

**AGENDA  
REGULAR MEETING**

**February 15, 2016  
4:30 p.m.**

**ST. JOHN'S**

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# MEMORANDUM

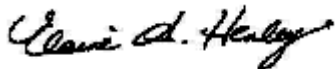
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February 12, 2016

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 February 15, 2016 at 4:30 p.m.**

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

By Order



Elaine Henley  
City Clerk

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# ST. JOHN'S

CITY MANAGER

**AGENDA**  
**REGULAR MEETING - CITY COUNCIL**  
**February 15, 2016 – 4:30 p.m. – Council Chambers, 4<sup>th</sup> Floor, City Hall**

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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**3. ADOPTION OF THE MINUTES**

- a. Minutes of February 8, 2016

**4. DELEGATIONS**

**5. BUSINESS ARISING FROM THE MINUTES**

**Included in the Agenda:**

**Other Matters**

**6. NOTICES PUBLISHED**

**7. PUBLIC HEARINGS**

**8. COMMITTEE REPORTS**

- a. Finance & Administration Standing Committee Report, February 4, 2016

**9. RESOLUTIONS**

**10. DEVELOPMENT PERMITS LIST**

- February 4 – 10, 2016

**11. BUILDING PERMITS LIST**

- February 4 - 10, 2016

**12. REQUISITIONS, PAYROLLS AND ACCOUNTS LIST**

- Week Ending – February 10, 2016

**13. TENDERS/RFPS**

- a. Tender 2016006 Janitorial Services Four (4) Sites: Robin Hood Bay, 245 Freshwater Road, Municipal Depot, and Goulds Compound

**14. NOTICES OF MOTION, WRITTEN QUESTIONS AND PETITIONS**

**15. OTHER BUSINESS**

- a. Memo dated February 11, 2016 from City Solicitor re: 40 Ryan's River Road – Sale of City Land and Easement

**16. ADJOURNMENT**

**MINUTES  
REGULAR MEETING - CITY COUNCIL  
February 8, 2016 - 4:30 p.m. - Council Chambers**

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**Present** Mayor D. O'Keefe  
Deputy Mayor R. Ellsworth  
Councillor T. Hann  
Councillor D. Lane  
Councillor A. Puddister  
Councillor D. Breen  
Councillor J. Galgay  
Councillor W. Collins

**Regrets:** Councillor S. Hickman  
Councillor B. Tilley

**Others** City Manager  
Associate City Manager  
Deputy City Manager of Community Services  
Deputy City Manager of Planning, Development & Engineering  
Deputy City Manager of Finance & Administration  
Deputy City Manager of Public Works  
City Solicitor  
Chief Municipal Planner  
City Clerk  
Supervisor of Legislative Services

**CALL TO ORDER/ADOPTION OF AGENDA**

**SJMC2016-02-08/56R**

**Moved – Councillor Lane; Seconded – Councillor Puddister**

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

- **Decision Note re: Bike St. John's Task Force**
- **Council Statement re: Budget 2016-18 Retirement Incentive**

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

**SJMC2016-02-08/57R**

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

**That the minutes of February 1, be adopted as presented.**

**CARRIED UNANIMOUSLY**

## **BUSINESS ARISING FROM THE MINUTES**

### **Fire Department Priorities**

Councillor Puddister referenced the need for a fire department in the north east end of the City and requested that this matter be referred to a future meeting of the Regional Fire Services Committee. Councillor Galgay concurred but suggested that a meeting be deferred until such time as data on response times can be gathered.

## **NOTICES PUBLISHED**

- A Discretionary Use Application has been submitted by Piatto Pizzeria requesting permission to occupy a portion of a building at 60 Elizabeth Avenue (formerly Canadian Tire) as a family restaurant.

### **SJMC2016-02-08/58R**

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

**That the application be approved subject to all applicable City requirements.**

**CARRIED UNANIMOUSLY**

## **COMMITTEE REPORTS**

### **Development Committee Report – February 2, 2016**

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### **SJMC2016-02-08/59R**

**Moved – Councillor Puddister; Seconded – Councillor Hann**

**That the report be approved as presented.**

**CARRIED UNANIMOUSLY**

## **BUILDING PERMITS LIST**

[Link to List](#)

Council considered the Building Permits list for the period of January 28 – February 3, 2016.

**SJMC2016-02-08/60R**

**Moved – Councillor Hann; Seconded – Deputy Mayor Ellsworth  
That the building permits list for the period January 28 – February 3,  
2016 be approved as presented.**

**CARRIED UNANIMOUSLY**

**REQUISITIONS, PAYROLLS AND ACCOUNTS**

[Link to Memo](#)

Council considered the requisitions, payrolls and accounts for the week ending February 3, 2016.

**SJMC2016-02-08/61R**

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

**That the Payrolls and Accounts for the weeks ending February 3, 2016  
be approved.**

**CARRIED UNANIMOUSLY**

**OTHER BUSINESS**

**Economic Update – February 2016**

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Council considered as information the Economic Update for February 2016.

Councillor Lane spoke to the contents of the document.

**Steers Cove – Newfoundland Power Easement for Boston Pizza**

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Council considered a memo dated February 4, 2016 from the City Solicitor regarding the above noted.

**SJMC2016-02-08/62R**

**Moved – Councillor Galgay; Seconded – Councillor Lane**

**That Council approve the Easement Agreement to be executed by  
the Mayor and City Clerk.**

**CARRIED UNANIMOUSLY**

## **Bike St. John's Task Force**

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Council tabled a Decision Note dated February 2, 2016 from the Director of Engineering regarding the above noted. Council noted the following:

- The importance of a proper engagement process was stressed to ensure the concerns of all residents are heard, particularly seniors and residents who live in those areas where bike lanes exist, noting the negative impact that these lanes have had on those residents.
- Councillor Puddister reminded Council of his intended Notice of Motion to extend beyond March 31st the removal of parking restrictions imposed on streets with bicycle lanes, previously approved by Council for the winter months from the period of November 1 – March 31 of each year.
- Consultation with Metrobus should be included in the process and this will be accommodated through focus group discussions.

### **SJMC2016-02-08/63R**

**Moved – Councillor Lane; Seconded – Councillor Puddister**

**That Council approve the launch of the Bike St. John's Task Force with a mandate to:**

- **Consider the current state of the Bike St. John's initiative;**
- **Consider current Bike St. John's priorities and the direction of related City plans;**
- **Recommend the next steps that would be appropriate for the City to take on the Bike St. John's initiative;**

**And with the following members:**

- |                                |  |
|--------------------------------|--|
| • <b>Dave Lane;</b>            | • <b>Grand Concourse Representative;</b> |
| • <b>Sergeant Kevin Foley;</b> | • <b>Robin Whitaker;</b>                 |
| • <b>Garrett Donaher;</b>      | • <b>Tobias Langle;</b>                  |
| • <b>Tanya Haywood;</b>        | • <b>Carmella Gray-Cosgrove;</b>         |
| • <b>Brian Head;</b>           | • <b>Peter Stefanuto; and</b>            |
| • <b>Steve Fagan;</b>          | • <b>Stephen Hill</b>                    |



**Next Steps:**

**Upon launch of this task force the following tasks will be initiated:**

- **Set up inaugural meeting**
- **Task force to establish scope of current state review**
- **Task force to establish Bike St. John's priorities and direction so that context of review is defined**

**CARRIED UNANIMOUSLY**

**Council Statement, Budget 2016-18 Retirement Incentive**

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Mayor O'Keefe read into the record the above noted Council Statement, a copy of which was tabled and circulated publicly.

**Mayor O'Keefe:**

- Mayor O'Keefe addressed media enquiries about conflict of interest concerns surrounding his officiation of wedding ceremonies inside and outside of City Hall. In an effort to offset any misperceptions, he agreed to conduct all future such ceremonies at City Hall for free.

**Councillor Collins:**

- Requested that City staff look at the possibility of installing utility poles between Blackhead Village and Stricklands as this stretch of road is quite dark for drivers at night.

**Councillor Breen:**

- It is his understanding that the Department of Municipal Affairs will be completing a review of the Assessment Act and he requested that the Mayor write a letter to Minister Joyce requesting an opportunity for the City to be consulted given its assessment processes fall under the same Act. Deputy Mayor Ellsworth suggested that reassessments occur on an annual rather than a three year cycle to ensure more timeliness and accuracy of valuations.
- Suggested that during the next round of assessments that the general public be given the opportunity to partake in an engagement process to explain the Assessment Act, as well as to assist residents in determining

whether or not they should appeal. He requested that this matter be forwarded to a future meeting of the Economic Development, Tourism & Public Engagement Standing Committee.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:27 p.m.

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**MAYOR**

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**CITY CLERK**

# Building Permits List

## Council's February 8, 2016 Regular Meeting

Permits Issued: 2016/01/28 To 2016/02/03

**Class: Commercial**

11 Austin St., Suite 101	Co	Office
4 Hipditch Hill	Co	Home Office
365 Empire Ave	Co	Service Station
154 Main Rd	Co	Office
689 Topsail Rd., 3rd Floor	Co	Office
585 Torbay Rd, O'leva Oils	Co	Retail Store
169-173 Water St, Fifth Ticket	Co	Restaurant
215 Water St	Co	Eating Establishment
162 Duckworth St	Ex	Retail Store
40 Aberdeen Ave	Ms	Service Shop
40 Aberdeen Ave	Ms	Office
40 Aberdeen Ave	Ms	Service Shop
40 Aberdeen Ave	Ms	Clinic
40 Aberdeen Ave	Ms	Clinic
46 Aberdeen Ave	Ms	Restaurant
77 Blackmarsh Rd	Ms	Retail Store
203 Blackmarsh Rd	Ms	Office
245 Blackmarsh Rd	Ms	Convenience Store
Carpasian Rd	Ms	Place Of Assembly
Diamond Marsh Drive	Sn	Office
10 Elizabeth Ave	Ms	Retail Store
94 Elizabeth Ave	Ms	Retail Store
391-395 Empire Ave	Ms	Club
2 Fogwill Pl	Ms	Restaurant
324 Frecker Dr	Ms	Convenience Store
336 Freshwater Rd	Ms	Service Shop
336 Freshwater Rd	Ms	Office
342 Freshwater Rd	Ms	Clinic
12 Gleneyre St	Ms	Retail Store
15 Goldstone St	Ms	Club
2-8 Great Southern Dr	Sn	Retail Store
16-72 Hamlyn Rd	Sn	Retail Store
169 Hamlyn Rd	Ms	Service Shop
10 Hebron Way	Ms	Restaurant
35 Hebron Way	Ms	Office
12-20 Highgate Dr	Ms	Convenience Store
102 Kenmount Dr	Ms	Hotel
102 Kenmount Dr	Ms	Office
161 Kenmount Rd	Ms	Retail Store
193 Kenmount Rd	Ms	Restaurant
193 Kenmount Rd	Ms	Restaurant
195 Kenmount Rd	Ms	Service Shop
75 Kiwanis St	Ms	Club
210 Lemarchant Rd	Ms	Tavern
147 Lemarchant Rd	Ms	Service Shop
484 Main Rd	Ms	Club
53-59 Main Rd	Ms	Retail Store
355b Main Rd	Ms	Service Shop
146 Major's Path	Ms	Office

Appendix to Regular Minutes, February 8, 2016

120 Mundy Pond Rd	Ms	Place Of Assembly
57 Old Pennywell Rd	Ms	Retail Store
36 Pearson St	Ms	Retail Store
154 Pennywell Rd	Ms	Service Station
34 Pippy Pl	Ms	Office
62 Pippy Pl	Ms	Office
260 Portugal Cove Rd	Ms	Retail Store
40 Airport Heights Dr	Ms	Retail Store
279 Portugal Cove Rd	Ms	Service Shop
Prince Philip Dr	Ms	Clinic
150 Clinch Cres	Ms	Lodging House
46-50 Robin Hood Bay Rd	Ms	Industrial Use
38-40 Ropewalk Lane	Ms	Retail Store
38 Ropewalk Lane	Ms	Eating Establishment
38 Ropewalk Lane	Ms	Eating Establishment
86 Thorburn Rd	Ms	Retail Store
86 Thorburn Rd	Ms	Service Station
390 Topsail Rd	Ms	Retail Store
390 Topsail Rd	Ms	Retail Store
644 Topsail Rd	Ms	Service Shop
644 Topsail Rd	Ms	Day Care Centre
668 Topsail Rd	Ms	Service Shop
660 Topsail Rd	Ms	Tavern
656 Topsail Rd	Ms	Tavern
393 Topsail Rd	Ms	Day Care Centre
673 Topsail Rd	Ms	Eating Establishment
681 Topsail Rd	Ms	Retail Store
689 Topsail Rd	Sn	Office
26 Torbay Rd	Ms	Tavern
26 Torbay Rd	Ms	Tavern
26 Torbay Rd	Ms	Tavern
10 Elizabeth Ave	Ms	Office
320 Torbay Rd	Ms	Retail Store
350 Torbay Rd	Ms	Service Shop
460 Torbay Rd	Ms	Office
660 Torbay Rd	Ms	Service Station
Torbay Road-Torbay Rd Mall	Sn	Eating Establishment
Torbay Road-Torbay Rd Mall	Ms	Eating Establishment
Torbay Road-Torbay Rd Mall	Ms	Eating Establishment
585 Torbay Rd. Suite 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100	Sn	Retail Store
611 Torbay Rd	Ms	Retail Store
134 Water St, Fogtown Barber	Rn	Service Shop
14 Forbes St	Cr	Office
681 Topsail Rd, Cooper's	Rn	Retail Store
541 Main Rd	Rn	Admin Bldg/Gov/Non-Profit
103 Gower St	Rn	Retail Store
Boulevard Bldg. 930	Nc	Patio Deck
30 Eastland Dr	Rn	Office

Appendix to Regular Minutes, February 8, 2016

This Week \$ 297,223.00

**Class: Industrial**

This Week \$ .00

**Class: Government/Institutional**

47 Gleneyre St	Nc	Accessory Building		
47 Gleneyre St	Nc	Accessory Building		
			This Week \$	.00

**Class: Residential**

29 Cabot St	Nc	Patio Deck		
74 Parsonage Dr, Lot 3.06	Nc	Single Detached Dwelling		
301 Stavanger Dr	Nc	Single Detached Dwelling		
71 Freshwater Rd	Co	Office		
125 Groves Rd	Co	Subsidiary Apartment		
30 Holbrook Ave	Cr	Single Detached Dwelling		
30 Holbrook Ave	Ex	Single Detached Dwelling		
64 Blackmarsh Rd	Rn	Single Detached Dwelling		
400 Empire Ave	Rn	Single Detached Dwelling		
177 Forest Rd	Rn	Condominium		
37 Mark Nichols Pl	Rn	Single Detached Dwelling		
16 Orlando Pl	Rn	Single Detached Sub.Apt		
73 Springdale St	Rn	Single Detached Sub.Apt		
3 Walsh's Sq	Rn	Single Detached Dwelling		
15 Tobin Cres	Sw	Single Detached Dwelling		
			This Week \$	745,788.00

**Class: Demolition**

This Week \$ .00

This Week's Total: \$ 1,043,011.00

Repair Permits Issued: 2016/01/28 To 2016/02/03 \$ 13,800.00

**Legend**

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

18 Albany Place - Your application for a full width low-back curb sidewalk extending along the full width of the front of the property is rejected as the City is not prepared to accept such modifications to its infrastructure at this time.

Appendix to Regular Minutes, February 8, 2016

YEAR TO DATE COMPARISONS			
February 8, 2016			
TYPE	2015	2016	% VARIANCE (+/-)
Commercial	\$7,557,000.00	\$3,043,000.00	-60
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$0.00	\$0.00	0
Residential	\$1,923,000.00	\$2,848,000.00	48
Repairs	\$41,800.00	\$95,200.00	128
Housing Units(1 & 2 Family Dwelling	3	5	
<b>TOTAL</b>	<b>\$9,521,800.00</b>	<b>\$5,986,200.00</b>	<b>-37</b>

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA  
Deputy City Manger  
Planning & Development & Engineering

Appendix to Regular Minutes, February 8, 2016

# MEMORANDUM

**Weekly Payment Vouchers  
For The  
Week Ending February 3, 2016**

## **Payroll**

<b>Public Works</b>	<b>\$ 637,641.61</b>
<b>Bi-Weekly Casual</b>	<b>\$ 23,607.88</b>
<b>Accounts Payable</b>	<b>\$ 3,284,380.57</b>

**Total: \$ 3,945,630.06**

*Appendix to Regular Minutes, February 8, 2016*

# ST. JOHN'S

DEPARTMENT OF FINANCE

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

**REPORT  
FINANCE AND ADMINISTRATION COMMITTEE - CITY COUNCIL  
February 4, 2016 – 12:00 p.m. – Conference Room A**

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**Present** Councillor J. Galgay, Chair  
Deputy Mayor R. Ellsworth  
Councillor T. Hann  
Councillor D. Breen  
Councillor A. Puddister  
Councillor B. Tilley  
Councillor S. Hickman  
Councillor W. Collins

**Others** Neil Martin, City Manager  
Kevin Breen, Associate City Manager – Corporate Services  
Jason Sinyard Deputy City Manager - Planning, Development and Engineering  
Tanya Haywood, Deputy City Manager – Community Services  
Derek Coffey, Deputy City Manager - Financial Management  
Lynnann Winsor, Deputy City Manager – Public Works  
Kathy Driscoll, Legislative Assistant

## **RECOMMENDATIONS**

- 1. Decision note dated January 27, 2016 from the City Clerk re: “Where Once They Stood” Dinner Theatre – CLB**
- 

The Committee considered the above noted decision note.

**Moved – Councillor Breen; Seconded – Councillor Puddister**

**The Committee rejected the request as it does not meet policy.**

**CARRIED UNANIMOUSLY**

- 2. Funding request – International Marine Conservation Congress (IMCC)**
- 

The Committee considered the above noted funding request.

**Moved – Councillor Breen; Seconded – Councillor Puddister**

**ST. JOHN'S**



The Committee granted funding in the amount of \$1,000 for the 4<sup>th</sup> International Marine Conservation Congress (IMCC), which will be held July 30 – August 3, 2016 in St. John's.

**CARRIED UNANIMOUSLY**

**3. Funding Request – Canadian Celiac Association (CCA)**

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The Committee considered the above noted funding request.

**Moved – Councillor Hann; Seconded – Councillor Puddister**

**The Committee granted funding in the amount of \$750 for the 2016 National Conference of Canadian Celiac Association.**

**CARRIED UNANIMOUSLY**

**4. Housing First Training**

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The Committee considered the above noted. The request is for approval for catering costs associated with the provincial forum on Housing First March 1-4, 2016 and May 3 and 4, 2016.

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

**The Committee agreed to contribute to both provincial forums by covering the costs of one day catering for each forum at the cost of approximately \$3000.**

**CARRIED UNANIMOUSLY**

Councillor Jonathan Galgay, Chair  
Finance & Administration Committee

# DECISION/DIRECTION NOTE

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**Title:** CLB's "Where Once They Stood" Dinner Theatre, March 17, 2016

**Date Prepared:** January 27, 2016

**Report To:** Finance and Administration Standing Committee – February 4, 2016

**Ward:** N/A

**Decision/Direction Required:** Seeking direction from the committee regarding the purchase of a table to attend the dinner theatre.

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

- "Where Once They Stood" is a moving tribute to Beaumont Hamel and Newfoundland and Labrador's involvement in the First World War presented by the CLB in partnership with the Province of NL Honour 100 Grant Program, the City of St. John's First World War Grant Program and Spirit of Newfoundland.
- The CLB were granted \$2,500 toward this project under the First World War Grant Funding, one of the first to be approved in 2014. The Dinner Theatre honours the CLB's participation in World War 1.
- The news release has yet to be made public but the CLB has offered to reserve tickets for Council should they be interested in attending. Tickets cost \$75 each and are sold in tables of 8 or 10. Two complimentary tickets will be provided with the purchase of a table.

## **Key Considerations/Implications:**

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

- The total cost would depend on whether or not Council purchased a table for 8 or a table for 10. A table of 10 would cost \$600 (payment for 8 and two free) while a table of 8 would cost \$450 (payment for 6 tickets and two free). The money is available under the events/catering budget.

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

- N/A

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

- A Culture of Cooperation

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

N/A

# ST. JOHN'S

**5. Engagement and Communications Considerations**

N/A

**6. Human Resource Implications**

N/A

**7. Procurement Implications**

N/A

**8. Information Technology Implications**

N/A

**9. Other Implications**

N/A

**Recommendations:**

It is recommended that the Committee consider purchasing a table given the City's involvement in this project.

**Prepared and Approved by//Signature: Elaine Henley, City Clerk**

**Signature:**

**Attachments:**

None

**ST. JOHN'S**

APPLICANT DETAILS

SECTION 1

Organization: \_\_\_\_\_  
 Name of Event \_\_\_\_\_  
 Location: \_\_\_\_\_ Event Date: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Position: \_\_\_\_\_  
 Telephone: [REDACTED] \_\_\_\_\_ E-mail: \_\_\_\_\_

ELIGIBILITY CRITERIA

SECTION 2

<p>A. Financial and in-kind support will be limited to meetings, conventions and sporting events sponsored directly by:</p> <ul style="list-style-type: none"> <li>Community/Charitable Group</li> <li>Professional Associations</li> <li>Business/Trade Associations</li> <li>Labour Unions</li> <li>Government Associations</li> </ul>	<p>B. Meetings, conventions and sporting events must be either:</p> <ul style="list-style-type: none"> <li>Regional</li> <li>National</li> <li>International</li> </ul> <p style="text-align: center;">Local or Provincial are not eligible.</p>														
<p>C. Percentage of Delegates from the Province vs. outside the Province</p> <p>Total Number of Participants _____</p> <ul style="list-style-type: none"> <li>Newfoundland</li> <li>Canada</li> <li>International</li> </ul>	<p>D. Financial contributions and/or in-kind services will be provided to the following maximum levels of support:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Number of participants</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Maximum contribution</u></th> </tr> </thead> <tbody> <tr> <td>less than 200</td> <td>\$500</td> </tr> <tr> <td>200 – 500</td> <td>\$750</td> </tr> <tr> <td>greater than 500</td> <td>\$1,000</td> </tr> <tr> <td>special circumstances</td> <td>\$2,500</td> </tr> <tr> <td>special circumstances</td> <td>In-Kind *</td> </tr> <tr> <td>special circumstances</td> <td>Reception/dinner*</td> </tr> </tbody> </table> <p>* explanation required in event details</p>	<u>Number of participants</u>	<u>Maximum contribution</u>	less than 200	\$500	200 – 500	\$750	greater than 500	\$1,000	special circumstances	\$2,500	special circumstances	In-Kind *	special circumstances	Reception/dinner*
<u>Number of participants</u>	<u>Maximum contribution</u>														
less than 200	\$500														
200 – 500	\$750														
greater than 500	\$1,000														
special circumstances	\$2,500														
special circumstances	In-Kind *														
special circumstances	Reception/dinner*														

EVENT DETAILS

SECTION 3

APPROVALS

SECTION 4

Approve \_\_\_\_\_  
 Decline \_\_\_\_\_  
 City Clerk \_\_\_\_\_ Date \_\_\_\_\_

To whom it may concern within the City of St. John's Clerks Office,

We would like to make a request to the City of St. John's for sponsorship support for the 4th International Marine Conservation Congress (IMCC), which will be held 30 July to 3 August 2016 in St. John's, Newfoundland and Labrador, Canada.

IMCC is recognized as the most important international meeting for marine scientists, marine conservation professionals and students. IMCC is global, bringing together more than 1,000 people from around the world. The 2016 Congress will feature organized symposia on topics from marine tourism, marine protected areas, fisheries, conservation communication, sustainable seafood, climate change, endangered species, economies, citizen science, public engagement and much more. The theme of IMCC4, ***Making Marine Science Matter***, is featured throughout the Congress, keeping a focus on the importance of communication and involvement of multiple stakeholders.

Please keep in mind there are many ways you can contribute, from generally sponsoring the conference, to sponsoring the opening ceremony, taking out an ad in our program, exhibiting or sponsoring travel for a delegate from a developing country. You can view all the available selections from the links below.

[Sponsor and Exhibitor Prospectus](#). For more information on the conference, please go to <http://conbio.org/mini-sites/imcc-2016>. Information on sponsorship can be found at <http://conbio.org/mini-sites/imcc-2016/sponsors-exhibitors/sponsor-imcc4>.

If you have additional questions or need to discuss any special details regarding the conference or sponsorship, please contact me at **YOUR EMAIL**

You may also contact:

Fundraising Chair Natalie Richard [nrichard@stjohns.ca](#)  
Meeting Manager Lori Strong [lori@stjohns.ca](#)  
Conference Chairs Samantha Oester [soester@stjohns.ca](#) and  
Brett Favaro [bfavaro@stjohns.ca](#)

Thank you for your time and consideration to sponsorship of IMCC4. We look forward to working with you!

Cheers and thank you for considering our request

Kiley Best  
Local Fundraising Committee

**APPLICANT DETAILS**

**SECTION 1**

Organization: Canadian Celiac Association (CCA)

Name of Event: 2016 National Conference of Canadian Celiac Association

Location: Holiday Inn Event Date: June 24-26, 2016

Contact: Lisa Dooley Position: President

Telephone: [REDACTED] E-mail: cca.communications@celiac.ca

**ELIGIBILITY CRITERIA**

**SECTION 2**

A. Financial and in-kind support will be limited to meetings, conventions and sporting events sponsored directly by:

- Community/Charitable Group
- Professional Associations
- Business/Trade Associations
- Labour Unions
- Government Associations

B. Meetings, conventions and sporting events must be either:

- Regional
- National
- International
- Local or Provincial are not eligible.

C. Percentage of Delegates from the Province vs. outside the Province

Total Number of Participants 200

- Newfoundland
- Canada
- International

D. Financial contributions and/or in-kind services will be provided to the following maximum levels of support:

Number of participants	Maximum contribution
<input type="checkbox"/> less than 200	\$500
<input checked="" type="checkbox"/> 200 – 500	\$750
<input type="checkbox"/> greater than 500	\$1,000
<input type="checkbox"/> special circumstances	\$2,500
<input type="checkbox"/> special circumstances	In-Kind *
<input type="checkbox"/> special circumstances	Reception/dinner*

\* explanation required in event details

**EVENT DETAILS**

**SECTION 3**

**APPROVALS**

**SECTION 4**

Approve \_\_\_\_\_

Decline \_\_\_\_\_

City Clerk \_\_\_\_\_ Date \_\_\_\_\_

The CCA is the national voice for people who are adversely affected by gluten, and is dedicated to improving diagnosis and quality of life. Established in 1972 in Ontario, the CCA now includes 28 active Chapters from coast to coast, with approximately 4,500 members and many thousands of additional supporters. The CCA is working to make Canada a better place for all who need to eat gluten free. We support important scientific research, we work to ensure access to safe, gluten-free food, we provide supportive networks for the newly diagnosed, and we represent our constituency to government, industry and medical and scientific professionals.

With our conference, we aim to raise awareness of celiac disease and gluten sensitivity in Newfoundland and Labrador and beyond, disseminate and discuss new and important scientific research, and empower our constituency by fostering improved education and access to gluten-free foods.

This conference marks the first occasion the CCA has gathered in Canada's easternmost province. We are preparing a line-up of fascinating speakers to bring to CCA members and guests the latest from the world of celiac disease, gluten sensitivity and the gluten-free diet. The keynote speaker is Dr. Daniel Leffler, an associate professor of medicine at Harvard, and a world-leading researcher on celiac disease and gluten sensitivity.

Additional speakers include:

- Dr. Jeff Critch, a pediatric gastroenterologist from St. John's, highly experienced in diagnosing and monitoring gluten sensitivity and celiac disease in children.
- Erin Smith, the "Gluten-Free Globetrotter", a motivational and educational speaker with celiac disease who has presented across the United States and beyond on travelling gluten free.
- Dr. Elena Verdù, Associate Professor at the Department of Medicine at McMaster University, a research scientist known across the world for her innovative work on the genetics and development of celiac disease.
- David Graham, Executive Director of Brigadoon Village, which hosts the annual Camp Silly-Yak in Nova Scotia, providing a safe, gluten-free camping experience for children in Atlantic Canada suffering with celiac disease or gluten sensitivity.

- Susan Rideout and Stacey Andrews, two registered dietitians from St. John's, who will be speaking about perfecting gluten-free baking.
- Dr. Jenni Zelin, a family doctor from Charlottetown, Prince Edward Island, herself a celiac and an expert on celiac disease and gluten sensitivity from the perspective of family medicine.
- Additional speakers from medicine, industry, and scientific research.

We will be complementing the national conference with a food show, where local and national vendors will sample and sell their gluten-free products to an audience primarily from the St. John's area. Conference delegates will also have complimentary access to the food show, and it will also be open to the general public for part of the weekend. As the first gluten-free food show to happen in Newfoundland and Labrador, we are expecting a big and enthusiastic crowd!

We are targeting up to 200 – 250 delegates for our conference, which would generate:

- An estimated 150 coming in from out of province, generating an array of additional activity within the city, including an estimated nearly \$7,000 in airport improvement fees for St. John's.
- Increased business for local restaurants offering gluten-free foods, since this is a highly food-aware audience that is mostly obliged to follow a strict, gluten-free diet. For an estimated 200 out-of-city delegates, needing three meals (excluding those included with the conference) at an estimated \$20/meal, that means approximately \$12,000 in activity.
- An estimated \$15,000 in purchases for meals at the Holiday Inn – 250 delegates at \$20 per meal for three meals that are included with the conference.
- An estimated \$40,000 in hotel revenue in St. John's – 100 rooms for two nights at an average of \$200 per room night, including taxes and fees.
- An estimated \$10,000 in expenditures for the welcoming gala at the GEO Centre, with an expected 100 attendees at \$100 per person, which covers dinner, two drinks, a guided exhibit exploration, taxes and gratuities, transportation and entertainment.
- An additional estimated \$15,000 in economic activity through conference and food show advertising, audiovisual, printing services, facility rental and other



associated costs.

The above amounts total approximately \$100,000 in economic activity for St. John's through this conference. In addition, many of the conference delegates are expected to extend their stay in the city for a family vacation.

In addition to the conference, we are anticipating approximately 500 – 1,000 members of the general public at our vendor fair. We will be advertising regionally and nationally for the conference, and regionally for the vendor fair. No gluten-free event of this nature has ever been held in the province, so we expect a healthy level of interest.

We would request of the City of St. John's a donation in the amount of \$1,000 to assist with the costs of executing this conference. You will help us:

- Hold the first gluten-free food show ever to take place in Newfoundland and Labrador, facilitating access to gluten-free foods to adults and children alike who must eat gluten free to ensure good health.
- Empower the people of Newfoundland and Labrador – and Canada as a whole – to make informed choices through increased awareness of gluten-free food options, mutual learning through conference activities, and the dissemination of the latest from the world of celiac and gluten-related research.
- Feed our neighbours through the support of local food banks in St. John's: collections of gluten-free product donations will be taken at the event to help address the pressing need for gluten-free foods on food bank shelves.
- Further the cause of healthy children through support of a conference that will include discussions of celiac disease and the gluten-free diet as it relates to pediatrics.

In exchange for your generous support, we are prepared to offer you the following marketing benefits to help promote St. John's as a destination for tourism for conference attendees and all CCA members and adherents across Canada:

- Logo/company name featured prominently on PowerPoints throughout the conference

- Recognition via social media (approximately 5,000 adherents on Facebook and 2,000 on Twitter)
- Featured acknowledgment in the conference printed programs
- Acknowledgment on Canadian Celiac Association and St. John's chapter websites (12 months)
- The option to place up to three items (promotional materials or other) in the conference and consumer goodie bags
- An exhibitor booth at the vendor show, helping to build St. John's tourism with an audience from across the country.

We are at your disposal if you have any further questions or requests, and we look forward to hearing from you.

Sincerely,

Lisa Dooley, B.Sc., R.D.

President

Canadian Celiac Association – Newfoundland and Labrador Chapter

Nancy Dawson

Vice-President

Canadian Celiac Association – Newfoundland and Labrador Chapter

Mark Johnson, M.A.

# DECISION/DIRECTION NOTE

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**Title:** Housing First Training

**Date Prepared:** February 2, 2015

**Report To:** Finance Committee

**Councillor and Role:** All

**Ward:** N/A

**Decision/Direction Required:** Approval of (all or in part) the catering costs associated with the provincial forum on Housing First March 1-4, 2016 and May 3 and 4, 2016.

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

To end homelessness by 2019, End Homelessness St John's aim is to develop the necessary housing and supports to assist over 460 individuals – 160 of whom will be chronically and episodically homeless, all of who live in St John's. This requires that we define the basic components of our local homeless-serving system and understand how these relate to one another and as part of the whole.

To assist with this, organizations including NLHC, End Homelessness St John's, Newfoundland and Labrador Housing and Homelessness Network, Newfoundland Stats Agency and Homelessness Partnering Strategy have all joined in the planning of the first Provincial wide Housing First Forum. The forum in March will bring community groups together who are providing services, supports and housing to those who need Housing First. This forum will look at systems coordination of all the stakeholders, data collection and the tools and language needed to collect data effectively, rapid re housing and trauma informed practice.

Participants will be given the opportunity to learn from each other, dialogue with colleagues from rural and remote and well as big service providers in St John's.

The City of St. John's will host the 3 day event in the Foran Green Room. Request has been made for the City to provide lunch and tea/coffee for the full three days at a cost of approximately \$1500 per day.

## **Key Considerations/Implications:**

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

The cost of the catering the forum is approximately \$1500 per day and would be paid by the City Clerks office.

# ST. JOHN'S

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

The NLHC has committed funding to bring in rural and remote participants. Office of Public Engagement has also come forward \$20,000 to assist in training events for Housing First. Some of that funding will also be used to assist with transportation costs for participants. Homelessness Partnering Strategy (HPS) has assisted in bringing guest speakers in for the forum. NL Stats Agency has committed in-kind staffing to this process.

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

The following City of St. John's Strategic Directions and Goals are directly aligned with and supported by the HFSCI:

- Neighbourhoods Build Our City:
  - Increase access to range/type of housing
  - Promote a safe and secure city
- A Culture of Cooperation:
  - Improve multi-level government relations
  - Create effective City-community collaborations
- Fiscally Responsible:
  - Explore cost-sharing programs/foundations/models
  - Explore complementary public/private partnerships
  - Deliver effective grant programs and services
  - Develop multi-year budgeting framework/alignment with strategic directions
- Responsive and Progressive:
  - Create a culture of engagement
  - Become a welcoming and inclusive city
  - Build social, environmental and demographic factors into policy-making
  - Identify and deliver on projects, strategies and programs.

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

N/A

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

Both the Community Plan to End Homelessness and the City's Affordable Housing Business Plan were built upon public and strategic stakeholder engagement, and their implementation continues to be guided and shaped by multi-stakeholder partnerships and processes.

## 6. **Human Resource Implications**

N/A

## 7. **Procurement Implications**

N/A



**8. Information Technology Implications**

IT support to provide computer access for outside presenters.

**9. Other Implications**

N/A

**Recommendation:**

The City of St. John's contribute to both provincial forums by covering the costs of one day catering for each forum at a cost of approximately \$3000.

**Prepared by/Signature:**

Judy Tobin, Manager, Non Profit Housing

**Approved by/Date/Signature:**

Tanya Haywood, Deputy City Manager, Community Services

**ST. JOHN'S**

**DEVELOPMENT PERMITS LIST**  
**DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING**  
**FOR THE PERIOD OF February 4, 2016 TO February 10, 2016**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Proposed Lot for Semi-Detached Dwelling	34 Topsail Road	2	Approved	2016-02-05
RES		Home Office for Plumbing Contractor	41 Notre Dame Drive	3	Approved	2016-02-10
RES		Home Office for Electrical Contractor	18 Gleneyre Street	1	Approved	2016-02-10

\* 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**  
**Development Division –**  
**PDE Department**

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# Building Permits List

## Council's February 15, 2016 Regular Meeting

Permits Issued: 2016/02/04 To 2016/02/10

**Class: Commercial**

500 Columbus Dr	Co	Day Care Centre		
203 Blackmarsh Rd	Ms	Retail Store		
655 Topsail Rd	Sn	Retail Store		
225 Logy Bay Rd	Nc	Accessory Building		
14-24 Pepperrell Rd	Rn	Industrial Use		
135 Mayor Ave	Rn	Club		
9-11 Waldegrave St	Rn	Retail Store		
260 Blackmarsh Rd	Rn	Retail Store		
65 White Rose Dr, Dental Clini	Cr	Clinic		
				This Week \$ 620,675.00

**Class: Industrial**

This Week \$ .00

**Class: Government/Institutional**

This Week \$ .00

**Class: Residential**

8 Chafe Ave	Nc	Accessory Building		
237 Canada Dr	Cr	Subsidiary Apartment		
123 Merrymeeting Rd	Cr	Single Detached & Sub.Apt		
50 Bellevue Cres	Rn	Single Detached Dwelling		
72 Cheyne Dr	Rn	Single Detached Dwelling		
69 Dillon Cres	Rn	Single Detached & Sub.Apt		
16-72 Hamlyn Rd, Subway	Rn	Eating Establishment		
18 York St	Rn	Single Detached Dwelling		
153 Doyle's Rd	Sw	Vacant Land		
				This Week \$ 460,000.00

**Class: Demolition**

This Week \$ .00

This Week'S Total: \$ 1,080,675.00

Repair Permits Issued: 2016/02/04 To 2016/02/10 \$ 1,100.00

Legend

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

<b>YEAR TO DATE COMPARISONS</b>			
<b>February 15, 2016</b>			
<b>TYPE</b>	<b>2015</b>	<b>2016</b>	<b>% VARIANCE (+/-)</b>
Commercial	\$8,068,000.00	\$3,664,000.00	-55
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$7,500,000.00	\$0.00	-100
Residential	\$2,366,000.00	\$3,308,000.00	40
Repairs	\$63,300.00	\$96,300.00	52
Housing Units(1 & 2 Family Dwelling	4	5	
<b>TOTAL</b>	<b>\$17,997,300.00</b>	<b>\$7,068,300.00</b>	<b>-61</b>

Respectfully Submitted,

Jason Sinyard, P. Eng., MBA  
 Deputy City Manger  
 Planning & Development & Engineering



# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending February 10, 2016**

### **Payroll**

<b>Public Works</b>	<b>\$ 568,134.83</b>
<b>Bi-Weekly Administration</b>	<b>\$ 960,703.73</b>
<b>Bi-Weekly Management</b>	<b>\$ 870,179.66</b>
<b>Bi-Weekly Fire Department</b>	<b>\$ 642,904.54</b>
<b>Accounts Payable</b>	<b>\$ 4,534,793.69</b>

**Total: \$ 7,576,716.45**

# **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
SERVICE PLUS INC.	92913	RENTAL OF EQUIPMENT	\$18.71
GAMBERG, MIKE	92914	BUSINESS VEHICLE INSURANCE	\$758.23
SERVICE PLUS INC.	92915	RENTAL OF EQUIPMENT	\$1,244.91
GAMBERG, MIKE	92916	BUSINESS VEHICLE INSURANCE	\$5.67
NEWFOUNDLAND POWER	92917	REGISTRATION OF EASEMENT	\$383,288.22
NEWFOUNDLAND EXCHEQUER ACCOUNT	92918	INSPECTION STATION RENEWAL	\$100.00
CBS RENTALS LTD.	92919	RENTAL OF EQUIPMENT	\$4,520.00
RBC GLOBAL SERVICES/RBC INVESTOR SERVICES	92920	PENSION JAN. 2016	\$1,082,940.15
VOID	92921	VOID	\$0.00
RECREONICS INC.	1079	REPAIR PARTS	\$963.97
MRA ARCHITECTURE & DESIGN INC.	92922	REFUND BUILDING PERMIT	\$150.00
VOKEY'S JANITORIAL SERVICE	92923	JANITORIAL SERVICES	\$1,061.07
THYSSENKRUPP ELEVATOR	92924	ELEVATOR MAINTENANCE	\$299.17
ENCON GROUP INC.	92925	HEALTH PREMIUMS	\$272.41
NEWFOUNDLAND POWER	92926	ELECTRICAL SERVICES	\$3,555.98
BELL MOBILITY INC.	92927	CELLULAR PHONE USAGE	\$214.58
BELL ALIANT	92928	TELEPHONE SERVICES	\$1,260.84
ST. JOHN'S BOARD OF TRADE	92929	MEMBERSHIP DUES	\$209.05
ROGERS CABLE	92930	INTERNET SERVICES	\$42.36
XYLEM CANADA COMPANY	92931	REPAIR PARTS	\$279.68
SERVICE PLUS INC.	92932	RENTAL OF EQUIPMENT	\$3,892.85
NORTH ATLANTIC PETROLEUM	92933	PETROLEUM PRODUCTS	\$13,123.56
COSMOS ENTERPRISES LTD.	92934	LEGAL CLAIM	\$4,674.34
NOVEX INSURANCE COMPANY	92935	LEGAL CLAIM	\$4,408.26
PROFESSIONAL ENGINEERS AND GEOSCIENTISTS (PEGNI)	92936	MEMBERSHIP DUES	\$1,400.00
RECEIVER GENERAL FOR CANADA	92937	PAYROLL DEDUCTIONS	\$200,102.25
RECEIVER GENERAL FOR CANADA	92938	PAYROLL DEDUCTIONS	\$3,848.02
PUBLIC SERVICE CREDIT UNION	92939	PAYROLL DEDUCTIONS	\$5,640.85
THE NOVEX INSURANCE CO. & INTACT INSURANCE CO.	92940	LEGAL CLAIM	\$14,300.00
NLCA	92941	CONFERENCE FEE	\$169.50
VOID	92942	VOID	\$0.00
HALLIDAY, JANINE	92943	TRAVEL ADVANCE	\$1,546.00
REDWOOD CONSTRUCTION LIMITED	92944	PROGRESS PAYMENT	\$17,893.55
WATERWORKS SUPPLIES DIV OF EMCO LTD	92945	REPAIR PARTS	\$842.70
NEWFOUNDLAND POWER	92946	ELECTRICAL SERVICES	\$107,442.89

NAME	CHEQUE #	DESCRIPTION	AMOUNT
SOULFUL SOUNDS MUSIC STUDIO	92947	REAL PROGRAM	\$4,036.00
ROGERS BUSINESS SOLUTIONS	92948	DATA & USAGE CHARGES	\$19,315.09
NET ZEALOUS LLC DBA TRAINHR	1080	REGISTRATION FEE	\$283.49
ACKLANDS-GRAINGER	92949	INDUSTRIAL SUPPLIES	\$1,631.12
ACTION TRUCK CAP & ACCESSORIES	92950	REPAIR PARTS	\$1,037.22
ASHFORD SALES LTD.	92951	REPAIR PARTS	\$557.94
AVALON RECYCLING SERVICES LTD.	92952	RECYCLING COLLECTION	\$291.54
ATLANTIC PURIFICATION SYSTEM LTD	92953	WATER PURIFICATION SUPPLIES	\$119.54
AVALON FORD SALES LTD.	92954	AUTO PARTS	\$14.40
BABB LOCK & SAFE CO. LTD	92955	PROFESSIONAL SERVICES	\$423.75
ALBERT C SPURRELL PICTURE FRAMING	92956	PROFESSIONAL SERVICES	\$300.00
DOMINION STORES 924	92957	MISCELLANEOUS SUPPLIES	\$432.83
CANADIAN TECHNICAL ASPHALT ASSOCIATION (CTAA)	92958	MEMBERSHIP REWAL	\$209.05
CABOT PEST CONTROL	92959	PEST CONTROL	\$2,756.65
CHARLES R. BELL LTD.	92960	APPLIANCES	\$1,693.87
DULUX PAINTS	92961	PAINT SUPPLIES	\$119.22
ROCKWATER PROFESSIONAL PRODUCT	92962	CHEMICALS	\$6,478.91
STANTEC CONSULTING LTD. (SCL)	92963	PROFESSIONAL SERVICES	\$6,423.46
THE PRINT & SIGN SHOP	92964	SIGNAGE	\$576.30
RBC INVESTOR SERVICES TRUST	92965	CUSTODY FEES	\$706.25
BRENKIR INDUSTRIAL SUPPLIES	92966	PROTECTIVE CLOTHING	\$2,575.39
DBA CONSULTING ENGINEERS LTD.	92967	PROFESSIONAL SERVICES	\$11,531.65
BROWNE'S AUTO SUPPLIES LTD.	92968	AUTOMOTIVE REPAIR PARTS	\$390.02
CARQUEST CANADA LTD.	92969	AUTO PARTS	\$8.41
SPECTRUM INVESTIGATION & SECURITY 1998 LTD.	92970	SECURITY SERVICES	\$10,455.76
WESTERN HYDRAULIC 2000 LTD	92971	REPAIR PARTS	\$4,105.29
FLAGHOUSE INC	92972	RECREATIONAL SUPPLIES	\$616.25
BDI CANADA INC	92973	REPAIR PARTS	\$735.63
AMEC FOSTER WHEELER AMERICAS LTD.	92974	EMERGENCY GENERATOR	\$9,503.19
THE OUTFITTERS	92975	RECREATIONAL SUPPLIES	\$5,313.83
NEW WORLD FITNESS	92976	MEMBERSHIP DUES FOR FIREFIGHTERS	\$284.60
BURSEY EXCAVATING & DEVELOPMENT LTD.	92977	PROFESSIONAL SERVICES	\$243,617.40
CAMPBELL'S SHIP SUPPLIES	92978	PROTECTIVE CLOTHING	\$18.29
CANADA POST CORPORATION	92979	POSTAGE SERVICES	\$34.72
AIR LIQUIDE CANADA INC.	92980	CHEMICALS AND WELDING PRODUCTS	\$234.26
CANAVAN'S AUTO APPRAISERS LTD.	92981	PROFESSIONAL SERVICES	\$254.25

NAME	CHEQUE #	DESCRIPTION	AMOUNT
HISCOCK'S SPRING SERVICE	92982	REPAIR PARTS	\$3,256.81
DAVE CARROLL	92983	BAILIFF SERVICES	\$94.00
NORTRAX CANADA INC.,	92984	REPAIR PARTS	\$7,101.76
CALA	92985	WEBINAR	\$169.50
MAC TOOLS	92986	TOOLS	\$657.20
KENT	92987	BUILDING MATERIALS	\$124.84
PETER'S AUTO WORKS INC.	92988	TOWING OF VEHICLES	\$22,638.70
CONSTRUCTION SIGNS LTD.	92989	SIGNAGE	\$466.14
SCOTT WINSOR ENTERPRISES INC.,	92990	REMOVAL OF GARBAGE & DEBRIS	\$1,339.73
COUNTRY TRAILER SALES 1999 LTD	92991	REPAIR PARTS	\$549.19
MASK SECURITY INC.	92992	TRAFFIC CONTROL	\$2,216.36
MAXXAM ANALYTICS INC.,	92993	WATER PURIFICATION SUPPLIES	\$101.42
FASTENAL CANADA	92994	REPAIR PARTS	\$179.64
LONG & MCQUADE	92995	REAL PROGRAM	\$9.04
CUMMINS EASTERN CANADA LP	92996	REPAIR PARTS	\$345.30
KENDALL ENGINEERING LIMITED	92997	PROFESSIONAL SERVICES	\$3,740.30
DAY TIMERS OF CANADA LTD.	92998	OFFICE SUPPLIES	\$59.89
DICKS & COMPANY LIMITED	92999	OFFICE SUPPLIES	\$969.55
WAJAX POWER SYSTEMS	93000	REPAIR PARTS	\$1,061.86
CADILLAC SERVICES LTD.	93001	REFUND SECURITY DEPOSIT	\$1,000.00
REEFER REPAIR SERVICES (2015) LIMITED	93002	REPAIR PARTS	\$6,248.33
ATLANTIC HOSE & FITTINGS	93003	RUBBER HOSE	\$278.62
DOMINION RECYCLING LTD.	93004	PIPE	\$221.93
G & M PROJECT MANAGEMENT	93005	PROFESSIONAL SERVICES	\$6,206.95
RUSSEL METALS INC.	93006	METALS	\$412.45
CANADIAN TIRE CORP.-HEBRON WAY	93007	MISCELLANEOUS SUPPLIES	\$214.69
CANADIAN TIRE CORP.-KELSEY DR.	93008	MISCELLANEOUS SUPPLIES	\$491.39
EASTERN AUDIO LTD.	93009	AUDIO EQUIPMENT	\$12,807.42
EASTERN MEDICAL SUPPLIES	93010	MEDICAL SUPPLIES	\$485.90
ELECTRIC MOTOR & PUMP DIV.	93011	REPAIR PARTS	\$1,254.30
THE TELEGRAM	93012	ADVERTISING	\$3,889.91
EXECUTIVE COFFEE SERVICES LTD.	93013	COFFEE SUPPLIES	\$229.65
FACTORY FOOTWEAR LONG POND	93014	PROTECTIVE CLOTHING	\$299.27
DOMINION STORE 935	93015	MISCELLANEOUS SUPPLIES	\$323.15
IPS INFORMATION PROTECTION SERVICES LTD.	93016	PAPER SHREDDER ON SITE	\$113.00
EMERGENCY REPAIR LIMITED	93017	AUTO PARTS AND LABOUR	\$7,792.60

NAME	CHEQUE #	DESCRIPTION	AMOUNT
EXECUTIVE TAXI LIMITED	93018	TRANSPORTATION SERVICES	\$18,580.59
OMB PARTS & INDUSTRIAL INC.	93019	REPAIR PARTS	\$875.27
FRESHWATER AUTO CENTRE LTD.	93020	AUTO PARTS/MAINTENANCE	\$12,665.18
ABSTRACT & AUXILIARY SERVICES	93021	TITLE SEARCH	\$231.00
ERL ENTERPRISES	93022	AUTO PARTS/REPAIRS	\$203.40
FUN "N" FAST 1986 LTD.	93023	REPAIR PARTS	\$20.11
HUMAN RESOURCES PROFESSIONALS OF NEWFOUNDLAND	93024	MEMBERSHIP RENEWAL	\$245.00
URBAN FLOORING CONTRACTORS LTD	93025	PROFESSIONAL SERVICES	\$68,398.90
PROVINCIAL FENCE PRODUCTS	93026	FENCING MATERIALS	\$3,347.63
ISLAND OFFICE FURNITURE	93027	OFFICE FURNITURE	\$10,095.36
WOLSELEY CANADA INC.	93028	REPAIR PARTS	\$4,714.11
CENTAUR PRODUCTS ATLANTIC INC.	93029	PROFESSIONAL SERVICES	\$23,504.57
TROY LIFE & FIRE SAFETY LTD.	93030	SAFETY SUPPLIES	\$411.89
XYLEM CANADA COMPANY	93031	REPAIR PARTS	\$1,418.15
HARRIS & ROOME SUPPLY LIMITED	93032	ELECTRICAL SUPPLIES	\$646.36
HARVEY & COMPANY LIMITED	93033	REPAIR PARTS	\$4,304.55
A HARVEY & CO. LTD.	93034	ROAD SALT	\$86,585.57
HARVEY'S OIL LTD.	93035	PETROLEUM PRODUCTS	\$105,945.56
HVAC SPECIALITIES INC.	93036	CHEMICALS	\$623.76
MS GOVERN	93037	PROFESSIONAL SERVICES	\$29,272.65
GUILLEVIN INTERNATIONAL CO.	93038	ELECTRICAL SUPPLIES	\$63.66
HEATING PRODUCT 1978 LTD.	93039	STEAM COILS	\$531.10
HYDRO QUAL	93040	REPAIR PARTS	\$851.60
BRENNTAG CANADA INC	93041	CHLORINE	\$6,582.25
HICKMAN MOTORS LIMITED	93042	AUTO PARTS	\$255.95
MUN BOTANICAL GARDENS	93043	PROFESSIONAL SERVICES	\$5,000.00
FDM SOFTWARE	93044	SOFTWARE RENEWAL	\$43,349.74
FLEET READY LTD.	93045	REPAIR PARTS	\$2,479.49
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	93046	REPAIR PARTS	\$1,038.05
ULINE	93047	SAND BAGS	\$499.97
CERTIFIED LABS	93048	REPAIR PARTS	\$252.56
IMPRINT SPECIALTY PROMOTIONS LTD	93049	PROMOTIONAL ITEMS	\$4,198.93
ISLAND HOSE & FITTINGS LTD	93050	INDUSTRIAL SUPPLIES	\$83.69
CHRIS SQUIRES ENTERPRISES INC.,	93051	PROFESSIONAL SERVICES	\$40,730.30
SUMMIT VETERINARY PHARMACY INC.,	93052	VETERINARY SUPPLIES	\$94.92
IDEXX LABORATORIES	93053	VETERINARY SUPPLIES	\$3,759.34

NAME	CHEQUE #	DESCRIPTION	AMOUNT
BOSCH REXROTH CANADA CORP.	93054	REPAIR PARTS	\$1,828.79
KAVANAGH & ASSOCIATES	93055	PROFESSIONAL SERVICES	\$18,285.65
KENT BUILDING SUPPLIES-STAVANGER DR	93056	BUILDING MATERIALS	\$16.91
CENTINEL SERVICES	93057	PROFESSIONAL SERVICES	\$19,255.20
TRACE PLANNING & DESIGN	93058	PROFESSIONAL SERVICES	\$12,028.86
VOHL INC.,	93059	REPAIR PARTS	\$2,830.01
KING'S PLUMBING & HEATING LTD.	93060	PLUMBING SUPPLIES	\$8,773.72
KING PROCESS TECHNOLOGY	93061	REPAIR PARTS	\$2,611.10
ROCKET BAKERY & FRESH FOODS	93062	PASTRIES TRAYS	\$319.91
THE CARPET FACTORY SUPERSTORE	93063	PROFESSIONAL SERVICES	\$11,743.88
SECURITAS CANADA LTD.	93064	SECURITY SERVICES	\$23,186.61
STAPLES ADVANTAGE	93065	OFFICE SUPPLIES	\$6,344.66
MARK'S WORK WEARHOUSE	93066	PROTECTIVE CLOTHING	\$225.72
JUD-HAYNES	93067	PROMOTIONAL ITEMS	\$1,890.21
MARTIN'S FIRE SAFETY LTD.	93068	SAFETY SUPPLIES	\$358.15
ALYSSA'S PROPERTY SERVICES PRO INC.,	93069	PROFESSIONAL SERVICES	\$13,688.25
STINSON EQUIPMENT (QUEBEC) INC.,	93070	NEW ASPHALT TRAILER	\$63,654.03
ALANTRA LEASING INC.,	93071	FURNITURE RENTAL	\$1,152.60
MIKAN INC.	93072	LABORATORY SUPPLIES	\$790.32
ACE APPLIANCE REPAIR	93073	PROFESSIONAL SERVICES	\$260.97
PAPETERIE SAINT-ARMAND	93074	REPAIR PARTS	\$1,779.75
NEWFOUNDLAND DISTRIBUTORS LTD.	93075	INDUSTRIAL SUPPLIES	\$35.91
TRC HYDRAULICS INC.	93076	REPAIR PARTS	\$305.10
TOROMONT CAT	93077	AUTO PARTS	\$3,131.48
NORTH ATLANTIC PETROLEUM	93078	PETROLEUM PRODUCTS	\$24,058.40
LESTER'S FARM CHALET & LESTER FARM INC.	93079	SENIORS CHRISTMAS OUTTING	\$974.63
HORIZON HOMES	93080	REFUND SECURITY DEPOSIT	\$1,555.20
ORKIN CANADA	93081	PEST CONTROL	\$237.30
GCR TIRE CENTRE	93082	TIRES	\$940.43
PETER PAN SALES LTD.	93083	SANITARY SUPPLIES	\$2,486.62
K & D PRATT LTD.	93084	REPAIR PARTS AND CHEMICALS	\$4,903.44
PROFESSIONAL UNIFORMS & MATS INC.	93085	PROTECTIVE CLOTHING	\$991.99
PYRAMID CONSTRUCTION LIMITED	93086	PROFESSIONAL SERVICES	\$4,520.00
RIDEOUT TOOL & MACHINE INC.	93087	TOOLS	\$271.74
NAPA ST. JOHN'S 371	93088	AUTO PARTS	\$56.49
ROYAL FREIGHTLINER LTD	93089	PURCHASE OF VEHICLE & REPAIR PARTS	\$180,161.70

NAME	CHEQUE #	DESCRIPTION	AMOUNT
S & S SUPPLY LTD. CROSSTOWN RENTALS	93090	REPAIR PARTS	\$10,257.15
BIG ERICS INC	93091	SANITARY SUPPLIES	\$2,566.76
SAUNDERS EQUIPMENT LIMITED	93092	REPAIR PARTS	\$12,483.04
STRONGCO	93093	REPAIR PARTS	\$356.79
CHANDLER	93094	PROTECTIVE CLOTHING	\$307.36
SUPERIOR OFFICE INTERIORS LTD.	93095	OFFICE SUPPLIES	\$4,079.30
SUPERIOR PROPANE INC.	93096	PROPANE	\$535.41
TRACTION DIV OF UAP	93097	REPAIR PARTS	\$5,959.55
TUCKER ELECTRONICS LTD.	93098	ELECTRONICS	\$330.63
UNISOURCE CANADA INC.	93099	PAPER SUPPLIES	\$268.83
FJ WADDEN & SONS LTD.	93100	SANITARY SUPPLIES	\$494.38
CANSEL WADE	93101	SOFTWARE RENEWAL	\$666.70
WEIRS CONSTRUCTION LTD.	93102	REPAIR PARTS	\$3,238.88
WINDCO ENTERPRISES LTD.	93103	REPAIR PARTS	\$78.99
CITY OF ST. JOHN'S	93104	NON PROFIT HOUSING TAX	\$349,621.86
CONNIE PARSONS SCHOOL OF DANCE	93105	REAL PROGRAM	\$179.98
LEARMONTH DUNNE & BOULOS	93106	REFUND OVERPAYMENT OF TAXES	\$50.00
AVALON MINOR HOCKEY	93107	REAL PROGRAM	\$3,000.00
DR. D.S. SQUIRE	93108	MEDICAL EXAMINATION	\$20.00
PROJECT MANAGEMENT SERVICES	93109	REFUND SECURITY DEPOSIT	\$5,000.00
BELL MOBILITY INC. RADIO DIVISION	93110	MAINTENANCE CHARGES & REPAIRS	\$2,641.51
SAFETY SERVICES NEWFOUNDLAND & LABRAOR	93111	WORKSHOP FEE	\$240.00
HUNGRY HEART CAFE	93112	PASTRIES TRAYS	\$43.95
DR. AMANDA COMPTON	93113	MEDICAL EXAMINATION	\$20.00
ALEX FOLEY'S ACADEMY OF MATIAL ARTS	93114	REAL PROGRAM	\$240.00
ST. JOHN COUNCIL FOR NEWFOUNDLAND PROPERTIES	93115	PROFESSIONAL SERVICES	\$2,254.52
MCKIM, DR. AARON	93116	MEDICAL EXAMINATION	\$20.00
BUBBA'S TUBS	93117	POOL COURSE	\$1,127.74
SPCA	93118	COMMUNITY GRANT	\$3,300.00
TODD ROBBINS SERVICES INC.	93119	PROFESSIONAL SERVICES	\$3,994.55
SOBEYS ROPEWALK LANE	93120	MISCELLANEOUS SUPPLIES	\$81.48
HI-PERFORMANCE TAEKWONDO STUDIO	93121	REAL PROGRAM	\$200.00
ST. JOHN AMBULANCE NEWFOUNDLAND & LABRADOR CO	93122	HONORARIUM	\$300.00
HOLIDAY LANES	93123	REAL PROGRAM	\$1,393.00
CAPITAL COFFEE SUPPLIES INC.	93124	COFFEE SUPPLIES	\$316.00
PAUL DAVIS SYSTEMS OF EASTERN NEWFOUNDLAND	93125	REFUND SECURITY DEPOSIT	\$7,500.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
DENIS G. BARRY LAW	93126	REFUND COMPLIANCE LETTER	\$150.00
NOVELTY ENGRAVERS PLUS INC.	93127	RECREATIONAL SUPPLIES	\$1,039.55
MILNECO LTD.	93128	PROFESSIONAL SERVICES	\$1,084.80
JORDAN OAKEY	93129	LEGAL CLAIM	\$300.00
DOMINIC GOSSE	93130	REFUND SECURITY DEPOSIT	\$100.00
O'GRADY, LYNN	93131	REIMBURSEMENT FOR PINK SHIRTS	\$367.25
HUNT, EDMUND	93132	MILEAGE - CROSSING GUARD PROGRAM	\$34.19
JIM O'TOOLE	93133	REIMBURSEMENT FOR TUTION	\$275.00
SQUIRES, RICK	93134	MILEAGE	\$337.58
RICHARD LAYDEN	93135	REFUND OVERPAYMENT OF GROUP INS.	\$131.58
ROSE, TRISHA	93136	MILEAGE	\$65.28
PENNEY, LISA	93137	MILEAGE - CROSSING GUARD PROGRAM	\$134.32
COURAGE, SCOTT	93138	MILEAGE	\$28.37
YETMAN, WAYNE	93139	LEGAL CLAIM	\$166.51
BRUCE PEARCE	93140	EMPLOYMENT RELATED EXPENSES	\$218.53
CREWE, RYAN	93141	MILEAGE	\$200.48
BENNETT, GLENN	93142	MILEAGE - CROSSING GUARD PROGRAM	\$64.11
RON SINYARD	93143	VEHICLE BUISNESS INSURANCE	\$381.95
VANESSA PENNELL MERCER	93144	MILEAE	\$54.39
DAVE INNES	93145	MILEAGE - CROSSING GUARD PROGRAM	\$51.28
MCLOUGHLAN SUPPLIES LTD.	93146	ELECTRICAL SUPPLIES	\$11,212.54
CBCL LIMITED	93147	PROFESSIONAL SERVICES	\$2,971.43
NEWFOUNDLAND DESIGN ASSOCIATES	93148	PROFESSIONAL SERVICES	\$151,345.98
MANULIFE FINANCIAL	93149	LTD PREMIUMS	\$25.20
PROJECT MANAGEMENT SERVICES	93150	REFUND SECURITY DEPOSIT	\$30,000.00
BIDGOODS SHOPPING PLAZA	93151	COURT APPEAL REFUND	\$60.00
WADDEN PEDDIGREW HOGAN	93152	CONTRIBUTION TO LEGAL FEES	\$1,000.00
BIDGOODS SHOPPING PLAZA	93153	COURT APPEAL REFUND	\$60.00
BIDGOODS SHOPPING PLAZA	93154	COURT APPEAL REFUND	\$60.00
JONES, CHRISTINA	93155	REIMBURSEMENT FOR PRESCHOOL SUPPLIES	\$48.86
COADY CONSTRUCTION & EXCAVATION LTD.	93156	PROGRESS PAYMENT	\$2,260.00
YARDI SYSTEMS INC.	93157	SOFTWARE RENEWAL	\$9,093.30
IBM CANADA LTD.	93158	COMPUTER EQUIPMENT	\$35,400.75
FER-PAL CONSTRUCTION LTD.	93159	PROGRESS PAYMENT	\$680,479.08
<b>Total:</b>			<b>\$ 4,534,793.69</b>



# MEMORANDUM

Date: February 8, 2016

To: Mr. Neil Martin, Mr. Rick Squires, Ms. Elaine Henley

From: John Hamilton

Re: Council Approval for Tender 2016006 Janitorial Services Four (4) Sites: Robin Hood Bay, 245 Freshwater Road, Municipal Depot, and Goulds Compound

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The result of Tender 2016006 Janitorial Services Four (4) Sites: Robin Hood Bay, 245 Freshwater Road, Municipal Depot, and Goulds Compound for a one year period is as follows:

<b>Burse Cleaners(2010) Limited</b>	<b>\$240,307.16</b>
Kelloway Construction Limited	\$395,441.24
Magicwand Inc.	\$423,885.60
Penney's Holdings Ltd.	\$478,238.65
73719 Newfoundland & Labrador Inc	\$1,794,623.33

It is recommended to award this tender in order from the lowest bidder meeting specification Bursey Cleaners(2010) Limited \$240,307.16 as per the Public Tendering Act.

Taxes are included with quoted price

John Hamilton  
Senior Buyer

# ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES

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

# MEMORANDUM

Date: February 11, 2016

To: His Worship the Mayor and Members of Council

From: Cheryl Mullett, City Solicitor

**Re: 40 Ryan's River Road – Sale of City Land and Easement**

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Sean and Michelle Edwards, the owners of 40 Ryan's River Road, have requested a parcel of City owned property in order to obtain a building permit. We have consulted with the required departments who have no issue with the sale of this property with the provision that Mr. and Mrs. Edwards provide the City with 2 easements for drainage. Mr. and Mrs. Edwards have agreed to same. The Surveys of the parcels are attached for your reference.

It is recommend that the land be sold at a rate of \$3.00 per square foot resulting in a sale price of approximately \$2,754.00. The required easement would be subject to a rate of \$1.00 per square foot resulting in a price of \$1,795.00. The City would accept the difference from Mr. and Mrs. Edwards in the amount of \$950.00.

I request that this matter be brought before Council at the next Regular Meeting.

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Cheryl Mullett, L.L. B.  
City Solicitor

AGMW/mp

# ST. JOHN'S

LEGAL DEPARTMENT

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