

**AGENDA
REGULAR MEETING**

**March 21, 2016
4:30 p.m.**

ST. JOHN'S

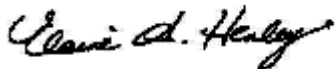
MEMORANDUM

March 18, 2016

In accordance with Section 42 of the City of St. John's Act, the Regular Meeting of the St. John's Municipal Council will be held on **Monday, March 21, 2016 at 4:30 p.m.**

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

By Order



Elaine Henley
City Clerk

ST. JOHN'S

CITY MANAGER

AGENDA
REGULAR MEETING - CITY COUNCIL
March 21, 2016 – 4:30 p.m. – Council Chambers, 4th Floor, City Hall

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. ADOPTION OF THE MINUTES

- a. Minutes of March 15, 2016

4. BUSINESS ARISING FROM THE MINUTES

Included in the Agenda:

- a. DN – Wells’ Report – Review of the City’s Ethical Conduct Legislation
- b. St. John’s Sport & Entertainment Union and Non-Management and Salaries
- c. St. John’s Transportation Commission Management and Non-Union Salaries

Other Matters

5. NOTICES PUBLISHED

- A Discretionary Use Application has been submitted requesting permission to occupy **554A Newfoundland Drive** as a Home Occupation for a Tailor.
- A Discretionary Use Application has been submitted by Murphy’s Services Inc. requesting permission to develop a 5.02 hectare parcel of land at **170 Incinerator Road** for the purpose of extracting aggregate material, “Mineral Working” and stock piling of this material.

6. COMMITTEE REPORTS

- a. Planning & Development Standing Committee Report March 15, 2016

7. RESOLUTIONS

8. DEVELOPMENT PERMITS LIST

- March 10 - 16, 2016

9. BUILDING PERMITS LIST

- March 10 - 16, 2016

10. REQUISITIONS, PAYROLLS AND ACCOUNTS LIST

- Week Ending – March 16, 2016

11. TENDERS/RFPS

- a. Tender 2016028 Tender Aluminum Traffic Signs

12. NOTICES OF MOTION, WRITTEN QUESTIONS AND PETITIONS

13. OTHER BUSINESS

- a. Decision Note re: Municipalities NL – Symposium 2016 – May 5, 6 and 7, 2016
- b. Decision Note re: 2016 Grants
- c. Decision Note re: Arts Grants 2016

14. ADJOURNMENT

**MINUTES
REGULAR MEETING - CITY COUNCIL
March 15, 2016 - 4:30 p.m. - Council Chambers**

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

Regrets Mayor D. O'Keefe
Councillor S. O'Leary

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

CALL TO ORDER/ADOPTION OF AGENDA

SJMC2016-03-15/108R

Moved – Councillor Hann; Seconded – Councillor Hickman

That the agenda be adopted with the following addition:

- **Memorandum of Understanding between the City of St. John's and Wrightland and Development Corporation re: Richmond Hill Cottage**

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

SJMC2016-03-15/109R

Moved – Councillor Lane; Seconded – Councillor Puddister

That the minutes of March 7, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING

City Union and Management Employee Salaries

Council considered the above noted as information.

Councillor Puddister thanked staff for their efforts in producing the information, and confirmed with Councillor Breen that Metrobus employee salaries will be available next week. Councillor Puddister suggested that a next step could be to obtain salary information from the City of Halifax to compare.

NOTICES PUBLISHED

Council considered the following notices published:

- A Discretionary Use Application has been submitted requesting permission to occupy 402 Empire Avenue as a Home Occupation for a Psychiatrist Office.
- A Discretionary Use Application has been submitted requesting permission to add a third unit to the existing dwelling at 263 Empire Avenue, which will make it a "Multiple Dwelling".

SJMC2016-03-15/110R

Moved – Councillor Puddister; Seconded – Councillor Breen

That the applications be approved subject to all applicable City requirements.

CARRIED UNANIMOUSLY

- A Discretionary Use Application has been submitted by Element Coffee Bar and Lounge requesting approval for a Lounge (Lounge Liquor License) at 516 Topsail Road.

SJMC2016-03-15/111R

Moved – Councillor Puddister; Seconded – Councillor Breen

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

**CARRIED
WITH COUNCILLOR TILLEY DISSENTING**

COMMITTEE REPORTS

Audit and Accountability Standing Committee Report of March 1, 2016

Council considered the above noted report.

SJMC2016-03-15/112R

Moved – Councillor Tilley; Seconded – Councillor Galgay

That the report be approved as presented.

CARRIED UNANIMOUSLY

Councillor Hann suggested a letter be written to neighbouring towns reminding them that the City will not be issuing development permits in the watershed.

Community Services and Housing Standing Committee Report of February 23, 2016

Council considered the above noted report.

Council commended staff and the Committee for their work on both the Seniors Housing Forum Report and the Seniors Housing Research Report.

SJMC2016-03-15/113R

Moved – Councillor Hickman; Seconded – Councillor Collins

That the report be approved as presented.

CARRIED UNANIMOUSLY

Memorandum of Understanding re: Richmond Cottage

Councillor Lane spoke to the contents of the MOU. He felt that it will provide a viable option to restore the heritage property and stated that with it, the City can rest assured that all avenues have been explored.

SJMC2016-03-15/114R

Moved – Councillor Lane; Seconded – Councillor Hickman

**CARRIED
WITH COUNCILLOR GALGAY DISSENTING**

DEVELOPMENT PERMITS LIST

Council considered as information the above noted for the period March 3 – March 9, 2016.

BUILDING PERMITS LIST

[Link to List](#)

Council considered the Building Permits list for the period of March 3 – March 9, 2016.

SJMC2016-03-15/115R

Moved – Councillor Collins; Seconded – Councillor Hickman

That the building permits list for the period March 3 – March 9, 2016 be approved as presented.

CARRIED UNANIMOUSLY

REQUISITIONS, PAYROLLS AND ACCOUNTS

[Link to Memo](#)

Council considered the requisitions, payrolls and accounts for the week ending March 9, 2016.

SJMC2016-03-15/116R

Moved – Councillor Collins; Seconded by Councillor Hickman

That the Payrolls and Accounts for the weeks ending March 9, 2016 be approved.

CARRIED UNANIMOUSLY

TENDERS

Council considered the following tenders:

- Tender 2016015 Overhead Door Service
- Tender 2016018 Janitorial Services City Hall, City Hall Annex, and surrounding Buildings
- Tender 2016019 Janitorial Services Various Sites
- Tender 2016021 Janitorial Services Fire Stations and Non Profit Housing

SJMC2016-03-15/117R

Moved – Councillor Collins; Seconded by Councillor Hickman

That the tenders be awarded respectively as follows as per the Public Tendering Act:

- **Overhead Door Service**
 - **Overhead Door (NFLD) Limited: \$57,450.33**
- **Janitorial Services City Hall, City Hall Annex, and surrounding buildings**
 - **Kelloway Construction Limited: \$260,058.20**
- **Janitorial Services Various Sites**
 - **ACE Cleaning Limited: \$275,886.16**
- **Janitorial Services Fire Stations and Non Profit Housing**
 - **Kelloway Construction Limited: \$128,650.50**

CARRIED UNANIMOUSLY

OTHER BUSINESS

Information Note re: Stategic Plan 2015-2018

Council considered the information note dated March 10, 2016 from the City Manager regarding the above noted as information.

Councillor Tilley suggested that the plan should be updated annually to ensure the city has an up-to-date direction.

Both Councillors Lane and Hickman commended staff for producing a document to be proud of which provides a clear strategic direction for the City to follow and not only defines our goals, but outlines how to achieve them.

Economic Update: March 2016

Council considered as information the Economic Update for March 2016.

Councillor Lane spoke to the contents of the document and pointed out that the Economic Review for 2015 is also available on the City's website.

Snow Clearing Report for Deputy City Manager of Financial Management

Council considered as information the above noted report from the Deputy City Manager of Financial Management.

Councillor Collins

- Councillor Collins stated that with the opening of the new Orange Store on the corner of Southland's Boulevard and Great Southern Drive traffic in the area has increased. He would like staff to conduct a traffic count and look into installing a traffic light. Councillor Collins also stated that the bridge on Pearltown Road has fallen into disrepair and requested that staff consider adding it to the 2016 projects.

Councillor Puddister

- Councillor Puddister asked whether there could be a grace period for the commencement of the bike lane ban. The Deputy City Manager of Community Services suggested that a notice could be issued.

Moved – Councillor Puddister; Seconded – Councillor Lane

That there be a grace period between April 1st to the 15th during which those who park in a bike lane will be given notices of the ban, not parking tickets.

CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business, the meeting adjourned at 5:54 p.m.

Appendix to Regular Minutes, March 15, 2016

MAYOR

CITY CLERK

Building Permits List Council's March 15, 2016 Regular Meeting

Permits Issued: 2016/03/03 To 2016/03/09

Class: Commercial

112 Duckworth St-Chatters Cafe	Co	Eating Establishment
281 Duckworth St., Seto	Co	Restaurant
10 Elizabeth Ave	Ms	Retail Store
22 O'leary Ave	Ms	Take-Out Food Service
21-23 Pippy Pl	Sn	Mixed Use
146 Forest Rd	Sn	Office
38-42 Ropewalk Lane #1107b	Sn	Retail Store
38-42 Ropewalk Lane	Ms	Retail Store
38 Ropewalk Lane	Ms	Eating Establishment
38 Ropewalk Lane	Ms	Eating Establishment
3 Stavanger Dr	Ms	Retail Store
3 Stavanger Dr	Ms	Retail Store
434 Topsail Rd, Bmo	Sn	Bank
340 Torbay Rd	Ms	Retail Store
141 Torbay Rd	Ms	Retail Store
141 Torbay Rd	Ms	Retail Store
145 Torbay Road-Torbay Rd.Mall	Ms	Other
Torbay Road-Torbay Rd Mall	Ms	Eating Establishment
411 Torbay Rd Sign #2	Ms	Restaurant
411 Torbay Rd Sign #1	Ms	Restaurant
260 Waterford Bridge Rd	Sn	Church
35 White Rose Dr	Nc	Accessory Building
134 Water St	Rn	Service Shop
900 Blackmarsh Road	Nc	Communications Use
271 Blackmarsh Rd	Cr	Take-Out Food Service
345 Duckworth St	Cr	Mixed Use

This Week \$ 13,502,550.00

Class: Industrial

This Week \$.00

Class: Government/Institutional

42-48 Bannerman St	Rn	Church
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This Week \$ 1,800,000.00

Class: Residential

6 Dunkerry Cres	Nc	Accessory Building
421a Empire Ave	Nc	Accessory Building
138-140 Forest Pond Rd	Nc	Accessory Building
11 Laurier St	Nc	Accessory Building
23 Almond Cres	Co	Home Office
26 Courtney St	Co	Single Detached & Sub.Apt
15 Bulrush Ave	Cr	Single Detached & Sub.Apt
24 L'anse Aux Meadows Cres	Rn	Townhousing
167 Lemarchant Rd	Rn	Semi-Detached Dwelling
38 Macbeth Dr	Rn	Single Detached & Sub.Apt
79 Ricketts Rd	Rn	Townhousing

Appendix to Regular Minutes, March 15, 2016

45 Scott St
 17 Stanford Pl
 218 Stavanger Dr
 11 Penetanguishene Rd

Rn Semi-Detached Dwelling
 Rn Single Detached Dwelling
 Rn Single Detached Dwelling
 Sw Single Detached Dwelling

This Week \$ 99,100.00

Class: Demolition

This Week \$.00

This Week's Total: \$ 15,401,650.00

Repair Permits Issued: 2016/03/03 To 2016/03/09 \$ 51,200.00

Legend

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

TYPE	Year to Date Comparisons		% VARIANCE (+/-)
	2015	2016	
Commercial	\$16,239,000.00	\$23,941,000.00	47
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$7,500,000.00	\$1,820,000.00	-76
Residential	\$3,990,000.00	\$4,598,000.00	15
Repairs	\$702,000.00	\$258,000.00	-63
Housing Units(1 & 2 Family Dwelling)	5	6	
TOTAL	\$28,431,000.00	\$30,617,000.00	8

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending March 9, 2016

Payroll

Public Works	\$ 640,269.25
Bi-Weekly Administration	\$ 814,476.86
Bi-Weekly Management	\$ 878,628.94
Bi-Weekly Fire Department	\$ 649,382.91
Accounts Payable	\$ 2,623,930.67

Appendix to Regular Minutes, March 15, 2016

Total: \$ 5,606,688.63

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DEPARTMENT OF FINANCE

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

DECISION/DIRECTION NOTE

Title: Wells' Report – Review of the City's Ethical Conduct Legislation

Date Prepared: December 30, 2015

Report To: His Worship the Mayor and Council

Ward: N/A

Decision/Direction Required: Council to review and approve the recommendations contained in this Note.

Discussion – Background and Current Status:

The City contracted with Clyde Wells Q.C. to undertake a review of its conflict of interest and code of ethics legislation, considering both in the context of current best practices. This review resulted in a report (the "Report") which is available for the review of any member of Council who requests a copy. It is recommended that such a review be undertaken by all members of Council.

Attached to this memorandum is a copy of chapter 8, volume 1, of the Report which contains the various recommendations coming out of Mr. Wells' review. As previously requested by Council, this memorandum and the attached recommendations will be made available to Council a week prior to the matter being placed on the agenda of a Special Meeting. This will enable members of Council to review and consider both prior to addressing the matter at the meeting. Should any member of Council have any questions, comments or otherwise in relation to any aspect of the matter please feel free to contact the undersigned.

The Report:

The Report is voluminous and this memorandum is not intended to address it in detail.

In general terms, the Report explores and considers scholarly treatise and juristic writings using both to support conclusions as to what should constitute the overall structure of a regulatory ethics regime, as well as the elements considered essential to the promotion of ethical behavior. The Report also reviews various provisions in place in other jurisdictions in Newfoundland and Labrador, Canada and, to a lesser extent, the United Kingdom.

The Report considers the existing provisions of the *City of St. John's Act* in the context of the powers available to the City to enact its existing legislative regime pertaining to the contents of the Report and the ethical regime proposed in the recommendations. The existing *Conflict of Interest By-Law*, the *Code of Ethics By-Law*, the *Workplace Human Rights By-Law*, the *Freedom of Information By-Law*, and the *Whistle Blower Protection By-Law* were reviewed in terms of content and whether or not these are currently within the parameters of the powers provided under the *City of St. John's Act*. The Report also considered the *Election Finance By-Law* that is established further to powers provided to Council under the *Municipal Elections Act* and makes various recommendations.

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The Report also references individual meetings undertaken with most members of Council (complete reference at pages 3-5 of the Report). Various issues were identified by members of Council. Without being exhaustive, identified issues included the following:

1. That legislation ought to clearly express the ethical values that the City embraces;
2. That legislation require that these ethical values apply to all persons for whose decisions or actions the City has responsibility including Council members, affiliated entities (board, commission, committee members etc.), officers, managers, and all employees of the City;
3. That legislation identify actions required and actions prohibited to identify conduct consistent with ethical principles and, where necessary impose sanctions appropriate to deter deviation;
4. That an anomaly exists within the *Election Finance By-Law* insofar as it limits monies that can be spent but has no limit on the amount of money that a person seeking municipal office can raise;
5. That the *Election Finance By-Law* provides no rules/guidance as to how to deal with any surplus between money raised and money spent;
6. That in kind contributions provided to candidates during municipal election campaigns be accounted for; and
7. That currently Councillors may be required to vote on matters in which they may believe themselves to be in a conflict of interest but the majority of Council disagrees.

The Recommendations:

As previously noted, the recommendations to the Report are appended hereto. These are extensive and, for the most part, self-explanatory. This memorandum will not, therefore, traverse each in detail. That being said some of the more significant aspects of the recommendations are set forth below.

The Proposed Code:

Essentially, it has been recommended that an omnibus Code of Ethics be created that incorporates and expands upon the existing *Conflict of Interest By-Law*, *Code of Ethics By-Law*, *Workplace Human Rights By-Law*, *Election Finance By-Law*, and *Whistleblower Protection By-Law*. These referenced by-laws would be repealed upon the enactment of the omnibus Code.

The proposed Code would have basic provisions applying to all personnel and, where necessary, additional provisions applying to personnel within three identified functions, i.e. Council and advisory, management, and employee. It would express the values and ethical principles that the City embraces as well as identifying expected standards of behavior, and consequences for not adhering to the values, principles and standards, i.e. legal sanctions.

It was recommended that the Code be structured to provide for the appointment of a single individual, operating with a maximum level of independence, answerable directly to Council on all matters respecting the ethics regime. It was recommended that this be done either by the creation of a full time office of *Integrity Commissioner* or, alternatively, engaging the same on a contract or part time basis. Failing that, the Integrity Commissioner duties would be assigned to a senior official. The proposed Code is also recommended to provide for the appointment of such other persons, answerable to the Integrity Commissioner, who would assist in the implementation of the Code provisions and/or responsibility for the oversight of the Code.

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The City of St. John's Act:

The enabling provisions of the City Act (most notably sections 22 and 29) were reviewed at some length in the Report. In recognition that these recommendations, if adopted in their entirety, would lead to the adoption of a very broad based Code, it was noted that additional jurisdiction may be necessary. To that end it was recommended that the existing s. 29 of the City Act be amended by adding three additional subsections. For ease of reference I will reproduce the sections as it is proposed to be amended (proposed amendments highlighted).

Power to make by-laws

29. (1) The council shall have the power to make rules, regulations, and by-laws for the purpose of putting into effect the powers and performing the functions and duties vested or imposed by this Act in or on the mayor and council or an official of the city, provided always that those rules, regulations, and by-laws shall not be contrary to the laws of the province.

(2) For greater certainty and without limiting the generality of subsection (1), the council shall have the power to establish, by means of a by-law or series of by-laws, an ethics regime applicable to all decisions and actions taken by persons in any or all functions or groups of functions connected with the affairs and operations of the city, including persons:

(a) who are directly connected with or are employees of council;

(b) who are members or employees of boards, commissions, committees, corporations, or other affiliated entities affiliated with the council established by this Act or by the council, to the extent of their making decisions or taking actions respecting any aspect of the affairs and operations of the city; and

(c) who are members or employees of affiliated entities involving another or other municipalities or entities where, by statute, regulation or agreement, the city is designated as the entity having ownership of or management or operational responsibility for an operation also involving another municipality or entity,

and the council may apply separate parts or provisions of the ethics regime differently or not at all to any persons involved in different functions, groups of functions, or affiliated entities, connected with the affairs or operations of the city.

(3) The ethic regime may consist of:

(a) a code expressing such ethical values, principles, requirements and prohibitions as council deems appropriate;

(b) provisions differentiating as to the extent to which a specific provision or provisions shall apply, if at all, to persons involved in any particular function or group functions;

(c) provisions respecting investigation of ethical concerns and complaints, including complaints by residents of the city not otherwise involved with the affairs and operations of the city, and reporting the results to persons or authorities designated by the council;

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- (d) provisions for imposition of such sanctions, including dismissal or removal from office, as the council considers to be commensurate with any failure to comply with a requirement of the code; and
- (e) such additional provisions as the council considers necessary or desirable for the better promotion, support and implementation, of the ethics regime.

(4) Nothing in this section authorizes the council to enact any provision that is inconsistent with any provision of this Act, or any other applicable law of the province or Canada.

As Council is aware, any amendment of the Act, including the foregoing would have to be undertaken by the Province.

Overarching Recommendation:

The Report points out that there is currently no organized or structured effort to educate City personnel in relation to existing ethics related by-laws. Nor, as previously noted, is there any position similar to the independent “ethics commissioner” as recommended. To that end it is noted that, irrespective of what type of Code has been or may be developed, it is simply a beginning. The effectiveness of the Code lies in its implementation. With this in mind the stated “overarching recommendation” of the Report is as follows:

“Unless Council is committed, after creating and enacting an ethics regime, to fully implementing it by providing reasonable education and training, promoting, monitoring, enforcing and periodically adjusting it to meet changing circumstances, little more than increasing window dressing will be achieved by its efforts. Thus, committing to creating and maintaining an effective ethics regime should be the first step. If, for any reason that commitment cannot be made at this time, it is doubtful that much good can be achieved by making substantial changes to the existing ethics related by-laws, other than the changes recommended for the Election Finance By-Law.”

Considerations for Council:

Irrespective of how Council may wish to address the recommended “integrity commissioner” matter and aside from any questions that may exist as to the specific benefits to be drawn from folding all referenced existing legislation into the proposed omnibus code, there are some practical matters evident that merit consideration.

Legislative amendment has been recommended in order to create an ethics code as contemplated in the Report. Council is aware of the difficulties that the City has been experiencing in obtaining legislative amendment that it has been seeking, in some cases, for many years. Past experience would indicate that it is improbable that the suggested amendment would be addressed in a timely manner.

Further creating the proposed code is, by any measure, an ambitious project. That is not to say that it ought not to be undertaken but rather, should Council direct that it be created, it should be recognized that such an undertaking will be quite time consuming.

In the meantime various members of Council have identified specific issues and areas of concern (e.g amendments to the *Election Finance By-Law*, the *Conflict of Interest By-Law*, the *Freedom of Information By-Law* etc.) that can be addressed in a timely manner by amending

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existing legislation. To that end members of Council may wish to consider pressing forward with any identified issues that may be addressed by amending existing legislation.

Key Considerations/Implications:

1. Budget/Financial Implications

Funding will be required to retain the services of an experienced external counsel mandated to prepare the omnibus Code of Ethics.

2. Partners or Other Stakeholders

Council and staff.

3. Alignment with Strategic Directions/Adopted Plans

Aligns with being **Responsive and Progressive** and being an **Effective Organization** strategic directions in the Corporate Strategic Plan. Aligns with the recommendations of the *Report to St. John's City Council on Recommended Adjustments to the City's Existing Ethical Conduct Legislation* as prepared by Clyde K. Wells, Q.C.

4. Legal or Policy Implications

The omnibus Code of Ethics will be a by-law of Council enforceable under authority of the relevant sections of *The City of St. John's Act*.

5. Engagement and Communications Considerations

As stated in the "overarching recommendation" of the Report, Council must publically state that it is committed, after creating and enacting an ethics regime, to fully implementing it by providing reasonable education and training, promoting, monitoring, enforcing and periodically adjusting it to meet changing circumstances,

6. Human Resource Implications

Council and staff to receive extensive, on-going orientation and training focusing on the Code of Ethics, its contents and enforcement.

7. Procurement Implications

N/A



8. Information Technology Implications

N/A

9. Other Implications

N/A

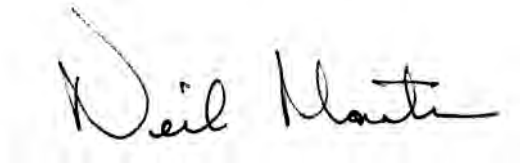
Recommendation:

It is recommended that:

- 1) Each Councillor undertake their own personal review of the full Wells' Report and recommendations;
- 2) Council retain the services of an external experienced counsel on contract to prepare, under the direction of the City Solicitor, an omnibus Code of Ethics;
- 3) The omnibus Code of Ethics would express the values and ethical principles that the City embraces as well as identifying expected standards of behavior, and consequences for not adhering to the values, principles and standards, i.e. legal sanctions;
- 4) Given the anticipated frequency of potential Code breaches and the budgetary implications of appointing a full time Integrity Commissioner and supporting staff, that the Code provide for a process whereby its administration fall within the purview of the Office of the City Clerk and that the investigation of any complaints under the Code be conducted by an independent and qualified third party appointed by Council. The third party to be identified and recommended by the City Solicitor;
- 5) The Office of the City Clerk, in conjunction with the Human Resources Division of the Department of Corporate Services, design and implement an on-going orientation and training program for Council and staff focusing on the Code of Ethics, its contents and enforcement;
- 6) The Office of the City Clerk, in conjunction with the Office of the City Solicitor, conduct bi-annual reviews of the Code of Ethics to ensure its continuous relevance; and
- 7) Council request the Province to amend s.29 of *The City of St. John's Act* to ensure that Council has the required authority to create the omnibus Code of Ethics;

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Approved by/Date/Signature: **2015-12-30**

A handwritten signature in black ink that reads "Neil Martin". The signature is written in a cursive style with a large initial 'N'.

Neil A. Martin, City Manager

Attachments: Chapter 8, Volume 1, of the Report - The Recommendations Section

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Chapter 8

Recommendations

It will be helpful to fuller appreciation of the recommendations, to draw attention again to the express direction in the Terms of Reference, and other discussions at the outset of this review, respecting the activities to be included in Phase I and those to be included in Phase II of the review. Phase 1 is expressly confined to assessment of the materials and practices that are more fully described in Chapter 1 of this report. The drafting of any codes, policies or by-laws is specifically reserved by the Terms of Reference to Phase II. As a result Phase I recommendations are limited to general statements respecting the necessity for an ethics regime, the structure of a regime that would be suitable for a municipality having the characteristics of the City, and the essential components of such an ethics regime.

Phase I Recommendations

Based on the foregoing assessment of the material required by the Terms of Reference to be assessed, and the conclusions reached as a result of that assessment, it is recommended that:

1. Council take all steps necessary to create an ethics regime to provide the guidance necessary to achieve the highest ethical standards in decision making and action taking by all persons involved in the conduct of the affairs and operations of the City, and include in the overall regime all ancillary components necessary or desirable to ensure effective and efficient implementation of the ethics regime.
2. In establishing the ethics regime Council express the primary purposes to be:
 - a. gaining and retaining public confidence and trust in the governance and administration of the City;
 - b. promoting integrity in the conduct of the affairs and operations of the City; and
 - c. add such other purposes as Council may be advised or may wish to express.
3. That the ethics regime adopt a single code with basic provisions applicable to all personnel and, where required, additional provisions applicable only to some or all personnel falling within one of the following three identified groups of functions:
 - a. Council and Advisory Group:- This group should consist of elected members of Council and members of boards, commissions, corporations, or other bodies directing Affiliated Agencies discharging a function, duty or responsibility assigned by Council or statutorily imposed in respect of a

function or operation connected with the City, or jointly with the City and another or other entities,

- b. Management Group:- This group would consist of statutory officers and all senior management and superintending officials answering ultimately to the Council directly or through another senior official, and
- c. Employee Group:- This group would include all other persons receiving compensation from the City, including employees of Affiliated Entities.

If, in the course of constructing the code, difficulties that might make it impractical to have a single code are encountered, or Council prefers not to have a single code, a separate code designed specifically for each of the three separate groups of functions be put in place, with all of the ancillary components applying to each group.

- 4. The code be a hybrid code that both;
 - a. expresses the core values and ethical principles the City embraces, and
 - b. identifies the standards of behaviour that will be expected of all persons involved in any manner in making decisions or taking actions, in the identified circumstances normally set out in an effective code of conduct designed for a municipality.

- 5. The ethics regime be structured so as to provide for the appointment of a single individual, answerable directly to Council for all matters respecting the ethics regime, with the maximum level of independence achievable in the circumstances, and to have responsibility to oversee all aspects of the implementation, smooth operation and periodically putting in place any adjustment found to be necessary or desirable. Recognizing that it may be neither practical nor financially feasible to create a full time office of Integrity Commissioner, Council either:
 - a. engage on contract or employ on a part time basis, a person (perhaps a knowledgeable retired senior former City official) having the necessary skills and experience to discharge the functions of an integrity commissioner, who is not otherwise connected with the administration or operations of the City; or
 - b. assign the oversight responsibility to the City Solicitor, or another senior official whose skills and experience are such that Council could reasonably expect that person to be able to effectively discharge the functions of an integrity commissioner.

- 6. Before giving instructions to proceed with drafting the documents necessary to create and implement an ethics regime, Council:
 - a. make and express a determination as to:

- I. whether it prefers to have the single code system recommended or the three separate code alternative; and
 - II. which of the three identified alternatives for oversight of the system it is prepared to fund; and
- b. give instructions to reflect those decisions.

7. In creating an ethics regime, Council:

- a. enact a single comprehensive by-law, applicable to all personnel connected with the City, that might be styled "Ethics Regime By-Law", and which will provide for:
 - I. a code, that might be styled "Code of Ethical Conduct", as the fundamental document of the ethics regime;
 - II. all the ancillary mechanisms and procedures necessary or desirable for efficient and effective education and training, promotion, support, implementation (including receipt and investigation of concerns and complaints, rendering of reports and recommending sanctions); and
 - III. such periodic review and adjustment, as may be necessary, for the continued effectiveness of the ethics regime;
- b. Co-incident with enactment of such ethics regime by-law or by-laws, repeal its existing:
 - I. *Conflict of Interest By-Law (1305)*,
 - ii. *Code of ethics By-Law (1355)*,
 - iii. *Workplace Human Rights By-Law (1315)*,
 - iv. *Election Finance By-Law (1506)*, and
 - v. *Whistleblower Protection By-Law (1552)*; and

8. The Code of Ethical Conduct ("Code") contain:

- a. Definitions of critical terms intended to be used, expressed in easily understood day to day language, so that understanding and implementation of the Code will be better facilitated, and uncertainties avoided;
- b. A statement of the primary purposes set out in recommendation 2 above, together with any other specific purposes that Council intends the ethics regime to achieve;
- c. A statement of the scope of the Code's application, by identifying the particular function or group of functions to which the regime is intended to apply;
- d. An expression of ethical principles that reflect the core values and aspirations of the City to be a source of general guidance for all involved in the affairs and operations of the City;

- e. A listing of the behaviour that, in the described circumstances, would be required or prohibited, as the case may be, in order to be consistent with the expressed ethical principles, and be sufficiently detailed in easily understood day to day language that will provide readily available and easily understood guidance for all personnel in connection with:
- i. General conduct and behaviour appropriate to the diligent discharge of that person's duties and functions, and the making of decisions and taking of actions in a manner that will give priority to the interest of the public of the City;
 - ii. Acting in a manner that will avoid causing disorder, disruption, or misbehaviour in the workplace;
 - iii. Interaction between Council, statutory officers, other senior officials, staff generally, members of boards, commissions, advisory committees or employees connected with Affiliated Entities for which Council has responsibility;
 - iv. Handling of information in a manner that maintains proper records, is consistent with protection of confidentiality, protects the personal or business information of individuals, and meets all requirements of the law;
 - v. Handling, accounting for, and caring for City property;
 - vi. Workplace human rights, (largely by restating the provisions of the existing *Workplace Human Rights By-Law* to blend those provisions in with the provisions of the newly structured Code);
 - vii. Avoidance of conflict of interests, (with provisions taken largely from the existing *Conflict of Interest By-Law*, adjusted to include all statutory officers, other senior officials, and all persons connected with Affiliated Entities in respect of whom there is any potential for conflicts of interest arising), but recognizing that specific guidance will be necessary in some cases depending on the function of the individual concerned as a member of Council, statutory officer, senior official or a person connected with an Affiliated Entity;
 - viii. Transparency as to the conduct of the affairs of the City (by restating the provisions of the existing *Freedom of Information By-Law*, to blend those provisions in with the provisions of the newly structured Code);
 - ix. Gifts and personal benefits received by Council members, statutory officers, other senior officials, staff and persons connected with Affiliated Entities, with specific guidance for any one or more of those groups where appropriate;

- x. Political activity, with provisions to indicate actions considered appropriate or inappropriate generally, and where required specifically for each of the functions or groups of functions separately;
- xi. Financing of municipal election campaigns (by incorporating the provisions of the existing *Election Finance By-Law*), and adding such provisions as may be necessary to provide for appropriate handling of funds collected in excess of the expenditures incurred on election campaign activity; and
- xii. Any other guidance thought desirable.

9. The by-law should contain additional separate parts with each part making provision for one of the following ancillary components:

- a. Administration of the ethics regime: This will include, in addition to the appointment of the single person, answerable directly to Council having responsibility for overseeing all aspects of the ethics regime as described in recommendation 5 above, the appointment of such other persons answerable to the person responsible for overseeing implementation of the ethics regime as that person reasonably recommends to assist in the implementation, or have responsibility for any part or parts of it;
- b. Education and training: In addition to an initial education program, such mechanisms as may be necessary to provide for reasonable level of continuation of education and training to ensure that all personnel remain well aware of the ethics regime and sensitive to the importance of compliance with it;
- c. Promotion: Generating and maintaining interest of all personnel in, and support for, the ethics regime
- d. Access to advice: Having advice readily available on a timely basis to address every ethical concern that personnel may have is critically important. If an integrity commissioner is not provided for, there should be specific designation of the persons in each of the functions or groups, from whom personnel may seek advice as required. It is also critically important to make provision for all personnel having readily available means of determining the persons so designated in the various function groups;
- e. Expressing Concerns and Making Complaints: This part of the by-law should encourage the expression of concern or the making of a complaint whenever any person, including a member of the public, believes in good faith that there is a basis for concern or complaint, and provide for a relatively simple means for doing so to a person who will have responsibility to deal with the matter or take it further. It will also be necessary, in some instances to provide clear

direction if the complaint is such that it is to be made differently because it is a complaint about a member of Council, a member of staff or a member of the directing body of or employee of an Affiliated Entity;

- f. Investigation and Disposal: This part of the by-law should provide for designation of responsibility to ensure that expressed concerns are addressed without delay and investigation of a complaint is diligently pursued. It should also provide for the procedures, including fairness rules, to be followed in the course of investigating, the preparation of the report of the investigation, and procedures for dealing with recommendations and imposition of any sanction justified;
- g. Provisions respecting registration of lobbyists, regulating and disclosure of their activities; and
- h. Such other ancillary components as may be advised or Council may desire.

10.1n order to ensure that any additional jurisdiction that is deemed necessary to implementation of those of the recommendations in this report that Council decides to implement, or desirable for the avoidance of uncertainty, Council request the Minister of Municipal and Intergovernmental Affairs to present a bill to the house of Assembly seeking an amendment to section 29 of the City Act that will constitute the provisions of the present section 29 as subsection (1) and add as subsections (2), (3) and (4) the following:

(2) For greater certainty and without limiting the generality of subsection (1), the council shall have power to establish, by means of a by-law or series of by-laws, an ethics regime applicable to all decisions and actions taken by persons in any or all functions or groups of functions connected with the affairs and operations of the city, including all persons:

- a. who are directly connected with or are employees of the council;
- b. who are members or employees of boards, commissions, committees, corporations or other affiliated entities affiliated with the council established by this Act or by the council, to the extent of their making decisions or taking actions respecting any aspect of the affairs and operations of the city; and
- c. who are members or employees of affiliated entities involving another or other municipalities or entities where, by statute, regulation or agreement, the city is designated as the entity having ownership of or management or operational responsibility for an operation also involving another municipality or entity,

and the council may apply separate parts or provisions of the ethics regime differently or not at all to any of the persons involved in different functions,

groups of functions, or affiliated entities, connected with the affairs or operations of the city.

(3) The ethics regime may consist of:

- a) a code expressing such ethical values, principles, requirements and prohibitions as the council deems appropriate;
- b) provisions differentiating as to the extent to which a specific provision or provisions shall apply, if at all, to persons involved in any particular function or group functions;
- c) provisions respecting investigation of ethical concerns and complaints, including complaints by residents of the city not otherwise involved with the affairs and operations of the city, and reporting the results to the persons or authorities designated by the Council;
- d) provisions for imposition of such sanctions, including dismissal or removal from office, as the council considers to be commensurate with any failure to comply with a requirement of the code; and
- e) such additional provisions as the council considers necessary or desirable for the better promotion, support and implementation, of the ethics regime.

(4) Nothing in this section authorizes the council to enact any provision that is inconsistent with any provision of this Act, or any other applicable law of the province or of Canada.

An Overarching Recommendation

As noted above, I asked the City Clerk to obtain some information as to the level of effort the City presently makes towards educating staff about the existing ethics related by-laws and promoting support for and interest of staff in achieving compliance with those by-laws. She advised that, despite her many years at City Hall, she had no personal knowledge of the existence of any such efforts but would seek to obtain the information. Within 24 hours, she forwarded the information she obtained from the City's Human Resources Department, and I greatly appreciate her diligent effort. Here is the content of her email:

1. This excerpt below is taken from the orientation booklet.

Our Policies and Procedures

The City has many policies and procedures which can all be found on the City's internal electronic information system for employees (Intranet). When operating your personal computer, the Intranet is

the page you will reach when you open Internet Explorer. If you do not have access to a personal computer ask your supervisor about Kiosks in your area.

From the Intranet home page you can view an array of important information including:

- a. Advisory Notices
- b. Bulletin Board
- c. Bylaws
- d. Corporate ID
- e. Forms
- f. Human Resources Information
- g. Internal City Telephone Directory
- h. Job Postings
- i. Policies
- j. Staff Activities and CUPE 1289 information
- k. Training Calendar

Below please find information about some of the important City policies and advisory notices. All policies can be found on the Intranet under the Policies section. Please contact the Human Resources Service Centre at 570.4444 if you require assistance.

2. This statement is included in the orientation booklet

Respectful Workplace-St. John's Workplace Human Rights By-law 1315 Everyone is responsible to create and maintain a positive workplace environment, free from harassing and discriminating behaviours. Respect the dignity and human rights of our co-workers and the public we serve. No one has to tolerate any form of bullying, harassment, or intimidation from anyone in this organization. Please notify your supervisor, union executive, or Human Resources, if you find yourself in such an unfortunate situation, or if you notice someone else experiencing it. We want to see an early resolution to these issues.

3. Other Bylaws and Policies:

Code of Ethics Bylaw (Not reviewed in orientation)
<http://www.stjohns.ca/bylaws.nsUnwBylawNum/1355>
Conflict of interest Bylaw (Not reviewed in orientation)
<http://www.stjohns.ca/bvlaws,nsUnwBylawNum/1305>

Executive Positions in Organizations- Senior Executive of Council <Not reviewed in orientation>
<http://domsrvint.secure.city.st-johns.nf.ca/jntrinet/Poljcses.nsf!jAllIndex/73F4CBF72A4486F3A32569F80067P1F4?0penpocumen t>

Ethics(Discussed in orientation) [http://domsrvint.secure.city-st-johns.nf.ca/intraneVPolicies.nsUjAllIndex/B0118860B59C6A71A32569F8006434CE?OoenDocumeot](http://domsrvint.secure.city.st-johns.nf.ca/intraneVPolicies.nsUjAllIndex/B0118860B59C6A71A32569F8006434CE?OoenDocumeot)

Employees Publicly Criticizing the City COdiscussed in orientationl <http://domsrvint.secure.city-st-johns.nf.ca/jntraneVPolicies.nsUjAllIndex/E7BOA93387A60FC8A32569f80062C5D1?0penDocumeot>

From that email, I conclude that the only actions to ensure awareness of, promote support for and interest in compliance with the existing ethics related by-laws are:

- The provision of an "orientation booklet", presumably to all new personnel at the City and, for those who have access to computer, postings to the City's internal electronic information system to facilitate access to the information by anyone sufficiently interested to seek it out.
- The inclusion in the orientation booklet of the statement that:
 - Everyone is responsible to create and maintain a positive workplace environment, free from harassing and discriminating behaviours. Respect the dignity and human rights of our co-workers and the public we serve.
 - No one has to tolerate any form of bullying, harassment, or intimidation from anyone in this organization.
 - Please notify your supervisor, union executive, or Human Resources, if you find yourself in such an unfortunate situation, or if you notice someone else experiencing it. We want to see an early resolution to these issues.
- Discussion during orientation of "ethics" and "employees publicly criticizing the City."

There is no organized or structured effort to educate City personnel as to the importance to the City of personnel conducting themselves in a manner that reflects the highest ethical standards, to promote interest in and support for ensuring pursuit of those standards of conduct. Personnel appear to be left to themselves to ferret out such information as is available should they be interested in doing so.

Council's attention is drawn to Chapter 2, "Elements Essential to Successful Promotion of Ethical Behaviour" and, in particular, to the comments of the academic experts quoted in the following excerpts from that Chapter:

- Simply stating aspirational guidelines based on core values, or simply listing those decisions or actions which must or must not be taken, they maintain, usually becomes unused window dressing that makes little or no contribution to attaining a

high standard of ethical behaviour. Some writers suggest it may be worse than having no code at all.

- Codes are not self-implementing
- Printing a code of conduct and placing it on a wall, is not implementation. There must be an institutional fabric for developing the code, communicating it, interpreting it, training or education on the code, enforcing it and assessing it.
- A code or statement of policy is not an ethics system. It is not the end of the road, but only the beginning: indeed, it may only be the beginning of the beginning. A code is useful because it helps crystallize and make clear what values, ethics, and rules are important to an organization. If a code only ends up on a wall, in a senior bureaucrat's desk, or as a pamphlet handed out to all councilors and staff, but is never used, it is pointless and a waste of time.
- An ethics system should not only articulate what is expected, but should also include the means to promote and enforce ethics standards. The means of promotion include education and advice giving.
- Education, advice giving, monitoring, investigating, and sanctioning are all critical functions in making an ethics system work.
- Effective codes require implementation. Some officials have been quoted as saying that ethics codes or codes of conduct ought to be self-implementing. For anyone who has worked in public service this statement is at best naive. Implementation requires systems. Codes that exist in an administrative vacuum are often used as weapons against enemies rather than as something that enhances the ethical culture.
- Codes require an organization or organizations to write them, to interpret them, to educate employees about them, to enforce them and to assess them.
- Ethics training or ethics education are not a "one time inoculation. Experience suggests that ethics instruction is perishable. People forget. Circumstances change. Responsibilities increase. Laws and regulations are modified. For that reason, most rigorous ethics regimes embark on a strategy that emphasizes regular ethics exposure.

- Effective ethics systems have ways to modify or amend ethics codes or standards of conduct built into the system. This can be unilateral by the agency or by appeal to the executive or legislative. Codes are organic and organizations that do not have regular means of revision are often confronted with out of date and irrelevant standards.

Accepting the wisdom in that collection of comments, recognizing that the academic experts are all consistent on the issue, and applying it to the comments of the City Clerk and to what the Human Resources Department indicates is the manner in which the City's existing ethics related by-laws are managed, it is reasonable to conclude that, for the most part, those by-laws are window dressing and are not making any significant contribution to fostering commitment to ethical principles and achieving a high standard of ethical conduct in all decision making and action taking in the course of carrying on the affairs and operations of the City. A more extensive assessment of the existing management of those by-laws might indicate something different. However, on the information presently available from City officials, that would appear to be the case.

In those circumstances it would seem appropriate to emphasize three comments of the above quoted academic experts:

- Simply stating aspirational guidelines based on core values, or simply listing those decisions or actions which must or must not be taken, they maintain, usually becomes unused window dressing that makes little or no contribution to attaining a high standard of ethical behaviour. Some writers suggest it may be worse than having no code at all.
- Printing a code of conduct and placing it on a wall, is not implementation. There must be an institutional fabric for developing the code, communicating it, interpreting it, training or education on the code, enforcing it and assessing it.
- A code or statement of policy is not an ethics system. It is not the end of the road, but only the beginning: indeed, it may only be the beginning of the beginning. A code is useful because it helps crystallize and make clear what values, ethics, and rules are important to an organization. If a code only ends up on a wall, in a senior bureaucrat's desk, or as a pamphlet handed out to all councilors and staff, but is never used, it is pointless and a waste of time.

That leads inevitably to the final overarching recommendation:

10. Unless Council is committed, after creating and enacting an ethics regime, to fully implementing it by providing reasonable education and training,

promoting, monitoring, enforcing and periodically adjusting it to meet changing circumstances, little more than increasing the window dressing will be achieved by its efforts. Thus, committing to creating and maintaining an effective ethics regime should be the first step. If for any reason that commitment cannot be made at this time, it is doubtful that much good can be achieved by making substantial changes to the existing ethics related by- laws, other than the changes recommended for the *Election Finance By-Law*.

St. John's Sports & Entertainment Ltd
Unionized Employees
@ March 10, 2016

CUPE Local 569-01

Position	July 1, 2014	July 1, 2015	July 1, 2016	July 1, 2017
Conversion	\$17.38	\$17.73	\$18.08	\$18.80
Lead Hand Conversion	\$21.37	\$21.80	\$22.24	\$23.13
Senior Ticketing Agent	\$24.46	\$25.19	\$25.95	\$26.99
Senior Cashier Ticket Sellers	\$18.53	\$19.09	\$19.66	\$20.45
Cashier/Ticket Seller	\$17.90	\$18.44	\$18.99	\$19.75
Staff Accountant	\$25.42	\$26.18	\$26.97	\$28.05
Maintenance	\$26.59	\$27.39	\$28.21	\$29.34
Carpenter	\$28.57	\$29.43	\$30.31	\$31.52
Engineer	\$30.39	\$31.30	\$32.24	\$33.53
Electrician	\$31.53	\$32.48	\$33.45	\$34.79
Chief Engineer	\$30.39	\$31.30	\$32.24	\$33.53

St. John's Sports & Entertainment Ltd

Non-Management Part-Time

@ March 10, 2016

Position	Range
Food and Beverage	\$11.00 to \$16.50
Security	\$11.00 to \$16.00
Ushers	\$11.00 to \$13.00
Suite Services	\$11.00 to \$13.00
Parking	\$13.50 to \$15.50

St. John's Sports & Entertainment Ltd
Non-Management
@ March 10, 2016

Position	Salary
CEO	\$ 152,880.00
Senior Manager Finance & Administration	\$ 104,330.72
Box Office & Event Logistics Manager	\$ 85,407.92
Building Operations Manager	\$ 85,057.44
Human Resources & Office Manager	\$ 77,642.24
SJCC Operations Manager	\$ 74,221.68
Box Office Supervisor	\$ 67,475.20
Food & Beverage Manager	\$ 66,703.52
HR & Safety Coordinator	\$ 62,182.64
Events Logistics Coordinator	\$ 62,182.64
SJCC Operations & Events Coordinator	\$ 55,485.04
Marketing & Communications Coordinator	\$ 52,639.60

**ST. JOHN'S TRANSPORTATION COMMISSION (METROBUS)
MANAGEMENT AND NON-UNION SALARIES
AS OF MARCH 11, 2016**

POSITION TITLE	DEPARTMENT	SALARY
ACCOUNTANT	FINANCE & HR	\$ 59,925
ACCOUNTING CLERK	FINANCE & HR	\$ 51,823
ADMINISTRATIVE ASSISTANT	GENERAL MANAGER'S OFFICE	\$ 64,580
GENERAL MANAGER	GENERAL MANAGER'S OFFICE	\$ 167,314
HUMAN RESOURCE ASSISTANT	FINANCE & HR	\$ 55,687
INFORMATION SERVICES COORDINATOR	MARKETING & INFO SERVICES	\$ 64,580
INFORMATION SERVICES REP	MARKETING & INFO SERVICES	\$ 48,434
INFORMATION SERVICES REP	MARKETING & INFO SERVICES	\$ 48,434
INFORMATION SERVICES REP	MARKETING & INFO SERVICES	\$ 48,434
INFORMATION SERVICES REP	MARKETING & INFO SERVICES	\$ 45,432
INFORMATION SERVICES REP	MARKETING & INFO SERVICES	\$ 9,994
MAINTENANCE CLERK	MAINTENANCE	\$ 48,434
MAINTENANCE FOREMAN I	MAINTENANCE	\$ 82,724
MAINTENANCE FOREMAN II	MAINTENANCE	\$ 88,189
MAINTENANCE FOREMAN II	MAINTENANCE	\$ 85,413
MAINTENANCE MANAGER	MAINTENANCE	\$ 93,023
MAINTENANCE PLANNING SUPERVISOR	MAINTENANCE	\$ 72,790
MANAGER OF FINANCE	FINANCE & HR	\$ 103,750
MANAGER OF HUMAN RESOURCES	FINANCE & HR	\$ 112,702
MANAGER, MARKETING & INFO. SERVICES	MARKETING & INFO SERVICES	\$ 112,702
OPERATIONS MANAGER	OPERATIONS	\$ 103,750
SALES MANAGER	MARKETING & INFO SERVICES	\$44,790 + Commission
SENIOR SYSTEMS ADMINISTRATOR	MARKETING & INFO SERVICES	\$ 81,437
SENIOR TRANSIT SUPERVISOR	OPERATIONS	\$ 78,874
STOCK HANDLER	MAINTENANCE	\$ 59,925
SYSTEMS ADMINISTRATOR	MARKETING & INFO SERVICES	\$ 75,285
TRAINER	OPERATIONS	\$ 75,285
TRANSIT PLANNER	MARKETING & INFO SERVICES	\$ 81,437
TRANSIT SUPERVISOR	OPERATIONS	\$ 75,285
TRANSIT SUPERVISOR	OPERATIONS	\$ 75,285
TRANSIT SUPERVISOR	OPERATIONS	\$ 75,285
TRANSIT SUPERVISOR	OPERATIONS	\$ 75,285
TRANSIT SUPERVISOR	OPERATIONS	\$ 62,140
TRANSIT SUPERVISOR	OPERATIONS	\$ 72,916
TRANSIT SUPERVISOR	OPERATIONS	\$ 75,285
TRANSIT SUPERVISOR	OPERATIONS	\$ 62,140

POSITION TITLE	DEPARTMENT	HOURLY WAGE
Mechanics	MAINTENANCE	\$34.15
Autobody Technicians	MAINTENANCE	\$34.15
Utility Electrical	MAINTENANCE	\$34.15
Tire Technician	MAINTENANCE	\$28.42
Utility Maintenance	MAINTENANCE	\$28.22
Service Technician	MAINTENANCE	\$28.22
Parts & Utility Driver	MAINTENANCE	\$26.12
Utility Wash	MAINTENANCE	\$23.04
Transit Operators	OPERATIONS	\$28.60

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 March 22, 2016**

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	554A Newfoundland Drive Residential Low Density (R1) Zone	1	A Discretionary Use Application has been submitted requesting permission to occupy 554A Newfoundland Drive as a Home Occupation for a Tailor. The business occupies a floor area of approximately 9m ² and will operate Monday to Friday, 8 a.m. - 5 p.m. The business will operate by appointment only. The applicant is the sole employee, with one on-site parking space available.	9m ²	1	1	Submissions received (attached) 2	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.
2	170 Incinerator Road Industrial General (IG) Zone	5	A Discretionary Use Application has been submitted by Murphy's Services Inc. requesting permission to develop a 5.02 hectare parcel of land at 170 Incinerator Road for the purpose of extracting aggregate material, "Mineral Working" and stocking piling of this material. Minimal processing of the material will occur on site.				Submissions received (attached) 1	The Planning and Development Division recommends approval of the application subject to all applicable City requirements.

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



2 March 2016

City of St. John's
Department of Planning, Development and Engineering c/o City Clerk
PO Box 908
St. John's, NL A1C 5M2

Re: Discretionary Use Application – 554A Newfoundland Drive

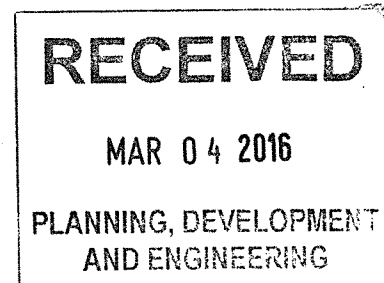
Dear Committee Members,

I like the idea of a tailor shop just up the road on Newfoundland Drive.

Regards

A handwritten signature in black ink, appearing to be 'H. Chislett', written over a horizontal line.

Harold Chislett



City Clerks Office

RE home occupation request at 554A Newfoundland Dr

From Allen Harris / Alphonse Power [REDACTED]

Submission:

As per the Occupation Permit request at the above address our concern is the fact this is a rental property with an upper and lower rental unit and there being only 2 parking spaces one for each unit if both tenants have vehicles where with the customers park or the tenant whichever.

There is already a congestion of street parking on our block due to the number of rental units and their vehicles which at many times become issues with vehicles blocking driveway access.

The other concern is the signage for the business how can they claim only to be by appointment if people see the signage how can it not create walk up / drop in traffic with customers not knowing how this can be guaranteed I cannot see. The traffic on our road is so congested now many days it can take 5 minutes just to get out of our driveway now.

Thank you

Allen Harris





RE: Discretionary Use Application Referral - Murphy's Services Inc. 

City Clerk and Council to: Devereaux, Andrea

2016/03/10 09:38 AM

Sent by: **Elaine Henley**

Cc: Jason Sinyard, Ken O'Brien, Lindsay Lyghtle Brushett, Mark Hefferton, Dave Wadden, Gerard Doran, Andrea Roberts, Melissa Bragg, Karen Chafe, Planning, Kathy Driscoll, Ashley

Good Morning Andrea:

We acknowledge your email and thank you for your feedback.

Thanks
Elaine

"Devereaux, Andrea"

[Good afternoon, Please note that the concer...](#)

2016/03/09 02:08:11 PM

From: "Devereaux, Andrea" <AndreaDevereaux@gov.nl.ca>
To: "'cityclerk@stjohns.ca'" <cityclerk@stjohns.ca>
Cc: "Kennedy, Gerald" <geraldkennedy@gov.nl.ca>, "Nickerson, Jeffrey" <JeffreyNickerson@gov.nl.ca>, "GDoran@stjohns.ca" <GDoran@stjohns.ca>
Date: 2016/03/09 02:08 PM
Subject: RE: Discretionary Use Application Referral - Murphy's Services Inc.

Good afternoon,

Please note that the concerns that were presented in my previous email (see below) have been addressed and the City has confirmed that they have the correct locational information on file. As such, the Department of Natural Resources, Mineral Lands Division, has no further concerns regarding this discretionary use referral.

If you require any additional information, please do not hesitate to contact me.

Best regards,
Andrea

From: Devereaux, Andrea
Sent: Thursday, March 03, 2016 1:02 PM
To: 'cityclerk@stjohns.ca'
Cc: Kennedy, Gerald; Nickerson, Jeffrey; 'GDoran@stjohns.ca'
Subject: Discretionary Use Application Referral - Murphy's Services Inc.

Good afternoon,

The Department of Natural Resources, Mineral Lands Division has received and reviewed the Discretionary Use Application referral for Murphy's Services Inc. for a parcel of land situated at 170 Incinerator Road. The map provided with the referral does not accurately outline the area that Murphy's Services Inc. has applied to develop into a quarry. An email with details on the proposed boundaries and locational information was forwarded by this Department to Gerard Doran on November 23rd, 2015 (see attached). The area outlined on the referral figure overlaps an active application for Crown Land submitted by Jumping Bean Coffee Inc.

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

Best regards,

Andrea Devereaux, P.Geo
Quarry Materials Compliance Officer



Mineral Lands Division
Department of Natural Resources
Natural Resources Building
50 Elizabeth Avenue; 3rd Floor
St. John's, NL A1A 1W5
T: (709) 729-6410
F: (709) 729-6782
E: AndreaDevereaux@gov.nl.ca

From: Devereaux, Andrea
Sent: Monday, November 23, 2015 10:25 AM
To: 'GDoran@stjohns.ca'
Cc: Kennedy, Gerald
Subject: Murphy's Services & Jumping Bean Agreement

Hi Gerard,

We wish to advise you that there is an agreement in place between Jumping Bean Coffee and Murphy's Services regarding their land use interests off Incinerator Road, Foxtrap. Both parties have approved the revised boundaries for both sites; these revised boundaries are outlined on the attached Google images. I've also attached a shape file for the boundaries of both sites (UTM NAD 83, Zone 22).

If you require any additional information, please do not hesitate to contact me.

All the best,

Andrea Devereaux, P.Geo
Quarry Materials Compliance Officer



Mineral Lands Division
Department of Natural Resources
Natural Resources Building
50 Elizabeth Avenue; 3rd Floor
St. John's, NL A1A 1W5
T: (709) 729-6410
F: (709) 729-6782
E: AndreaDevereaux@gov.nl.ca

REPORT
PLANNING & DEVELOPMENT COMMITTEE MEETING
March 15, 2016 – 12:00 p.m. – Conference Room A, 4th Floor, City Hall

Present: Councillor A. Puddister, Chair
Councillor A. Puddister, Chair
Deputy Mayor R. Ellsworth
Councillor T. Hann
Councillor W. Collins
Councillor B. Tilley
Councillor J. Galgay
Councillor S. Hickman (arrived at 12:18 pm)
Kevin Breen, Associate City Manager
Judy Powell, Manager – Metrobus
Jason Sinyard, Deputy City Manager of Planning, Development & Engineering
Ken O'Brien, Chief Municipal Planner
Dave Wadden, Manager – Development Engineering
Brian Head, Manager – Parks & Open Spaces
Kathy Driscoll, Legislative Assistant

Report

1. 39 Queen's Road – Replacement of Windows on a Designated Heritage Building

The Committee discussed the above noted. The request was to replace three (3) windows with similar casement windows.

Moved – Councillor Hann; Seconded – Deputy Mayor Ellsworth

The Committee recommended approval of the application, as submitted, for repairs to a designated Heritage Building, 39 Queen's Road, Unit 8, by replacing three (3) casement windows, provided the windows match the existing windows and are consistent with regard to the existing window's appearance and the building's façade.

CARRIED UNANIMOUSLY

The Chair requested a memo be forwarded to the Built Heritage Experts Panel to notify them of the Committee's recommendation.

2. Snow Storage Requirements to consider for Rezoning Application – Heavy and Moderate Snow-storage Areas

The Deputy City Manager – Planning Development and Engineering spoke to the above noted and advised there were new storage requirements for rezoning in the heavy and moderate snow zone areas.

Moved – Councillor Hickman; Seconded – Councillor Hann

- 1. Developers be required to meet the new snow storage requirements for rezoning in the heavy and moderate snow zone areas;**
- 2. Staff be directed to modify the Development Regulations accordingly in order to implement the heavy and moderate snow zones;**
- 3. The required driveway widths in the heavy and moderate snow zones must be strictly enforced;**
- 4. Developers that cannot meet this standard must provide the following for consideration of the Planning Committee:**
 - a. the reason why they cannot meet the standard;**
 - b. ways to reduce snow removal costs (ie: providing snow dump areas, limiting the number of nonstandard lots, etc); and**
 - c. a cost benefit analysis of their proposal that factors in the impact on snow removal, the tax base, the creation of affordable units, etc.**

CARRIED UNANIMOUSLY

3. 147-149 Thorburn Road – Proposed Text Amendment for Parking Area Requirements

The Chief Municipal Planner spoke to the above noted.

Moved – Councillor Hann; Seconded – Councillor Galgay

The Committee agreed that a proposed text amendment be considered in conjunction with the rezoning application for 147-149 Thorburn Road. Once an acceptable LUAR has been received, staff will be directed to advertise both the text amendment and the LUAR, and a public meeting chaired by a member of Council be held. Upon completion of this process, the text amendment would be referred to a future Regular Meeting of Council for consideration of adoption, while the application for 147-149 Thorburn Road would be referred to the Province for review as it requires a Municipal Plan Amendment. At a later stage, a public hearing chaired by an independent

Commissioner will be required for the proposed rezoning of 147-149 Thorburn Road.

CARRIED UNANIMOUSLY

4. 42 Sugarloaf Place – Proposed Rezoning from Rural (R) to CO for two Office Buildings

The Chief Municipal Planner spoke to the above noted. The application was to consider rezoning land at 42 sugarloaf Place from the Rural (R) Zone to the Commercial Office (CO) Zone to allow for two (2) four-storey office buildings. A Municipal Plan amendment would be required.

Moved – Councillor Collins; Seconded – Coucillor Galgay

The Committee agreed the rezoning application for 42 Sugarloaf Place, from the Rural (R) Zone to the Commercial Office (CO) Zone warrants consideration. Further, that the application be referred to a Public Meeting chaired by a member of Council. At a later date, a Public Hearing chaired by an independent Commissioner would be required.

CARRIED UNANIMOUSLY

5. 50-62 Bay Bulls Road – Proposed Rezoning from R2 to A1 Zone (Ward 5)

The Chief Municipal Planner spoke to the above noted. The application was to consider rezoning land at 50-62 Bay Bulls Road from the Residential medium Density (R2) Zone to the Apartment Low Density (A1) Zone for the purpose of a residential condominium building with 15 units. To accommodate rezoning an amendment to the Municipal Plan would not be required.

Moved – Councillor Hickman; Seconded – Councillor Hann

The Committee agreed to Staff's recommendation that this application be advertised for public notification, as per Section 5.5 of the Development Regulations. Once advertised, the application would be referred to a future regular meeting of Council for consideration.

CARRIED UNANIMOUSLY

Councillor Art Puddister
Chairperson

DECISION/DIRECTION NOTE

Title: 39 Queen's Road
Replacement of three (3) windows, Unit 8

Date Prepared: March 9, 2016

Report To: Chair and Members, Planning and Development Committee

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

Ward: 2

Decision/Direction Required: To seek approval from Council for proposed repairs to a designated Heritage Building at 39 Queen's Road, Unit 8 (the former Congregational Church) by replacing three (3) windows with similar casement windows.

Discussion – Background and Current Status: The City received an application from JE-ME Construction and Design Inc., to undertake repairs to 39 Queen's Road, Unit 8, to replace three casement windows. The subject property is located in Heritage Area 1 and zoned Residential Downtown (RD). The building is designated by Council as a Heritage Building. A copy of the municipal Statement of Significance is attached for information.

The windows leak and do not close properly. The application is to remove the existing windows and replace with the same type of casement cranked windows (no meeting rails or muntins). The exterior façade of the building will not change.

The proposed repairs are in keeping with the City's heritage regulations and are recommended for approval. Please note, normally this application would be vetted through the Built Heritage Experts Panel. However, due to time constraints with getting the new Panel established, coupled with the minor nature of the application, it was felt that the application could be dealt with in a more timely manner by bringing it forward to the Planning and Development Committee for their consideration. The applicant has a contractor engaged and wishes to proceed as quickly as possible.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions/Adopted Plans:
Neighbourhoods Build our City; helping to maintain and position downtown as a distinct neighbourhood.
4. Legal or Policy Implications: N/A
5. Engagement and Communications Considerations: N/A

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6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

Recommendation:

To recommend approval of the application, as submitted, for repairs to a designated Heritage Building, 39 Queen's Road, Unit 8, by replacing three (3) casement windows, provided the windows match the existing windows and are consistent with regard to the existing window's appearance and the building's façade.

Prepared by/Signature:

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

Signature: _____

Approved by/Date/Signature:

Ken O'Brien, MCIP – Chief Municipal Planner

Signature: _____

AMD/dlm

Attachments:

Municipal Statement of Significance
Photos showing windows to be replaced
Letter from Chapel Hill Condominiums Board
Window Specifications

Statement of Significance



Chapel Hill Condominiums
(former Congregational Church- City of St. John's Heritage Site)

Formal Recognition Type

City of St. John's Heritage Building, Structure, Land or Area

Description of Historic Place

The Chapel Hill Condominiums are a three storey Gothic Revival former church located at 039 Queen's Road, St. John's, NL. The designation is confined to the footprint of the building

Heritage Value

This building has been designated a Municipal Heritage Structure for its aesthetic and historical values.

Chapel Hill Condominiums are architecturally valuable as a fine example of the Victorian Gothic style. This style is reflected in the steep peaked roofs, decorative windows, gothic motifs and finial.

This building was the site of the last Congregational Church in St. John's. After 163 years as an Independent or Congregational Church, the congregation in 1936 decided to join the Presbyterian Church of Canada due to declining membership and difficulties in attracting ministers.

Source: City of St. John's Archives, unnumbered property file, St. John's - Chapel Hill Apartments.

Character Defining Elements

All elements that define the building's Victorian Gothic design including:

- steep peaked roofs;
- decorative windows;
- gothic motifs and finial;
- the size, shape, decoration and placement of windows;
- the 100 foot tower located in the front facade;
- the variery projected sections;
- the arches on the front facade of the building which are recessed; and have a peaked bonnet as well as having gothic window like motifs in the recessions;
- the large window in the front facade with geometrical tracery;
- mini towers on the front facade and left and right gables;
- angled buttresses on the left and right gables; and,
- size and dimensions of building.

Notes of Interest

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	039 Queen's Road
Significant	1892 - 1895
Architect	Unknown
Builder	Unknown
Style	Victorian Gothic
Building Plan	Rectangular Short Façade

Additional Photos:



39 Queen's Road, St. John's, NL.

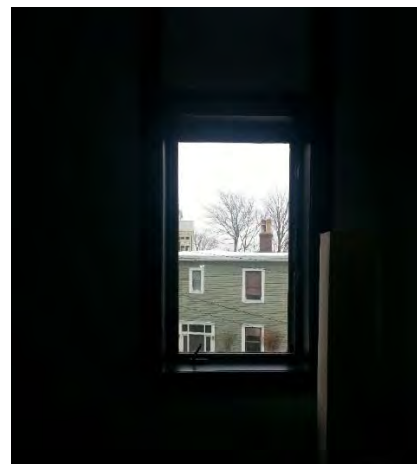
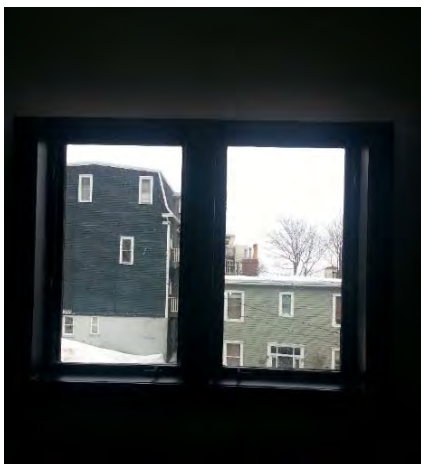
Exterior view of the main facade of Chapel Hill Condominiums, 039 Queen's Road, St. John's, NL. Taken July 2005.
Nikki Hart/HFNL 2005



Windows to be Replaced



Pictures of February 17, 2016



February 18, 2016

To Whom It May Concern

The Chapel Hill Condominium Corporation approves the replacement of windows in Unit #8 providing the windows match the existing windows in Unit 8 and other condos in the building and are consistent with the appearance and façade.



Joe Guiney

Chapel Hill Condominium Board

DECISION/DIRECTION NOTE

Title: Heavy and Moderate Snow Zones Areas (Snow Storage Requirements)

Date Prepared: March 9, 2016

Report To: Chair and Members, Planning and Development Committee

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

Ward: All Wards

Decision/Direction Required:

Adoption of the new snow storage requirements for rezoning in the heavy and moderate snow zone areas.

Discussion – Background and Current Status:

In March 10, 2015, staff brought forth a memorandum to the Planning Committee regarding “Snow Clearing and Residential Density”, see Appendix-1. The memorandum provided a means to allow denser development on smaller lots in heavy snow zone areas while maintaining adequate snow storage on the lots for the City’s snow clearing operations. The snow storage requirement (3.7 cubic meters per meter of frontage) for each lot was based on the volume of snow that a City snow blower could safely deposit on a 15m wide Residential Low Density (R1) lot, see Appendix-2. The memorandum recommended that developers be required to meet this snow storage standard for any proposed reduced-sized lots in a heavy snow zone area, and that driveway widths be strictly enforced.

Pursuant to the aforementioned memorandum, the Planning & Development Division and Roads & Traffic Division have jointly produced mapping which identifies the heavy snow zone area and a new moderate snow zone area for the entire City, the results of which are shown in Appendix-3. This mapping is based, in part, on elevation and also on staff’s snowclearing experience throughout the City. The intent of this mapping is to clearly designate for developers who are looking to rezone lands, the areas of the City which are considered snow zone areas and the design criteria in these areas for snow storage on a residential lot. It should be noted that the snow storage requirements for existing residential zones will be “grandfathered in”.

Low density (R1) residential developments provide adequate snow storage for snowclearing operations throughout the City when the standard double car driveway width is not exceeded. Low density (R1) residential development can provide 3.7 cubic meters of snow storage per meter of frontage based on a 15m frontage. Detailed discussions with the Department of Public Works has indicated that operationally this is the amount of storage required for heavy snow zone areas. Appendix-3 indicates the areas of the City that have been designated as a heavy snow zone area. Included in these areas are: Kenmount Terrace, Kelsey Drive, Cowan Heights, Airport Heights, Shea Heights, the upper areas of Kilbride, Southlands, Galway, etc.



There are also areas within the City that receive moderate snowfall amounts that require snow storage but not on the same magnitude as that for heavy snow zone areas. Consultation with the Department of Public Works has indicated that 3.1 cubic meters of snow storage per meter of frontage would be required in moderate snow zone areas, see Appendix-4. Moderate snow zone areas would include: the Stavanger Drive area, Woodlands, the Northeast Land Assembly, Mount Scio Road, O'Leary Industrial Park, the lower areas of Kilbride, the Goulds, etc.

Key Considerations/Implications:

1. Budget/Financial Implications:
Increased snow clearing costs due to snow removals.
2. Partners or Other Stakeholders:
Impact on Developers in terms of the type of development they could have in heavy and moderate snow areas for Rezoning applications.
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications:
Would require a change to the Development Regulations.
5. Engagement and Communications Considerations: N/A
6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

Recommendations:

1. Developers be required to meet the new snow storage requirements for rezoning in the heavy and moderate snow zone areas;
2. Staff be directed to modify the Development Regulations accordingly in order to implement the heavy and moderate snow zones;
3. The required driveway widths in the heavy and moderate snow zones must be strictly enforced;

4. Developers that cannot meet this standard must provide the following for consideration of the Planning Committee:
 - a. the reason why they cannot meet the standard;
 - b. ways to reduce snow removal costs (ie: providing snow dump areas, limiting the number of nonstandard lots, etc); and
 - c. a cost benefit analysis of their proposal that factors in the impact on snow removal, the tax base, the creation of affordable units, etc.

Prepared by/Signature:

David Wadden, M.Eng., P.Eng., Manager, Development Engineering

Signature:_____

Approved by/Date/Signature:

Jason Sinyard, P.Eng., MBA, Deputy City Manager, Planning, Development and Engineering

Signature:_____

DW/dlm

Attachments:

Appendices:

1. March 10, 2015, memorandum to Planning Committee regarding “Snow Clearing and Residential Density
2. Snow Storage Calculation for Heavy Snow Zone
3. Heavy and Moderate Snow Zone Areas
4. Snow Storage Calculation for Moderate Snow Zone

DECISION/DIRECTION NOTE

Title: Proposed Text Amendment Regarding Parking Area Requirements
PDE# MPA1500014
147-149 Thorburn Road
Applicant: Pro-Tech Construction Ltd.

Date Prepared: March 9, 2016

Report To: Chair and Members of the Planning and Development Committee

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

Ward: All Wards

Decision/Direction Required: To consider a proposed text amendment to the St. John's Development Regulations that would revise existing Parking Area requirements.

Discussion – Background and Current Status:

The proposed text amendment is a City wide amendment prompted by the rezoning application for 147-149 Thorburn Road. In December 2015, Council accepted the Planning and Development Committee's recommendation to consider a rezoning application for property at 147-149 Thorburn Road and approved the terms of reference for a Land Use Assessment Report (LUAR). The proposal is to rezone land to the Apartment Medium Density (A2) Zone for the development of a 4 storey, 22-unit Apartment Building. Once a complete LUAR has been submitted, it will be advertised for a public meeting.

During review of the draft LUAR for 147-149 Thorburn Road, it was noted that the development was unable to meet Section 9.2.1 of the Development Regulations, which requires the Parking Area to be setback a minimum of 6 metres from the Street Line when located within 30 metres of a Residential Zone. The intent of the current regulations is for the Director of Planning (or designate) to be able to exempt the yard requirements by allowing a fence as a buffer, but this is not ideal in all locations, especially placing a fence in high traffic and high snow volume locations.

The intent of the amendment is to clarify where and how setbacks (or buffers) are used for Parking Areas within Residential Zones or for Residential Uses, and how the reduction for the required setbacks can be applied meet the intent of the Development Regulations.

The proposed changes uphold the intent of the Development Regulations and clarify how the yard requirements may be reduced. Parking areas along a Collector or Arterial Street will require a 6m setback (from curb) for snow storage, while the fence requirement will be waived due to the additional street width that would separate the parking area from houses across the street. Yard reductions for all other Parking Areas will remain unchanged. It's proposed that notification to adjoining property owners regarding screening will be removed as this is typically a technical matter that does not generate any public interest or concern. In the present situation, the rezoning at 147-149 Thorburn Road already requires a public process.

This amendment would support the development at 147-149 Thorburn Road, which would meet the revised front yard Parking Area setback. This text amendment would also still require a fence to be placed along the North-west side yard, buffering parking from the adjacent residential dwelling on Thorburn Road.

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Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications:
The proposed text amendment would require the developer at 147-149 Thorburn Road to install a fence along the North-west side of their property to buffer the Parking Area. Council may permit development within the 15 metre buffer of the 100 year high water mark of designated bodies of water for the construction of residential fences (a designated waterway runs behind the property).
5. Engagement and Communications Considerations: N/A
6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

Recommendation:

It is recommended that a proposed text amendment be considered in conjunction with the rezoning application for 147-149 Thorburn Road. Once an acceptable LUAR has been received, staff should be directed to advertise both the text amendment and the LUAR, and a public meeting chaired by a member of Council be held. Upon completion of this process, the text amendment would be referred to a future Regular Meeting of Council for consideration of adoption, while the application for 147-149 Thorburn Road would be referred to the Province for review as it requires a Municipal Plan Amendment. At a later stage, a public hearing chaired by an independent commissioner will be required for the proposed rezoning of 147-149 Thorburn Road.

Prepared by/Signature:

Lindsay Lyghtle-Brushett, MCIP, Planner III

Signature: _____

Approved by/Date/Signature:

Ken O'Brien, MCIP, Chief Municipal Planner

Signature: _____

LLB/dlm

Attachments:

Amendment

**RESOLUTION
ST. JOHN'S DEVELOPMENT REGULATIONS
AMENDMENT NUMBER 631, 2016**

WHEREAS the City of St. John's wishes to revise Parking Area requirements.

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

Repeal Section 9.2.1 (1) and (2) Parking Area Requirements and replace it with the following:

“9.2.1 Parking Area Requirements

(1) Where a parking area for three or more motor vehicles is situated in a Residential Zone or adjacent to a Residential Zone or Use:

- (a) a setback of not less than 6 m from the Street Line shall be provided;
- (b) a setback of at least 3 m shall be provided from all other Lot Lines; and
- (c) the Yards created by such setbacks shall be landscaped with plant materials and maintained thereafter.

(2) The Chief Municipal Planner or designate, may reduce the Yards required under Section 9.2.1 provided:

- (a) the Parking Area is screened in accordance with Section 8.5.1; or
- (b) the Parking Area is adjacent to a Collector or Arterial Street and is set back 6 metres from the curb.”

BE IT FURTHER RESOLVED that the City of St. John's requests the Minister of Municipal 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 _____, 2016.

Mayor

MCIP

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

City Clerk

Council Adoption

Provincial Registration

DECISION/DIRECTION NOTE

Title: Application to Rezone Land from the Rural (R) Zone to the Commercial Office (CO) Zone to accommodate the development of two (2) four-storey office buildings
PDE File: REZ1400030
42 Sugarloaf Place

Date Prepared: March 10, 2016

Report To: Chair and Members, Planning and Development Committee

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

Ward: 1

Decision/Direction Required:

To consider an application to rezone land at 42 Sugarloaf Place from the Rural (R) Zone to the Commercial Office (CO) Zone to allow for two (2) four-storey office buildings. A Municipal Plan amendment will be required.

Discussion – Background and Current Status:

The subject parcel of land is 3.095 hectares in size (7.65 acres or 30,950 square metres) and is currently vacant and partially treed. Immediately to the northwest of the proposed development there are two single detached homes, immediately adjacent to the municipal boundary of The Town of Logy Bay/Middle Cove/Outer Cove.

This rezoning application is to accommodate two office buildings, both with surface and underground parking, a stormwater retention pond and a wireless facility cell tower. Appropriate elevation renderings and a preliminary site plan were provided as part of the application, please see attached.

The point of access to the proposed office development is from Sugarloaf Place. The road is currently not to an acceptable municipal standard and will require upgrading. This proposed form of development is in keeping with recently completed office and commercial developments located in the Commercial Industrial (CI) Zoned lands in the vicinity of East White Hills Road.

According to the St. John's Municipal Plan the subject property is designated Rural. This designation applies to lands which are not intended for urban development within the ten-year planning period. This current application is for two office buildings with surface and underground parking and serviced with Municipal water and sewer services. Under the current Rural (R) District, an office building complex is not permitted. Consequently, a Municipal Plan amendment is required. No Municipal Plan designation was identified by the application. The most appropriate designation to allow for the proposed development would be the Commercial General (CG) District.

According to the St. John's Development Regulations, the subject lands are located in the Rural (R) Zone which only permits rural, agricultural and forestry uses. This application will require rezoning to the Commercial Office (CO) Zone which can fully accommodate this application.

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In terms of upgrading services to accommodate the application, the onus would be upon the applicant to extend municipal services to the proposed site and improve the road to City standards. There are several technical considerations including the following:

1. **Water Service** - The applicant will be required to extend the water main from East White Hills Road to the proposed development. There is a concern about water pressure at this location. The existing water main at East White Hills Road can supply water at a pressure of 40 psi to an elevation of 122 metres. The developer has revised the site plan to locate the ground floor of both buildings no higher than the 122 metre elevation. The ability to provide water service within the office buildings has not been considered in this review.
2. **Servicing** - The applicant will be required to extend the sanitary sewer and storm mains from East White Hills Road to the proposed development. As well, there is no storm sewer main available in Sugarloaf Place or in Sugarloaf Road.
3. **Access** - The roadway and connection to East White Hills Road will need to be upgraded to an acceptable City standard. This includes upgrading Sugarloaf Road and Sugarloaf Place to the City's Standard for a 15 metre right-of-way including curb, gutter and sidewalk on both sides.
4. **Parking** - All parking must meet the City's dimensional requirements, as noted in the development regulations. Based on the floor plans submitted, the two buildings will require a minimum of 118 parking stalls as opposed to the 112 stalls shown on the site plan.
5. **Traffic** - Trip generation rates are required in order to determine the traffic impacts and if further review is required. Fully detailed and dimensioned plans of the underground parking will be required prior to final approval.

The Town of Logy Bay/Middle Cove/Outer Cove has been consulted on this application. The Town advises that it has no objection to the proposed rezoning or development proposal, but provides the following recommendations:

- The proposal should be mindful and aware of any adverse effects on property owners within land in our Town.
- Property owners in the Town are on the downward slope of the proposal and the developer should provide any mitigative measures to control water run-off.
- The proponent should contact the land owners most affected by this proposal and provide assurances regarding measures to control water run-off.

Key Considerations/Implications:

1. **Budget/Financial Implications:**
The developer has agreed to extend the roadway and connection to the East White Hills Road and upgrade to an acceptable City standard. Ultimately this will require that the City provide an increased obligation to deliver services on additional roads.
2. **Partners or Other Stakeholders:**
Neighbouring property owners of Sugarloaf Place and the Town of Logy Bay/Middle Cove/Outer Cove.
3. **Alignment with Strategic Directions/Adopted Plans:**
This application is consistent with the Municipal Plan's objective to recognize the importance of Commercial land holdings and their ability to accommodate select commercial/industrial services including office uses (CSJ Municipal Plan – Part III, Section 3.3.2).

4. Legal or Policy Implications:
The relevant sections of Sugarloaf Road and Sugarloaf Place would have to be upgraded to an acceptable City standard.
5. Engagement and Communications Considerations: N/A
6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

Recommendation:

The rezoning application for 42 Sugarloaf Place, from the Rural (R) Zone to the Commercial Office (CO) Zone warrants consideration. Staff recommends that the application be referred to a Public Meeting chaired by a member of Council. At a later date, a Public Hearing chaired by an independent Commissioner would be required.

Prepared by - Date/Signature:

Mark Hefferton, MURP – Planner

Signature:  _____

Approved by - Date/Signature:

Ken O'Brien, MCIP – Chief Municipal Planner

Signature:  _____

MH/bln

Attachments:

1. Location Map
2. Concept plan

DECISION/DIRECTION NOTE

Title: Proposed Rezoning from Residential Medium Density (R2) Zone to the Apartment Low Density (A1) Zone for a 15-Unit Residential Condominium
PDE File: REZ1500022
50-62 Bay Bulls Road
Applicant: B. A. Tucker Limited

Date: March 11, 2016

Report To: Chair and Members, Planning and Development Committee

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

Ward: 5

Decision/Direction Required:

To consider an application to rezone land at 50-62 Bay Bulls Road from the Residential Medium Density (R2) Zone to the Apartment Low Density (A1) Zone for the purpose of a residential condominium building with 15 units. To accommodate the rezoning, an amendment to the Municipal Plan would not be required

Discussion – Background and Current Status:

The subject property has an approximate total site area of 0.24 hectares (0.6 acre). The site is located between Pitts Memorial Drive and Bay Bulls Road. Access to the site will be from Bay Bulls Road. The majority of the subject property was previously used as a commercial nursery for garden plants.

The applicant applied in February 2013 for rezoning and a Municipal Plan amendment at 48-56 Bay Bulls Road (since then the civic numbering has changed) from the Residential Low Density (R1) Zone and Open Space Reserve (OR) Zone to the Residential Medium Density (R2) Zone. The original application was for 11 townhouses. That site plan was then changed to ten (10) semi-detached houses. At its regular meeting on April 28, 2014, Council adopted the resolutions the rezoning. By July 2014, the amendments were gazetted and done.

Since then, the applicant found that the approved configuration was not financially viable and difficult to service with water and sewer services. He has determined that a residential condominium building would be less expensive to service, therefore the present application has been made.

This development would be subject to the City's Commercial Development Policy, Subdivision Design Guidelines and Specifications Book, and Storm Water Detention Policy. Should rezoning be approved, prior to final development approval the applicant will be required to design a stormwater detention system. No land-use assessment report (LUAR) is required for this rezoning application.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Neighbouring property owners and residents.

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3. Alignment with Strategic Directions/Adopted Plans:
City's Strategic Plan 2015-18: Neighbourhoods Build our City – Increase access to range/type of housing.
4. Legal or Policy Implications: N/A
5. Engagement and Communications Considerations:
Public Advertisement process as per Section 5.5 of the Development Regulations.
6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

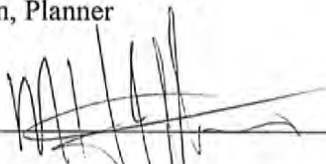
Recommendation:

Staff recommend that this application be advertised for public notification, as per Section 5.5 of the Development Regulations. A public meeting is not recommended as there was almost no public concern with the previous application. Once advertised, the application would be referred to a future regular meeting of Council for consideration.

Prepared by - Date/Signature:

Mark Hefferton, Planner

Signature: _____



Approved by - Date/Signature:

Ken O'Brien, MCIP – Chief Municipal Planner

Signature: _____



MH/dlm

Attachments:

1. Location Map
2. Concept plan
3. Typical elevation

DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF March 10, 2016 TO March 16, 2016

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	NL Hyrdo	Transmission Upgrades to TL201 & TL218	Trans-Canada Highway (Thomas Pond Area)	5	Approved	16-03-15
IND	Irving Oil	Bank Stabilization (site work)	180 Southside Road	5	Approved	16-03-15
COM		Home Office – Off Site Clothing sales	79 Goodridge Street	2	Approved	16-03-16
COM		Home Office – Off Site Vet Services	54 Rosalind Street	2	Approved	16-03-16

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

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

Gerard Doran
Development Supervisor
Development Division –
PDE Department

Building Permits List

Council's March 21, 2016 Regular Meeting

Permits Issued: 2016/03/10 To 2016/03/16

Class: Commercial

12 Gleneyre St, Unit 306	Cr	Clinic
Avalon Mall, Maritime Travel	Sn	Retail Store
255 Major's Path	Sn	Service Shop
1 Church Hill, Suite 301	Cr	Office
1 Church Hill, Suite 302	Cr	Office
16-72 Hamlyn Rd, Unit 0110	Rn	Mixed Use
681 Topsail Rd	Rn	Accessory Building
60 Elizabeth Ave, Piatto	Cr	Restaurant
60 Elizabeth Ave	Rn	Retail Store

This Week \$ 653,000.00

Class: Industrial

This Week \$.00

Class: Government/Institutional

This Week \$.00

Class: Residential

37 Bay Bulls Rd	Nc	Accessory Building
168 Diamond Marsh Dr, Lot 15	Nc	Single Detached Dwelling
12 Sitka St	Nc	Fence
10 Durdle Dr	Ex	Accessory Building
7 Road De Luxe	Ex	Single Detached Dwelling
78 Brazil St	Rn	Single Detached Dwelling
13 Coronation St	Rn	Single Detached Dwelling
26 Country Grove Pl	Rn	Single Detached Dwelling
10 Falkland St	Rn	Single Detached Dwelling
3 Harrogate Pl	Rn	Single Detached Dwelling
21 Horwood St	Rn	Single Detached Dwelling
11 Lynch Pl	Rn	Apartment Building
30 Pleasantville Ave	Rn	Single Detached & Sub.Apt
7 Road De Luxe	Rn	Single Detached Dwelling
Hennessey's Line	Sw	Accessory Building

This Week \$ 773,045.00

Class: Demolition

This Week \$.00

This Week' s Total: \$ 1,426,045.00

Repair Permits Issued: 2016/03/10 To 2016/03/16 \$

42,500.00

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

YEAR TO DATE COMPARISONS			
March 21, 2016			
TYPE	2015	2016	% VARIANCE (+/-)
Commercial	\$17,527,000.00	\$24,574,000.00	40
Industrial	\$0.00	\$0.00	0
Government/Institutional	\$7,501,000.00	\$1,820,000.00	-76
Residential	\$5,341,000.00	\$5,392,000.00	1
Repairs	\$723,000.00	\$301,000.00	-58
Housing Units(1 & 2 Family Dwelling	6	7	
TOTAL	\$31,092,000.00	\$32,087,000.00	3

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending March 16, 2016

Payroll

Public Works	\$ 520,008.92
Bi-Weekly Casual	\$ 22,975.20
Accounts Payable	\$ 2,525,756.01

Total: \$ 3,068,740.13

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
ROGERS COMMUNICATIONS CANADA INC.	94391	CABLE TV	\$42.36
ROGERS COMMUNICATIONS CANADA INC.	94392	INTERNET SERVICES	\$1,125.48
PUBLIC SERVICE CREDIT UNION	94393	PAYROLL DEDUCTIONS	\$6,180.28
NEWFOUNDLAND EXCHEQUER ACCOUNT	94394	PAYROLL TAX JANUARY	\$131,978.35
PINNACLE OFFICE SOLUTIONS LTD	94395	PHOTOCOPIES	\$66.50
STEELE COMMUNICATIONS	94396	ADVERTISING	\$461.04
THE TELEGRAM	94397	ADVERTISING	\$355.95
SCHYLLING ASSOCIATES INC.	94398	PROMOTIONAL ITEMS	\$653.49
BELL ALIANT	94399	TELEPHONE SERVICES	\$1,288.53
ORKIN CANADA	94400	PEST CONTROL	\$431.68
WORKPLACE HEALTH, SAFETY AND COMPENSATION COM	94401	PAYROLL DEDUCTIONS	\$1,788.36
PAJ CANADA COMPANY	94402	PROMOTIONAL ITEMS	\$752.58
SHU-PAK EQUIPMENT INC.	94403	REPAIR PARTS	\$140.18
ROGERS COMMUNICATIONS CANADA INC.	94404	DATA & USAGE CHARGES	\$15,538.63
NEWFOUNDLAND POWER	94405	ELECTRICAL SERVICES	\$86,689.26
PARTS FOR TRUCKS INC.	94406	REPAIR PARTS	\$14,455.81
TULK TIRE & SERVICE LTD.	94407	PROFESSIONAL SERVICES	\$559.35
DOREEN MANNING	94408	APPEAL REFUND	\$60.00
GFL ENVIRONMENTAL INC.	94409	PROFESSIONAL SERVICES	\$224.87
JILLIAN TOBIN	94410	OVERPAYMENT OF TAXES	\$194.16
ANDREW TEMPLE	94411	LEGAL CLAIM	\$1,422.35
HALLIDAY, JANINE	94412	TRAVEL REIMBURSEMENT	\$65.85
JOELLE BLAIS	94413	NLAW REGISTRATION	\$400.00
MCINNES COOPER	94414	PROFESSIONAL SERVICES	\$20,000.00
MCINNES COOPER	94415	PROFESSIONAL SERVICES	\$35,700.00
NEWFOUNDLAND EXCHEQUER ACCOUNT	94416	PAYROLL TAX FEBRUARY	\$137,093.95
RECEIVER GENERAL FOR CANADA	94417	PAYROLL DEDUCTIONS	\$771,012.80
RECEIVER GENERAL FOR CANADA	94418	PAYROLL DEDUCTIONS	\$238,756.97
RSMEANS COMPANY, LLC	1095	YARDSTICK FOR COSTING 2016	\$385.79
XPSOLUTIONS	1096	LICENSES RENEWAL	\$29,044.43
CAPITAL HOTEL	94419	COURT OF APPEAL REFUND	\$200.00
JAG	94420	COURT OF APPEAL REFUND	\$200.00
LEO JENKINS	94421	COURT OF APPEAL REFUND	\$60.00
COLIN ANDREWS & JENNIFER ANDREWS	94422	COURT OF APPEAL REFUND	\$60.00
DOUGLAS HENRY & BARBARA IRENE WOOD	94423	COURT OF APPEAL REFUND	\$60.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
MARK IVANY & KARA ROBERTS	94424	COURT OF APPEAL REFUND	\$60.00
ZACHARY M AUTEXIER	94425	COURT OF APPEAL REFUND	\$60.00
JANET HYNES	94426	COURT OF APPEAL REFUND	\$60.00
DONNA WEILACHER	94427	COURT OF APPEAL REFUND	\$60.00
CORY BASHA & DEANNE GREEN	94428	COURT OF APPEAL REFUND	\$60.00
ROBERT AND JACQUELINE HAYES	94429	COURT OF APPEAL REFUND	\$60.00
REARDON CONSTRUCTION & DEVELOPMENT LTD.	94430	COURT OF APPEAL REFUND	\$120.00
WALSH, CHRISTOPHER	94431	COURT OF APPEAL REFUND	\$60.00
DORIS MAYO	94432	COURT OF APPEAL REFUND	\$60.00
MICHAEL CROCKWELL & AUDREY PARSONS	94433	COURT OF APPEAL REFUND	\$60.00
DR. NAGAPPAN SUPPIAH & THAMAYANTHI M. YEGAPPAN	94434	COURT OF APPEAL REFUND	\$180.00
KATHLEEN S. PAREWICK	94435	COURT OF APPEAL REFUND	\$60.00
PHILLIP J & SYLVIA WALL	94436	COURT OF APPEAL REFUND	\$60.00
RAYMOND T. MATTHEWS	94437	COURT OF APPEAL REFUND	\$60.00
CHRISTOPHER CROWLEY	94438	COURT OF APPEAL REFUND	\$60.00
EDWARD AND RITA BEST	94439	COURT OF APPEAL REFUND	\$60.00
JOSEPH & ELIZABETH ROGERS-SALA	94440	COURT OF APPEAL REFUND	\$60.00
MARY CODNER & BARRY SNOW	94441	COURT OF APPEAL REFUND	\$60.00
GLENN & TARALEE WHITTY	94442	COURT OF APPEAL REFUND	\$60.00
EDGAR & ROSE BRANTON	94443	COURT OF APPEAL REFUND	\$60.00
ARNOLD & MARJORIE GREENE	94444	COURT OF APPEAL REFUND	\$60.00
GLORIA KENNEDY	94445	COURT OF APPEAL REFUND	\$60.00
WILLIAM J. & ANNE MARIE COOPER	94446	COURT OF APPEAL REFUND	\$60.00
FRANCIS G. & GERALDINE F. BOLAND	94447	COURT OF APPEAL REFUND	\$60.00
GORDON & JOCLYN RALPH	94448	COURT OF APPEAL REFUND	\$60.00
DAVID BISHOP & FRANCES BISHOP	94449	COURT OF APPEAL REFUND	\$60.00
WADE, MARY	94450	COURT OF APPEAL REFUND	\$60.00
DAVID & KIMBERLY HARTY	94451	COURT OF APPEAL REFUND	\$60.00
ROBERT WILLIAM & SUSAN LEE WHITELEY POWER	94452	COURT OF APPEAL REFUND	\$60.00
BARBARA ANNE STIRLING	94453	COURT OF APPEAL REFUND	\$60.00
DAVID M. BLACKMORE & CAROL A. KIRKLAND	94454	COURT OF APPEAL REFUND	\$60.00
CATHY M. SKINNER COFFEY	94455	COURT OF APPEAL REFUND	\$60.00
ROBERT J. BAKER	94456	COURT OF APPEAL REFUND	\$60.00
CARL DAVID SCHOFIELD	94457	COURT OF APPEAL REFUND	\$60.00
ADRIAN & AYESHA FIECH	94458	COURT OF APPEAL REFUND	\$60.00
MICHAEL DWYER	94459	COURT OF APPEAL REFUND	\$60.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
LINDA FITZPATRICK	94460	COURT OF APPEAL REFUND	\$60.00
FLORENCE KENNEDY & GLEN POWER	94461	COURT OF APPEAL REFUND	\$300.00
PINE BUD INVESTMENTS INC.	94462	COURT OF APPEAL REFUND	\$60.00
KIRKLAND BALSOM & ASSOC.	94463	COURT OF APPEAL REFUND	\$60.00
J.W. ALLAN COMPANY LIMITED	94464	COURT OF APPEAL REFUND	\$240.00
HELWIG HYDROTECHNIQUE LTD.	94465	SEMINAR FEES	\$135.60
THE UPS STORE #169	94466	COURIER SERVICES	\$72.30
DR. PERCY CROCKER	94467	MEDICAL EXAMINATION	\$40.00
ASHFORD SALES LTD.	94468	REPAIR PARTS	\$38.31
AVALON RECYCLING SERVICES LTD.	94469	RECYCLING COLLECTION	\$400.02
CABOT AUTO GLASS & UPHOLSTERY	94470	CLEANING SERVICES	\$988.75
ATLANTIC PURIFICATION SYSTEM LTD	94471	WATER PURIFICATION SUPPLIES	\$409.25
RDM INDUSTRIAL LTD.	94472	INDUSTRIAL SUPPLIES	\$107.63
NEWFOUNDLAND EXCHEQUER ACCOUNT	94473	REGISTRATION OF EASEMENT	\$67.80
DF BARNES LIMITED	94474	FLAT BAR	\$192.44
HERCULES SLR INC.	94475	REPAIR PARTS	\$131.60
STAPLES THE BUSINESS DEPOT - MP	94476	OFFICE SUPPLIES	\$1,541.89
TOWN OF CONCEPTION BAY SOUTH	94477	GARBAGE COLLECTION	\$800.00
SMS EQUIPMENT	94478	REPAIR PARTS	\$99.69
JENKINS POWER SHEET METALS INC	94479	PROFESSIONAL SERVICES	\$1,124.35
CABOT PEST CONTROL	94480	PEST CONTROL	\$875.75
ROCKWATER PROFESSIONAL PRODUCT	94481	CHEMICALS	\$198.43
STANTEC CONSULTING LTD. (SCL)	94482	PROFESSIONAL SERVICES	\$4,636.18
BLACK & MCDONALD LIMITED	94483	PROFESSIONAL SERVICES	\$5,271.89
CLASS C SOLUTIONS GROUP	94484	REPAIR PARTS	\$4,512.24
OVERHEAD DOORS NFLD LTD	94485	PROFESSIONAL SERVICES	\$2,607.53
RICOH	94486	REPAIR PARTS	\$2,377.52
DOWNHOME INCORPORATED	94487	ADVERTISING	\$976.32
BRENKIR INDUSTRIAL SUPPLIES	94488	PROTECTIVE CLOTHING	\$492.68
DBA CONSULTING ENGINEERS LTD.	94489	PROFESSIONAL SERVICES	\$3,486.05
BROWNE'S AUTO SUPPLIES LTD.	94490	AUTOMOTIVE REPAIR PARTS	\$1,322.81
RED OAK CATERING	94491	CATERING SERVICES	\$2,428.72
PINNACLE OFFICE SOLUTIONS LTD	94492	PHOTOCOPIES	\$663.78
NEW WORLD FITNESS	94493	MEMBERSHIP DUES FOR FIREFIGHTERS	\$284.60
CAMPBELL'S SHIP SUPPLIES	94494	PROTECTIVE CLOTHING	\$339.00
CAMPBELL RENT ALLS LTD.	94495	HARDWARE SUPPLIES	\$472.24

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CANADA POST CORPORATION	94496	POSTAGE SERVICES	\$13,137.83
CARSWELL DIV. OF THOMSON CANADA LTD	94497	PUBLICATIONS	\$1,415.87
NORTH ATLANTIC SYSTEMS	94498	REPAIR PARTS	\$449.71
NORTRAX CANADA INC.,	94499	REPAIR PARTS	\$12,904.34
NEWFOUNDLAND GLASS & SERVICE	94500	GLASS INSTALLATION	\$785.35
MAC TOOLS	94501	TOOLS	\$1,418.25
CBCL LIMITED	94502	PROFESSIONAL SERVICES	\$217,390.85
MARCUS CONTRACTING LTD.	94503	PROFESSIONAL SERVICES	\$3,616.00
HAZMASTERS INC.	94504	REPAIR PARTS	\$1,783.14
STEELE COMMUNICATIONS	94505	ADVERTISING	\$2,712.00
COLONIAL GARAGE & DIST. LTD.	94506	AUTO PARTS	\$2,515.06
PETER'S AUTO WORKS INC.	94507	TOWING OF VEHICLES	\$3,751.60
CONTROLS & EQUIPMENT LTD.	94508	REPAIR PARTS	\$12,636.98
MASK SECURITY INC.	94509	TRAFFIC CONTROL	\$2,216.36
MAXXAM ANALYTICS INC.,	94510	WATER PURIFICATION SUPPLIES	\$2,795.63
CRANE SUPPLY LTD.	94511	PLUMBING SUPPLIES	\$102.95
JAMES G CRAWFORD LTD.	94512	PLUMBING SUPPLIES	\$993.11
SHU-PAK EQUIPMENT INC.	94513	REPAIR PARTS	\$118.53
LONG & MCQUADE	94514	REAL PROGRAM	\$682.00
ROGERS ENTERPRISES LTD	94515	TRAINING PROGRAM	\$1,118.70
CRAWFORD & COMPANY CANADA INC	94516	ADJUSTING FEES	\$1,496.00
DICKS & COMPANY LIMITED	94517	OFFICE SUPPLIES	\$352.43
WAJAX POWER SYSTEMS	94518	REPAIR PARTS	\$18.08
KPMG	94519	PROFESSIONAL SERVICES	\$51,824.85
THYSSENKRUPP ELEVATOR	94520	ELEVATOR MAINTENANCE	\$3,587.75
RUSSEL METALS INC.	94521	METALS	\$299.45
DRIVE LINE MACHINE SHOP	94522	AUTO PARTS	\$226.00
CANADIAN TIRE CORP.-MERCHANT DR.	94523	MISCELLANEOUS SUPPLIES	\$135.59
ELECTRONIC CENTER LIMITED	94524	ELECTRONIC SUPPLIES	\$903.99
NATIONAL ENERGY EQUIPMENT INC.	94525	REPAIR PARTS	\$5,095.58
EMCO SUPPLY	94526	REPAIR PARTS	\$298.11
EXECUTIVE COFFEE SERVICES LTD.	94527	COFFEE SUPPLIES	\$480.49
HOME DEPOT OF CANADA INC.	94528	BUILDING SUPPLIES	\$130.63
EATON INDUSTRIES (CANADA) COMPANY	94529	REPAIR PARTS	\$4,707.12
21ST CENTURY OFFICE SYSTEMS 1992 LTD.	94530	OFFICE SUPPLIES	\$975.64
FASTSIGNS	94531	SIGNAGE	\$198.26

NAME	CHEQUE #	DESCRIPTION	AMOUNT
EMERGENCY REPAIR LIMITED	94532	AUTO PARTS AND LABOUR	\$10,071.69
OMB PARTS & INDUSTRIAL INC.	94533	REPAIR PARTS	\$236.74
FRESHWATER AUTO CENTRE LTD.	94534	AUTO PARTS/MAINTENANCE	\$7,784.57
PRINCESS AUTO	94535	MISCELLANEOUS ITEMS	\$474.59
IMPACT SIGNS AND GRAPHICS	94536	SIGNAGE	\$11.87
MILLENNIUM EXPRESS	94537	COURIER SERVICES	\$169.50
GLOBALSTAR CANADA SATELLITE CO	94538	SATELLITE PHONES	\$112.95
ENTERPRISE RENT-A-CAR	94539	RENTAL OF VEHICLE	\$1,322.10
OMNITECH INC.	94540	REPAIR PARTS	\$5,518.92
PROVINCIAL FENCE PRODUCTS	94541	FENCING MATERIALS	\$3,891.72
TROY LIFE & FIRE SAFETY LTD.	94542	PROFESSIONAL SERVICES	\$221.48
MADSEN CONSTRUCTION EQUIPMENT INC.	94543	REPAIR PARTS	\$661.56
HARVEY & COMPANY LIMITED	94544	REPAIR PARTS	\$5,440.34
HARVEY'S OIL LTD.	94545	PETROLEUM PRODUCTS	\$51,406.04
MS GOVERN	94546	PROFESSIONAL SERVICES	\$13,471.03
GRAYMONT (NB) INC.,	94547	HYDRATED LIME	\$20,529.28
JESSICA MCDONALD	94548	INSTRUCTOR FEE	\$217.56
STELLA BERRY COMMUNITY SER.	94549	CATERING SERVICES	\$861.20
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	94550	REPAIR PARTS	\$94.64
CAR GUYS APPEARANCE CENTER INC.	94551	AUTO CLEANING	\$175.09
MICROSOFT CANADA	94552	SOFTWARE RENEWAL	\$4,732.44
HICKMAN DODGE JEEP CHRYSLER	94553	PROFESSIONAL SERVICES	\$4,163.00
UMBRELLA SECURITY	94554	ALARM MONITORING	\$375.73
ISLAND HOSE & FITTINGS LTD	94555	INDUSTRIAL SUPPLIES	\$152.14
MERCER'S PAVING INCORPORATED	94556	SNOW CLEARING SERVICES	\$22,260.99
JENKINS & PUDDICOMBE SHEET METAL LTD.	94557	PROFESSIONAL SERVICES	\$6,627.45
CDMV	94558	VETERINARY SUPPLIES	\$874.79
LIPHOOK COUPLERS SYSTEMS INC.,	94559	REPAIR PARTS	\$1,073.50
SUMMIT VETERINARY PHARMACY INC.,	94560	VETERINARY SUPPLIES	\$94.92
IDEXX LABORATORIES	94561	VETERINARY SUPPLIES	\$1,503.18
KEAN'S PUMP SHOP LTD.	94562	REPAIR PARTS	\$640.71
WORK AUTHORITY	94563	PROTECTIVE CLOTHING	\$226.00
DILLON CONSULTING LTD.	94564	PROFESSIONAL SERVICES	\$536.98
STERICYCLE INC.,	94565	VETERINARY SUPPLIES	\$396.61
VOHL INC.,	94566	REPAIR PARTS	\$225.12
KING'S PLUMBING & HEATING LTD.	94567	PLUMBING SUPPLIES	\$9,552.20

NAME	CHEQUE #	DESCRIPTION	AMOUNT
MACKAY COMMUNICATIONS	94568	REPAIR PARTS	\$862.53
LIFTOW LIMITED C/O T8092	94569	REPAIR PARTS	\$296.53
CARMICHAEL ENGINEERING LTD.	94570	PROFESSIONAL SERVICES	\$3,138.59
STAPLES ADVANTAGE	94571	OFFICE SUPPLIES	\$1,962.87
MARTIN'S FIRE SAFETY LTD.	94572	SAFETY SUPPLIES	\$3,488.49
ALYSSA'S PROPERTY SERVICES PRO INC.,	94573	PROFESSIONAL SERVICES	\$14,130.65
MARTIN INDUSTRIAL GROUP	94574	REPAIR PARTS	\$791.31
ZEE MEDICAL	94575	REPAIR PARTS	\$36.73
REXEL CANADA ELECTRICAL INC.,	94576	REPAIR PARTS	\$15,380.56
JJ MACKAY CANADA LTD.	94577	PARKING METER KEYS	\$1,991.63
MCLOUGHLAN SUPPLIES LTD.	94578	ELECTRICAL SUPPLIES	\$788.87
MEMORIAL UNIVERSITY OF NFLD.	94579	EMPLOYEE TRAINING	\$932.25
G R INDUSTRIAL SERVICES	94580	SNOW CLEARING SERVICES	\$15,820.00
RICHARD IVEY SCHOOL OF BUSINESS FOUNDATIONS	94581	REGISTRATION FEE	\$4,900.00
DR. ALLISON DROVER	94582	MEDICAL EXAMINATION	\$20.00
WAJAX INDUSTRIAL COMPONENTS	94583	REPAIR PARTS	\$474.98
NEWFOUND DISPOSAL SYSTEMS LTD.	94584	DISPOSAL SERVICES	\$42,014.45
NEWFOUNDLAND DISTRIBUTORS LTD.	94585	INDUSTRIAL SUPPLIES	\$738.00
NEWFOUNDLAND DESIGN ASSOCIATES	94586	PROFESSIONAL SERVICES	\$151,170.38
NEWFOUNDLAND POWER	94587	ELECTRICAL SERVICES	\$3,819.55
BELL MOBILITY PAGING	94588	PAGING SERVICES	\$96.39
BELL ALIANT	94589	TELEPHONE SERVICES	\$600.86
TOROMONT CAT	94590	AUTO PARTS	\$2,062.87
PBA INDUSTRIAL SUPPLIES LTD.	94591	INDUSTRIAL SUPPLIES	\$3,655.38
GCR TIRE CENTRE	94592	TIRES	\$364.85
CW PARSONS LIMITED	94593	SNOW CLEARING SERVICES	\$52,746.63
PARTS FOR TRUCKS INC.	94594	REPAIR PARTS	\$678.00
PETER PAN SALES LTD.	94595	SANITARY SUPPLIES	\$7,646.15
PINCHIN LEBLANC ENV. LTD	94596	PROFESSIONAL SERVICES	\$904.00
K & D PRATT LTD.	94597	REPAIR PARTS AND CHEMICALS	\$355.03
PROFESSIONAL UNIFORMS & MATS INC.	94598	PROTECTIVE CLOTHING	\$508.95
RIDEOUT TOOL & MACHINE INC.	94599	TOOLS	\$86.93
NAPA ST. JOHN'S 371	94600	AUTO PARTS	\$94.40
ROYAL FREIGHTLINER LTD	94601	REPAIR PARTS	\$4,422.07
S & S SUPPLY LTD. CROSSTOWN RENTALS	94602	REPAIR PARTS	\$7,478.52
ST. JOHN'S PORT AUTHORITY	94603	RENTAL OF QUARRY SITE	\$5,440.29

NAME	CHEQUE #	DESCRIPTION	AMOUNT
SAUNDERS EQUIPMENT LIMITED	94604	REPAIR PARTS	\$1,578.33
SUPERIOR PROPANE INC.	94605	PROPANE	\$773.26
BELL DISTRIBUTION INC.	94606	CELL PHONES & ACCESSORIES	\$850.71
TRACTION DIV OF UAP	94607	REPAIR PARTS	\$1,203.81
TRICK-O-MATIC LTD	94608	REPAIR PARTS	\$3,521.40
WATERWORKS SUPPLIES DIV OF EMCO LTD	94609	REPAIR PARTS	\$3,618.55
WEIRS CONSTRUCTION LTD.	94610	GRAVEL	\$3,753.06
ROEBOTHAN MCKAY MARSHALL	94611	PROFESSIONAL SERVICES	\$300.00
ELTON, DOUG	94612	REAL PROGRAM	\$2,034.00
MOUNT PEARL SCHOOL OF DANCE	94613	REAL PROGRAM	\$320.92
BELL ISLAND MINOR HOCKEY ASSOCIATION	94614	REAL PROGRAM	\$2,700.00
PADDLE CANADA	94615	MEMBERSHIP FEES	\$305.10
DR. ARTHUR RIDEOUT	94616	MEDICAL EXAMINATION	\$20.00
EASTER SEALS NEWFOUNDLAND AND LABRADOR	94617	RENTAL OF ROOM	\$406.80
DR. D.R. CHAULK	94618	MEDICAL EXAMINATION	\$20.00
TWO MOR HOLDINGS LTD.	94619	REFUND OVERPAYMENT OF TAXES	\$270.66
SAFETY SERVICES NEWFOUNDLAND & LABRAOR	94620	WORKSHOP FEE	\$190.00
FIT FOR WORK	94621	PROFESSIONAL SERVICES	\$62.15
SCOTIABANK	94622	REFUND OVERPAYMENT OF TAXES	\$1,875.87
TODD ROBBINS SERVICES INC.	94623	PROFESSIONAL SERVICES	\$4,407.00
SOBEYS ROPEWALK LANE	94624	MISCELLANEOUS SUPPLIES	\$147.94
WALLNUTS CLIMBING CENTRE	94625	REAL PROGRAM	\$474.60
MARY QUEEN OF THE WORLD PARISH	94626	RENTAL OF HALL	\$200.00
MELECHO MUSIC INC.	94627	REAL PROGRAM	\$1,335.00
GFL ENVIRONMENTAL INC.	94628	PROFESSIONAL SERVICES	\$403.23
NLCA	94629	MEMBERSHIP RENEWALS	\$1,440.75
WALLACE COLINS & GLYNIS PITCHER	94630	REFUND OVERPAYMENT OF TAXES	\$432.92
NORTHBRIDGE INSURANCE	94631	LEGAL CLAIM	\$559.75
JMK PRESCHOOL INC.	94632	REFUND OVERPAYMENT OF TAXES	\$3,015.33
EQUITABLE BANK	94633	REFUND OVERPAYMENT OF TAXES	\$7,443.45
MARK LAUZON & MELISSA SANSOM	94634	REFUND OVERPAYMENT OF TAXES	\$745.92
ALLISON HICKMAN	94635	REFUND SECURITY DEPOSIT	\$100.00
MARIA ITURRIZA	94636	REFUND RECREATION PROGRAM	\$27.00
ALPHONSE & IRENE MARTIN	94637	REFUND OVERPAYMENT OF TAXES	\$260.33
ST. JOHN'S CHINESE CHRISTIA CHURCH INC.	94638	REFUND OVERPAYMENT OF TAXES	\$921.89
EDWARD LAKE	94639	REFUND OVERPAYMENT OF TAXES	\$681.46

NAME	CHEQUE #	DESCRIPTION	AMOUNT
WAYNE & KELLY COLLINS	94640	REFUND OVERPAYMENT OF TAXES	\$59.71
DONNA BARTER	94641	REFUND SECURITY DEPOSIT	\$207.12
COURTNEY TUCKER	94642	REFUND RECREATION PROGRAM	\$135.00
SUBWAY - 462 TOPSAIL ROAD	94643	MEAL ALLOWANCES	\$134.18
HEAD, BRIAN	94644	CELL PHONES ACCESSORIES	\$27.06
HAYWARD, ELIZABETH	94645	MILEAGE	\$33.78
HARRIS, BRYANT	94646	MILEAGE	\$59.69
SULLIVAN, DAPHNE	94647	MILEAGE	\$290.66
COLIN CLARKE	94648	VEHICLE BUSINESS INSURANCE	\$114.00
MELISSA BRAGG	94649	VEHICLE BUSINESS INSURANCE	\$89.70
BLAIR MCDONALD	94650	MILEAGE	\$63.29
BRUCE PEARCE	94651	EMPLOYMENT RELATED EXPENSES	\$263.37
LINDA FITZPATRICK	94652	VEHICLE BUSINESS INSURANCE	\$75.00
JAMIE HUNT	94653	VEHICLE BUSINESS INSURANCE	\$381.95
CHELSEY BARKER	94654	VEHICLE BUSINESS INSURANCE	\$381.95
MAX BURKE	94655	MILEAGE	\$39.68
HARRIS & ROOME SUPPLY LIMITED	94656	ELECTRICAL SUPPLIES	\$3,480.27
GORDON BARNES	94657	PROFESSIONAL SERVICES	\$2,400.00
MALLARD FORESTRY EQUIPMENT	94658	PROFESSIONAL SERVICES	\$53,541.45
DAWE, CHRIS	94659	FOOD & REFRESHMENTS	\$638.72
LINDA PENNEY	94660	SMOKING CESSATION PROGRAM	\$51.32
Total:			\$ 2,525,756.01

MEMORANDUM

Date: March 16, 2016
To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley
From: Sherri Higgins– Buyer
Re: Council Approval - Tender Aluminum Traffic Signs

The results of Tender 2016028 - Aluminum Traffic Signs are stated below:

Wok Coveralls	
TENDER #2016028 – March 11, 2016 - 3:00 PM	
Construction Signs Limited	\$33,311.90
Sojourn Enterprises	\$46,130.94
Austin's Contracting Inc.	\$65,035.65
Atlantic Construction Elite Services Inc.	\$67,038.25
Brenkir Industrial Supplies	\$90,213.20
Cansel Survey Equipment Ltd.	\$124,532.00

It is recommended to award this Tender to the lowest bidder meeting all specifications, Construction Signs Limited, as per the Public Tendering Act.

This contract is for a one year period with the option to extend for two additional one year periods.

Taxes (HST) extra to price quoted

Sherri Higgins
Buyer

ST. JOHN'S

DEPARTMENT OF CORPORATE SERVICES
CITY OF ST. JOHN'S PO Box 908 ST. JOHN'S NL CANADA A1C 5M2 WWW.STJOHNS.CA

DECISION/DIRECTION NOTE

Title: Municipalities NL – Symposium 2016 May 5, 6 and 7, 2016

Date Prepared: March 17, 2016

Report To: Regular Meeting of Council – March 21, 2016

Ward: N/A

Decision/Direction Required:

- Seeking approval for Councillor O’Leary and Breen to attend the Municipalities NL Symposium being held on May 5, 6 and 7, 2016 in Gander, NL.

Discussion – Background and Current Status:

- The City of St. John’s is a member of the MNL.

Key Considerations/Implications:

1. Budget/Financial Implications

- The cost to attend this meeting has been budgeted under the travel budget for Mayor and Council.

2. Partners or Other Stakeholders

- Municipalities NL

3. Alignment with Strategic Directions/Adopted Plans

- A Culture of Cooperation

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

N/

6. Human Resource Implications

N/A

7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

ST. JOHN'S

Recommendations:

It is recommended that Council approve the costs associated with Councillor O’Leary and Breen attending the 2016 MNL Symposium in Gander, NL on May 5, 6 and 7, 2016.

Prepared and Approved by//Signature: Karen Chafe, Acting City Clerk

Signature:

Attachments:

None

ST. JOHN'S

DECISION/DIRECTION NOTE

Title: Grants 2016

Date Prepared: March 17, 2016

Report To: His Worship the Mayor & Members of Council

Councillor and Role: City-Wide

Ward: All

Decision/Direction Required: Approve Grant funding for community groups, sporting groups, and special events and festivals., and art grants to groups and individuals.

Discussion – Background and Current Status:

Each year the City awards grants to various groups throughout the city – be it a community group, sporting association, festival and event or artist or artistic group. The overall goal of the program is to supplement the services being offered which the City does not provide and contribute to the overall culture and atmosphere of the City as an enjoyable place to live, work and visit. The total of the recommended grants are as follows:

Category	2016
Community Groups	\$ 784,780
Sport Grants	190,900
Festivals & Events	100,500
TOTAL	\$1,076,180

A staff committee met numerous times to review the grant applications. In reviewing the applications the committee considers a number of factors as outlined in the grant application.

Key Considerations/Implications:

1. Budget/Financial Implications
All funding will be found within the 2016 budget.

The logo for St. John's features the words "ST. JOHN'S" in a bold, serif font. The letter "O" in "JOHN'S" is replaced by a stylized graphic of a signal tower or antenna.

2. Partners or Other Stakeholders

This decision note impacts many community, sporting and arts groups throughout the City as evidenced by the listing of such groups accompanying this note.

3. Alignment with Strategic Directions/Adopted Plans

The direction provided must be in line with being a fiscally responsible City while continuing to support a culture of cooperation recognizing the City does not work in isolation when providing services such as sport, festivals, arts, and events and community programs. Most of these groups and organizations also offer programs and services year round or during the shoulder season thereby supporting the City of St. John's as a year round, livable and active City.

4. Legal or Policy Implications

5. Engagement and Communications Considerations

6. Human Resource Implications

7. Procurement Implications

8. Information Technology Implications

9. Other Implications

Recommendation:

It is recommended the attached grant recommendations be approved.

Prepared by/Signature:

Derek Coffey – Deputy City Manager – Finance

Tanya Haywood – Deputy City Manager – Community Services

Approved by/Date/Signature:

Attachments: Grant Recommendations



Special Events and Festivals Grants

Organization	2015 Awarded	2016 Recommended
Tely 10	10,000	10,000
MUNIranians Association	500	500
People and the Sea Film Festival	500	500
Newfoundland Horticultural Society *NEW*		250
Association communautaire francophone de Saint-Jean	1,000	1,000
St. John's Pride Inc.	500	500
Tombolo Multicultural Festival	500	500
Women's Work Festival	500	500
St. John's Storytelling Festival Inc.	1,750	1,750
Eastern Edge Art Gallery Inc.	4,500	4,500
Newfoundland Dance Presenters Inc.	3,500	3,500
Shakespeare by the Sea Festival	3,500	3,500
Tuckamore Festival Inc.	6,000	6,000
Huffin Puffin Marathon *NEW*		2,000
Lawnya Vawnya Inc.	3,500	3,500
Mummers Festival	4,500	4,500
Nickel Independent Film Festival	6,000	6,000
Sound Arts Initiative, Inc.	2,500	5,000
Wreckhouse Jazz & Blues Inc.	10,000	10,000
Opera on the Avalon	10,000	10,000
St. John's International Women's Film Festival Inc.	10,000	10,000
Newfoundland & Labrador Folks Arts Society	16,500	16,500
Bluegrass and Old-Time Country Music Society	1,000	-
MUN Botanical Garden Inc.	1,000	
Petty Harbour Mini Aquarium (PHMA)	500	
Sharing Our Cultures, Incorporated	500	
	\$ 98,750	\$ 100,500

Sport Grants

Organization	2015 Awarded	2016 Recommended
Avalon Minor Hockey	12,500	12,500
Cygnus Gymnastics	22,000	22,000
Goulds Minor Hockey	9,700	9,700
Legends Swim Club	6,000	6,000
NL Shooting Association *NEW*		1,000
Prince of Wales Skating Club	20,200	20,200
Special Olympics	5,500	5,500
St. John's Amateur Baseball	10,000	10,000
St. John's Minor Baseball	26,000	26,000
St. John's Minor Hockey	16,500	16,500
St. John's Rowing Club	8,500	8,500
St. John's Senior Soccer	10,000	10,000
St. John's Soccer Club	22,000	22,000
Waterford Valley Softball	6,000	6,000
Sport Travel Allocation	15,000	15,000
	\$ 189,900	\$ 190,900

2016 Community Grants

Organization	2015 Awarded	2016 Recommended
Beagle Paws	3,300	3,300
Bridges to Hope	10,000	10,000
Buckmasters Circle CC	24,600	24,600
Chapel Restoration Committee - Blackhead *NEW*		1,000
Choices For Youth	12,000	12,000
Clean St. John's	63,750	63,750
Coalition of Persons with Disabilities *NEW*		10,000
Cornerstone Housing Society *NEW*	-	2,100
Downtown St. John's	13,030	13,030
East Coast Trail Association	25,000	25,000
Easter Seals NL *NEW*		10,000
Friends of Victoria Park	19,600	19,600
Froude Avenue CC	24,600	24,600
Goulds 50+ Daffodil Club	1,000	1,000
Grand Concourse	36,000	36,000
Home Again Outreach Project *NEW*		25,000
Jimmy Pratt Outreach	3,000	3,000
Johnson GEO Centre	60,000	60,000
Kids Help Phone (NL)	10,000	10,000
Kilbride 50+ Club	1,000	1,000
Kiwanis Music Festival	3,500	3,500
Macmorran CC	24,600	24,600
Newfoundland Symphony Orchestra	50,000	50,000
NL Sexual Assault Crisis and Prevention Centre *NEW*	-	1,000
North East Avalon D.A.R.E. Committee	2,500	2,500
Quidi Vidi Rennie's River Development	25,000	25,000
Rabbittown Community Centre	20,600	20,600
Rainbow Riders	20,000	20,000
Resource Centre for the Arts (LSPU Hall)	50,000	50,000
School Lunch Association	10,000	10,000
Seniors Resource Centre	10,000	10,000
Signal Hill Tattoo	30,000	30,000
Southlands Family Fun Days	1,200	1,200
SPCA	3,300	3,300
St. John's Boys and Girls Club (MP,BC)	75,000	75,000
St. John's Northwest Rotary Music Festival	5,000	5,000
St. John's Public Libraries	8,000	8,000
The Duke of Edinburgh's Award NL	5,000	5,000
The Gathering Place	5,000	5,000
The Longside Club	3,000	-
The Pottle Centre	7,000	7,000
thegreenrock.ca *NEW*		2,500
Thrive CYN	15,000	15,000
Vera Perlin	10,000	10,000
Vibrant Communities (Community Sector Council)	20,000	20,000
Virginia Park Community Association	20,600	20,600
YWCA	5,000	5,000
Non Sport Travel Allocation	5,000	5,000
	\$ 736,180	\$ 784,780

DECISION/DIRECTION NOTE

Title: Arts Grants 2016

Date Prepared: March 17, 2016

Report To: His Worship the Mayor and Members of Council

Councillor and Role: City Wide

Ward: N/A

Decision/Direction Required: Approve grant allocations to arts individuals and organizations

Discussion – Background and Current Status:

Each year, under the grant program, the City accepts applications from artists who are residents of St. John's and art organizations that operate out of St. John's. Financial assistance is available to organizations and individuals working in the many facets of amateur and professional arts. The total available arts grant funding for 2016 is \$203,000.

The applications are reviewed by a jury of their peers as well as Council representation. The arts jury considers the artistic merit of the project and the applicant as well as the overall benefit of the project to the community when making their recommendations.

Members of the 2016 Jury included:

- Chair- Susan LeDrew
- Film- Sarah Smellie
- Visual- Pam Hall
- Performing- Brian Marler
- Dance- Kristin Harris Walsh
- Music- Phil Maloney
- Literary- Craig Francis Power
- Councillor Sandy Hickman

Recommendations for 2016 are attached.

Key Considerations/Implications:

1. Budget/Financial Implications
All funding found within the 2016 budget.

ST. JOHN'S

2. Partners or Other Stakeholders
Various arts related groups, organizations and individuals.
3. Alignment with Strategic Directions/Adopted Plans
The direction provided must be in line with being a fiscally responsible City while continuing to support a culture of cooperation recognizing the City does not work in isolation when providing services such as arts related programs and services.
4. Legal or Policy Implications
5. Engagement and Communications Considerations
6. Human Resource Implications
7. Procurement Implications
8. Information Technology Implications
9. Other Implications

Recommendation:

Approve the attached arts grant recommendations made by the 2016 Arts Jury.

Prepared by/Signature:

Tanya Haywood, Deputy City Manager, Community Services

Approved by/Date/Signature:

Attachments:

ST. JOHN'S

Grants to Artists and Art Organizations 2016

ORG/ IND	NAME	AMT GRANTED (IND)	AMT GRANTED (ORG)
FILM			
Org	Nickel Independent Film Festival		0
Ind	ANDERSON, Jess	1500	
Ind	BRIDGER, Emily	1000	
Ind	CANNING, Jordan	1500	
Ind	FEEHAN, David	1000	
Ind	GOVER, Brad	500	
Ind	JAMIESON, Joshua	750	
Ind	KNOX-GOSSE, Jill	750	
Ind	LAWRENCE, Luke	750	
Ind	LAWRENCE, Ruth	1000	
Ind	MAHER, Troy	500	
Ind	MACGILLIVRAY, Jenina M.	750	
Ind	NOLAN, Wanda	1000	
Ind	OATES, Melanie	750	
Ind	PICCO, Chris	750	
Ind	PITT, Jamie	750	
Ind	RUDOFISKY, Krysta	300	
Ind	Smith, Sharon	300	
Ind	SPARKES, Christian	1500	
Ind	TOBIN, Justin	500	
Ind	WALSH, Monica	500	
	SUBTOTAL	\$16,350.00	\$0.00
VISUAL			
Org	Craft Council Gallery		10000
Org	Eastern Edge Gallery		10000
Org	St. Michael's Printshop		10000
Org	Sooley Designs		0
Org	VANL-CARFAC		6000

ORG/ IND	NAME	AMT GRANTED (IND)	AMT GRANTED (ORG)
Ind	BRAKALOVA, Vessela 1	750	
Ind	CAMPBELL, Emily	2000	
Ind	CAREY, Brian	300	
Ind	COLLINS, Cory	500	
Ind	CONNOLLY, Michael	750	
Ind	DWYER, Shane N.	0	
Ind	FOWLER, Joe	100	
Ind	GONZALEZ, Jose	1000	
Ind	GREELEY, Kym	1500	
Ind	JONES, Phillippa	1500	
Ind	LEEHANE, Laurie	0	
Ind	MARTINEZ, Maria	0	
Ind	NOEL, Alex	200	
Ind	PENNEY, Jason	500	
Ind	PENNEY, Mia	0	
Ind	STODDART, Kumi	1000	
Ind	TOMOVA, Veselina	750	
Ind	WARDELL, Jesse	0	
Ind	WHITE, April	750	
	SUBTOTAL	\$11,600.00	\$36,000.00
PERFORMING			
Org	Wonderbolt Productions*		\$7,500.00
Org	Artistic Fraud of Newfoundland		\$10,000.00
Org	Bare Boards Theatre		\$1,750.00
Org	c2c Theatre		\$3,000.00
Org	Newfoundlandartistx		\$2,000.00
Org	Joint Productions		\$0.00
Org	Resource Centre for the Arts Theater		\$7,000.00
Org	White Rooster Theatre		\$3,000.00
ind	BARRON, Laura	1100	

ORG/ IND	NAME	AMT GRANTED (IND)	AMT GRANTED (ORG)
Ind	BARRY, Frank	1000	
Ind	CHAFE, Robert	2500	
Ind	FORAN, Patrick	750	
Ind	GOW, Sandy	500	
Ind	HENNELLY, Natalia	500	
Ind	HURD, Lisa	1000	
Ind	KEATING, David	1100	
Ind	KENNY, Brian & LAFFOLEY, Crystal	1250	
Ind	KING-CAMPBELL, Sharon	750	
Ind	MCGEE HERRITT, Mitch	500	
Ind	ROWE, Paul	1250	
Ind	WARFORD, Paul	500	
Ind	WEBB CAMPBELL, Shannon	1100	
	SUBTOTAL	\$13,800.00	\$34,250.00
DANCE			
Org	Dance Assembly of NL*		\$3,500.00
Org	Kittiwake Dance Theatre		\$5,000.00
Org	Newfoundland Dance Persenters Inc.		\$7,500.00
Ind	BROWN, Lois	750	
Ind	DALY FAMILY COLLECTIVE	0	
Ind	STOKER, Sarah Joy	1750	
	SUBTOTAL	\$2,500.00	\$16,000
MUSIC			
Org.	Newfoundland Symphony Youth Orchestra Assoc*		\$5,000.00
Org.	City of St. John's Pipe Band		\$2,500.00
Org.	Girls Rock NL		\$3,500.00
Org.	Lady Cove Women's Choir		\$2,000.00
Org.	Newman Sound Men's Choir		\$1,500.00
Org.	Opera on the Avalon		\$7,000.00

ORG/ IND	NAME	AMT GRANTED (IND)	AMT GRANTED (ORG)
Org.	Strong Harbour Strings Program		\$2,000.00
Org.	Unpossible NL		\$2,500.00
Ind	CONWAY, Neil	\$0.00	
Ind	DUFF, James	\$500.00	
Ind	FOSTER, Ian	\$1,000.00	
Ind	INDIA BAND (Jack Etchegary)	\$1,500.00	
Ind	LODER, Kellie	\$750.00	
Ind	MILLS, Gary	\$0.00	
Ind	MORGAN, Pamela	\$1,000.00	
Ind	O'BRIEN, Melanie	\$500.00	
Ind	OUROBOROS (Greg Bruce)	\$1,000.00	
Ind	POWER, Colleen	\$1,000.00	
Ind	TANGLECOVE	\$500.00	
	SUBTOTAL	\$7,750.00	\$26,000.00
LITERARY			
Org	Engen Books		0
Org	The March Hare Inc		500
Org	The North Atlantic Poetry Series		1000
Org	Riddle Fence Publishing Inc.		9000
Org	Writers' Alliance of NL		10000
Ind	ANDREWS, David	\$1,000.00	
Ind	CALLANAN, Andreae	\$750.00	
Ind	CALLANAN, Mark	\$1,000.00	
Ind	COLES, Megan	\$2,075.00	
Ind	CROCKER, Eva	\$1,075.00	
Ind	CURTIS, Ellen	\$250.00	
Ind	FRANCIS, Valerie	\$750.00	
Ind	HARVEY, Kenneth	\$1,750.00	
Ind	PIKE, Mary	\$0.00	
Ind	ROBERTS, Sheilah	\$0.00	

ORG/ IND	NAME	AMT GRANTED (IND)	AMT GRANTED (ORG)
Ind	SMITH, Caighlan	\$1,000.00	
Ind	STONE, Robert C.	\$1,000.00	
Ind	TILLEY, Sara & HURD, Audrey	\$2,000.00	
Ind	WALSH, Agnes	\$1,500.00	
Ind	WATERMAN, Aley	\$1,075.00	
Ind	WHITTLE, Paul	\$250.00	
	SUBTOTAL	\$15,475.00	\$20,500.00
Multidiscipline			
	Rhonda Pelley	\$1,275	
	Elizabeth Pickard (Liz Solo)	\$1,500	
		\$2,775	
	Total Amt Requested		
	Recommended Individuals	\$70,250	
	Recommended Organizations		\$132,750
			\$203,000

Amount Remaining

\$0

* Approved by Council in 2014 for multi-year funding (all in last year of funding)