EASEMENT	\$186.00
DOMINION STORES 924	76366	MISCELLANEOUS SUPPLIES	\$313.97
STAPLES THE BUSINESS DEPOT - MP	76367	MISCELLANEOUS SUPPLIES	\$416.71
BELBIN'S GROCERY	76368	CATERING SERVICES	\$154.47

NAME	CHEQUE #	DESCRIPTION	AMOUNT ⁹⁶
HUB TROPHIES & MEDICAL SUPPLIES	76369	NAME PLATES	\$28.26
CABOT PEST CONTROL	76370	PEST CONTROL	\$715.30
NEWFOUNDLAND EXCHEQUER ACCOUNT	76371	MEMBERSHIP RENEWAL	\$100.00
PLAZA BOWL LIMITED	76372	REAL PROGRAM	\$172.00
ROCKWATER PROFESSIONAL PRODUCT	76373	CHEMICALS	\$2,233.71
STANTEC CONSULTING LTD. (SCL)	76374	PROFESSIONAL SERVICES	\$12,527.97
TIM HORTONS STORE 387	76375	MISCELLANEOUS SUPPLIES	\$52.88
BLACK & MCDONALD LIMITED	76376	PROFESSIONAL SERVICES	\$652.58
GRAPHIC ARTS & SIGN SHOP LIMITED	76377	SIGNAGE	\$461.04
DESTINATION ST. JOHN'S	76378	PARTNERSHIP FEES	\$10,000.00
RBC INVESTOR SERVICES TRUST	76379	PROFESSIONAL SERVICES	\$706.25
COX & PALMER	76380	PURCHASE OF PROPERTY	\$22,925.00
CLASS C SOLUTIONS GROUP	76381	REPAIR PARTS	\$22,454.99
RICOH	76382	REPAIR PARTS	\$1,230.17
BRENKIR INDUSTRIAL SUPPLIES	76383	PROTECTIVE CLOTHING	\$391.38
BROWNE'S AUTO SUPPLIES LTD.	76384	AUTOMOTIVE REPAIR PARTS	\$388.15
JLG TRANSPORATION LTD.	76385	TAXI SERVICES	\$149.75
OFFICEMAX GRAND & TOY	76386	OFFICE SUPPLIES	\$920.79
COMPUTERSHARE INVESTOR SERVICE ACCOUI	76387	SERVICE FEES	\$1,696.10
FLAGHOUSE INC	76388	RECREATIONAL SUPPLIES	\$398.82
ATLANTIC TRAILER & EQUIPMENT	76389	REPAIR PARTS	\$956.16
LEXISNEXIS CANADA INC.	76390	PUBLICATION	\$393.20
TRIWARE TECHNOLOGIES INC.	76391	COMPUTER EQUIPMENT	\$226.00
NEW WORLD FITNESS	76392	MEMBERSHIP DUES FOR FIREFIGHTERS	\$284.60
CHESTER DAWE CANADA - O'LEARY AVE	76393	BUILDING SUPPLIES	\$1,234.43
CABOT FORD LINCOLN SALES LTD.	76394	REPAIR PARTS	\$87.97
CANADIAN CORPS COMMISSIONAIRES	76395	SECURITY SERVICES	\$8,061.14
AIR LIQUIDE CANADA INC.	76396	CHEMICALS AND WELDING PRODUCTS	\$3,548.18
CARSWELL DIV. OF THOMSON CANADA LTD	76397	PUBLICATIONS	\$1,931.01
THE PRINTING PLACE	76398	PUBLICATIONS	\$336.74
COASTAL DOOR & FRAME LTD	76399	DOORS/FRAMES	\$2,102.23
TRANSOFT SOLUTIONS INC.	76400	SOFTWARE UPGRADE	\$1,310.80
SOBEY'S INC	76401	PET SUPPLIES	\$83.60
NORTRAX CANADA INC.,	76402	REPAIR PARTS	\$1,980.56
WM L CHAFE & SON LTD.	76403	GLOVES	\$2,856.64
CBCL LIMITED	76404	PROFESSIONAL SERVICES	\$16,526.25

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CLARKE'S TRUCKING & EXCAVATING	76405	GRAVEL	\$925.06
BRAEMAR PEST CONTROL SERVICES	76406	PEST CONTROL	\$19,415.59
HOBART FOOD EQUIPMENT GROUP	76407	REPAIRS TO EQUIPMENT	\$1,679.32
DULUX PAINTS	76408	PAINT SUPPLIES	\$607.95
STEELE COMMUNICATIONS	76409	ADVERTISING	\$9,312.99
COLONIAL GARAGE & DIST. LTD.	76410	AUTO PARTS	\$13,018.72
CONSTRUCTION SIGNS LTD.	76411	SIGNAGE	\$10,979.48
SCOTT WINSOR ENTERPRISES INC.,	76412	REMOVAL OF GARBAGE & DEBRIS	\$791.00
COUNTRY TRAILER SALES 1999 LTD	76413	REPAIR PARTS	\$678.00
JAMES G CRAWFORD LTD.	76414	PLUMBING SUPPLIES	\$2,883.99
FABRICVILLE	76415	MATERIALS	\$27.07
CROSBIE INDUSTRIAL SERVICE LTD	76416	CONTRACT PAYMENT	\$87,122.77
NEWFOUND CABS	76417	TRANSPORTATION SERVICES	\$1,193.82
FASTENAL CANADA	76418	REPAIR PARTS	\$113.75
HARTY'S INDUSTRIES	76419	PROFESSIONAL SERVICES	\$734.50
ATLANTIC RECREATION	76420	SNOWBLOWER	\$5,071.44
CUMMINS EASTERN CANADA LP	76421	REPAIR PARTS	\$188.70
KENDALL ENGINEERING LIMITED	76422	PROFESSIONAL SERVICES	\$42,512.46
CHESTER DAWE CANADA - TORBAY RD	76423	BUILDING SUPPLIES	\$47.47
ROGERS ENTERPRISES LTD	76424	PROFESSIONAL SERVICES	\$372.90
MCINNES COOPER	76425	PROFESSIONAL SERVICES	\$4,117.72
DICKS & COMPANY LIMITED	76426	OFFICE SUPPLIES	\$19,415.80
H. KHALILI PH.D. & ASSOCIATES	76427	PROFESSIONAL SERVICES	\$150.00
MIC MAC FIRE & SAFETY SOURCE	76428	REPAIR PARTS	\$189.39
HITECH COMMUNICATIONS LIMITED	76429	REPAIRS TO EQUIPMENT	\$395.50
REEFER REPAIR SERVICES LTD.	76430	REPAIR PARTS	\$167.24
NORTH ATLANTIC MARINE SUPPLIES & SERVICE	76431	REPAIR PARTS	\$51.25
ATLANTIC HOSE & FITTINGS	76432	REPAIR PARTS	\$146.55
DOMINION RECYCLING LTD.	76433	PIPE	\$139.22
THYSSENKRUPP ELEVATOR	76434	ELEVATOR MAINTENANCE	\$141.25
CANADIAN TIRE CORP.-HEBRON WAY	76435	MISCELLANEOUS SUPPLIES	\$1,143.38
CANADIAN TIRE CORP.-MERCHANT DR.	76436	MISCELLANEOUS SUPPLIES	\$621.92
CANADIAN TIRE CORP.-KELSEY DR.	76437	MISCELLANEOUS SUPPLIES	\$420.60
JAMES R EALES EQUIP RENTAL LTD	76438	RENTAL OF EQUIPMENT	\$813.60
EAST COAST MARINE & INDUSTRIAL	76439	MARINE & INDUSTRIAL SUPPLIES	\$149.16
EAST CHEM INC.	76440	CHEMICALS	\$1,682.80

NAME	CHEQUE #	DESCRIPTION	AMOUNT ⁹⁸
ECONOMY DRYWALL SUPPLIES	76441	BUILDING SUPPLIES	\$592.71
ELECTRIC MOTOR & PUMP DIV.	76442	REPAIR PARTS	\$357.93
MSE RESTAURANT LIMITED	76443	FOOD AND REFRESHMENTS	\$306.10
ENTERPRISE RENT A CAR	76444	RENTAL OF VEHICLES	\$2,994.50
EMCO SUPPLY	76445	REPAIR PARTS	\$1,148.85
EM PLASTIC & ELECTRIC PROD LTD	76446	REPAIR PARTS	\$90.40
NL ENVIRONMENTAL INDUSTRY ASSN	76447	MEMBERSHIP FEES	\$750.00
THE TELEGRAM	76448	ADVERTISING	\$10,116.50
EXECUTIVE COFFEE SERVICES LTD.	76449	COFFEE SUPPLIES	\$195.40
HOME DEPOT OF CANADA INC.	76450	BUILDING SUPPLIES	\$219.52
DOMINION STORE 935	76451	MISCELLANEOUS SUPPLIES	\$1,097.57
FASTSIGNS	76452	SIGNAGE	\$116.67
IPS INFORMATION PROTECTION SERVICES LTD	76453	PAPER SHREDDED ON SITE	\$1,909.70
EMERGENCY REPAIR LIMITED	76454	AUTO PARTS AND LABOUR	\$10,100.75
EXECUTIVE TAXI LIMITED	76455	TRANSPORTATION SERVICES	\$8,784.62
OMB PARTS & INDUSTRIAL INC.	76456	REPAIR PARTS	\$348.81
MARY KENNEDY	76457	DANCE INSTRUCTION	\$444.43
PRINCESS AUTO	76458	MISCELLANEOUS ITEMS	\$69.52
MILLENNIUM EXPRESS	76459	COURIER SERVICES	\$335.33
DEVONSHIRE PET MEMORIAL SERVICES INC.	76460	PROFESSIONAL SERVICES	\$4,531.30
GREENWOOD SERVICES INC.	76461	OPEN SPACE MAINTENANCE	\$631.11
GLOBALSTAR CANADA SATELLITE CO	76462	SATELLITE PHONES	\$112.95
SCHOOL SPECIALTY CANADA	76463	RECREATIONAL SUPPLIES	\$432.72
STELLAR INDUSTRIAL SALES LTD.	76464	INDUSTRIAL SUPPLIES	\$686.48
ENTERPRISE RENT-A-CAR	76465	CONTRACT PAYMENT	\$9,958.49
NEWALTA CORPORATION	76466	PROFESSIONAL SERVICES	\$971.80
ATLANTIC OILFIELD & INDUSTRIAL SUPPLY	76467	INDUSTRIAL SUPPLIES	\$116.30
SIMPLEX GRINNELL	76468	PROFESSIONAL SERVICES	\$858.80
PROVINCIAL FENCE PRODUCTS	76469	FENCING MATERIALS	\$627.15
WOLSELEY CANADA WATERWORKS	76470	PIPE	\$145.44
DELL CANADA INC.	76471	COMPUTER SUPPLIES	\$7,169.85
EASTERN PROPANE	76472	PROPANE	\$326.32
COAST 101.1 FM	76473	ADVERTISING	\$779.70
A HARVEY & CO. LTD.	76474	ROAD SALT	\$549.21
HARVEY'S OIL LTD.	76475	PETROLEUM PRODUCTS	\$82,304.13
HARVEY'S TRAVEL AGENCY LTD.	76476	AIRFARE COSTS	\$53.68

NAME	CHEQUE #	DESCRIPTION	AMOUNT ⁹⁹
TIM HORTON'S - 139 TORBAY ROAD	76477	FOOD AND REFRESHMENTS	\$100.00
GUILLEVIN INTERNATIONAL CO.	76478	ELECTRICAL SUPPLIES	\$2,100.36
HEATING PRODUCT 1978 LTD.	76479	STEAM COILS	\$146,900.00
BRENNTAG CANADA INC	76480	CHLORINE	\$57,825.54
HICKMAN MOTORS LIMITED	76481	AUTO PARTS	\$630.26
BELL DISTRIBUTION INC.,	76482	CELL PHONES & ACCESSORIES	\$1,044.53
HISCOCK RENTALS & SALES INC.	76483	HARDWARE SUPPLIES	\$210.23
TRIPLE A EXCAVATING	76484	RENTAL OF EQUIPMENT	\$10,781.32
HOLDEN'S TRANSPORT LTD.	76485	RENTAL OF EQUIPMENT	\$1,728.90
SNF CANADA LTD.	76486	REPAIR PARTS	\$13,932.90
TELUS GOING MOBILE (WIRELESS)	76487	MISCELLANEOUS SUPPLIES	\$67.78
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	76488	SAFETY SUPPLIES	\$137.30
CSSE	76489	MEMBERSHIP FEES	\$220.35
SPARTAN INDUSTRIAL MARINE	76490	SAFETY SUPPLIES	\$79.10
IMPRINT SPECIALTY PROMOTIONS LTD	76491	PROMOTIONAL ITEMS	\$1,885.97
HICKMAN DODGE JEEP CHRYSLER	76492	AUTO REPAIRS	\$1,163.45
CDMV	76493	VETERINARY SUPPLIES	\$2,616.31
JOHNSON CONTROLS LTD.	76494	REPAIR PARTS	\$300.92
IDEXX LABORATORIES	76495	VETERINARY SUPPLIES	\$146.92
VITALAIRE CUSTOMER CARE	76496	PROFESSIONAL SERVICES	\$137.38
BOSCH REXROTH CANADA CORP.	76497	REPAIR PARTS	\$1,517.93
KAVANAGH & ASSOCIATES	76498	PROFESSIONAL SERVICES	\$40,242.82
STANTEC ARCHITECTURE LTD.	76499	PROFESSIONAL SERVICES	\$86,390.43
KENT BUILDING SUPPLIES-STAVANGER DR	76500	BUILDING MATERIALS	\$1,395.72
FINE FOOD FACTORY	76501	FOOD AND REFRESHMENTS	\$309.06
GARDA CANADA SECURITY CORP	76502	SECURITY SERVICES	\$47.97
ATLANTICA MECHANICAL SERVICES	76503	REPAIR PARTS	\$272.65
CENTINEL SERVICES	76504	REPAIR PARTS	\$775.18
ARCHITECTURE49 INC.	76505	PROFESSIONAL SERVICES	\$21,468.98
BOUZANES DRIVEWAY SEALING & LINE STRIPPI	76506	PROFESSIONAL SERVICES	\$273.73
HONDA TOWN	76507	SNOWBLOWER	\$4,450.00
ELECTRO SONIC GROUP, INC.,	76508	PROFESSIONAL SERVICES	\$454.26
DIAMOND SOFTWARE INC.,	76509	PROFESSIONAL SERVICES	\$399.00
MARK'S WORK WEARHOUSE	76510	PROTECTIVE CLOTHING	\$936.71
JT MARTIN & SONS LTD.	76511	HARDWARE SUPPLIES	\$103.85
MARTIN'S FIRE SAFETY LTD.	76512	SAFETY SUPPLIES	\$5,199.33

NAME	CHEQUE #	DESCRIPTION	AMOUNT
MCDONALD'S HOME HARDWARE	76513	HARDWARE SUPPLIES	\$35.87
MCLOUGHLAN SUPPLIES LTD.	76514	ELECTRICAL SUPPLIES	\$2,727.00
MIKAN INC.	76515	LABORATORY SUPPLIES	\$500.88
KONICA MINOLTA BUSINESS SOLUTIONS CANADA	76516	MAINTENANCE CHARGES & REPAIRS	\$76.64
MODERN BUSINESS EQUIPMENT LTD.	76517	MAINTENANCE CHARGES & REPAIRS	\$47.73
WAJAX INDUSTRIAL COMPONENTS	76518	REPAIR PARTS	\$158.01
NU-WAY EQUIPMENT RENTALS	76519	RENTAL OF EQUIPMENT	\$2,631.77
NEWFOUND DISPOSAL SYSTEMS LTD.	76520	DISPOSAL SERVICES	\$36,125.81
NEWFOUNDLAND DISTRIBUTORS LTD.	76521	INDUSTRIAL SUPPLIES	\$760.64
NEWFOUNDLAND DESIGN ASSOCIATES	76522	PROFESSIONAL SERVICES	\$65,489.32
TOROMONT CAT	76523	AUTO PARTS	\$29,930.44
ORNAMENTAL CONCRETE LTD.	76524	CONCRETE/CEMENT	\$257.85
ORKIN CANADA	76525	PEST CONTROL	\$237.30
PERIDOT SALES LTD.	76526	REPAIR PARTS	\$602.86
PITNEY BOWES OF CANADA LIMITED	76527	PROFESSIONAL SERVICES	\$507.18
K & D PRATT LTD.	76528	REPAIR PARTS AND CHEMICALS	\$86.37
PROFESSIONAL UNIFORMS & MATS INC.	76529	PROTECTIVE CLOTHING	\$229.37
PROVINCIAL WOODPRODUCTS LTD.	76530	BUILDING MATERIALS	\$29.53
PUROLATOR COURIER	76531	COURIER SERVICES	\$99.74
S & S SUPPLY LTD. CROSSTOWN RENTALS	76532	REPAIR PARTS	\$10,809.85
ST. JOHN'S TRANSPORTATION COMMISSION	76533	GRANT	\$5,300.00
BIG ERICS INC	76534	SANITARY SUPPLIES	\$2,258.28
SAUNDERS EQUIPMENT LIMITED	76535	REPAIR PARTS	\$14,893.85
SMITH'S HOME CENTRE LIMITED	76536	HARDWARE SUPPLIES	\$300.16
STATE CHEMICAL LTD.	76537	CHEMICALS	\$284.14
TEMPLETON TRADING INC.	76538	PAINT SUPPLIES	\$14.72
AETTNL	76539	MEMBERSHIP FEES	\$271.20
TULKS GLASS & KEY SHOP LTD.	76540	PROFESSIONAL SERVICES	\$1,100.68
WATERWORKS SUPPLIES DIV OF EMCO LTD	76541	REPAIR PARTS	\$9,241.68
WAL-MART 3092-KELSEY DRIVE	76542	MISCELLANEOUS SUPPLIES	\$639.62
DR. KARL MISIK	76543	MEDICAL FEES	\$40.00
FRENCH, DAVID	76544	PROFESSIONAL SERVICES	\$666.65
TITFORD, JUNE	76545	PROFESSIONAL SERVICES	\$143.80
FARDY, BRENDA	76546	PROFESSIONAL SERVICES	\$571.41
WALSH, BASIL	76547	PROFESSIONAL SERVICES	\$571.41
SENIORS RESOURCE CENTRE	76548	CONFERENCE FEES	\$35.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
NORTHEAST AVALON JOINT COUNCIL	76549	MEMBERSHIP FEES	\$200.00
PENTON, LEN	76550	PROFESSIONAL SERVICES	\$150.00
SMITH, VERNA	76551	PROFESSIONAL SERVICES	\$553.70
SMITH, BOYD	76552	PROFESSIONAL SERVICES	\$553.70
THE SALVATION ARMY NL DIVISION	76553	COURSE FEES	\$300.00
DR. STEPHEN MAJOR	76554	MEDCIAL FEES	\$20.00
GOODLIFE FITNESS	76555	FITNESS MEMBERSHIP	\$20,340.00
BELL MOBILITY INC. RADIO DIVISION	76556	MAINTENANCE CHARGES & REPAIRS	\$2,641.51
PROACTIVE PHYSIOTHERAPY INC.	76557	PROFESSIONAL SERVICES	\$130.00
FIT FOR WORK	76558	MEDCIAL FEES	\$5,784.77
HUNGRY HEART CAFE	76559	CATERING SERVICES	\$3,088.20
POWELL, DON	76560	PROFESSIONAL SERVICES	\$136.05
INTERNATIONAL FOUNDATION OF EMPLOYEES B	76561	MEMBERSHIP FEES	\$295.00
TRAVERSE, BRENDAN	76562	PROFESSIONAL SERVICES	\$380.73
ELTON'S FIGHTING SYSTEM	76563	REAL PROGRAM	\$271.20
SALVATION ARMY EDS	76564	COURSE FEES	\$900.00
SOBEYS ROPEWALK LANE	76565	MISCELLANEOUS SUPPLIES	\$394.60
55732 NEWFOUNDLAND & LABRADOR INC.	76566	REFUND SECURITY DEPOSIT	\$6,000.00
ZURICH INSURANCE CO.	76567	PROFESSIONAL SERVICES	\$1,286.20
CHRISTOPHER RYAN	76568	PROFESSIONAL SERVICES	\$362.60
DAMIAN RYAN	76569	APPEAL BOARD REMUNERATION	\$300.00
JOSEPH GREENE	76570	APPEAL BOARD REMUNERATION	\$300.00
CLIFF JOHNSTON	76571	APPEAL BOARD REMUNERATION	\$300.00
WILLIAM EARLE	76572	APPEAL BOARD REMUNERATION	\$300.00
RAELENE THOMAS	76573	APPEAL BOARD REMUNERATION	\$400.00
ALTUS GROUP	76574	SEMINAR FEES	\$3,390.00
LESLEY PRIDDLE	76575	PROFESSIONAL SERVICES	\$326.52
SHARON GOODYEAR	76576	PROFESSIONAL SERVICES	\$272.10
TYLER MATHIES	76577	GUEST SPEAKER	\$2,243.13
TRENDEX CONSTRUCTION & MANAGEMENT	76578	REFUND SECURITY DEPOSIT	\$10,000.00
RUYOYAH YUSUF-ADEKOYA	76579	REFUND APPLICATION	\$150.00
HUSSEY, HUBERT	76580	REFUND SECURITY DEPOSIT	\$7,500.00
GUEST, WILLIAM	76581	REFUND SECURITY DEPOSIT	\$2,000.00
CHURCHILL, CECIL	76582	REFUND RECREATION PROGRAM	\$210.00
ITOLOGY.COM LTD	76583	PROFESSIONAL SERVICES	\$105.00
DR. ANNA SMITH	76584	MEDCIAL FEES	\$20.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
COOK, DEBORAH	76585	FOOD AND REFRESHMENTS	\$48.18
RYAN, GERARD	76586	VEHICLE BUSINESS INSURANCE	\$710.00
JOHNS, MICHAEL	76587	VEHICLE BUSINESS INSURANCE	\$360.00
BREEN, KEVIN	76588	FOOD AND REFRESHMENTS	\$50.00
CAREW, RANDY	76589	MISCELLANEOUS SUPPLIES	\$71.70
FAGAN, STEPHEN	76590	MILEAGE	\$53.14
HEALEY, RODNEY	76591	VEHICLE BUSINESS INSURANCE	\$316.00
DUGGAN, DEREK	76592	MILEAGE	\$116.98
LETTO, LORI	76593	MILEAGE	\$21.92
MULLETT, DAVID	76594	VEHICLE BUSINESS INSURANCE	\$294.00
MCGRATH, CINDY	76595	VEHICLE BUSINESS INSURANCE	\$234.44
GARY MCGRATH	76596	COURSE FEES	\$545.00
WILLIAMS, NICOLE	76597	MILEAGE	\$55.36
BRUCE PEARCE	76598	PROFESSIONAL SERVICES	\$196.29
KRISTA BABIJ	76599	MILEAGE	\$55.55
VICTORIA ETCHEGARY	76600	MILEAGE	\$371.22
SIMONE LILLY	76601	VEHICLE BUSINESS INSURANCE	\$173.00
BYRON OSMOND	76602	MILEAGE	\$172.56
ROSE, PATRICK	76603	VEHICLE BUSINESS INSURANCE	\$272.00
HARRIS & ROOME SUPPLY LIMITED	76604	ELECTRICAL SUPPLIES	\$10,836.20
BLACKMORE, DAVID	76605	TRAVEL EXPENSES	\$2,919.32
AU, WING	76606	TRAVEL EXPENSES	\$30.68
DAVID LANE	76607	TRAVEL EXPENSES	\$1,483.12
STEELE COMMUNICATIONS	76608	ADVERTISING	\$3,390.00
HORSESHOE HILL CONSTRUCTION INC.	76609	CONTRACT PAYMENT	\$100,467.68
MODERN PAVING LTD.	76610	CONTRACT PAYMENT	\$832,623.21
CAREW SERVICES LTD.	76611	CONTRACT PAYMENT	\$103,357.59
REDWOOD CONSTRUCTION LIMITED	76612	CONTRACT PAYMENT	\$63,982.86
BELL ALIANT	76613	TELEPHONE SERVICES	\$752.34
NEWFOUNDLAND POWER	76614	ELECTRICAL SERVICES	\$13,166.80
PYRAMID CONSTRUCTION LIMITED	76615	PROGRESS PAYMENTS	\$221,612.05

Total: \$4,344,616.58

MEMORANDUM

Date: December 8, 2014

To: His Worship the Mayor and Members of Council

From: Brendan O'Connell, P. Eng

Re: Tender – Municipal Depot 'A' Block Renovation Phase 2

The following tenders have been received for the project **"Municipal Depot 'A' Block Renovation Phase 2"**:

1. Magna Contracting & Management Inc.....\$ 5,997,000.00
2. Redwood Construction Limited.....\$ 6,027,712.00
3. Anchorage Contracting Limited \$ 6,388,835.13
4. Eastern Contracting Limited\$ 6,717,817.23

RECOMMENDATION

It is recommended that the tender be awarded to the lowest bidder, Magna Contracting and Management Inc., in the amount of Five Million Nine Hundred Ninety Seven Thousand Dollars and Zero Cents (\$5,997,000.00) (including HST).

Brendan O'Connell, P. Eng.,
 Director of Engineering
 Department of Planning, Development and Engineering

BO'C/dm

ST. JOHN'S

MEMORANDUM

Date: December 9, 2014

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: Gregory Baker

Re: Council Approval Tender 2014107 Photo Copy Paper

The result of Tender 2014107 Photo Copy Paper:

Bids were received from:

Spicers	101,754.24
Dicks & Company	105,122.21
Corporate Express	105,478.25

Pricing is HST included

It is recommended to award of this Tender to the lowest bidder meeting specifications, Spicers 101,754.24 dollars. Taxes are included with the quoted price as per the Public Tendering Act.

Gregory Baker
Buyer SCMP

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: December 9, 2014

To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley

From: Gregory Baker

Re: Council Approval Tender 2014120 HP 3Par StorServ Storage 2-node

The result of Tender 2014120 HP 3Par StorServ Storage 2-Node:

Bids were received from:

Onx Enterprise Solutions Ltd 83,028.94.

Pricing is HST included

It is recommended to award of this Tender to the lowest bidder meeting specifications Onx Enterprise Solutions Limited 83,028.94 dollars. Taxes are included with the quoted price as per the Public Tendering Act.

Gregory Baker
Buyer SCMP

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