

**AGENDA
REGULAR MEETING**

**June 1, 2015
4:30 p.m.**

ST. JOHN'S

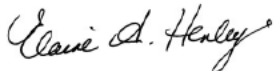
MEMORANDUM

May 29, 2015

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, June 1, 2015 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 **3:00p.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
June 1, 2015
4:30 pm

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** (May 25, 2015)
- 4. Business Arising from the Minutes**
 - a. Included in the Agenda**
 - i. Presentation on Advisory Committee Review (Office of the City Manager)
 - ii. Corporate Strategic Plan (Office of the City Manager)
 - iii. Memo dated May 28, 2015 from the City Clerk re: CD-R2015-04-13/11 - Review – Conflict of Interest Legislation
 - iv. Notice of Motion from Councillor Hann re: St. John’s Property Tax Exemption for the St. John’s Farmers’ Market Co-operative Ltd. By-Law.
 - v. Notice of Motion from Councillor Davis re: Election Finance By-Law No. 1506
 - b. Other Matters**
- 5. Notices Published**
 - A Discretionary Use Application has been submitted requesting municipal approval to occupy **3 Avalon Street** as a home occupation for a computer graphic class. The classroom will have a total floor area of 28m².
- 6. Public Hearings**
 - Department of Planning File Number REZ 1400032
Proposed Rezoning to the Residential Medium Density (R2) Zone
1 Howlett Avenue - Ward 4

7. Committee Reports

- a. Planning & Development Standing Committee Report of May 19, 2015
- b. Development Committee Report - May 26, 2015

8. Resolutions

9. Development Permits List (May 21 – May 27, 2015)

10. Building Permits List (May 21 – May 27, 2015)

11. Requisitions, Payrolls and Accounts (Week Ending May 27, 2015)

12. Tenders

- a. Tender 2015053 Back Line Sidewalk

13. Notices of Motion, Written Questions and Petitions

14. Other Business

- a. Memo dated May 27, 2015 from the City Clerk re: Travel Authorization for Councillor Sandy Hickman (2015 Canadian Capital Cities Conference)
- b. Memo dated May 26, 2015 from the City Solicitor re: 365-367 Water St.
- c. Quarterly Travel Report 2015 (First Quarter)

15. Adjournment

May 25, 2015

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 Mayor O'Keefe presided.

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

The Acting City Manager; Deputy City Manager of Planning, Development and Engineering; Deputy City Manager of Community Services; the Acting Deputy City Manager of Public Works; Acting Deputy City Manager of Financial Management; City Solicitor; Chief Municipal Planner; City Clerk, and Senior Legislative Assistant were also in attendance.

Call to Order and Adoption of the Agenda

SJMC2015-05-25/232 R

It was decided on motion of Councillor Puddister; seconded by Councillor Davis: That the agenda be adopted with one addition:

- **Mayor's Approval for Travel to The Big City Mayor's Caucus meetings and meetings of Federation of Canadian Municipalities in Edmonton from June 3 to June 8, 2015**

Adoption of Minutes

SJMC2015-05-25/233 R

It was decided on motion of Councillor Tilley; seconded by Councillor Puddister: That the minutes of May 19, 2015, 2015 be adopted as presented.

Business Arising

Hybrid Vehicle Analysis

Council considered as information a memorandum dated May 22, 2015 from the Acting Deputy City Manager, Financial Services regarding the above noted matter.

**By-Law No.
Election Finance (Amendment No. 1, 2015) By-Law
Passed by Council on May 25, 2015**

Council considered the above noted by-law, a copy of which is included in the Council agenda.

SJMC2015-05-25/234R

It was moved by Councillor Lane; seconded by Councillor Davis: That the above noted Election Finance By-Law Amendment be approved.

The Motion being put was carried unanimously.

Councillor Davis suggested that the following issues be referred to the Audit and Accountability Committee:

- Campaign donations: for transparency purposes, Councillor Davis felt that all donations no matter how big or small should be declared;
- Capped donation limits: the amount allotted should be tied with the amount raised and spent;
- In kind contributions only: investigate methods for attributing a value for such, i.e. tangible items donated in respect to printing, signage that can have a measurable value.

Discussion ensued with the majority of councillors supporting the amendment as stated in the motion and that no further action was required. Concern was expressed about making the process too onerous for prospective candidates to run.

Notices Published

- **11 Avalon Street - Residential High Density – (R3) Zone**

A Discretionary Use Application has been submitted requesting permission to occupy **11 Avalon Street** as a home occupation for a craft studio (pottery). The studio will have a total floor area of 26.8m².

SJMC2015-05-25/235R

It was decided on motion of Councillor Galgay; seconded by Councillor Hickman: That the above noted application be approved subject to all City requirements.

- **307 Airport Heights Road - Residential Low Density (R1) Zone**

A Discretionary Use Application has been submitted requesting permission to occupy **307 Airport Heights Drive** as a home occupation for one-on-one personal training.

SJMC2015-05-25/236R

It was decided on motion of Councillor Galgay; seconded by Councillor Hickman: That the above noted application be approved subject to all City requirements.

- **56 Bay Bulls Road – Residential Medium Density (R2) Zone**

A Discretionary Use Application for proposed construction of 3 Multiple Dwelling Unit Building at **56 Bays Bulls Road** (previously deferred by Council on December 15, 2014).

SJMC2015-05-25/237R

It was decided on motion of Councillor Galgay; seconded by Councillor Hickman: That the above noted application be approved subject to all applicable City requirements.

Public Hearings

PDE File Number: B-17-B.38 / 12-00306

Proposed Rezoning from Residential Medium Density (R2) Zone to Commercial Neighbourhood (CN) Zone

257 – 261 Blackmarsh Road (nearby lands), Ward 3

Council considered a memorandum dated May 19, 2015 from the Chief Municipal Planner regarding the above noted matter. Councillor Hann outlined the following three main concerns:

- Traffic congestion
- Water run off
- Tanker trucks delivering gas during prime traffic

SJMC2015-05-29/237 R

It was moved by Councillor Hann; seconded by Deputy Mayor Ellsworth: That Council approve the amendment process for the land situated at 257 – 261 Blackmarsh Road. Further, Council directed the Department of Planning, Development and Engineering to proceed with rezoning and prepare any necessary amendments to the Municipal Plan and Development Regulations and forward these to the Department of Municipal Affairs with a request for provincial release. The next step would then be to refer the amendments to a future Regular Meeting of Council for consideration of adoption and the appointment of an independent commissioner to conduct a public hearing.

Members of Council felt that the concerns outlined by residents were adequately addressed by the proponent and were supportive of the overall application.

The motion being put was unanimously carried.

Development Committee Report – May 19, 2015

Council considered the above noted report:

[*Link to Development Committee Report*](#)

SJMC2015-05-25/238 R

It was decided on motion of Councillor Hann; seconded by Councillor Breen: That the recommendations of the Development Committee Report dated May 12, 2015 be approved.

Development Permits List

Council considered as information the Development Permits List for the period May 14 – May 20, 2015.

[*Link to Development Permits List*](#)

Building Permits List

Council considered the Building Permits list for the period of May 14 – May 20, 2015.

[*Link to Building Permits List*](#)

SJMC2015-05-25/239 R

**It was decided on motion of Councillor Galgay; seconded by Councillor Tilley:
That the building permits list for the period May 7 – May 13, 2015 be approved
as presented.**

Requisitions, Payrolls and Accounts

Council considered the requisitions, payrolls and accounts for the week ending May 20, 2015.

[*Link to Requisitions, Payrolls and Accounts*](#)

SJMC2015-05-25/240 R

**It was decided on motion of Councillor Galgay; seconded by Councillor Tilley:
That the Payrolls and Accounts for the week ending May 20, 2015 be approved.**

Tenders

Council considered the following tenders:

- Tender 2015060 – 2015 Traffic Infrastructure
- Tender 2015064 – Watermain Improvements

SJMC2015-05-25/241 R

**It was decided on motion of Councillor Galgay; seconded by Councillor Tilley:
That the above noted tenders be awarded respectively as follows:**

- **Tender 2015060 to Infinity Construction Ltd. \$150,531.26**
- **Tender 2015064 to Pyramid Construction Ltd. \$337,510.66**

Notice of Motion

At the regular meeting of Council, Councillor Davis gave the following Notice of Motion:

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council make a Notice of Motion with respect to the St. John's Financing By-Law No. 1506.

St. John's Farmers' Market Co-operative Ltd.

Council considered a memorandum dated May 19, 2015 from the City Solicitor regarding the above noted matter.

Council supported the community market and noted this new location will allow the Cooperative to operate more efficiently as they have outgrown the old location. All discussions have been positive and potential funding partners have been sought. The use is compatible for this neighbourhood.

SJMC2015-05-25/242 R

It was decided on motion of Councillor Hann; seconded by Councillor Lane: To approve the lease agreement and enact a by-law which would have the effect of exempting the Co-operative from the real property tax at 245 Freshwater Road.

In response to Councillor Galgay's question about snow clearing of the site, the Acting Deputy City Manager of Public Works advised that this would be done by the City as the building is also occupied by other City departments. No further expense would be incurred as a result.

MV Manolis L.

Council considered the letter dated May 8, 2015 from The Honourable Gail Shea, Minister of Fisheries and Oceans. She advised in the letter that since the discovery of oil in the vicinity of the MV Manolis L in March 2013, the CCG has implemented a monitoring and response system to mitigate the small amounts of oil leaking from the sunken vessel. Between April 2013 and December 2014, there have been eight trips to the site to seal cracks, to install cofferdams, to remove product from cofferdams and to inspect the exterior of the hull for additional cracks.

Further, the CCG continues to monitor the situation and the cofferdam and ongoing response plan continue to be effective. The Mayor was assured that the CCG will continue working with its partners to protect the marine environment and is prepared to respond if the situation changes.

The Deputy Mayor noted that over a nine month period there were eight visits to check the site. He felt that this is a problem of greater magnitude and that the Federal Government is not doing enough to address the issue.

Council concurred that they were not happy with the Federal Government's attempts to address the problem. They felt the Federal Government should remove the oil from the area as it is a tragedy waiting to happen. It could be an ecological disaster with impacts on fishermen's livelihoods, the natural environment and tourism.

E-Poll, May 21, 2015, Council's approval is requested for Councillor Davis to attend the 2015 Recreation NL Annual General Meeting Conference and Trade show in Gander NL from May 22nd to the 23rd of 2015.

Council's approval was requested for the above noted E-Poll.

SJMC2015-05-25/243 R

It was decided on motion of Councillor Tilley; seconded by Councillor Breen: That Councillor Davis attend the 2015 Recreation NL Annual General Meeting Conference and Trade Show in Gander, NL on May 22nd and 23rd 2015.

Mayor's Approval for Travel to The Big City Mayor's Caucus meetings and meetings of Federation of Canadian Municipalities in Edmonton from June 3 to June 8, 2015

SJMC2015-05-25/244 R

It was decided on motion of Councillor Tilley; seconded by Councillor Breen: That Mayor O'Keefe attend The Big City Mayor's Caucus meeting and meetings of Federation of Canadian Municipalities in Edmonton from June 3 to June 8, 2015.

Deputy Mayor Ellsworth

- The Deputy Mayor gave an update on substandard properties and slum landlords. The City, as a result of its partnerships with other levels of government has tremendously improved its response to citizens' needs. However, much work still needs to be done. He encouraged tenants to refer any complaints to any member of Council or by calling 311 to discuss their property. He said everyone has a right to live in sufficient accommodations.

Councillor Hickman

- Councillor Hickman reiterated the concerns he expressed last week regarding uncovered loads and general littering of the City. He requested that the issue of automatic garbage be once again considered. Councillor Breen advised that the matter will be referred to a future meeting of the Finance & Administration Standing Committee.

Councillor Lane

- Councillor Lane stated the need to put regulations in place to keep the City clean. He felt that other levels of government should step up their game. He noted Clean St. John's new motto was "Don't trash our city. Pick up for it." He urged the general public to contact Clean St. John's at 570-0350 to arrange a cleanup.

Councillor Puddister

- Councillor Puddister noted last week a Police and Traffic Committee meeting was held and the City will be working with RNC to monitor Robin Hood Bay. The RNC will work in consultation with the Traffic Division to issue tickets.
- Councillor Puddister also enquired about the possible extension of hours on Saturdays at Robin Hood Bay Landfill, given periodic holidays which fall on Mondays. He suggested that extended hours come into effect throughout the summer and fall. The matter is referred to the Public Works Standing Committee for follow up.

Councillor Galgay

- Councillor Galgay noted there would be two referrals to the Nomenclature Committee:
 - French's Lane off bottom of Signal Hill;
 - BIS to erect a plaque at the concrete wall on Long's Hill. This is to recognize the forgotten grave yard that exists there. He noted that the City Clerk was arranging a meeting with the BIS.

- He is also meeting this week with the Minister of Transportation and Works, David Brazil, to discuss Public Works issues as they relate the proliferation of garbage on the Outer Ring Road. He felt that the City should not be the only level of government advocating for the covering of garbage.

Councillor Davis

- Councillor Davis advised he had attended the Recreation NL Conference this past weekend in Gander and noted the Deputy City Manager of Community Services received the Cy Hoskins Memorial Award, the highest award given from Recreation NL. Council congratulated Ms. Brewer in this regard.
- Councillor Davis also congratulated Annette Oldford, Program Supervisor, Family & Leisure Services, with Community Services on becoming Vice President of Recreation NL.

Adjournment

There being no further business, the meeting adjourned at 5:45 pm.

MAYOR

CITY CLERK

REPORT/RECOMMENDATIONS TO COUNCIL
Development Committee Report
May 19, 2015

1. **Department of Planning, Development & Engineering File No. INT1500028**
Proposed Additional Accessory Building (Greenhouse)
1027 Thorburn Road
Town of Portugal Cove – St. Philips
Broad Cove River Watershed (W) Zone
-

It is recommended by the Development Committee that Council reject the construction of an additional accessory building pursuant with Section 104 (4)(a) of the City of St. John's Act, which restricts properties within the Watershed to one (1) accessory building.

2. **Department of Planning, Development & Engineering File No. SUB1400041**
Proposed Additional 3rd Storey for Approved Townhouses
Applicant: Paul McEvoy
62 Blackler Avenue - Ward 3
Residential Medium Density (R2) Zone
-

It is the recommendation of the Development Committee that Council grant approval to the application for a three (3) storey dwelling.

David Blackmore
Deputy City Manager – Planning, Development & Engineering
Chair – Development Committee





**DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF May 14, 2015 TO May 20, 2015**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	Sobey's Land Holdings Limited	Gas Bar & Convenience Store	265 Commonwealth Avenue (311 Brookfield Road)	5	Approved	15-05-15
COM		Home office for Electrical Contractor	9 Solway Crescent	4	Approved	15-05-15

* 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 May 25, 2015 Regular Meeting

Permits Issued: 2015/05/14 To 2015/05/20

CLASS: COMMERCIAL

11-17 NEW GOWER ST. SUNDANCE	CO	CLUB		
291 WATER ST MCKEIL MARINE NL	CO	OFFICE		
48 KENMOUNT RD, CLAIR DE LUNE	SN	RETAIL STORE		
5 HEBRON WAY	SN	MIXED USE		
15 HEBRON WAY	SN	CLINIC		
225 LOGY BAY RD	MS	RETAIL STORE		
204-206 MAIN RD, A.I.M.E.	MS	CLINIC		
114 NEWTOWN RD	SN	RECREATIONAL USE		
5-7 PIPPY PL	MS	RETAIL STORE		
4 PORTUGAL COVE RD	MS	RECREATIONAL USE		
13-21 ROWAN ST	SN	RESTAURANT		
120 TORBAY RD	MS	OFFICE		
320 TORBAY RD	MS	RETAIL STORE		
710 TORBAY RD	MS	RETAIL STORE		
20 RESERVOIR RD	NC	ACCESSORY BUILDING		
48 KENMOUNT RD, CLAIR DE LUNE	CR	RETAIL STORE		
2 VANGUARD CRT	RN	OFFICE		
36 GEORGE ST	CR	RESTAURANT		
235 WATER ST, LEVEL 5 SUNCOR	CR	OFFICE		
			THIS WEEK \$	835,550.00

CLASS: INDUSTRIAL

THIS WEEK \$.00

CLASS: GOVERNMENT/INSTITUTIONAL

THIS WEEK \$.00

CLASS: RESIDENTIAL

7 ADVENTURE AVE, LOT 331	NC	SINGLE DETACHED & SUB.APT		
142 BLACKMARSH RD	NC	SINGLE DETACHED DWELLING		
52 SGT. CRAIG GILLAM AVE	NC	FENCE		
62 CAPE PINE ST	NC	ACCESSORY BUILDING		
1 BISCAY PL	NC	FENCE		
24 CHEROKEE DR	NC	FENCE		
16 CHERRYBARK CRES	NC	ACCESSORY BUILDING		
24 DONOVAN'S RD	NC	ACCESSORY BUILDING		
119 FOREST RD	NC	PATIO DECK		
8 GARY DR	NC	ACCESSORY BUILDING		
3 GIBBON PL	NC	ACCESSORY BUILDING		
18 GOLD MEDAL DR	NC	FENCE		
20 HALL'S RD	NC	ACCESSORY BUILDING		
1 HALLIDAY PLACE, LOT 10	NC	SINGLE DETACHED DWELLING		
55 HAWKER CRES	NC	PATIO DECK		
825 MAIN RD	NC	ACCESSORY BUILDING		
18 MYRICK PL	NC	SWIMMING POOL		

148 OLD PETTY HARBOUR RD	NC	FENCE
31 O'REILLY ST	NC	FENCE
32 ROBINSONS PL	NC	PATIO DECK
20 SGT. CRAIG GILLAM AVE	NC	FENCE
10 SILVERTON ST	NC	PATIO DECK
8 SOLWAY CRES, LOT 349	NC	SINGLE DETACHED & SUB.APT
7 SUGAR PINE CRES LOT 257	NC	SINGLE DETACHED DWELLING
23 TOBIN CRES	NC	ACCESSORY BUILDING
46 TREE TOP DR	NC	ACCESSORY BUILDING
25 WATERFORD HTS S	NC	PATIO DECK
10 WESTMOUNT PL	NC	SWIMMING POOL
10 WILLENHALL PL	NC	ACCESSORY BUILDING
48 WILLENHALL PL., LOT 20	NC	SINGLE DETACHED & SUB.APT
12 WISHINGWELL PL	NC	ACCESSORY BUILDING
14 LONG POND RD	EX	SINGLE DETACHED DWELLING
156 BLACKMARSH RD	RN	SINGLE DETACHED DWELLING
67 BONAVIDA ST	RN	SUBSIDIARY APARTMENT
16 CAPPAYHAYDEN ST	RN	SINGLE DETACHED DWELLING
227 HAMILTON AVE	RN	SEMI-DETACHED DWELLING
18 HAYWARD AVE	RN	TOWNHOUSING
15 JAMES LANE	RN	SINGLE DETACHED DWELLING
71 LESLIE ST	RN	SINGLE DETACHED DWELLING
7 PEARCE AVE	RN	SINGLE DETACHED DWELLING
12 RENDELL PL	RN	SINGLE DETACHED DWELLING
19 SITKA ST	RN	SINGLE DETACHED DWELLING
45 WATSON CRES	RN	SINGLE DETACHED DWELLING
399 BLACKHEAD RD	SW	SINGLE DETACHED DWELLING
111 BONAVENTURE AVE	SW	SINGLE DETACHED DWELLING
295 EMPIRE AVE	SW	SINGLE DETACHED DWELLING
82 MAIN RD	SW	SINGLE DETACHED DWELLING
25 REID ST	SW	SINGLE DETACHED DWELLING

THIS WEEK \$ 1,927,266.00

CLASS: DEMOLITION

THIS WEEK \$.00

THIS WEEK'S TOTAL: \$ 2,762,816.00

REPAIR PERMITS ISSUED: 2015/05/14 TO 2015/05/20 \$ 56,650.00

13 Jensen Camp Place - application for a rear extension (sunroom) if rejected as contrary to Section 5.1 and 10.3.3(f) of the St. John's Development Regulations.

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

YEAR TO DATE COMPARISONS			
May 25, 2015			
TYPE	2014	2015	% VARIANCE (+/-)
Commercial	\$41,740,000.00	\$69,112,000.00	66
Industrial	\$125,300.00	\$0.00	-100
Government/Institutional	\$42,504,000.00	\$7,998,000.00	-81
Residential	\$41,080,000.00	\$24,335,000.00	-41
Repairs	\$1,170,000.00	\$1,400,000.00	20
Housing Units (1 & 2 Family Dwellings)	94	54	
TOTAL	\$126,619,300.00	\$102,845,000.00	-19

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending May 20, 2015

Payroll

Public Works	\$ 455,128.56
Bi-Weekly Administration	\$ 808,875.22
Bi-Weekly Management	\$ 795,789.44
Bi-Weekly Fire Department	\$ 776,034.95
Accounts Payable	\$2,163,022.28

Total: \$ 4,998,850.45

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
AMERICAN WATER WORKS ASSOC.	944	MEMBERSHIP RENEWAL	\$221.79
IDERA INC.	945	SOFTWARE RENEWAL	\$6,808.14
M.D. PRODUCTS	946	REPAIR PARTS	\$1,523.86
DOCUDESK CORPORATION	947	SOFTWARE RENEWAL	\$1,046.64
DOWNHOME INCORPORATED	82515	ADVERTISING	\$474.60
PINNACLE OFFICE SOLUTIONS LTD	82516	PHOTOCOPIES	\$78.05
DICKS & COMPANY LIMITED	82517	OFFICE SUPPLIES	\$6.28
JOHNSON INVESTMENTS INC.	82518	PROFESSIONAL SERVICES	\$3,131.96
NEWFOUND DISPOSAL SYSTEMS LTD.	82519	DISPOSAL SERVICES	\$172.04
RCAP	82520	LEASING OF OFFICE EQUIPMENT	\$192.71
TYCO INTEGRATED SECURITY CANADA, INC	82521	SECURITY SERVICES	\$497.48
ROBERT BAIRD EQUIPMENT LTD.	82522	RENTAL OF EQUIPMENT	\$1,410.12
ROBERT BAIRD EQUIPMENT LTD.	82523	RENTAL OF EQUIPMENT	\$1,722.24
IMPACT SIGNS AND GRAPHICS	82524	SIGNAGE	\$273.46
SAFETY FIRST-SFC LTD.	82525	PROFESSIONAL SERVICES	\$2,705.22
RENEE PHAIR HEALEY, REGISTERED PSYC	82526	PROFESSIONAL SERVICES	\$675.00
CITY OF ST. JOHN'S	82527	REPLENISH PETTY CASH	\$281.58
RECEIVER GENERAL FOR CANADA	82528	PAYROLL DEDUCTIONS	\$154,419.11
RECEIVER GENERAL FOR CANADA	82529	PAYROLL DEDUCTIONS	\$3,720.89
GLOBAL CONVENTION SERVICES LTD.,	82530	PROFESSIONAL SERVICES	\$88.14
STEWART MCKELVEY IN TRUST	82531	LEGAL CLAIM	\$2,000.00
CAROLANN HARDINGS	82532	LEGAL CLAIM	\$219.22
WINSOR, LYNNANN	82533	TRAVEL ADVANCE	\$2,059.50
WINSOR, SCOTT	82534	TRAVEL REIMBURSEMENT	\$164.75
WHITE, MARK	82535	TRAVEL REIMBURSEMENT	\$136.50
DEANNE HARPER	82536	TRAVEL ADVANCE	\$2,109.50
RALPH, SUSAN	82537	TRAVEL ADVANCE	\$1,742.00
SECURITAS CANADA LTD.	82538	SECURITY SERVICES	\$19,621.32
PUBLIC SERVICE CREDIT UNION	82539	PAYROLL DEDUCTIONS	\$5,881.25
SWILERS RUGBY CLUB	82540	BANQUET ROOM RENTAL	\$1,300.00
BRUCE & MARY CHIPMAN	82541	OVERPAYMENT OF RENT	\$400.00
THE ESTATE OF MALACHY HORAN	82542	REFUND SECURITY DEPOSIT	\$255.00
THE ESTATE OF MARY DOYLE	82543	REFUND SECURITY DEPOSIT	\$277.48
ESTATE OF ANNA GARNIER	82544	REFUND SECURITY DEPOSIT	\$255.00
PETER GENT	82545	LEGAL CLAIM	\$117.52
BETTY CROMWELL	82546	LEGAL CLAIM	\$98.88

NAME	CHEQUE #	DESCRIPTION	AMOUNT
BREEN, DANNY	82547	REIMBURSEMENT CELLULAR PHONE	\$28.20
RALPH, SUSAN	82548	TRAVEL REIMBURSEMENT	\$80.77
ROGERS CABLE	82549	INTERNET SERVICES	\$409.78
NEWFOUNDLAND POWER	82550	ELECTRICAL SERVICES	\$3,591.63
RHONDA SEARS	82551	REFUND OVERPAYMENT OF TAXES	\$2,006.22
PAJ CANADA COMPANY	82552	PROMOTIONAL ITEMS	\$177.60
THE ESTATE OF WILLIAM JANES	82553	REFUND SECURITY DEPOSIT	\$628.73
ACKLANDS-GRAINGER	82554	INDUSTRIAL SUPPLIES	\$445.71
ATLANTIC PURIFICATION SYSTEM LTD	82555	WATER PURIFICATION SUPPLIES	\$4,472.48
AVALON FORD SALES LTD.	82556	AUTO PARTS	\$511.90
BABB LOCK & SAFE CO. LTD	82557	PROFESSIONAL SERVICES	\$129.95
RDM INDUSTRIAL LTD.	82558	INDUSTRIAL SUPPLIES	\$658.57
NEWFOUNDLAND EXCHEQUER ACCOUNT	82559	REGISTRATION OF EASEMENT	\$200.00
STAPLES THE BUSINESS DEPOT - MP	82560	OFFICE SUPPLIES	\$382.06
BEST DISPENSERS LTD.	82561	SANITARY SUPPLIES	\$1,247.52
TIM HORTONS STORE 387	82562	REFRESHMENTS	\$131.72
BLACK & MCDONALD LIMITED	82563	PROFESSIONAL SERVICES	\$687.84
THE PRINT & SIGN SHOP	82564	SIGNAGE	\$227.47
ROYAL CANADIAN LEGION NEWFOUNDLAN	82565	WREATHS	\$165.39
BRENKIR INDUSTRIAL SUPPLIES	82566	PROTECTIVE CLOTHING	\$739.92
BROWNE'S AUTO SUPPLIES LTD.	82567	AUTOMOTIVE REPAIR PARTS	\$96.06
AON REED STENHOUSE INC	82568	SERVICE FEES	\$62,000.00
JLG TRANSPORTATION LTD.	82569	TAXI SERVICES	\$37.25
WESTERN HYDRAULIC 2000 LTD	82570	REPAIR PARTS	\$74.02
BDI CANADA INC	82571	REPAIR PARTS	\$1,291.59
CO-OP FEEDS/COUNTRY RIBBON INC FEED	82572	DUCK FEED	\$196.10
INDUSTRY CANADA ALS FINANCIAL CENTR	82573	RADIO RENEWAL LICENCE FEE	\$67.20
LEVITT SAFETY	82574	SAFETY SUPPLIES	\$30.69
TRIWARE TECHNOLOGIES INC.	82575	COMPUTER EQUIPMENT	\$180.80
FGL SPORTS LTD.	82576	CLOTHING ALLOWANCE	\$59.30
AIR LIQUIDE CANADA INC.	82577	CHEMICALS AND WELDING PRODUCTS	\$43.73
CAPITAL READY MIX	82578	CONCRETE/CEMENT	\$174.03
CARSWELL DIV. OF THOMSON CANADA LTI	82579	PUBLICATIONS	\$461.88
WAL-MART 3196-ABERDEEN AVE.	82580	MISCELLANEOUS SUPPLIES	\$101.60
SOBEY'S INC	82581	PET SUPPLIES	\$2,782.54
NORTRAX CANADA INC.,	82582	REPAIR PARTS	\$3,178.45

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CALA	82583	PROFESSIONAL SERVICES	\$180.80
ROLEY CONSTRUCTION LTD.	82584	REFUND STREET EXCAVATING PERMIT	\$2,000.00
ALLAN MURPHY'S MOBILE WELDING SERVICE	82585	REPAIRS TO EQUIPMENT	\$2,203.50
WM L CHAFE & SON LTD.	82586	CLOTHING ALLOWANCE	\$140.32
CBCL LIMITED	82587	PROFESSIONAL SERVICES	\$23,683.67
CLEARWATER POOLS LTD.	82588	POOL SUPPLIES	\$92.55
ATLANTIC HOME FURNISHINGS LTD	82589	APPLIANCES	\$516.41
DULUX PAINTS	82590	PAINT SUPPLIES	\$323.43
PF COLLINS CUSTOMS BROKER LTD	82591	DUTY AND TAXES	\$121.95
COLONIAL GARAGE & DIST. LTD.	82592	AUTO PARTS	\$2,143.22
PETER'S AUTO WORKS INC.	82593	TOWING OF VEHICLES	\$4,000.00
CONSTRUCTION SIGNS LTD.	82594	SIGNAGE	\$6,396.94
COUNTRY TRAILER SALES 1999 LTD	82595	REPAIR PARTS	\$2,190.50
MASK SECURITY INC.	82596	TRAFFIC CONTROL	\$3,066.82
CRANE SUPPLY LTD.	82597	PLUMBING SUPPLIES	\$2,663.18
JAMES G CRAWFORD LTD.	82598	PLUMBING SUPPLIES	\$503.11
LONG & MCQUADE	82599	REAL PROGRAM	\$782.00
DICKS & COMPANY LIMITED	82600	OFFICE SUPPLIES	\$62.48
WAJAX POWER SYSTEMS	82601	REPAIR PARTS	\$158.66
MIC MAC FIRE & SAFETY SOURCE	82602	REPAIR PARTS	\$381.94
DOMINION STORES #922	82603	MISCELLANEOUS SUPPLIES	\$302.73
REEFER REPAIR SERVICES LTD.	82604	REPAIR PARTS	\$152.10
DOMINION RECYCLING LTD.	82605	PIPE	\$583.65
THYSSENKRUPP ELEVATOR	82606	ELEVATOR MAINTENANCE	\$211.88
RUSSEL METALS INC.	82607	METALS	\$332.22
CANADIAN TIRE CORP.-HEBRON WAY	82608	MISCELLANEOUS SUPPLIES	\$184.12
CANADIAN TIRE CORP.-MERCHANT DR.	82609	MISCELLANEOUS SUPPLIES	\$86.96
CANADIAN TIRE CORP.-KELSEY DR.	82610	MISCELLANEOUS SUPPLIES	\$351.16
JAMES R EALES EQUIP RENTAL LTD	82611	RENTAL OF EQUIPMENT	\$4,407.00
ELECTRONIC CENTER LIMITED	82612	ELECTRONIC SUPPLIES	\$123.74
ENVIROMED ANALYTICAL INC.	82613	REPAIR PARTS AND LABOUR	\$6,308.79
HOME DEPOT OF CANADA INC.	82614	BUILDING SUPPLIES	\$2,066.10
DOMINION STORE 935	82615	MISCELLANEOUS SUPPLIES	\$19.92
FASTSIGNS	82616	SIGNAGE	\$452.00
BASIL FEARN 93 LTD.	82617	REPAIR PARTS	\$1,690.50
EMERGENCY REPAIR LIMITED	82618	AUTO PARTS AND LABOUR	\$162.24

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CHBA- NEWFOUNDLAND LABRADOR	82619	MEMBERSHIP DINNER	\$55.00
CONTROL PRO DISTRIBUTOR INC.	82620	REPAIR PARTS	\$29.70
OMB PARTS & INDUSTRIAL INC.	82621	REPAIR PARTS	\$1,857.85
FRESHWATER AUTO CENTRE LTD.	82622	AUTO PARTS/MAINTENANCE	\$5,954.88
TIM HORTONS STORE - MOUNT PEARL	82623	REFRESHMENTS	\$165.91
PRINCESS AUTO	82624	MISCELLANEOUS ITEMS	\$72.82
IMPACT SIGNS AND GRAPHICS	82625	SIGNAGE	\$3,073.61
SCHOOL SPECIALTY CANADA	82626	RECREATION SUPPLIES	\$307.48
TERRAPURE	82627	PROFESSIONAL SERVICES	\$7,339.75
SIMPLEX GRINNELL	82628	PROFESSIONAL SERVICES	\$584.21
PETTENS SERVICES	82629	REPAIRS TO EQUIPMENT	\$1,068.42
PENNEY'S HOLDINGS LIMITED	82630	PROFESSIONAL SERVICES	\$3,474.75
WOLSELEY CANADA WATERWORKS	82631	REPAIR PARTS	\$276.62
XYLEM CANADA COMPANY	82632	REPAIR PARTS	\$3,336.80
HARRIS & ROOME SUPPLY LIMITED	82633	ELECTRICAL SUPPLIES	\$1,701.78
HARVEY & COMPANY LIMITED	82634	REPAIR PARTS	\$30,647.81
HARVEY'S OIL LTD.	82635	PETROLEUM PRODUCTS	\$14,630.40
MS GOVERN	82636	PROFESSIONAL SERVICES	\$105,945.98
CANADIAN LINEN & UNIFORM	82637	MAT RENTALS	\$488.22
BRENNTAG CANADA INC	82638	CHLORINE	\$34,230.63
GRAYMONT (NB) INC.,	82639	HYDRATED LIME	\$21,173.09
RONA	82640	BUILDING SUPPLIES	\$430.80
HISCOCK RENTALS & SALES INC.	82641	HARDWARE SUPPLIES	\$338.05
FLEET READY LTD.	82642	AUTO PARTS	\$1,909.85
HONDA ONE	82643	REPAIR PARTS	\$2,415.85
SOURCE ATLANTIC INDUSTRIAL DISTRIBUT	82644	REPAIR PARTS	\$1,249.72
CAR GUYS APPEARANCE CENTER INC.	82645	AUTO CLEANING	\$348.04
SCOTIA RECYCLING (NL) LIMITED	82646	TIPP FLOOR PROCESSING	\$140,057.18
IBM CANADA LTD.	82647	COMPUTER EQUIPMENT	\$2,770.76
IMPRINT SPECIALTY PROMOTIONS LTD	82648	PROMOTIONAL ITEMS	\$4,299.61
VIVID COMMUNICATIONS INC.	82649	PROFESSIONAL SERVICES	\$282.50
CDMV	82650	VETERINARY SUPPLIES	\$1,303.31
IDEXX LABORATORIES	82651	VETERINARY SUPPLIES	\$193.12
STANTEC ARCHITECTURE LTD.	82652	PROFESSIONAL SERVICES	\$158,856.64
SAFETY FIRST-SFC LTD.	82653	PROFESSIONAL SERVICES	\$27,052.70
S & H CODNER'S CONSTRUCTION	82654	SNOW CLEARING SERVICES	\$3,333.59

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ETHREE CONSULTING	82655	PROFESSIONAL SERVICES	\$1,073.50
PVC PLUS DRILLING PRODUCTS	82656	REPAIR PARTS	\$308.49
TAIT NORTH AMERICA INC.,	82657	RECREATION SUPPLIES	\$5,492.94
BULLETPROOF SOLUTIONS INC.,	82658	PROFESSIONAL SERVICES	\$31,950.75
CANADAWIDE SCIENTIFIC	82659	REPAIR PARTS	\$6,051.15
OPEN COMMUNICATIONS	82660	ADVERTISING	\$2,186.55
CARMICHAEL ENGINEERING LTD.	82661	PROFESSIONAL SERVICES	\$3,421.78
STAPLES ADVANTAGE	82662	OFFICE SUPPLIES	\$4,225.25
MANNA EUROPEAN BAKERY AND DELI LTD	82663	REFRESHMENTS	\$205.38
RDEE TNL	82664	BROCHURES	\$1,750.00
TRAINING SOLUTIONS NEWFOUNDLAND &	82665	PROFESSIONAL SERVICES	\$452.00
MIKAN INC.	82666	LABORATORY SUPPLIES	\$1,456.40
NEWFOUNDLAND DISTRIBUTORS LTD.	82667	INDUSTRIAL SUPPLIES	\$666.25
TRC HYDRAULICS INC.	82668	REPAIR PARTS	\$3,790.46
TOROMONT CAT	82669	AUTO PARTS	\$217.89
NORTH ATLANTIC PETROLEUM	82670	PETROLEUM PRODUCTS	\$30,438.68
ORNAMENTAL CONCRETE LTD.	82671	CONCRETE/CEMENT	\$71.64
ORKIN CANADA	82672	PEST CONTROL	\$237.30
GCR TIRE CENTRE	82673	TIRES	\$562.74
PETER PAN SALES LTD.	82674	SANITARY SUPPLIES	\$250.75
THE HUB	82675	SENIORS DINNER	\$1,678.05
K & D PRATT LTD.	82676	REPAIR PARTS AND CHEMICALS	\$407.03
PROFESSIONAL UNIFORMS & MATS INC.	82677	PROTECTIVE CLOTHING	\$2,186.15
PUROLATOR COURIER	82678	COURIER SERVICES	\$223.87
RIDEOUT TOOL & MACHINE INC.	82679	TOOLS	\$217.86
NAPA ST. JOHN'S 371	82680	AUTO PARTS	\$1,159.29
ROYAL FREIGHTLINER LTD	82681	REPAIR PARTS	\$1,930.64
LIFESAVING SOCIETY Nfld & LAB.	82682	AQUATIC RECERTIFICATION	\$1,744.72
S & S SUPPLY LTD. CROSSTOWN RENTALS	82683	REPAIR PARTS	\$15,062.85
ST. JOHN'S VETERINARY HOSPITAL	82684	PROFESSIONAL SERVICES	\$2,681.13
BIG ERICS INC	82685	SANITARY SUPPLIES	\$401.38
SANSOM EQUIPMENT LTD.	82686	REPAIR PARTS	\$2,939.42
SPEEDY GLASS	82687	WINDSHIELD REPAIRS	\$812.38
STATE CHEMICAL LTD.	82688	CHEMICALS	\$1,417.59
STEELFAB INDUSTRIES LTD.	82689	STEEL	\$202.21
SUPERIOR PROPANE INC.	82690	PROPANE	\$178.55

NAME	CHEQUE #	DESCRIPTION	AMOUNT
TRACTION DIV OF UAP	82691	REPAIR PARTS	\$7,492.03
TULKS GLASS & KEY SHOP LTD.	82692	PROFESSIONAL SERVICES	\$178.99
URBAN CONTRACTING JJ WALSH LTD	82693	PROPERTY REPAIRS	\$113.00
FJ WADDEN & SONS LTD.	82694	SANITARY SUPPLIES	\$750.38
CANSEL WADE	82695	OFFICE SUPPLIES	\$4,474.80
WATERWORKS SUPPLIES DIV OF EMCO LT	82696	REPAIR PARTS	\$7,145.31
WEIRS CONSTRUCTION LTD.	82697	ROAD GRAVEL	\$133.44
WESCO DISTRIBUTION CANADA INC.	82698	REPAIR PARTS	\$708.44
WAL-MART 3092-KELSEY DRIVE	82699	MISCELLANEOUS SUPPLIES	\$142.96
STERLING MARKING PRODUCTS INC.	82700	ANIMAL TAGS	\$604.34
LANCASTER HOUSE	82701	SUBSCRIPTION RENEWAL	\$394.37
NEWFOUNDLAND & LABRADOR BASKETBALL	82702	TRAVEL ASSISTANT GRANT	\$1,600.00
PENTON, LEN	82703	CANCELLATION FEE - MAY 8TH CRUISE SHIP	\$37.50
DR. JOHN JANES	82704	MEDICAL EXAMINATION	\$40.00
NEWFOUNDLAND POWER INC.	82705	LEGAL CLAIM	\$3,295.00
NALRIMS	82706	SEMINAR FEE	\$45.00
BELL MOBILITY INC. RADIO DIVISION	82707	MAINTENANCE CHARGES & REPAIRS	\$2,593.35
HUNGRY HEART CAFE	82708	SANDWICH TRAYS	\$569.80
MCKIM, DR. AARON	82709	MEDICAL EXAMINATION	\$40.00
MOODY'S CANADA INC.	82710	PROFESSIONAL SERVICES	\$28,476.00
SWILERS RUGBY CLUB	82711	RENTAL OF FACILITY	\$700.00
BARRY ROSS	82712	PROFESSIONAL SERVICES	\$133.10
PEGGY FITZGERALD	82713	RECREATION PROGRAM REFUND	\$36.00
ZURICH INSURANCE CO.	82714	LEGAL CLAIM	\$507.40
DR. PAULA HORWOOD	82715	MEDICAL EXAMINATION	\$40.00
BEST KIND PRODUCTIONS	82716	BANNER	\$1,582.00
MUNICIPAL DEV. OFFICERS ASSOC. OF NO'	82717	MEMBERSHIP RENEWAL	\$200.00
SECURITY NATIONAL INSURANCE COMPAN	82718	LEGAL CLAIM	\$4,412.73
STAN BUTLER	82719	ENTERTAINMENT FEE	\$400.00
DR. LORNE W. ADAMS	82720	MEDICAL EXAMINATION	\$20.00
PIZZA DELIGHT	82721	REFRESHMENTS	\$10.33
THE ST. JOHN'S ROTARY CLUB	82722	LUNCHEON	\$101.00
AARON BROWN	82723	INSTRUCTOR FEE	\$265.16
MARION CRANE	82724	RECREATION PROGRAM REFUND	\$43.00
CUNNINGHAM, ROBERT	82725	LEGAL CLAIM	\$161.59
KEITH GUINCHARD	82726	REFUND CULVERT DEPOSIT	\$2,000.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
MARGARET KENNEDY	82727	RECREATION PROGRAM REFUND	\$19.00
BRABIM MAHAGAN	82728	RECREATION PROGRAM REFUND	\$80.00
DEBBIE DUNNE	82729	RECREATION PROGRAM REFUND	\$36.00
AMY HOUSE	82730	PROFESSIONAL SERVICES	\$500.00
KATHLEEN NEVILLE	82731	RECREATION PROGRAM REFUND	\$36.00
TONY MOLLOY	82732	CLOTHING ALLOWANCE	\$161.35
WHITE, LESLIE	82733	MILEAGE	\$43.35
ROSS HUTCHINGS	82734	VEHICLE BUSINESS INSURANCE	\$176.00
PETER TUCKER	82735	LEGAL CLAIM	\$70.06
MILLS SNOW, HEATHER	82736	CONFERENCE FEE	\$281.37
CHRISTINE FITZGERALD	82737	MILEAGE	\$47.99
MCGRATH, CINDY	82738	MILEAGE	\$62.10
MCGRATH, JENNIFER	82739	MILEAGE	\$102.61
BLAIR MCDONALD	82740	MILEAGE	\$22.77
AMANDA GUY	82741	CLOTHING ALLOWANCE	\$180.00
HILLIER, HEATHER	82742	MILEAGE	\$20.23
BRUCE PEARCE	82743	EMPLOYMENT RELATED EXPENSES	\$408.98
KRISTA BABI	82744	MILEAGE	\$67.60
WILLOW ANDERSON	82745	MILEAGE	\$19.07
NICHOLAS WHELAN	82746	MILEAGE	\$15.94
MATTHEW AYERS	82747	VEHICLE BUSINESS INSURANCE	\$84.42
ANDREA SCHERLE	82748	MILEAGE	\$16.81
JAMES CRITCH	82749	CLOTHING ALLOWANCE	\$45.18
MCLOUGHLAN SUPPLIES LTD.	82750	ELECTRICAL SUPPLIES	\$1,201.84
SMITH STOCKLEY LTD.	82751	PLUMBING SUPPLIES	\$210.84
MAGNA CONTRACTING & MANAGEMENT	82752	PROGRESS PAYMENT	\$1,005,311.46
NEWFOUNDLAND POWER	82753	ELECTRICAL SERVICES	\$613.67
GRIFFITHS, GARETH	82754	CLOTHING ALLOWANCE	\$125.00
BRUCE PEARCE	82755	TRAVEL REIMBURSEMENT	\$1,472.65
Total: \$			2,163,022.28

MEMORANDUM

Date: May 28, 2015

To: Mayor and members of Council

From: Kevin Breen, Acting City Manager

Re: Advisory Committee Review

The following report with recommendations and implementation outline are presented for adoption by Council.

These recommendations follow from Council's direction (R2014-07-15/27) to undertake a review of Advisory Committees encompassing a range of governance issues including roles and responsibilities, reporting relationships, membership and role as public engagement tools.

The review, undertaken by the Office of Strategy and Engagement, included an online survey with public members, focused conversation with staff representatives, face to face meetings with members of Council, a review of agendas, minutes and terms of reference, consideration of legislative requirements and a review of best practices across Canadian cities.

The report outlines a series of recommendations and governance changes. Additionally, committee structure changes recommended include:

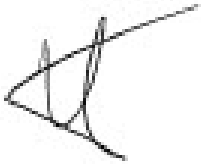
- Six Advisory Committees to be developed - Older Adults Advisory Committee; Youth Advisory Committee; Inclusion and Accessibility Advisory Committee; Environmental Advisory Committee; Downtown Advisory Committee; Arts, Culture and Heritage Advisory Committee.
- A Built Heritage Experts Panel and an Animal Care and Control Experts Panel will be established.
- The Affordable Housing Advisory Committee and Para-Transit Advisory Committees will become working groups.
- The Advisory Committee on Crime will transition to a Task Force.

Upon adoption by Council, the implementation will be started with anticipated transition completed by late 2015. As the implementation is worked through the Advisory Committees will continue to function as they currently exist.

ST. JOHN'S
CITY MANAGER

The outcomes of the review support the City's Strategic Direction around being Responsive and Progressive, in line with creating a culture of engagement.

I would like to express appreciation to the staff of the Office of Strategy and Engagement and the City Clerk's Office for their hard work and leadership in spearheading this review.

A handwritten signature in black ink, appearing to read 'KB', with a long horizontal line extending to the right from the top of the signature.

Kevin Breen,
Acting City Manager

June 2015

Advisory Committee Review

Outcomes, Recommendations, and Next Steps

ST. JOHN'S

BACKGROUND AND PURPOSE

On Oct. 20, 2014, St. John's City Council adopted the Engage! St. John's Task Force Report with recommendations, one of which related to the role of advisory committees as effective engagement tools. The Task Force noted that the role of advisory committees generally, and the role they play in decision-making and as engagement tools, was unclear. There were also questions about the terms of reference for the work and the appointment process and it was suggested that these elements needed clarity.

Additionally, during the internal review period for the engagement framework, City staff also noted a lack of clarity around the role of advisory committees including the roles and responsibilities of staff, Council members and members of the public and the reporting processes. A Council directive was issued identifying a need to review the terms of reference for advisory committees and to make recommendations on how they should function.

The review considered both governance issues (e.g., roles and responsibilities) as well as operational matters (e.g., selection of members, tenure) of Committees.

Specifically the review was designed to:

- clarify the roles and responsibilities of members of Advisory Committees including staff and Council representatives;
- consider the role of the Advisory Committees and as public engagement tools in the continuum of decision making;
- clarify the reporting **relationships** of Advisory Committees to Standing Committees, Council and/or departments;
- review practices for soliciting Advisory Committee membership, terms of membership and the link to the community and;
- consider alternative options such as citizen panels, neighbourhood groups, surveys or other types of mechanisms, for gathering expert and community advice on policy and program matters.

As per Council direction, (Council Directive R2014-07-15/27), and coincident with the work of the Engage! Task Force, this document outlines the recommendations resulting from the City's Advisory Committee review. It also presents a brief outline of the implementation process for committee restructuring.

RESEARCH

Research for the advisory committee review included: an online survey to current public advisory committee members; meetings with each member of Council; two focus group sessions with staff who are involved with one or more Advisory Committees; meetings with the City Clerk's Office to "map" the Advisory Committee process; a review of sample agendas, minutes, reports to Council, current terms of reference and Council's role; and meetings with staff from Legal and Planning, Development and Engineering regarding legislative requirements. Additionally, other municipalities were reviewed for their processes.

The research resulted in some key themes being identified:

- **Purpose and process**
 - The mandates and terms of reference are not always clear – the role of Advisory Committees in policy needs to be articulated
 - There is frustration with process – agenda, outcomes, actions, tie in to decision making – what is the committee supposed to be doing?
 - Committees are not operational committees nor are they advocacy groups – however sometimes they veer into these areas
- **Decision-making**
 - Level of engagement must be clear – engagement spectrum
 - Committees do not make decisions – Council makes decisions – Committees help inform, provide advice and perspective
- **Reporting**
 - Lack of reporting is a challenge and approach to reporting is challenging which results in Councillors being out of the loop about Committee work in general
 - Need to have different types of reporting depending on the situation – budget, policy etc.
 - Need to have built-in systems for reporting that are regular and create opportunities to share information across committees, departments and with the public
 - Need defined terms of reference with clear roles and responsibilities and process
- **Rules for engagement**
 - Need meeting and agenda protocols, rules for engagement – this ties back to roles and responsibilities
- **Recruitment and selection**
 - Recruitment and selection needs to be streamlined with oversight – role for Office of Strategy and Engagement and Office of City Clerk
 - Right staff, right councilors, right public members
 - Select chair from within the committee
 - Committees need to be transparent

- **Other ways to engage**

- Need to consider other tools as well – neighbourhood groups, task forces, expert panels, citizen panels, forums, topic/issue specific groups

Key Findings from Other Municipalities

Comparative research involved a review of best practices in Canadian cities including interviews with Halifax, Ottawa, and Edmonton as well as a review of websites and current advisory committee protocols in Kelowna, Victoria, Fort Saskatchewan, Saskatoon, Guelph, London, Calgary and Waterloo. Research into other municipalities suggested the following:

- Cities are moving toward developing “public appointment policies,” with the general trend being to reduce the number of advisory committees and use other engagement tools.
- Advisory committees report to Standing Committees of Council and not directly to Council.
- It is typical for public members to chair committees, in some instances sometimes no Council participation is involved (i.e., citizens take the lead with staff support).
- Governance reviews are in place with term limits, standardized recruitment and reporting processes.
- There tends to be a level of “tension” between advisory committees and Council.
- The organization of information presented to the public (i.e. website, forms and resources) plays an important role in role clarification, recruiting and general awareness.
- Social media is starting to become a “game changer” in the advisory committee engagement process.
- Once an advisory committee is established they tend to not have an end point.
- Utilization of other engagement processes, e.g., task forces and neighbourhood associations is popular.

RECOMMENDATIONS

The following recommendations have been divided into sections reflective of research findings and key structural components. Recommendations include specific details pertaining to general governance; committee configuration of organizational members and the general public; roles and responsibilities as defined through terms of reference documents; and a breakdown of new committee structures, including the reporting processes. *The overarching goal of the following recommendations is to improve the function of City advisory mechanisms; ensuring that they are well positioned to function effectively as engagement tools as per their mandates and terms of reference.*

Recommended Advisory Structure

The following new committee structure is recommended. This structure adjusts some of the functions and responsibilities of existing committees; effectively improving overall functionality through the implementation of a more streamlined and consolidated approach. As displayed below, this new approach includes six advisory committees, two expert panels, two working groups and one task force.¹

¹ Structure of any new committees or other forms of engagement will be determined based on the nature of the project/issue.

<p>Advisory Committees These report to Standing committees</p>	<ul style="list-style-type: none"> • Older Adults Advisory Committee • Advisory Committee on Youth* • Inclusion and Accessibility Advisory Committee • Environmental Advisory Committee • Downtown Advisory Committee** • Arts, Culture, and Heritage Committee
<p>Experts Panels These report to standing committees</p>	<ul style="list-style-type: none"> • Built Heritage Experts Panel • Animal Control Experts Panel
<p>Working groups Council "Champion"</p>	<ul style="list-style-type: none"> • Housing • Para transit
<p>Task Force Reporting to Council</p>	<ul style="list-style-type: none"> • Crime - working groups

**It is recommended that the City develop a younger adult strategy as well and involve the Advisory Committee on Youth in its development. This strategy would consider recommendations from Roadmap 2021, the City's economic development strategy and link to the City's new Corporate Strategic Plan.*

***This committee will report to Council as it is more of a strategy committee*

Roles and Principles of Advisory Structures

Each of the advisory tools recommended (i.e. expert panels, working groups, task forces and advisory committees) have distinct roles and principles. The following table clarifies these roles and mentions key principles associated with each. It is important to note that advisory committees are intended to play a more focused policy role (i.e. long term).

Type	Roles	Principles
Advisory Committee (more policy focused)	<ul style="list-style-type: none"> • Provide citizen and organization expertise on matters relevant to the Committee's mandate • To provide information, receive or provide feedback • Involved in the development of solutions 	<ul style="list-style-type: none"> • Report to Standing Committee • Chaired by public • Designated Council member as spokesperson • Terms of reference • Minutes • Reporting • Staff Liaison
Task Force (or Ad Hoc Committee) (recommend solutions)	<ul style="list-style-type: none"> • Provide citizen and organizational expertise on specific set of defined topics/issues • To consider information, receive and provide feedback 	<ul style="list-style-type: none"> • Defined timeline • May recommend series of items for implementation • Chaired by public member or Council • Council rep. as spokesperson
Working Group	<ul style="list-style-type: none"> • Provide citizen or organization expertise or oversight on the development/delivery of project/program delivery 	<ul style="list-style-type: none"> • Assists in the delivery of an approved plan or strategy • Chaired by staff • Council Champion
Experts Panel	<ul style="list-style-type: none"> • Provide expert opinion of topics or issues within defined mandate 	<ul style="list-style-type: none"> • May or may not have a defined timeline • Report to Standing Committee • Chaired by expert or staff

Advisory Committees as Public Engagement Tools

Advisory committees are one tool the city uses to engage with the public. As public engagement tools, and as noted through the concerns raised in the Engage! Task Force report, the role of advisory committees as public engagement tools must be clear. The following recommendations are made:

- Membership and minutes of committee meetings to be posted online
- Organization members (defined by Committees' terms of reference) to be conduits to/from their respective organizations

- Role of committees in the spectrum of engagement should fall within the realm of “consultation”
- Advisory Committees are not advocacy committees
- Advisory Committees are not decision-makers but help inform decision-making process
- Use other engagement tools to complement Advisory Committees where appropriate

Recommended General Governance for Advisory Committees

- Remove “Mayor” from all titles of Advisory Committees
- Standardize processes from Terms of Reference, to recruitment/selection process for public members
- Staff lead/liaison assigned to each committee
 - Role to link across departments on issues addressed by committees
- May be more than one staff representative - one **Lead** staff who has authority and responsibility
- Office of City Clerk’s role enhanced - oversight and content i.e., identify across committee issues/opportunities
- Committee agendas require focus, clear parameters for content, alignment with terms of reference/mandate. Agendas will be developed by lead staff in association with committee chair.
- Committees to follow their role in the engagement spectrum
- City will report on committees’ activities
- Host an annual “all committee” Forum – Committee members, Council, staff

Terms of Reference

Offices of City Clerk and Strategy and Engagement will be responsible for drafting terms of reference documents with input from relevant departments and the City Solicitor. It is recommended that all terms of reference documents include at least the following:

- a “cooling off” period for former members of council;
- term limits;
- membership and committee composition information;
- a clearly defined role for the committee Chair;
- a clear definition of committee purpose;
- committee mandate and deliverables;
- the roles and responsibilities of members organized by type including council, staff, public, public members representing organizations;
- reporting relationship and frequency;
- meeting frequency defined by the number of meetings to be scheduled per year;
- term of committee (ongoing, project/program specific, etc.) and;
- information and guidelines pertaining to conflicts of interest and rules of engagement

There may be other components specific to a particular committee which will be determined as terms of reference are being developed.

Recommended Committee Composition and Resources

As noted above the terms of reference will define committee composition. A process for recruitment will be developed which will essentially outline the process of creating “calls for interest” including the creation of standardized application forms, online recruitment processes and frequently asked question sheets.

It is also recommended that a membership selection committee be struck that would see the Office of City Clerk and the Office of Strategy and Engagement oversee selection with input from relevant departments in adherence with the terms of reference. The development of an orientation handbook is also recommended that will act as a cohesive source of information to committees, orient them to their role and support governance. This guidebook will include references to the roles of all members, defined terms of reference, governance issues, and rules of engagement. Communications strategies will also need to be developed to guide reporting of committee work to Council and the public.

Each of the recommendations presented above will adhere directly to aforementioned terms of reference, and will play an important role in overall standardization of process.

Chairs of Advisory Committees

It is recommended that advisory committees be chaired by members of the public. Public members chairing these committees will express the intent of the committee and be integral in the “advisory role” of the Advisory Committee. The Terms of Reference will define the role and expectations of the Chair.

NEXT STEPS

Implementation Process

The graphic below depicts the implementation process, each major action, and relevant information pertaining to each.



Memorandum

Date: May 29, 2015
To: Mayor and Members of Council
From: Neil Martin, City Manager
Re: Corporate Strategic Plan

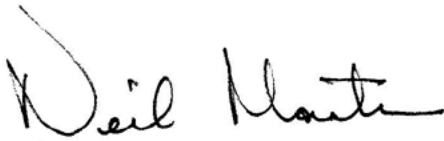
Please find attached the 2015-2018 Corporate Strategic Plan. The Plan sets the policy direction for the City and incorporates the directions expressed and adopted within other plans such as parks and open spaces, recreation master plan, economic roadmap, Envision – municipal plan, amongst others.

The Plan sets a Vision for St. John's, values which define our intention and six Strategic Directions which provide focus in the development and delivery of programs and services.

The executive and management teams will continue to work along the delivery of programs and services in alignment with the strategic directions.

Through the City Manager's office, in association with the Audit and Accountability Standing Committee, we will provide general oversight and annually provide reporting and ongoing review and monitoring.

I would like to thank Council and staff for their hard work in bringing the plan to fruition.



Neil Martin,
City Manager

Enclosure

ST. JOHN'S

Office of the City Manager

City of St. John's PO Box 908 St. John's, NL Canada A1C 5M2 www.stjohns.ca

ST. JOHN'S

Office of the City Manager

City of St. John's PO Box 908 St. John's, NL Canada A1C 5M2 www.stjohns.ca

MEMORANDUM

Date: May 28, 2015

To: His Worship, The Mayor and Members of Council

From: Elaine Henley, City Clerk

Re: CD-R2015-04-13/11 - Review – Conflict of Interest Legislation

At its Regular Meeting of April 13, Council provided approval to retain the services of Mr. Clyde Wells, Q.C. to conduct a review of the City's Conflict of Interest Legislation.

Mr. Wells has since been provided with the terms of reference, a copy of which is attached, and asked to provide the anticipated costs for phase one at this time.

It is extremely difficult for Mr. Wells to provide an estimate of costs with any certainty given he has no way of knowing the extent of the legislation, by-laws or practices of other comparable Canadian jurisdictions, thus the time to assess and formulate an opinion, until he undertakes the research. Bearing in mind the difficulties yet understanding the need for accountability, he has agreed to a budget of \$50,000. He further advised that he will submit a bill for services on a monthly basis which would help the City monitor the costs.

Mr. Wells is going to confine his research to 6 or 8 comparable cities in other jurisdictions and any other city noteworthy for its conflict of interest and code of ethics practices. a

Recommendation

I recommend the City move forward with phase I of the terms of reference.

Elaine Henley

Elaine Henley



Terms of Reference – Review (Conflict of Interest Legislation)

At its Regular Meeting held April 13, 2015, Council ratified the request to retain the services of Mr. Clyde Wells, Q.C., to conduct a review of the City’s conflict of interest legislation.

Phase 1

Conflict of Interest	Code of Ethics and Business Conduct
Review/Research <ul style="list-style-type: none">• existing legislation – City of St. John’s Act and Conflict of Interest By-Law• legislation of the Provincial Government and other municipalities• best practices in other jurisdictions	Review/Research <ul style="list-style-type: none">• the code of ethics and business conduct for elected officials with the Provincial Government and other municipalities• best practices in other jurisdictions
Provide the City with a report detailing the findings together with a list of recommendations.	

Phase 2

Conflict of Interest – Code of Ethics and Business Conduct – Draft Policies/By-Laws

Draft new policies/by-laws for – Conflict of Interest and Code of Ethics and Business Conduct - based on the recommendations provided during Phase 1.

NOTICE OF MOTION

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council move to enact the St. John's Property Tax Exemption The St. John's Farmers' Market Co-operative Ltd. By-Law which would have the effect of exempting the organization from the real property tax.

DATED at St. John's, NL this day of June, 2015.

COUNCILLOR TOM HANN

BY-LAW NO.

ST. JOHN'S PROPERTY TAX EXEMPTION THE ST. JOHN'S FARMERS' MARKET CO-OPERATIVE LTD. BY-LAW

PASSED BY COUNCIL ON JUNE ____, 2015

Pursuant to the powers vested in it under the City of St. John's Municipal Taxation Act, SNL 2006 c.C-17.1, as amended, and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the exemption of The St. John's Farmers' Market Co-operative Ltd..

BY-LAW

1. This By-Law may be cited as the "St. John's Property Tax Exemption The St. John's Farmers' Market Co-operative Ltd. By-Law".
2. Property held by The St. John's Farmers' Market Co-operative Ltd. and situate at 245 Freshwater Road shall be exempt from the real property tax.

IN WITNESS WHEREOF the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this ____ day of _____, 2015.

MAYOR

CITY CLERK

NOTICE OF MOTION

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council make a Notice of Motion with respect to the St. John's Financing By-Law No. 1506.

DATED at St. John's, NL this 25th day of May, 2015

Councillor Bernard Davis

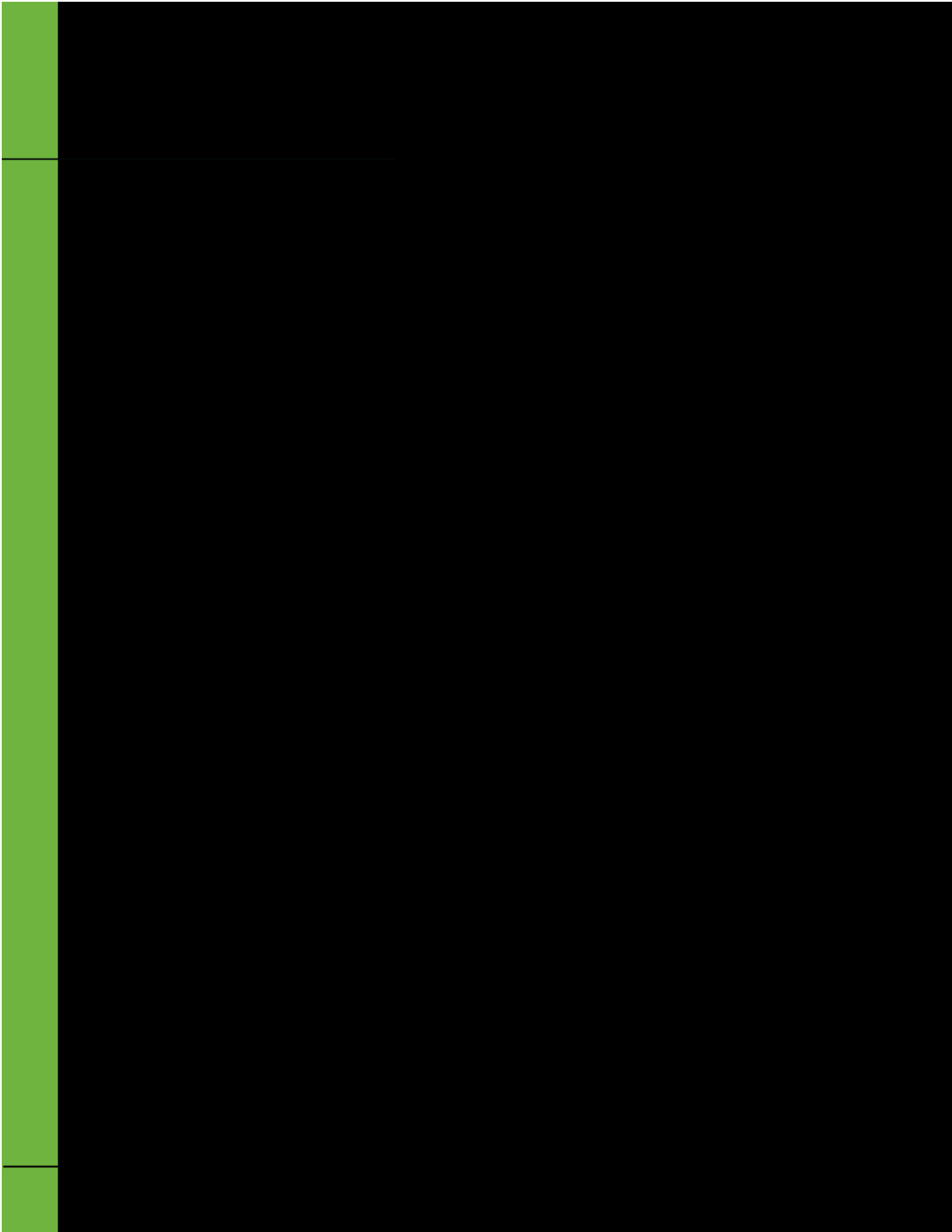
NOTICES PUBLISHED

Applications which have been advertised in accordance with the requirements of Section 5.5 of the St. John's Development Regulations and which are to be considered for approval by Council at the **Regular Meeting of Council on June 1, 2015**

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 Avalon Street Residential High Density (R3) Zone	2	<p>A Discretionary Use Application has been submitted requesting municipal approval to occupy 3 Avalon Street as a home occupation for a computer graphic class. The classroom will have a total floor area of 28m².</p> <p>The proposed business will offer digital art workshops for adults and children. Hours of operation will be Tuesday - Friday from 10 a.m. – 12 p.m. & 1:30 - 4:30 p.m. and Saturday from 1:30 - 4:30 p.m. There will be three (3) students per class with two (2) employees. One (1) parking space is available.</p>	28 m ²	1	1	No submissions received	<p>The Planning and Development Division recommends rejection of the application pursuant to sections 7.8 (j) and (m) of Development Regulations.</p> <p>While the parking requirements for a Home Occupation are to be determined by Council, it is felt that there is insufficient parking to accommodate this use.</p>

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.

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



**RESOLUTION
ST. JOHN'S DEVELOPMENT REGULATIONS
AMENDMENT NUMBER 609, 2015**

WHEREAS the City of St. John's wishes to allow residential townhouses at 1 Howlett Avenue [Parcel IDs #14595].

BE IT THEREFORE RESOLVED that the City of St. John's hereby adopts the following map amendment to the St. John's Development Regulations pursuant to the provisions of the Urban and Rural Planning Act, 2000:

**Rezone the property at Civic Number 1 Howlett Avenue
to the Residential Medium Density (R2) Zone as shown
on Map Z-1A attached.**

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

IN WITNESS THEREOF the Seal of the City of St. John's has been hereunto affixed and this Resolution has been signed by the Mayor and the City Clerk on behalf of Council this _____ day of _____, 2015.

Mayor

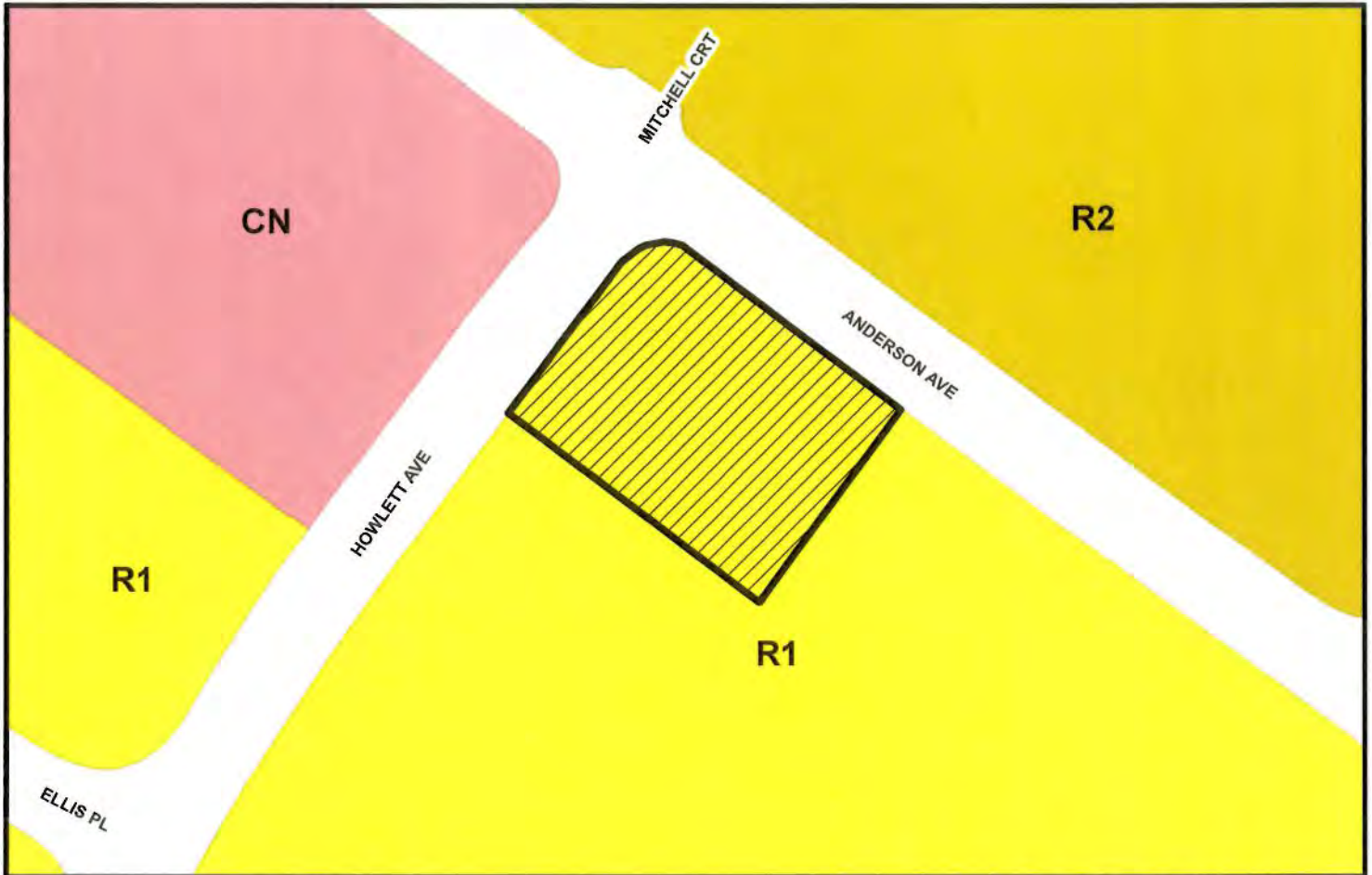
City Clerk

Council Adoption



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

Provincial Registration



**CITY OF ST. JOHN'S
DEVELOPMENT REGULATIONS
Amendment No. 609, 2015
[Map Z-1A]**

2015 05 29 SCALE: 1:750
CITY OF ST. JOHN'S
DEPARTMENT OF PLANNING,
DEVELOPMENT & ENGINEERING

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



AREA PROPOSED TO BE REZONED FROM
RESIDENTIAL LOW DENSITY (R1) LAND USE ZONE TO
RESIDENTIAL MEDIUM DENSITY (R2) LAND USE ZONE

1 HOWLETT AVENUE

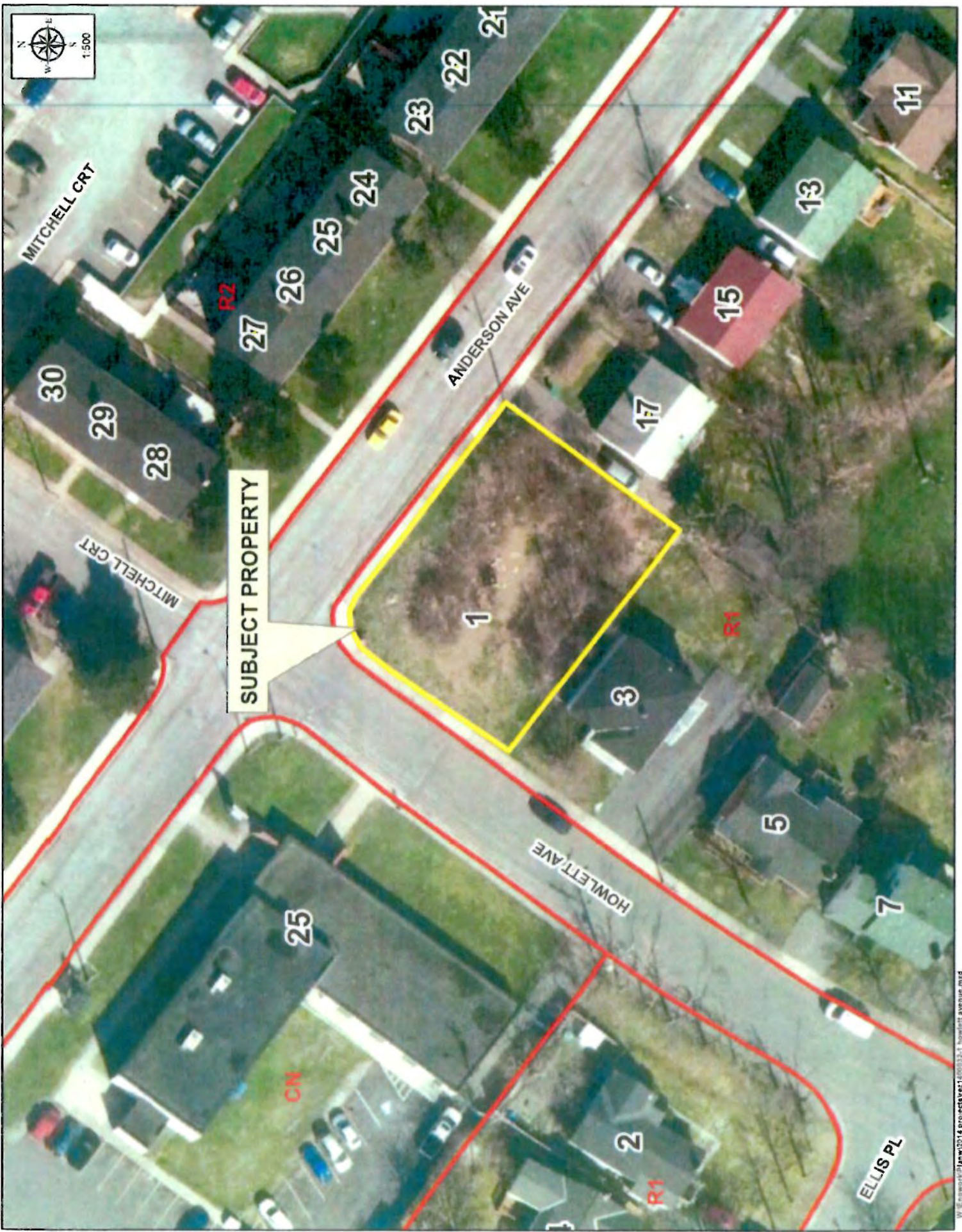
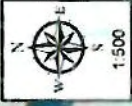
M.C.I.P. signature and seal

Mayor

City Clerk

Council Adoption

Provincial Registration



SUBJECT PROPERTY

MITCHELL CRT

ANDERSON AVE

HOWLETT AVE

ELLIS PL

30

29

28

27

26

25

24

23

22

21

11

13

15

17

1

3

5

7

25

2

R2

R1

R1

CN

on Howlett Avenue. When asked the anticipated sale price of these properties, Mr. Smith indicated they would likely be in excess of \$300,000.

The City Planner advised that as this is a corner lot on the intersection of Howlett Avenue and Anderson Avenue, the houses would have to be set back in such a manner as to allow for an adequate distance for a sight triangle. He also noted that even if Council approves the zoning change an application for development would still be necessary for which the developer would have to ensure all requirements of the development regulations are met. i.e. sideyard, setbacks, rear yard, lot area etc. It was also stated that the regulations in an R2 zone do not require any setback from the front; however the applicant committed to ensuring it was in line with other properties on Howlett Avenue.

Mr. Robert Chafe – Howlett Avenue

Comment/Question	Response
Feels that a three story townhouse structure is not in keeping with the character of the neighborhood.	The City Planner noted that building height is not restricted in the R2 zone and three storey buildings have been permitted in the R1 zone in some instances.
If the applicant aligns the proposed development with houses on Howlett Avenue, it will likely result in minimal sideyard on Anderson Avenue. Reference was made to an existing development on Guy Street where the setback is out of line with other properties.	If rezoning is approved, these details would be processed as part of the development application. The Chair noted that the City can insist on a minimum setback as a condition of approval.
Reference was made to the table in the memorandum which illustrates the existing and proposed zoning of both the Municipal Plan and the Development Regulations.	The City Planner reiterated that the Residential Low Density (RLD) District of the Municipal Plan would remain as it is, however, the zoning change affects only the St. John’s Development Regulations i.e. (Residential Low Density (R1) to Residential Medium Density (R2) Zone)
<p>Noted the statement in the memorandum which stated the “predominance of single detached dwellings” asserting that the home on the west side of Anderson are predominantly single detached dwellings and as such, should remain the same.</p> <p>Referenced the historical background of the area noting it was originally planned for single family dwellings. While there was cooperative housing development on the east side of Anderson Avenue, to upset the integrity of housing on the east side of Anderson Avenue is inappropriate.</p>	<p>The City Planner noted there are other types of development that exist and is permitted even on the west side of Anderson Ave.</p> <p>The City Planner asserted that in the City where there are infill development opportunities, it could be argued that the area in question would be underutilized if densification was not considered.</p>

<p>Mr. Chafe questioned the possibility of applications for R2 zoning on the west side of Anderson Avenue which would result in this type of housing being blended in with existing single family dwellings, thereby upsetting the integrity of the existing neighborhood.</p>	<p>Mr. Hefferton indicated that the City must process all applications for rezoning regardless of historical background or perceived original intent for parcels of land.</p>
<p>Mr. Chafe questioned the process of how this application moves forward, with some concern that if no one had attended the public meeting, it would be automatically approved. He stated that until tonight, the building design and height was not known and the absence of this information may have caused people to refrain from attending the meeting.</p> <p>He suggested Council should review the process to ensure all information about a proposed development is available to the public.</p>	<p>The City Planner assured Mr. Chafe that his original email objecting to the application would form part of the report forwarded to Council and that attendance would not be a deciding factor on whether the application advances. It still requires a vote of Council.</p> <p>He also noted that there were 450 notices mailed out to area residents about this application and residents were given access to multiple mediums to submit their feedback.</p> <p>He concurred with Mr. Chafe’s observation regarding the requirement to have final design drawings available for public meetings. However, existing legislation dictates the basis on which a public meeting is held, and presently it does not require final drawings/site plans etc.</p>
<p>Mr. Chafe expressed concerns with respect to traffic at this intersection.</p>	<p>Mr. Hefferton informed the group that the proposed rezoning had been reviewed by the City’s Traffic Services Division with no problems identified.</p>
<p>Mr. Chafe made reference to the following sentence in the staff memorandum: “An overall objective of the Municipal Plan is to encourage compact urban form by accommodating development with higher densities and infill development where appropriate.” He asserted that the proposed development in this instance is not appropriate. While there are townhouses on the east side of Anderson Avenue, they are not appropriate on the west side where the area is predominately composed of single detached dwellings.</p>	
<p>Mr. Chafe articulated the points in his email objecting to the development. He suggested that while it is stated there will be two parking</p>	<p>Mr. Smith of Parkdale Properties Limited advised that the intent of having three storeys was to include a garage which would minimize</p>

<p>spaces for each unit, the space in front of the proposed garage is more of an access to the garage as opposed to a functional parking space. He asserted this will create a problem with parking as vehicles will overflow park onto Howlett Avenue. He indicated there is already an overflow of parking onto Howlett Avenue because of limited capacity at the Medical Clinic.</p>	<p>on street parking, thereby maintaining property values in the area.</p> <p>It was suggested the City can control on street parking with signage and enforcement.</p>
<p>Mr. Chafe indicated he is supportive of development and recognizes the lot will eventually be subject to some development and preferred to see the lot developed as an open space with a park like setting. He noted the efforts of the past owners in recent years in having the property maintained and litter free. Again, he reiterated that the type of structure being proposed is not appropriate for the area and opined that if he were to propose a similar type development in his neighborhood, it would be refused.</p>	<p>Councillor Breen acknowledged that infill development is a greater challenge for Council to consider, particularly if it has an impact on an established neighborhood. He noted, however, that there are few newer townhouses in the City which are less than three storeys, all of which have met the zoning requirements. It is becoming apparent that there is a move towards mixed housing types in neighborhoods to allow for more affordable units for people entering the housing market to and including those who may be downsizing.</p>
<p>Mr. Chafe stated it would be counter-productive to reducing density in this area, citing a decision some years ago where some cooperative townhouses were removed to ensure to reduce the density to allow for emergency vehicle access.</p>	

Mr. Hefferton concluded by saying that, under current legislation, staff has an obligation to process all applications, regardless of height, architectural design etc. He recognized the neighborhood in question is a stable R1 neighborhood and indicated there is a valid argument for and against the development.

Councillor Breen summed up the meeting by stating it is likely the report from tonight's proceedings, accompanied by a recommendation from staff would be presented to Council early in June. He indicated, that if approved, it would not be uncommon for staff to meet with the developer to mitigate any concerns residents may have and collaborate on a design that is more compatible with the area.

The meeting adjourned at 7:48 pm.

Danny Breen
Chairperson



Fw: Rezoning of 1 Howlett Ave.
Planning to: City Clerk
Sent by: **Donna L Mullett**

2015/05/05 09:32 AM

----- Forwarded by Donna L Mullett/CSJ on 2015/05/05 09:32 AM -----

From: "Bob.Chafe" [REDACTED]
To: <planning@stjohns.ca>
Cc: <bdavis@stjohns.ca>
Date: 2015/05/04 11:39 AM
Subject: Rezoning of 1 Howlett Ave.

Mr. Mark Hefferton,

Further to our recent telephone call, I wish to express some concerns with the application to rezone no.1 Howlett Avenue:

- 1) The residential area bounded on the west side of Anderson, the eastern side of Gosling and the south side of Howlett (a roughly triangular area) has been kept as an R1 area since the beginning of the development. It is a compact, uniformly bungalow style of family dwelling area. Placing three town houses on the corner vacant lot would not only be out of character with the existing properties, but increase the density and traffic volume on a moderately quiet street.
- 2) With the few details provided, it is impossible to visualize the kind of structure to be placed on the lot. Mention has been made of the unit under development on the corner of Guy and Anderson. That structure does not appear to be in line with the existing dwellings to the south. How will the three townhouses line up on Howlett Ave and what parking space will be provided.?
- 3) No information has been available on the height of the dwellings. Tall structures taking up most of the lot will cause a blind spot for traffic attempting to exit from Howlett on to Anderson. Overflow from the Anderson Avenue Medical building is already a problem for the residents of Howlett, especially in the immediate area of the proposed development.
- 4) To suggest that the town houses would be consistent with the already existing R2 Zone of Anderson, Guy, Whiteway and Elizabeth is to imply that our R1 Zone should change to conform with that area. To do so would greatly affect property values of the current dwelling owners. I remind council of the removal of units from that dense development by the Housing Authority a few years ago. Changing Howlett Avenue to R2 would be counter productive to reducing density.

[REDACTED]

Report

Planning & Development Standing Committee

Tuesday, May 19, 2015

In Attendance: Councillor Tom Hann, Chairperson
Deputy Mayor Ron Ellsworth
Councillor Bruce Tilley
Councillor Sandy Hickman (left meeting at 12:30 p.m.)
Councillor Art Puddister
Councillor Danny Breen
Kevin Breen, Acting City Manager
Paul Mackey, Deputy City Manager – Public Works
Jason Sinyard, Director of Planning & Development
Brendan O’Connell, Director of Engineering
Ken O’Brien, Chief Municipal Planner
Judy Powell, General Manager – Metrobus
Maureen Harvey, Senior Legislative Assistant
Kathy Driscoll, Legislative Assistant

DELEGATION

1. Quidi Vidi Village Overlay Report – Revised Report from Tract Consulting

The Committee welcomed a delegation from Tract Consulting consisting of Neil Dawe, Cliff Johnston and Philip Pratt who presented a revised draft report regarding the Quidi Vidi Village Overlay Project, a copy of which is available at the Office of the City Clerk.

It was noted that the objective of this study is to build upon the Development Plan from 2006; to review and confirm if that report’s conclusions and recommendations are still valid, and to refine the earlier report’s recommendation to create an overlay zone and design guidelines for Quidi Vidi Village. The overlay zone is a regulatory mechanism that will apply specific development controls and design guidelines to the Village. These additional controls and guidelines are to be applied as a supplement to the basic zoning.

A public hearing took place September 30, 2014 and the findings and suggestions, where possible, have been incorporated into the revised draft.

The Committee reviewed the report in detail. It was noted that there were two add-ons at the end of the report – one dealing with a recommendation for additional parking and the other recommending signage for the Village. As these two components were not part of the original mandate, it was suggested that for the purpose of Council approval, these matters be dealt with under separate cover.

Recommendation

Moved by Councillor Breen; seconded by Councillor Hickman that: Council approve the Quidi Vidi Village Overlay Report with the removal of Appendix C (parking lot and signage) and staff be instructed to follow up with a public information session.

2. Ladysmith Drive / Lady Anderson Street / Tigress Street – Proposed rezoning of Part of the CN Zone to the RK Zone – Bill Clarke

The Committee welcomed Bill Clarke to the meeting. Mr. Clarke requested rezoning on Tigress Street from the Commercial Neighbourhood (CN) Zone to the Residential Kenmount (RK) Zone to allow for the development of six (6) single family dwellings. He felt that Council previously determined the zoning of land without any consultation. Mr. Clarke said the land was accessible to sanitary, storm and water and would meet the criteria for residential development. The Committee thanked Mr. Clarke for his presentation.

The Chief Municipal Planner pointed out that the location of the CN Zone was changed in 2014 to line up with the streets as constructed, and that the change was done in conformity with the Urban and Rural Planning Act and the City's Development Regulations. The zone was originally laid out as part of the concept plan for Kenmount Terrace, before any streets of houses had been built.

Recommendation

Moved by Councillor Breen; seconded by Councillor Tilley: That the application for rezoning for part of the Commercial Neighbourhood (CN) Zone at the corner of Ladysmith Drive, Tigress Street and Lady Anderson be rejected on the basis that it contrary to the objectives of the City's Municipal Plan and good planning practice.

**3. 421 Groves Road, Ward 4
PDE File: REZ1500003
Application to Rezone Property**

An application has been submitted to rezone property located at 421 Groves Road from the Rural (R) Zone to the Residential Infill (RR1) Zone to accommodate development of one (1) residential building lot. The proposed development could be considered leapfrog development and would require ~~construction~~ by the applicant to improve Groves Road to contemporary rural road standards approximately 440 metres long.

The application was discussed at the Planning and Development Committee meeting of April 21st and while it was recommended for approval, Council, at its regular meeting of May 11th, referred the matter back to the Committee for reconsideration.

This application lacks merit and is recommended for rejection.

Recommendation

Moved by Councillor Tilley; seconded by Councillor Lane: That the application to rezone property at 421 Groves Road be rejected on the basis that the proposed rezoning and unserviced building lot development would not be consistent with the City's planning objectives and would be contrary to the City's Development Regulations.

**4. 275 Conception Bay South Bypass Road
Oceanex**

The Committee considered a memorandum dated May 13, 2015 from the Chief Municipal Planner. Oceanex Inc. has applied to have land situated at 275 Conception Bay South Bypass Road rezoned to Industrial General (IG) Zone to accommodate development of a "Transportation and Logistic Park".

Following consideration by Council on December 1, 2014, the proponent undertook a LUAR, a copy of which was forwarded to the Town of Paradise, the Town of Conception Bay South and the Department of Transportation and Works (Highways) for comment. The Town of CBS responded suggesting that the LUAR is deficient as it does not include a traffic impact study that will "document the impacts of the transportation and logistics park as well as the proposed interchange and connection with Paradise on the regional transportation network...(and) identify the improvements to the Manuels Access Road required to meet the increased traffic demand."

The Committee was asked for direction to determine whether an amended LUAR terms of reference should be forwarded to the developer or should staff forward the written concerns of the Town of Conception Bay South to the Department of Transportation and Works (Highways) for its consideration and comments.

Recommendation:

The Committee recommends that the comments put forth from the Town of Conception Bay South regarding traffic impact be referred back to the Provincial Government as the Manuels Access Arterial Bypass Road which addresses traffic flow into the Town of Conception Bay South and Paradise falls under the jurisdiction of the Provincial Government. Other aspects of the application are to advance through the normal business processes of the Planning and Development Division.

NEW BUSINESS

5. Public Meetings in July and August

While there is always a need to deal with rezoning applications and development applications in a timely manner, scheduling public meetings during the summer months is sensitive as it often conflicts with summer vacations which can lead to a public perception that Council is attempting to advance development applications.

Recommendation:

The Committee recommends that staff consult with the Chair of the Committee during the summer months in determining if public meetings should proceed.

Councillor Tom Hann
Chairperson

REPORT/RECOMMENDATIONS TO COUNCIL
Development Committee Report
May 26, 2015

1. **Department of Planning, Development & Engineering File No. INT1500040**
Proposed Rear Yard Variance
Civic No. 16 Rostellan Place
Residential Medium Density (R1) Zone

It is recommended by the Development Committee that Council approve the 10% variance on the rear yard to allow for the building extension at the rear.

2. **Department of Planning, Development & Engineering File No. DEV1500092**
Proposed Reduction in Building Line Setback for Front Porch Extension
6 Pine Bud Avenue – Ward 4
Residential Low Density (R1) Zone

It is the recommendation of the Development Committee to approve a 3.72 metre building line for this property.

3. **Department of Planning, Development & Engineering File No. DEV1500092**
Discretionary Use - Change of Non-Conforming Use
Proposed Training & Counselling Facility
Applicant: Architecture 49 Inc. for Teen Challenge Canada
729 Fowler's Road - Ward 5

Rural (R) Zone

It is recommended that Council reject the application for the proposed change of use at this property.

David Blackmore
Deputy City Manager – Planning, Development & Engineering
Chair – Development Committee







4. The St. John's regional Fire Department has expressed concern with year-round availability of a water supply for firefighting purposes and the state of Fowler's Road for year-round access by its equipment.

Recommendation:

It is recommended that Council reject the application for the proposed change of use at this property.

David Blackmore
Deputy City Manager - Planning, Development & Engineering

AAR/ss

**DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF May 21, 2015 TO May 27, 2015**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES	Balnafad Company Ltd	21 Lot Residential Subdivision	Walsh's Lane	5	Approved	15-05-21
RES		Home Occupations for Acupuncture Clinic	118 Higgins Line	2	Rejected- Not permitted in RA Zone	15-05-25
RES		Building Lot	35 Ryan's Place	5	Approved	15-05-25

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

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

**Gerard Doran
Development Supervisor
Department of Planning**

Building Permits List

Council's June 1, 2015 Regular Meeting

Permits Issued: 2015/05/21 To 2015/05/27

Class: Commercial

291 Water St	Mckeil Marine Nl	Co	Office
48 Kenmount Rd	- Kfc	Sn	Restaurant
22-24 Blackmarsh Rd		Ms	Retail Store
12 Hebron Way		Sn	Restaurant
12 Hebron Way		Ms	Restaurant
75 Kiwanis St		Ms	Club
146 Major's Path		Ms	Service Shop
80 Mews Pl		Sn	Office
31 Peet St		Ms	School
260 Portugal Cove Rd		Sn	Retail Store
283 Portugal Cove Rd		Ms	Retail Store
10 St. Clare Ave		Ms	Recreational Use
430 Topsail Rd	Eclipse Store	Sn	Retail Store
286 Torbay Rd.	Nl Active Wear	Sn	Retail Store
55 Stavanger Drive	(Dominion)	Nc	Fence
31 Green Acre Dr		Cr	Day Care Centre
33 Pippy Pl		Rn	Office
122 Watson St		Rn	Townhousing
34 Harvey Rd		Rn	Office
2830 Trans Canada Hwy		Nc	Accessory Building
2830 Trans Canada Hwy		Nc	Commercial Garage
20 Crosbie Pl,	2nd Floor	Rn	Office
34 Harvey Rd		Rn	Office
80 Boulevard,	Rooftop	Rn	Apartment Building
45 Hebron Way		Nc	Office

This Week \$ 6,702,348.00

Class: Industrial

This Week \$.00

Class: Government/Institutional

75 Ennis Ave.	Vanier Element.	Nc	Accessory Building
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This Week \$ 8,000.00

Class: Residential

25 Adventure Ave,	Lot 329	Nc	Single Detached Dwelling
300 Anspach St		Nc	Fence
300 Anspach St		Nc	Accessory Building
37 Bannerman St		Nc	Single Detached Dwelling
14 Barton's Rd		Nc	Fence
14 Barton's Rd		Nc	Accessory Building
14 Bawnmoor St,	Lot 17	Nc	Single Detached & Sub.Apt
55 Bennett Ave		Nc	Accessory Building
30 Spruce Grove Ave		Nc	Accessory Building
13 Biscay Pl		Nc	Accessory Building
122 Blackmarsh Rd		Nc	Patio Deck
95 Codroy Pl		Nc	Fence
37 Creston Pl		Nc	Patio Deck

29 Cypress St	Nc	Patio Deck
8 Dauntless St	Nc	Fence
171 Doyle's Rd	Nc	Fence
30 Dundas St	Nc	Fence
58 Durdle Dr	Nc	Accessory Building
34 Firdale Dr	Nc	Fence
38 Fleming St	Nc	Fence
12 Gibbon Pl	Nc	Accessory Building
15 Barachois St	Nc	Accessory Building
30 Harbour View Ave	Nc	Accessory Building
69-71 Howlett's Line	Nc	Accessory Building
74 Iceland Pl	Nc	Accessory Building
32 Kenai Cres	Nc	Accessory Building
32 Kenai Cres	Nc	Fence
3 Kenai Cres	Nc	Fence
214 Ladysmith Dr	Nc	Accessory Building
218 Ladysmith Dr	Nc	Accessory Building
83 Ladysmith Dr	Nc	Patio Deck
85 Ladysmith Dr	Nc	Patio Deck
107 Ladysmith Dr	Nc	Accessory Building
5 Laggan Pl	Nc	Fence
3 Lannon St	Nc	Patio Deck
79 Leslie St	Nc	Accessory Building
29 Marsland Pl	Nc	Accessory Building
62 Nautilus St, Lot 157	Nc	Single Detached Dwelling
41 Nautilus St Lot 135	Nc	Single Detached Dwelling
55 Nautilus St., Lot 142	Nc	Single Detached Dwelling
26 Oakridge Dr	Nc	Accessory Building
15 Osbourne St	Nc	Fence
53 Parkhill St	Nc	Accessory Building
210 Petty Harbour Rd	Nc	Single Detached Dwelling
13 Pluto St	Nc	Fence
45 Prince Of Wales St	Nc	Patio Deck
133 Prowse Ave	Nc	Accessory Building
15 Rosalind St	Nc	Fence
15 Rosalind St	Nc	Patio Deck
34 Sequoia Dr	Nc	Fence
615 Southside Rd	Nc	Accessory Building
3 Stanford Pl	Nc	Fence
232 Stavanger Dr, Lot 61	Nc	Single Detached Dwelling
246 Stavanger Dr	Nc	Fence
9 Stephano St	Nc	Patio Deck
13 Stephano St, Lot 226	Nc	Single Detached & Sub.Apt
4 Tansley St, Lot 12	Nc	Single Detached Dwelling
16 Tullamore St Lot 404	Nc	Single Detached Dwelling
18 Tullamore St, Lot 403	Nc	Single Detached Dwelling
4 Waterview Pl	Nc	Single Detached Dwelling
180b Forest Rd	Ex	Single Detached Dwelling
13 Guy St	Ex	Single Detached Dwelling
6 Pine Bud Ave	Ex	Single Detached Dwelling
10 Brine St	Rn	Infill Housing
248 Buckmaster's Cir	Rn	Townhousing
9 Feild St	Rn	Single Detached & Sub.Apt
20 Glenridge Cres	Rn	Accessory Building
43 King's Rd	Rn	Single Detached & Sub.Apt
15 Leslie St	Rn	Single Detached Dwelling
99 Pearltown Rd	Rn	Single Detached Dwelling
44 Pine Bud Ave	Rn	Single Detached Dwelling
2 St. Andrew's Pl	Rn	Single Detached Dwelling
74 St. Clare Ave	Rn	Semi-Detached Dwelling
9 Stephano St	Rn	Single Detached Dwelling
31 Temperance St	Rn	Townhousing
35 Temperance St	Rn	Townhousing
37 Temperance St	Rn	Townhousing
2 Tessier Pl	Rn	Townhousing
112 Watson St	Rn	Townhousing
114 Watson St	Rn	Townhousing
116 Watson St	Rn	Townhousing

118 Watson St	Rn	Townhousing
120 Watson St	Rn	Townhousing
4 Doyle St	Sw	Single Detached Dwelling
525-527 Main Rd	Sw	Single Detached Dwelling
62 Monkstown Rd	Sw	Single Detached Dwelling
42 Prospero Pl	Sw	Single Detached Dwelling
30 Rosalind St	Sw	Single Detached & Sub.Apt

This Week \$ 3,926,416.00

Class: Demolition

421a Empire Ave	Dm	Single Detached Dwelling
325 Freshwater Rd	Dm	Single Detached Dwelling
20 Crosbie Pl.,Main Floor	Dm	Office

This Week \$ 235,000.00

This Week's Total: \$ 10,871,764.00

Repair Permits Issued: 2015/05/21 To 2015/05/27 \$ 116,650.00

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

379 Blackmarsh Road - your application to construct an accessory building is rejected as contrary to Section 8.3.6 of the St. John's Development Regulations.

YEAR TO DATE COMPARISONS			
June 1, 2015			
TYPE	2014	2015	% VARIANCE (+/-)
Commercial	\$43,428,000.00	\$76,014,000.00	75
Industrial	\$125,300.00	\$0.00	-100
Government/Institutional	\$42,504,000.00	\$8,006,000.00	-81
Residential	\$43,867,000.00	\$28,296,000.00	-35
Repairs	\$1,376,000.00	\$1,517,000.00	10
Housing Units (1 & 2 Family Dwellings)	105	67	
TOTAL	\$131,300,300.00	\$113,833,000.00	-13

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending May 27, 2015

Payroll

Public Works	\$ 472,167.77
Bi-Weekly Casual	\$ 23,974.36
Accounts Payable	\$ 6,247,488.50

Total: \$ 6,743,630.63

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
INTERNATIONAL MUNICIPAL SIGNAL ASSO(948		MEMBERSHIP RENEWAL	\$93.45
WATER ENVIRONMENT FEDERATION	949	MEMBERSHIP RENEWAL	\$376.29
SENSUS USA	950	REPAIR PARTS	\$908.07
SCOTT WINSOR ENTERPRISES INC.,	82756	INSTALL BOWRING PARK CHRISTMAS LIGHTS	\$8,203.66
ROGERS BUSINESS SOLUTIONS	82757	DATA & USAGE CHARGES	\$4,242.02
GORDON BARNES	82758	PROFESSIONAL SERVICES	\$2,400.00
NEWFOUNDLAND POWER	82759	ELECTRICAL SERVICES	\$1,993.38
CITY OF ST. JOHN'S	82760	REPLENISH PETTY CASH	\$213.75
PUBLIC SERVICE CREDIT UNION	82761	PAYROLL DEDUCTIONS	\$7,214.72
HARVEY'S TRAVEL AGENCY LTD.	82762	AIRFARE COSTS	\$1,026.33
SUPERIOR OFFICE INTERIORS LTD.	82763	OFFICE SUPPLIES	\$12,389.32
RECEIVER GENERAL FOR CANADA	82764	PAYROLL DEDUCTIONS	\$694,308.28
RECEIVER GENERAL FOR CANADA	82765	PAYROLL DEDUCTIONS	\$260,817.68
OAKLEY, KIMBERLEY	82766	REIMBURSEMENT MEASURING TAPES	\$121.97
BRADBURY, BLAIR	82767	REIMBURSEMENT DRIVER'S MEDICAL LICENCE	\$75.00
AMEC FOSTER WHEELER ENVIRONMENT & 82768		PROFESSIONAL SERVICES	\$18,118.42
NEWFOUNDLAND POWER	82769	ELECTRICAL SERVICES	\$8,434.52
PARTS FOR TRUCKS INC.	82770	REPAIR PARTS	\$5,753.46
ERIC WHITE	82771	LEGAL CLAIM	\$226.00
RICHARD NOSEWORTHY	82772	LEGAL CLAIM	\$151.00
MELISSA MURRAY	82773	RECREATION SUPPLIES	\$44.53
JANES, SEAN	82774	MEMBERSHIP RENEWAL	\$1,349.77
KIWANIS MUSIC FESTIVAL ASSOCIATION O 82775		MUSIC SPONSOR AWARD	\$2,500.00
STANDARD & POOR'S	82776	PROFESSIONAL SERVICES	\$24,860.00
KAY FILLIER	82777	TUITION FEE	\$75.00
POMERLEAU INC.,	82778	CONTRACT PAYMENT	\$1,687,977.77
ACKLANDS-GRAINGER	82779	INDUSTRIAL SUPPLIES	\$27.59
ADT SECURITY SERVICES CANADA	82780	MONITORING AND/OR MAINTENANCE CHARGES	\$118.93
THE UPS STORE #169	82781	COURIER SERVICES	\$68.17
COMFORT AIR LTD.	82782	PROFESSIONAL SERVICES	\$836.20
CABOT AUTO GLASS & UPHOLSTERY	82783	CLEANING SERVICES	\$339.00
ATLANTIC PURIFICATION SYSTEM LTD	82784	WATER PURIFICATION SUPPLIES	\$1,579.91
AUTOMOTIVE SUPPLIES 1985 LTD.	82785	AUTO SUPPLIES	\$228.04
COSTCO WHOLESALE	82786	MISCELLANEOUS SUPPLIES	\$853.37
BRINK'S CANADA LIMITED	82787	DELIVERY SERVICES	\$1,077.62

NAME	CHEQUE #	DESCRIPTION	AMOUNT
KELLOWAY CONSTRUCTION LIMITED	82788	CLEANING SERVICES	\$14,799.70
BOMI CANADA	82789	EDUCATION COSTS	\$715.00
RDM INDUSTRIAL LTD.	82790	INDUSTRIAL SUPPLIES	\$710.65
ROBERT BAIRD EQUIPMENT LTD.	82791	RENTAL OF EQUIPMENT	\$2,936.59
HERCULES SLR INC.	82792	REPAIR PARTS	\$432.77
DOMINION STORES 924	82793	MISCELLANEOUS SUPPLIES	\$323.13
STAPLES THE BUSINESS DEPOT - MP	82794	OFFICE SUPPLIES	\$462.43
BELL ALIANT	82795	TELEPHONE SERVICES	\$343.52
GRAND CONCOURSE AUTHORITY	82796	MAINTENANCE CONTRACTS	\$162,317.06
HUB TROPHIES & MEDICAL SUPPLIES	82797	NAME PLATES	\$58.76
TONY'S TAILOR SHOP	82798	PROFESSIONAL SERVICES	\$293.80
CABOT PEST CONTROL	82799	PEST CONTROL	\$2,819.92
ROCKWATER PROFESSIONAL PRODUCT	82800	CHEMICALS	\$5,397.28
TIM HORTONS STORE 387	82801	REFRESHMENTS	\$159.84
FORBES STREET HOLDINGS LTD	82802	REFURBISH VACANT UNIT	\$8,783.27
EC BOONE LTD.	82803	PROTECTIVE CLOTHING	\$4,941.49
CLASS C SOLUTIONS GROUP	82804	REPAIR PARTS	\$9,335.54
TRACT CONSULTING INC	82805	PROFESSIONAL SERVICES	\$3,096.20
BRENKIR INDUSTRIAL SUPPLIES	82806	PROTECTIVE CLOTHING	\$413.35
JLG TRANSPORTATION LTD.	82807	TAXI SERVICES	\$149.00
SPECTRUM INVESTIGATION & SECURITY INC	82808	SECURITY SERVICES	\$9,650.20
BROWNE FITZGERALD MORGAN AVIS	82809	LEGAL CLAIM	\$2,638.89
BDI CANADA INC	82810	REPAIR PARTS	\$454.26
AMEC FOSTER WHEELER ENVIRONMENT & WATER	82811	PROFESSIONAL SERVICES	\$11,235.83
SIGNS 1ST	82812	SIGNAGE	\$158.20
TRIWARE TECHNOLOGIES INC.	82813	COMPUTER EQUIPMENT	\$2,582.05
CHESTER DAWE CANADA - O'LEARY AVE	82814	BUILDING SUPPLIES	\$350.87
AVALON CONTROLS AND INSTRUMENTATION	82815	PROFESSIONAL SERVICES	\$2,009.14
AEARO CANADA LIMITED	82816	PRESCRIPTION SAFETY GLASSES	\$359.05
CAMPBELL'S SHIP SUPPLIES	82817	PROTECTIVE CLOTHING	\$246.66
AIR LIQUIDE CANADA INC.	82818	CHEMICALS AND WELDING PRODUCTS	\$3,543.71
HISCOCK'S SPRING SERVICE	82819	REPAIR PARTS	\$1,584.84
DAVE CARROLL	82820	BAILIFF SERVICES	\$331.50
WAL-MART 3196-ABERDEEN AVE.	82821	MISCELLANEOUS SUPPLIES	\$203.09
NORTRAX CANADA INC.,	82822	REPAIR PARTS	\$11,401.13

NAME	CHEQUE #	DESCRIPTION	AMOUNT
BEATTIE INDUSTRIAL	82823	REPAIR PARTS	\$105.09
MAC TOOLS	82824	TOOLS	\$178.54
NORTH ATLANTIC SUPPLIES INC.	82825	REPAIR PARTS	\$271.20
KENT	82826	BUILDING SUPPLIES	\$423.01
CBCL LIMITED	82827	PROFESSIONAL SERVICES	\$7,219.01
WAL-MART 3093-MERCHANT DRIVE	82828	MISCELLANEOUS SUPPLIES	\$327.63
DULUX PAINTS	82829	PAINT SUPPLIES	\$1,532.75
PF COLLINS CUSTOMS BROKER LTD	82830	DUTY AND TAXES	\$470.87
COLONIAL GARAGE & DIST. LTD.	82831	AUTO PARTS	\$1,849.63
CONSTRUCTION SIGNS LTD.	82832	SIGNAGE	\$4,776.17
SCOTT WINSOR ENTERPRISES INC.,	82833	REMOVAL OF GARBAGE & DEBRIS	\$9,841.74
MASK SECURITY INC.	82834	TRAFFIC CONTROL	\$2,274.70
MAXXAM ANALYTICS INC.,	82835	WATER PURIFICATION SUPPLIES	\$144.92
CRANE SUPPLY LTD.	82836	PLUMBING SUPPLIES	\$304.42
JAMES G CRAWFORD LTD.	82837	PLUMBING SUPPLIES	\$845.52
SHU-PAK EQUIPMENT INC.	82838	REPAIR PARTS	\$770.22
CROSBIE INDUSTRIAL SERVICE LTD	82839	RENTAL OF EQUIPMENT	\$2,782.77
NEWFOUND CABS	82840	TRANSPORTATION SERVICES	\$1,989.85
FASTENAL CANADA	82841	REPAIR PARTS	\$80.21
LONG & MCQUADE	82842	REAL PROGRAM	\$63.28
KENDALL ENGINEERING LIMITED	82843	PROFESSIONAL SERVICES	\$27,057.87
AUTO TRIM DESIGN	82844	PROFESSIONAL SERVICES	\$450.87
CREDIT RECOVERY 2003 LIMITED	82845	CREDIT COLLECTIONS	\$735.28
CABOT READY MIX LIMITED	82846	PROFESSIONAL SERVICES	\$534.37
DICKS & COMPANY LIMITED	82847	OFFICE SUPPLIES	\$170.07
WAJAX POWER SYSTEMS	82848	REPAIR PARTS	\$2,254.29
ISLAND WIDE IRRIGATION	82849	PROFESSIONAL SERVICES	\$67.80
DOMINION STORES #922	82850	MISCELLANEOUS SUPPLIES	\$75.86
HITECH COMMUNICATIONS LIMITED	82851	REPAIRS TO EQUIPMENT	\$229.39
G & M PROJECT MANAGEMENT	82852	REPAIR PARTS	\$33,235.00
CAHILL INSTRUMENTATION LTD.	82853	PROFESSIONAL SERVICES	\$3,284.63
CANADIAN TIRE CORP.-HEBRON WAY	82854	MISCELLANEOUS SUPPLIES	\$1,604.38
CANADIAN TIRE CORP.-MERCHANT DR.	82855	MISCELLANEOUS SUPPLIES	\$84.74
CANADIAN TIRE CORP.-KELSEY DR.	82856	MISCELLANEOUS SUPPLIES	\$101.68
ECONOMY DRYWALL SUPPLIES	82857	BUILDING SUPPLIES	\$1,137.41

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ELECTRONIC CENTER LIMITED	82858	ELECTRONIC SUPPLIES	\$843.82
EMCO SUPPLY	82859	REPAIR PARTS	\$258.77
EXECUTIVE COFFEE SERVICES LTD.	82860	COFFEE SUPPLIES	\$632.60
HOME DEPOT OF CANADA INC.	82861	BUILDING SUPPLIES	\$359.36
DOMINION STORE 935	82862	MISCELLANEOUS SUPPLIES	\$1,333.07
FASTSIGNS	82863	SIGNAGE	\$102.55
IPS INFORMATION PROTECTION SERVICES	82864	PAPER SHREDDED ON SITE	\$121.81
EMERGENCY REPAIR LIMITED	82865	AUTO PARTS AND LABOUR	\$14,709.43
ALFA LAVAL INC.	82866	REPAIR PARTS	\$5,985.50
CHBA- NEWFOUNDLAND LABRADOR	82867	MEMBERSHIP RENEWAL	\$339.00
MEDICALMART NEWFOUNDLAND & LABRAI	82868	SAFETY SUPPLIES	\$50.85
CONTROL PRO DISTRIBUTOR INC.	82869	REPAIR PARTS	\$208.58
OMB PARTS & INDUSTRIAL INC.	82870	REPAIR PARTS	\$68.51
FRESHWATER AUTO CENTRE LTD.	82871	AUTO PARTS/MAINTENANCE	\$8,378.93
GAZE SEED 2015 INCORPORATED	82872	FIELD MUNCHING POWDER	\$775.18
URBAN FLOORING CONTRACTORS LTD	82873	PROFESSIONAL SERVICES	\$84.75
PRINCESS AUTO	82874	MISCELLANEOUS ITEMS	\$440.48
C.B.J. ENTERPRISES INC. (STOGGERS PIZZ	82875	MEAL ALLOWANCES	\$216.16
MILLENNIUM EXPRESS	82876	COURIER SERVICES	\$387.59
GREENWOOD SERVICES INC.	82877	OPEN SPACE MAINTENANCE	\$13,910.30
TENCO INC.	82878	REPAIR PARTS	\$199.45
GLOBALSTAR CANADA SATELLITE CO	82879	SATELLITE PHONES	\$112.96
ENTERPRISE RENT-A-CAR	82880	VEHICLE RENTAL	\$2,881.50
ANNA TEMPLETON CENTRE	82881	REAL PROGRAM	\$395.00
WOLSELEY CANADA WATERWORKS	82882	REPAIR PARTS	\$2,722.97
EASTERN PROPANE	82883	PROPANE	\$140.15
HARRIS & ROOME SUPPLY LIMITED	82884	ELECTRICAL SUPPLIES	\$288.35
HARVEY & COMPANY LIMITED	82885	REPAIR PARTS	\$11,282.95
HARVEY'S OIL LTD.	82886	PETROLEUM PRODUCTS	\$50,741.94
MS GOVERN	82887	PROFESSIONAL SERVICES	\$5,966.40
THE DANCE SPECTRUM INC.	82888	REAL PROGRAM	\$24.58
GUY BADCOCK	82889	BAILIFF SERVICES	\$165.00
GUILLEVIN INTERNATIONAL CO.	82890	ELECTRICAL SUPPLIES	\$179.97
NEWMAN'S CLEANING LTD.	82891	CLEANING SERVICES	\$616.98
BRENNTAG CANADA INC	82892	CHLORINE	\$15,336.36

NAME	CHEQUE #	DESCRIPTION	AMOUNT
GRAYMONT (NB) INC.,	82893	HYDRATED LIME	\$20,196.43
BELL DISTRIBUTION INC.,	82894	CELL PHONES & ACCESSORIES	\$265.27
HISCOCK RENTALS & SALES INC.	82895	HARDWARE SUPPLIES	\$260.58
HONDA ONE	82896	REPAIR PARTS	\$57.90
SOURCE ATLANTIC INDUSTRIAL DISTRIBUT	82897	REPAIR PARTS	\$2,710.51
DISTRIBUTION BRUNET INC.,	82898	REPAIR PARTS	\$11,187.00
SOUTH PAW TRANSPORT	82899	SNOW CLEARING SERVICES	\$4,481.64
ACHIEVE TRAINING CENTRE	82900	TRAINING FEE	\$237.30
IBM CANADA LTD.	82901	COMPUTER EQUIPMENT	\$819.87
IMPRINT SPECIALTY PROMOTIONS LTD	82902	PROMOTIONAL ITEMS	\$632.33
UMBRELLA SECURITY	82903	ALARM MONITORING	\$1,749.60
CHRIS SQUIRES ENTERPRISES INC.,	82904	PROFESSIONAL SERVICES	\$10,170.00
MERCER'S PAVING INCORPORATED	82905	SNOW CLEARING SERVICES	\$22,600.00
VIVID COMMUNICATIONS INC.	82906	DOMAIN NAME RENEWAL AND WEB HOSTING	\$474.60
CDMV	82907	VETERINARY SUPPLIES	\$1,325.20
JOHNSON CONTROLS LTD.	82908	REPAIR PARTS	\$869.04
TRANE CANADA CO.	82909	REPAIR PARTS	\$7,726.76
SANI-SMART WASTE DISPOSAL INC.,	82910	PROFESSIONAL SERVICES	\$515.28
KAVANAGH & ASSOCIATES	82911	PROFESSIONAL SERVICES	\$2,325.09
WORK AUTHORITY	82912	PROTECTIVE CLOTHING	\$253.10
SPICERS CANADA LIMITED	82913	REPAIR PARTS	\$1,149.44
SAFETY FIRST-SFC LTD.	82914	PROFESSIONAL SERVICES	\$23,283.41
CENTINEL SERVICES	82915	REPAIR PARTS	\$1,479.91
KERR CONTROLS LTD.	82916	INDUSTRIAL SUPPLIES	\$318.91
MITCHELL FARMS INC	82917	SCOUPS OF MULCH	\$395.50
VOHL INC.,	82918	REPAIR PARTS	\$713.28
BULLETPROOF SOLUTIONS INC.,	82919	PROFESSIONAL SERVICES	\$33,900.00
ARCHITECTURE49 INC.	82920	PROFESSIONAL SERVICES	\$90,400.00
CARMICHAEL ENGINEERING LTD.	82921	PROFESSIONAL SERVICES	\$2,583.49
SECURITAS CANADA LTD.	82922	SECURITY SERVICES	\$8,157.22
STAPLES ADVANTAGE	82923	OFFICE SUPPLIES	\$2,127.66
MANNA EUROPEAN BAKERY AND DELI LTD	82924	REFRESHMENTS	\$886.29
NORATEK SOLUTIONS INC.,	82925	PROFESSIONAL SERVICES	\$3,118.50
COMPRESSED AIR & EQUIPMENT SERVICE:	82926	REPAIR PARTS	\$931.51
MARK'S WORK WEARHOUSE	82927	PROTECTIVE CLOTHING	\$132.20

NAME	CHEQUE #	DESCRIPTION	AMOUNT
DON HOWLETT	82928	CATERING SERVICES	\$2,084.50
MIKAN INC.	82929	LABORATORY SUPPLIES	\$763.64
WAJAX INDUSTRIAL COMPONENTS	82930	REPAIR PARTS	\$612.44
NEWFOUNDLAND DISTRIBUTORS LTD.	82931	INDUSTRIAL SUPPLIES	\$348.96
NEWFOUNDLAND DESIGN ASSOCIATES	82932	PROFESSIONAL SERVICES	\$672,471.29
TOROMONT CAT	82933	AUTO PARTS	\$1,576.98
NORTH ATLANTIC PETROLEUM	82934	PETROLEUM PRODUCTS	\$20,731.73
PENNECON ENERGY HYDRAULIC SYSTEMS	82935	REPAIR PARTS	\$112.94
PBA INDUSTRIAL SUPPLIES LTD.	82936	INDUSTRIAL SUPPLIES	\$596.37
ORKIN CANADA	82937	PEST CONTROL	\$237.30
PERIDOT SALES LTD.	82938	REPAIR PARTS	\$115.26
THE HUB	82939	BUSINESS CARDS	\$107.23
POWERLITE ELECTRIC LTD.	82940	ELECTRICAL PARTS	\$41.74
PROFESSIONAL UNIFORMS & MATS INC.	82941	PROTECTIVE CLOTHING	\$132.78
PUROLATOR COURIER	82942	COURIER SERVICES	\$130.15
RIDEOUT TOOL & MACHINE INC.	82943	TOOLS	\$258.77
NAPA ST. JOHN'S 371	82944	AUTO PARTS	\$553.65
ROYAL FREIGHTLINER LTD	82945	REPAIR PARTS	\$2,114.31
S & S SUPPLY LTD. CROSSTOWN RENTALS	82946	REPAIR PARTS	\$4,821.52
BIG ERICS INC	82947	SANITARY SUPPLIES	\$332.22
SAUNDERS EQUIPMENT LIMITED	82948	REPAIR PARTS	\$31,232.08
STRONGCO	82949	REPAIR PARTS	\$146.90
SMITH STOCKLEY LTD.	82950	PLUMBING SUPPLIES	\$818.10
SPEEDY AUTOMOTIVE LTD.	82951	AUTOMOTIVE SUPPLIES	\$58.26
SUPERIOR PROPANE INC.	82952	PROPANE	\$249.88
AETTNL	82953	MEMBERSHIP RENEWAL	\$271.20
URBAN CONTRACTING JJ WALSH LTD	82954	PROPERTY REPAIRS	\$694.95
FJ WADDEN & SONS LTD.	82955	SANITARY SUPPLIES	\$675.74
WATERWORKS SUPPLIES DIV OF EMCO LT	82956	REPAIR PARTS	\$1,992.29
WEIRS CONSTRUCTION LTD.	82957	ROAD GRAVEL	\$4,604.28
WINDCO ENTERPRISES LTD.	82958	REPAIR PARTS	\$1,032.82
WAL-MART 3092-KELSEY DRIVE	82959	MISCELLANEOUS SUPPLIES	\$829.30
JILL DREADDY DANCECO	82960	REAL PROGRAM	\$1,886.24
AVALON MINOR HOCKEY	82961	REAL PROGRAM	\$3,600.00
MAX ARTS ATHLETICS WELLNESS	82962	REAL PROGRAM	\$2,293.21

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ATLANTIC PROVINCES ECONOMIC COUNCIL	82963	REGISTRATION FEE	\$230.00
DR. ELIZABETH CALLAHAN	82964	MEDICAL EXAMINATION	\$20.00
DRIE ATLANTIC	82965	MEMBERSHIP RENEWAL	\$150.00
NEWFOUNDLAND POWER INC.	82966	LEGAL CLAIM	\$3,385.00
HUNGRY HEART CAFE	82967	REFRESHMENTS	\$71.39
WHITEWAY, HELEN	82968	REFUND GROUND RENT & ARREARS	\$79.75
BARBARA BIRKETT	82969	REFUND GROUND RENT & ARREARS	\$88.46
HEATHER LESTER	82970	REFUND GROUND RENT & ARREARS	\$61.11
ANN MCLOUGHLAN	82971	REFUND GROUND RENT & ARREARS	\$61.11
ST. JOHN'S LEGENDS SWIM CLUB	82972	REAL PROGRAM	\$410.00
POLLETT, SHELDON	82973	CHRA - PIT COUNT WORKSHOP FEE	\$105.00
CUSHMAN & WAKEFIELD ATLANTIC	82974	NL MARKET SURVEYS	\$1,695.00
ESTATE OF LORRAINE MCLOUGHLAN	82975	REFUND GROUND RENT & ARREARS	\$61.11
REVEREND PETER DAVISON	82976	REFUND GROUND RENT & ARREARS	\$15.13
ATLANTIC HOMES LTD.	82977	REFUND LOT GRADING DEPOSIT	\$1,500.00
PROWSE, JOHN	82978	REFUND BUILDING PERMIT	\$999.00
JMJ HOLDINGS	82979	OVERPAYMENT ON RHB	\$14.20
RECEIVER GENERAL FOR CANADA HEALTH	82980	DOSIMETRY SERVICES	\$71.19
JOHN F. ROIL, Q.C.	82981	ARBITRATION HEARING	\$1,017.00
SOBEYS ROPEWALK LANE	82982	MISCELLANEOUS SUPPLIES	\$579.55
WALLNUTS CLIMBING CENTRE	82983	REAL PROGRAM	\$2,681.74
SECURITY NATIONAL INSURANCE COMPAN	82984	LEGAL CLAIM	\$700.39
TYCO INTEGRATED SECURITY CANADA, INC	82985	SECURITY SERVICES	\$6,364.16
ROXANNE COOPER	82986	MEDICAL EXAMINATION	\$20.00
NEWFOUNDLAND EXCHEQUER	82987	REFUND OVERPAYMENT OF TAXES	\$554.30
GFL ENVIRONMENTAL INC.	82988	PROFESSIONAL SERVICES	\$350.62
SASSY TUNA	82989	REAL PROGRAM	\$315.00
CAMPBELL, MAUREEN	82990	REFUND GROUND RENT & ARREARS	\$68.75
KELLY, ELEANOR	82991	REFUND GROUND RENT & ARREARS	\$45.83
VALLEY CABS	82992	TRANSPORTATION SERVICES	\$997.25
KENNEDY, PATRICIA	82993	REFUND GROUND RENT & ARREARS	\$68.75
AMCO ELECTRIC	82994	PROFESSIONAL SERVICES	\$3,748.38
SCOTIABANK	82995	REFUND OVERPAYMENT OF TAXES	\$902.90
NEWFOUNDLAND AND LABRADOR LUMBER	82996	REPAIR PARTS	\$251.23
CHIEF ELECTORAL OFFICE	82997	OVERPAYMENT ON RHB	\$16.08

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CITY TRUST AND MORTGAGE COMPANY LT	82998	REFUND OVERPAYMENT OF TAXES	\$1,008.06
IAN BUTT	82999	REFUND OVERPAYMENT OF TAXES	\$451.74
CROSBIE GROUP LTD.	83000	REFUND OVERPAYMENT OF TAXES	\$814.01
NAV CANADA REAL ESTATE SERVICES	83001	REFUND OVERPAYMENT OF TAXES	\$34,787.05
AMBER SNOW	83002	REFUND OVERPAYMENT OF TAXES	\$187.75
STEPHEN POWER & MELISSA SKANES	83003	REFUND OVERPAYMENT OF TAXES	\$1,498.98
COOK HOLDINGS	83004	REFUND OVERPAYMENT OF TAXES	\$1,666.67
NORTH SHORE ROOFING LTD.	83005	OVERPAYMENT ON RHB	\$16.63
GAVIN COUGHLAN	83006	OVERPAYMENT ON RHB	\$39.90
WHEELS RENTOKIL PEST CONTROL	83007	OVERPAYMENT ON RHB	\$22.17
AVALON SPRAY FOAM	83008	OVERPAYMENT ON RHB	\$63.00
BRENDAN GREGORY	83009	OVERPAYMENT ON RHB	\$45.57
TRANSCONTINENTAL MEDIA	83010	OVERPAYMENT ON RHB	\$13.22
MARQUIS LIMITED	83011	OVERPAYMENT ON RHB	\$7.88
HUNT'S TRANSPORT LIMITED	83012	OVERPAYMENT ON RHB	\$19.55
UP GLOBAL	83013	STARTUP WEEK NL PLATINUM	\$2,500.00
DES WALSH & WEST END ALUMIUM CO. LTI	83014	LEGAL CLAIM	\$282.50
RICHARD GILL	83015	REFUND ELECTRICAL PERMIT	\$35.00
MUNICIPAL SERVICE DELIVERY OFFICIALS	83016	MEMBERSHIP RENEWAL	\$565.00
GEOFF BARNES	83017	REFUND SECURITY DEPOSIT	\$15,000.00
BERNICE STOKES	83018	LEGAL CLAIM	\$107.35
LILLAN BATSTONE	83019	LEGAL CLAIM	\$77.22
DEANNE & BRIAN HARVEY	83020	LEGAL CLAIM	\$1,460.27
SAMANTHA HART	83021	LEGAL CLAIM	\$690.42
JANES & JANET BROWNE	83022	LEGAL CLAIM	\$90.40
MARLENE WHEATON	83023	REFUND ADOPTION FEE	\$140.00
WILLIAM & DIANE DOWNEY	83024	REFUND OVERPAYMENT OF TAXES	\$1,051.51
CRAIG & TERI-LYNN SMITH	83025	REFUND OVERPAYMENT OF TAXES	\$611.72
AGNES PYNN	83026	REFUND OVERPAYMENT OF TAXES	\$1,678.09
CHRISTINE DAY	83027	RECREATION PROGRAM REFUND	\$135.00
THE WORSHIP CENTRE	83028	REFUND OVERPAYMENT OF SEWER ASSESSMENT	\$402.97
SKYCORE PLUMBING & HEATING INC.	83029	REFUND PLUMBING PERMIT	\$95.40
NOEL HARRIS	83030	REFUND WATER ON/OFF PERMIT	\$50.00
PERCY PERRY	83031	REFUND TEMPORARY OCCUPANCY PERMIT	\$1,500.00
KIMBERLEY CHAFE	83032	REFUND SEPTIC DEPOSIT	\$500.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ROCKWOOD HOMES	83033	REFUND LOT GRADING DEPOSIT	\$2,500.00
KIRKPATRICK, ARTHUR	83034	CLOTHING ALLOWANCES	\$180.00
MURPHY, PATRICIA	83035	MILEAGE	\$37.24
WILLIAMS, KEITH	83036	VEHICLE BUSINESS INSURANCE	\$299.00
WIGHT, ROBERT	83037	VEHICLE BUSINESS INSURANCE	\$227.00
SELLARS, JACON	83038	VEHICLE BUSINESS INSURANCE	\$60.00
MALONE, BRIAN	83039	CLOTHING ALLOWANCES	\$180.00
HUNT, EDMUND	83040	MILEAGE - CROSSING GUARD PROGRAM	\$62.37
HARRIS, BRYANT	83041	MILEAGE	\$98.86
PENNEY, LISA	83042	MILEAGE - CROSSING GUARD PROGRAM	\$122.53
STRAIT, MARIE	83043	MILEAGE - CROSSING GUARD PROGRAM	\$62.65
HAYWARD, SARAH	83044	VEHICLE BUSINESS INSURANCE	\$142.00
STEVE WISEMAN	83045	CLOTHING ALLOWANCES	\$214.61
DEANNE HARPER	83046	DRIVER'S MEDICAL LICENSE	\$50.00
WILLIAMS, NICOLE	83047	MILEAGE	\$37.84
JANES, DEBBIE	83048	CLOTHING ALLOWANCES	\$180.00
BRUCE PEARCE	83049	MILEAGE	\$10.44
BENNETT, GLENN	83050	MILEAGE - CROSSING GUARD PROGRAM	\$60.15
EARLES, SHARON	83051	CLOTHING ALLOWANCES	\$200.00
KINSELLA, PAULA	83052	MILEAGE - CROSSING GUARD PROGRAM	\$90.74
KRISTA GLADNEY	83053	MILEAGE	\$22.03
LISA LANE	83054	CLOTHING ALLOWANCES	\$169.34
LORI FOOTE	83055	OFFICE SUPPLIES	\$313.17
DAVE INNES	83056	MILEAGE - CROSSING GUARD PROGRAM	\$46.78
BYRON OSMOND	83057	MILEAGE	\$87.37
AMMAR SALMON	83058	VEHICLE BUSINESS INSURANCE	\$75.00
CHAD MURPHY	83059	VEHICLE BUSINESS INSURANCE	\$21.75
DWAYNE VEY	83060	VEHICLE BUSINESS INSURANCE	\$93.00
MCLOUGHLAN SUPPLIES LTD.	83061	ELECTRICAL SUPPLIES	\$23,612.18
ROUTESMART TECHNOLOGIES, INC.	951	SOFTWARE MAINTENANCE FEE	\$8,654.72
INTERNATIONAL SOCIETY OF ARBORICULT	952	CERTIFICATION FEE	\$124.60
GRAND CONCOURSE AUTHORITY	83062	PROGRESS PAYMENT	\$54,445.97
ROGERS CABLE	83063	INTERNET SERVICES	\$339.38
ENTERPRISE RENT-A-CAR	83064	LEGAL CLAIM	\$125.43
RICK MAGILL	83065	CLEANING SERVICES	\$198.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
ELLISDON CORPORATION	83066	PROGRESS PAYMENT	\$1,710,846.64
BELL ALIANT	83067	TELEPHONE SERVICES	\$50,573.25
DARLENE SHARPE	83068	CLEANING SERVICES	\$750.00
PROACTIVE PHYSIOTHERAPY	83069	LEGAL CLAIM	\$367.60
DERM O'GRADY	83070	CANADA DAY APRONS	\$240.00
MICHAEL WESTCOTT	83071	INSTRUCTOR FEE	\$300.00
KENDELL, COLLEEN	83072	TRAVEL ADVANCE	\$421.00
HICKMAN, HEATHER	83073	TRAVEL ADVANCE	\$1,309.39
SPURRELL, SHALANE	83074	TUITION	\$776.95
LEONARD, MATTHEW	83075	TUITION	\$777.85
DAY, DAVID	83076	TRAVEL ADVANCE	\$1,313.50
VICTORIA ETCHEGARY	83077	TRAVEL ADVANCE	\$1,311.00
ANCHORAGE CONTRACTING LTD.	83078	PROGRESS PAYMENT	\$11,300.00
Total: \$			6,247,488.50

MEMORANDUM

Date: May 28, 2015
To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley
From: John Hamilton – Senior Buyer
Re: Council Approval Tender 2015053 Back Line Sidewalk

The result of Tender 2015053 Back Line Sidewalk:

Infinity Construction Ltd.	\$ 462,519.74
Clarke's Trucking	\$ 463,520.35
Modern Paving	\$ 473,253.04
Coady Construction	\$ 822,470.50

It is recommended to award this tender to the overall lowest bidder meeting specifications **Infinity Construction Ltd. \$ 462,519.74**, as per the Public Tendering Act.

Taxes are included in the 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: May 27, 2015

To: His Worship the Mayor and Members of Council

From: Elaine Henley, City Clerk

Re: Travel – Councillor Sandy Hickman (2015 Canadian Capital Cities Conference)

Councillor Hickman is seeking approval from Council to attend the 2015 Canadian Capital Cities Conference being held in Winnipeg, Manitoba from August 18 to 21, 2015.

Once approval is granted, I will assist Councillor Hickman with all travel plans.

Elaine Henley

Elaine Henley
City Clerk

ST. JOHN'S

OFFICE OF THE MAYOR

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

MEMORANDUM

Date: May 26, 2015
To: His Worship the Mayor and Members of Council
From: Robert Bursey, City Solicitor
Re: **365-367 Water Street**

Newfoundland Power is ready to install transmission facilities to service development of the subject property which facilities will be partially on land owned by the City.

Newfoundland Power and Bell Aliant require an easement over a portion of the land the City is in agreement with this Easement.

I recommend that approval be given for the attached Easement Agreement to be executed by the Mayor and City Clerk and request that this matter be brought before Council at its next Regular Meeting.

Robert Bursey
City Solicitor

LSB/mp

ST. JOHN'S

LEGAL DEPARTMENT

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

AND THE GRANTOR COVENANT(S)

1. Not to construct or place on the Easement Lands any building or obstruction with the exception of easily moveable sections of fencing.
2. Not to excavate, dig, fill in or in any way alter the grade on the Easement Lands by more than twenty (20) centimetres without the prior written consent of the Grantees, which consent shall not be unreasonably withheld.

AND THE GRANTEES COVENANT

1. To carry out their activities on the Easement Lands in such a manner as to minimize the interference with the Grantor reasonable enjoyment thereof.
2. In the event that it is necessary to disturb the Easement Lands during the course of their activities, to restore the Easement Lands to as near as reasonably possible to its former condition upon completion of those activities.
3. In the event the Grantor requests poles / and or related equipment and machinery to be temporarily moved, replaced, braced or otherwise disturbed in order to access, maintain or repair subsurface infrastructure, or for such other purposes as the grantor may deem necessary, the Grantee shall do so at no cost to the Grantor and as expeditiously as reasonably possible keeping in mind the Grantee's need to supply electrical energy to its customers.

IN WITNESS WHEREOF the parties have caused these presents to be executed the day and year first above written.

SIGNED, SEALED AND DELIVERED)
by the Grantor(s))
in the presence of:)
)
)
)
)
)
)
_____)

EXECUTED on behalf of Bell Aliant)
Regional Communications, Inc., in its)
capacity as General Partner of Bell Aliant)
Regional Communications, Limited)
Partnership, by its authorized Attorney)
pursuant to a Power of Attorney dated the)
15th day of March 2010 in the presence of:)
)
_____)

EXECUTED on behalf of)
Newfoundland Power Inc.)
by its duly authorized signing)
authorities in the presence of:)
)
)
_____)

Hawco King Renouf

Newfoundland Land Surveyors &
Canada Land Surveyors

April, 2015
Revised April 28, 2015
Job No. 13NL0266

SCHEDULE "A"

DESCRIPTION

(Easement to be Acquired by NL Power from
City of St. John's)

Water Street

St. John's, NL

All the piece or parcel of land situate and being on the eastern side of Water Street, at St. John's, Newfoundland and Labrador, in the electoral district of St. John's South and being bounded and abutted as follows, that is to say:

BEGINNING at a point on the eastern limit of Water Street, said point having coordinates of North 5 268 953.559 metres East 326 508.492 metres in the Modified Three Degree Transverse Mercator Projection for the province of Newfoundland and Labrador, Zone One;

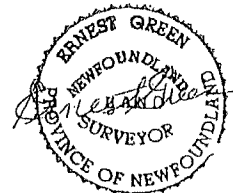
THENCE running along the land of the City of St. John's, North 82° 22' 44" East, 5.087 metres; thence North 40° 14' 04" East, 7.645 metres;

THENCE turning and running along the land of Zorin Industries Inc., 365-367 Water Street, Roll 675 Frame 2045 & Reg. No. 70808, South 74° 02' 34" East, 3.291 metres;

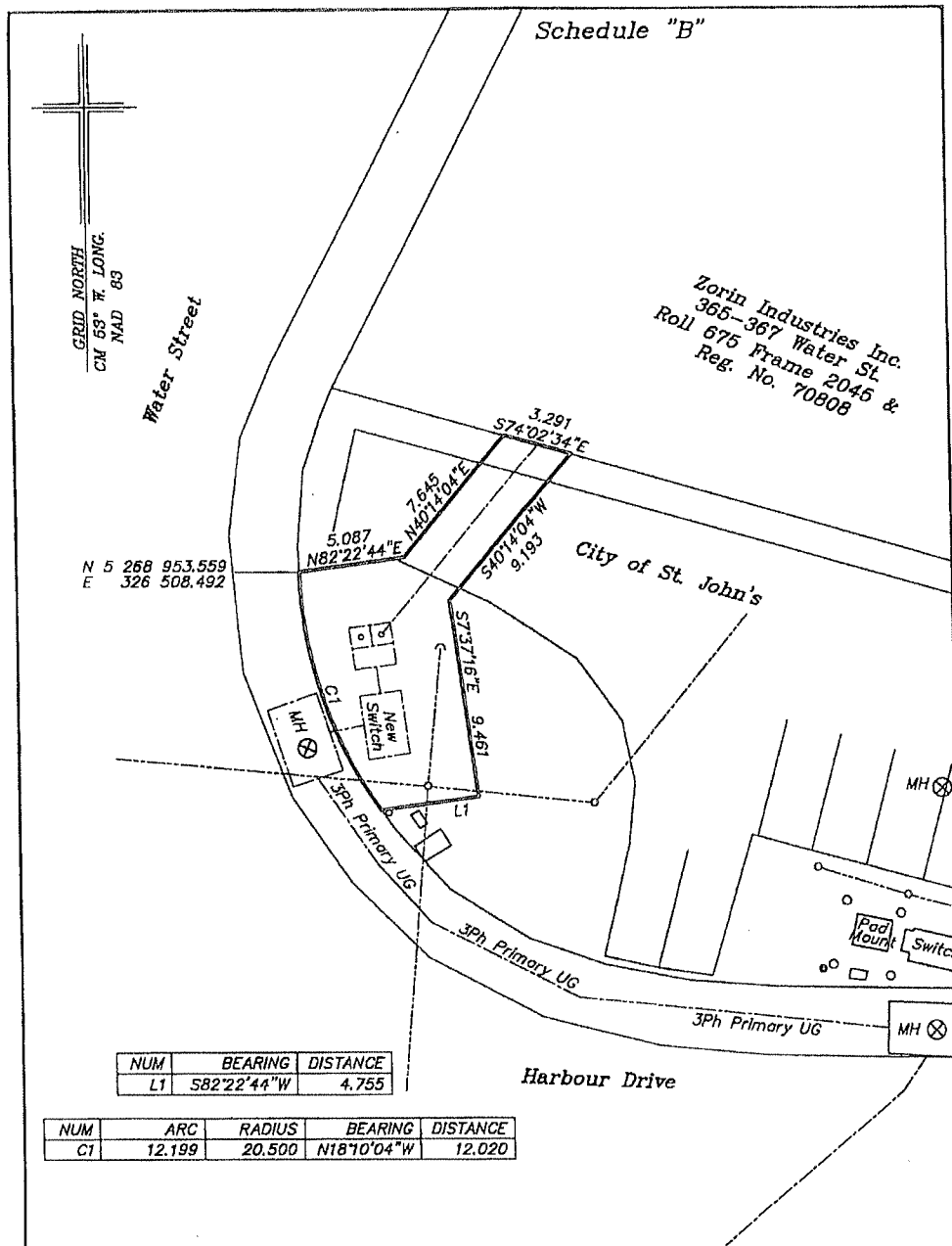
THENCE turning and running along the land of the City of St. John's, South 40° 14' 04" West, 9.193 metres; thence South 7° 37' 16" East, 9.461 metres; thence South 82° 22' 44" West, 4.755 metres;

THENCE turning and running along the eastern limit of Water Street, following a clockwise curve having an arc length of 12.199 metres, and a radius of 20.500 metres, on a chord bearing and distance of, North 18° 10' 04" West, 12.020 metres, more or less to the point of commencement and containing an area of 99 square metres, more or less, as shown on the attached plan, Job No. 13NL0266 dated April, 2015, revised April 28, 2015.

All bearings are grid bearings referred to Grid North. All distances are horizontal ground distances.



Ernest Green, NLS



GRID NORTH
CM 68° W. LONG.
NAD 83

Schedule "B"

Zorin Industries Inc.
365-367 Water St.
Roll 675 Frame 2045 &
Reg. No. 70808

N 5 268 953.559
E 326 508.492

NUM	BEARING	DISTANCE
L1	S82°22'44"W	4.755

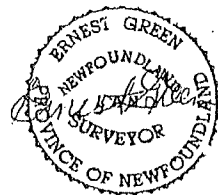
NUM	ARC	RADIUS	BEARING	DISTANCE
C1	12.199	20.500	N18°10'04"W	12.020

Easement Area = 99 sq. m.

© ERNEST GREEN NEWFOUNDLAND LAND SURVEYOR, 2015.
UNAUTHORIZED USE, ALTERATION OR REPRODUCTION OF
THIS LEGAL SURVEY PLAN IS PROHIBITED BY LAW
AS OUTLINED IN THE COPYRIGHT ACT. HOWEVER,
USE AND REPRODUCTION THEREOF BY OR ON BEHALF
OF THE PERSON TO WHOM THIS LEGAL SURVEY IS
CERTIFIED IS PERMITTED PROVIDING THAT NO
ALTERATIONS WHATSOEVER ARE MADE THEREON.

Legend:

- Existing Overhead Wire ————
- Proposed Overhead Wire - - - - -
- Existing Pole - ●
- Proposed Pole - ○
- Guy - - - - ->
- Reference Monuments
80G2259
N 5 269 048.699
E 326 427.519



Hawco King Renouf
NEWFOUNDLAND LAND SURVEYORS CANADA LAND SURVEYORS
ST. JOHN'S - NEWFOUNDLAND

**Easement to be Acquired by NF Power from
City of St. John's
Water Street, St. John's, NL**

Scale 1 : 250

Date: April, 2015
Revised: April 28, 2015

Surveyed By: E.G.

Job No. 13NL0266
TWR No. 218857

MEMORANDUM

Date: May 22, 2015

To: His Worship the Mayor
and Members of Council

From: Derek Coffey CPA, CA, MBA
Acting Deputy City Manager, Financial Management

Re: Quarterly Travel Report
First Quarter 2015

Attached in accordance with the City's Freedom of Information By-Law is the Quarterly Travel Report for the first quarter of 2015.

Derek Coffey CPA, CA, MBA
Acting Deputy City Manager,
Financial Management

DC/lp

Enclosure

ST. JOHN'S

DEPARTMENT OF FINANCE

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

Quarterly Travel Report 2015
1st Quarter

ST. JOHN'S

DEPARTMENT OF FINANCE

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

City Council

Sandy Hickman	1111-52111	
<ul style="list-style-type: none"> • Ottawa, Ontario • Board Meeting – Canadian Capital Cities Organization • January 28 – 30, 2015 		Total: \$ 1,515.43
Dennis O’Keefe	1112-52111	
<ul style="list-style-type: none"> • Toronto, Ontario • Big City Mayor’s Caucus Summit • February 4 - 6, 2015 		Total: \$ 1,700.70
Daniel Breen	1111-52111	
<ul style="list-style-type: none"> • Gander, NL • Hospitality NL Conference • February 24 - 26, 2015 		Total: \$ 1,629.02
Dennis O’Keefe	1112-52111	
<ul style="list-style-type: none"> • Miami, Florida • Seatrade Cruise Shipping Conference & Meetings • March 15 - 20, 2015 		Total: \$ 4,386.48

Legal

Robert Bursey	1220-52111	
<ul style="list-style-type: none"> • Toronto, Ontario • Municipal Law: Practice & Primers Contemporary Development Conference • February 24 - 26, 2015 		Total: \$ 1,934.41

Public Works

Rick Price	4122-52111	
<ul style="list-style-type: none"> • Orlando, Florida • Membrane Technology Conference • March 1 - 7, 2015 		Total: \$ 4,949.00
Stephen Fagan	3231-52347	
<ul style="list-style-type: none"> • Alymer, Ontario • Technical Traffic Operations Course • February 28 – March 13, 2015 		Total: \$ 4,177.92

Wade O'Keefe	3231-52347	
<ul style="list-style-type: none"> • Alymer, Ontario • Technical Traffic Operations Course • February 28 – March 13, 2015 		Total: \$ 3,945.52
Jason Phillip	3011-52111	
<ul style="list-style-type: none"> • Toronto, Ontario • PVC Pipe Training & Factory Tour • March 10 - 12, 2015 (Airfare & Hotel paid by 3 rd party)		Total: \$ 163.50
Noel Harper	4331-52111	
<ul style="list-style-type: none"> • New Orleans, LA • Swanapolooza Conference • March 15 – 20, 2015 		Total: \$ 3,956.57
Stephen Colford	4331-52111	
<ul style="list-style-type: none"> • New Orleans, LA • Swanapolooza Conference • March 15 – 20, 2015 		Total: \$ 4,817.35
Dwayne Abbott	3231-52347	
<ul style="list-style-type: none"> • Montreal, Quebec • Meetings & Site Visits of Blower Manufacturing Companies • March 17 - 20, 2015 		Total: \$ 1,449.89
Mike Cleary	3231-52347	
<ul style="list-style-type: none"> • Montreal, Quebec • Meetings & Site Visits of Blower Manufacturing Companies • March 17 - 20, 2015 		Total: \$ 1,957.58
Paula Dalton-Harvey	3231-52347	
<ul style="list-style-type: none"> • Burlington, Ontario • IMSA Training • March 21 - 27, 2015 		Total: \$ 4,796.20
Eugene Doyle	3011-52111	
<ul style="list-style-type: none"> • Gander, NL • Clean & Safe Drinking Water Workshop • March 23 - 26, 2015 (Jason Phillips applying for \$400 rebate)		Total: \$ 951.18
Corey Chiasson	3011-52111	
<ul style="list-style-type: none"> • Gander, NL • Clean & Safe Drinking Water Workshop • March 23 - 26, 2015 (Jason Phillips applying for \$400 rebate)		Total: \$ 614.02

Daniel Martin 3011-52111
 • Gander, NL
 • Clean & Safe Drinking Water Workshop
 • March 23 - 25, 2015
 (Jason Phillips applying for \$400 rebate) Total: \$ 427.18

Glen Green 3011-52111
 • Gander, NL
 • Clean & Safe Drinking Water Workshop
 • March 23 - 26, 2015
 (Jason Phillips applying for \$400 rebate) Total: \$ 614.02

Community Services

Bruce Pearce 6395-52111
 • Toronto, Ontario
 • Mental Health Commission of Canada
 • January 16, 2015
 (Airfare, Taxi & Hotel paid by 3rd party) Total: \$ 53.50

Jill Brewer 6211-52111
 • Edmonton, Alberta
 • Winter Cities Shake Up Conference
 • January 27 – 30, 2015 Total: \$ 2,473.64

Margaret Donovan 6612-52111
 • Gander, NL
 • Hospitality NL Conference
 • February 24 - 27, 2015 Total: \$ 1,189.50

Jill Brewer 6211-52111
 • Toronto, Ontario
 • Boys & Girls Club of Canada Board Meetings
 • February 26 - 27, 2015
 (Airfare & Hotel paid by 3rd party) Total: \$ 107.00

Bruce Pearce 6395-52111
 • Toronto, Ontario
 • Mobilizing Local Capacity to End Youth Homelessness Committee
 • March 2 - 3, 2015
 (Airfare & Hotel paid by 3rd party) Total: \$ 203.00

Janine Halliday 1274-52111
 • Toronto, Ontario
 • Board of Directors Meetings – ICCS & PSSD
 • March 2 - 6, 2015
 (3rd party reimbursement \$2,635.52 MSDO) Total: \$ 2,635.52

Judy Tobin 6395-52111
 • Saint John, NB
 • Housing First Invitational Workshop
 • March 11 - 13, 2015
 (3rd party (Homelessness Partnering Strategy) reimbursement for total cost) Total: \$ 1,201.69

Deborah Cook 6211-52111
 • Miami, Florida
 • Seatrade Cruise Shipping Conference & Exhibition
 • March 15 - 20, 2015 Total: \$ 6,371.01

Willow Jackson-Anderson 7553-52111
 • Vancouver, B.C.
 • Metropolis Conference
 • March 25 - 30, 2015
 (3rd party reimbursement - LIP Funding Initiative) Total: \$ 2,249.90

Fire Department

Karen Thistle 2503-52111
 • Corner Brook, NL
 • 911 Service Training
 • February 15 - 21, 2015
 (Trip cancelled & 911 Bureau Inc. covering cost) Total: \$ 635.34

Corporate Services/City Clerk

Karen Dinn 1219-52111
 • Toronto, ON
 • HPRA Conference & Trade Show
 • January 19 - 25, 2015
 (Delay a night coming home due to weather) Total: \$ 3,550.47

Office of Strategy and Engagement

Elizabeth Lawrence 1211-52111

- Edmonton, Alberta
- Winter Cities Shake Up Conference
- January 26 – 30, 2015

Total: \$ 2,770.02

Planning, Development and Engineering

Brendan O'Connell 2921-52111

- Evanston, Illinois
- Traffic & Transportation Engineering Seminar
- February 22 – March 7, 2015

Total: \$ 6,751.87

Mark White 2921-52111

- Toronto, Ontario
- Tour of Royal Bldg. Products Manufacturing Facility
- March 10 - 12, 2015

(Airfare & Hotel paid by 3rd party)

Total: \$ 202.50

Scott Winsor 2921-52111

- Denver, CO
- 2015 No Dig Conference
- March 14 - 20, 2015

Total: \$ 4,267.40

Jamie Hunt 2921-52111

- Denver, CO
- 2015 No Dig Conference
- March 14 - 20, 2015

Total: \$ 4,533.79