

**AGENDA
REGULAR MEETING**

**March 28, 2016
4:30 p.m.**

ST. JOHN'S

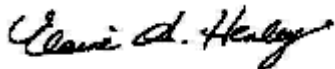
MEMORANDUM

March 24, 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 28, 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 28, 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 21, 2016

4. BUSINESS ARISING FROM THE MINUTES

Included in the Agenda:

Other Matters

5. NOTICES PUBLISHED

- An Extension of Non-Conforming Use application has been submitted to construct and extension to 6 Middle Battery Road. The proposed extension of 15.m2 to the East side of the dwelling will increase the total floor area to 78 m2. (no submissions received)

6. COMMITTEE REPORTS

- a. Special Events Advisory Committee Report dated March 21, 2016
- b. Development Committee Report – March 22, 2016

7. RESOLUTIONS

8. DEVELOPMENT PERMITS LIST

- March 17 – 23, 2016

9. BUILDING PERMITS LIST

- March 10 – 16, 2016

10. REQUISITIONS, PAYROLLS AND ACCOUNTS LIST

- Week Ending – March 22, 2016

11. TENDERS/RFPS

- a. Council Approval - Tender TP115024804 Glass Beads

12. NOTICES OF MOTION, WRITTEN QUESTIONS AND PETITIONS

13. OTHER BUSINESS

- a. Decision Note re: Shift Optimization - Roads Division, Public Works

14. ADJOURNMENT

**MINUTES
REGULAR MEETING - CITY COUNCIL
March 21, 2016 - 4:30 p.m. - Council Chambers**

Present Mayor D. O’Keefe
Deputy Mayor R. Ellsworth
Councillor T. Hann
Councillor S. Hickman
Councillor D. Lane
Councillor A. Puddister
Councillor B. Tilley
Councillor W. Collins
Councillor D. Breen

Regrets Councillor J. Galgay

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

CALL TO ORDER/ADOPTION OF AGENDA

SJMC2016-03-21/119R

Moved – Councillor Tilley; Seconded – Councillor O’Leary

That the agenda be adopted with the following addition:

- **Decision Note re: Built Heritage Experts Panel Chair**

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

SJMC2016-03-21/120R

Moved – Councillor Breen; Seconded – Councillor Puddister

That the minutes be approved with the following revision:

- Page 2 under section “*City Union and Management Employees’ Salaries*” – the reference to Councillor Breen should be revised to Kevin Breen, Associate City Manager.

CARRIED UNANIMOUSLY

BUSINESS ARISING

Decision Note – Wells Report: Review of the City’s Ethical Conduct Legislation

Council considered the Decision Note dated December 30, 2015 from the City Manager in relation to the above noted.

SJMC2016-03-21/121R

Moved – Councillor Hann; Seconded – Councillor Tilley

That Council accept the Wells Report on the Review of the City’s Ethical Conduct Legislation and that 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 as per the Decision Note dated December 30, 2015.

**CARRIED WITH COUNCILLOR
PUDDISTER DISSENTING**

St. John’s Sports & Entertainment Management and Union Salaries

Council considered as information the above noted.

St. John’s Transportation Commission Management and Union Salaries

Council considered as information the above noted.

Councillor Puddister requested that a comparison with Halifax be conducted in relation to these salaries.

NOTICES PUBLISHED

Council considered the following notices published:

- 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 9m² 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.
- 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.

SJMC2016-03-21/122R

Moved – Councillor Puddister; Seconded – Councillor Lane

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

In relation to the second item above, Councillor O'Leary questioned if this was to be referred to a future meeting of the Environmental Advisory Committee. Staff confirmed that such would eventually be done as part of the planning review process.

Councillor Hann also requested that the Town of Conception Bay South be consulted, noting that he himself was in touch with their Mayor but has received no response to date.

Councillor Collins requested that staff check with the Province to ensure the site has been remediated.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Planning and Development Standing Committee Report of March 15, 2016

Council considered the above noted report.

SJMC2016-03-21/123R

Moved – Councillor Puddister; Seconded – Councillor Collins

That the report be approved as presented.

CARRIED UNANIMOUSLY

DEVELOPMENT PERMITS LIST

Council considered as information the above noted for the period March 10 – 16, 2016.

BUILDING PERMITS LIST

[Link to List](#)

Council considered the Building Permits list for the period of March 10 - 16, 2016.

SJMC2016-03-21/124R

Moved – Councillor Hann ; Seconded – Councillor Hickman

That the building permits list for the period March 10 – March 16, 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 16, 2016.

SJMC2016-03-21/125R

Moved – Councillor Hann; Seconded by Councillor Hickman

That the Payrolls and Accounts for the weeks ending March 16, 2016 be approved.

CARRIED UNANIMOUSLY

TENDERS

Council considered the following tender:

- Tender Aluminum Traffic Signs 2016028

SJMC2016-03-21/126R

Moved – Councillor Hann; Seconded by Councillor Hickman

That the tender be awarded 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

CARRIED UNANIMOUSLY

OTHER BUSINESS

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

Council considered a Decision Note dated March 17, 2016 from the Acting City Clerk regarding the above noted.

SJMC2016-03-21/127R

Moved – Councillor Hickman; Seconded by Councillor Tilley

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.

CARRIED UNANIMOUSLY

Decision Note re: 2016 Grants

Council considered a Decision Note dated March 17, 2016 from the Deputy City Managers of Financial Management and Community Services regarding the above noted.

SJMC2016-03-21/128R

Moved – Deputy Mayor Ellsworth; Seconded by Councillor Breen

That Council approve the grants to community groups, sports organizations and special events as outlined in the Decision Note for a combined total of \$1,076,180

CARRIED UNANIMOUSLY

Decision Note re: Arts Grants

Council considered a Decision Note dated March 17, 2016 from the Deputy City Manager of Community Services regarding the above noted.

SJMC2016-03-21/129R

Moved – Councillor Hickman; Seconded by Councillor Lane

That Council approve the grants recommendations made by the 2016 Arts Jury totaling \$203,000.

CARRIED UNANIMOUSLY

Chair for the Built Heritage Experts Panel

Council tabled a Decision Note dated March 17, 2016 prepared by the Chief Municipal Planner in relation to the above noted.

SJMC2016-03-21/130R

Moved – Councillor Puddister; Seconded – Deputy Mayor Ellsworth

That Council appoint Mr. Glenn Barnes, Architect, as the Chair of the Built Heritage Experts Panel.

CARRIED UNANIMOUSLY

Council Liaison for Environmental Advisory Committee

SJMC2016-03-21/131R

Moved – Councillor Puddister; Seconded – Councillor Lane

That Councillor O’Leary be appointed as Council’s liaison to the Environmental Advisory Committee in place of Councillor Puddister.

CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business, the meeting adjourned at 5:37.m.

MAYOR

CITY CLERK

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

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 28, 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	6 Middle Battery Road Residential Medium Density (R2) Zone	2	An Extension of Non-Conforming Use application has been submitted to construct and extension to 6 Middle Battery Road . The proposed extension of 15.m ² to the East side of the dwelling will increase the total floor area to 78 m ² .	78m ²			Submissions received 0	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.

G:\Planning and Development\Planning\ARCHIVED-NoticesPublished\Lists\2016\06 - March 28 2016.docx

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

DECISION/DIRECTION NOTE

Title: Special Events Advisory Committee Report

Date Prepared: March 21, 2016

Report To: Mayor & Council

Councillor and Role: All

Ward: N/A

Decision/Direction Required: Approve road closures and lane reductions for various road races.

Discussion – Background and Current Status: The Special Events Advisory Committee has received applications for the following road race events:

Event	Boston Pizza Flat Out 5K
Date	April 10, 2016
Detail	Aberdeen Avenue – Lane Closure From Princess Auto to Stavanger Drive (North) 8:00am to 8:30am Stavanger Drive – Lane Closure From signalized intersection with Aberdeen to signalized intersection at Aberdeen (East) 8:00am to 8:40am

Event	Mundy Pond 5K
Date	April 24, 2016
Detail	Mundy Pond Road – Lane Closure Blackler Avenue to Pearce Avenue (East) 8:30am to 10:00am Pearce Avenue – Road Closure 8:30am to 10:00am Blackmarsh Road – Lane Closure Pearce Avenue to Blackler Avenue (West) 8:30am to 10:00am Blackler Avenue – Lane Closure Blackmarsh Road to Mundy Pond Road (North) 8:30am to 10:00am

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Event	Harbour Front 10K
Date	May 15, 2016
Detail	<p>Harbour Drive – Road Closure 7:45am to 9:30am</p> <p>Water Street – Lane Closure Waldegrave to Prescott (East) 7:55am to 8:20am</p> <p>Waterford Bridge Road – Lane Closure Old Topsail Road to Waterford Lane (West) 8:00am to 9:00am</p> <p>Southside Road – Lane Closure Waterford Lane to Blackhead Road (East) 8:10am to 9:30am</p> <p>Water Street – Inside Lane Closure Waldegrave to Leslie (East and West) 7am to 9:30am</p>

Event	ANE Mile
Date	May 29, 2016
Detail	<p>The Boulevard – Road Closure Carnell Drive to Quidi Vidi Village Road 7:45am to 8:45am</p> <ul style="list-style-type: none"> - Local access between Carnell Drive and Start Line (Bandstand) - Local access between Quidi Vidi Village Road and the Finish Line (Bridge) <p>Legion Road, East White Hill Road, Pleasantville Avenue Lead barriers placed in advance of intersection barrier with the Boulevard so drivers can be redirected or turn around in a more convenient location 7:45am to 8:45am</p>



Event	Mews Memorial 8K
Date	July 10, 2016
Detail	<p>Mundy Pond Road – Road Closure St. Teresa’s School to Ropewalk Lane 7:30am – 8:05am</p> <p>Mundy Pond Road – Lane Closure Blackler Avenue to Ropewalk Lane (East) 8:05am – 8:30am</p> <p>Campbell Avenue – Lane Closure From Cashin Avenue (West) 7:55am – 8:30am Local access to Campbell Avenue</p> <p>Pearce Avenue – Road Closure 7:55am – 8:05am</p> <p>Blackmarsh Road –Lane Closure Froude Avenue to Blackler Avenue (West) 8:00am – 8:15am</p> <p>Blackler Avenue – Lane Closure Blackmarsh Road to Mundy Pond Road (North) 8:00am – 8:20am</p> <p>Ropewalk Lane – Lane Closure Mundy Pond Road to Empire Avenue (North) 8:10am – 8:30am</p> <p>Empire Avenue – Lane Closure Ropewalk Lane to Kingsbridge/Circular Roads (East) 8:10am – 9:00am</p> <p>Lake Avenue – Lane Closure Kingsbridge Road – Clancey Drive (East) 8:20am – 9:00am</p> <p>Clancey Drive – Road Closure 7:00am – 9:30am</p> <p>Lakeview Avenue – Road Closure 7:00am – 9:30am (Access to Lakeview for residents)</p>



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** N/A
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: Council approve the above noted lane closures and road closures. Each event is subject to the conditions set out by the Special Events Advisory Committee.

Prepared by/Signature:

Beverley Skinner – Manager of Events and Services

Signature *B Skinner*

Approved by/Date/Signature:

Tanya Haywood – Deputy City Manager Community Services

Signature _____

Attachment:



REPORTS/RECOMMENDATION

Development Committee

March 22, 2016 – 10:00 a.m. – Conference Room A, 4th Floor, City Hall

1. Proposed Accessory Building – 895 Thorburn Road - INT1600018

The Development Committee recommends that Council approve the request for the 10' x 28' accessory building, with the condition that only one accessory building is permitted on the lot.

2. Extension to Dwelling in the Battery – 6 Middle Battery Road – Planning & Development File # DEV1600040

The Development Committee recommends that Council approve the request for the extension to 6 Middle Battery Road, as the view of the abutting property owners are not impacted.

Jason Sinyard
Deputy City Manager – Planning, Development & Engineering
Chairperson

DECISION/DIRECTION NOTE

Title: Proposed Accessory Building – 895 Thorburn Road – INT1600018

Date Prepared: March 16, 2016 (Date of Next Meeting: March 21, 2016)

Report To: His Worship the Mayor and Members of Council

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

Ward: Town of Portugal Cove – St. Philip’s – Broad Cove River Watershed

Decision/Direction Required:

To seek approval by Council to construct a 10’ x 28’ accessory building in the Watershed.

Discussion – Background and Current Status:

An application was submitted requesting to construct an accessory building at 895 Thorburn Road, by the Town of Portugal Cove – St. Philip’s. The property is located within the Broad Cove Watershed, where Council may permit one 16’ x 20’ maximum sized accessory building.

The applicant has proposed a 10’ x 28’ accessory building, which is within the maximum size permitted by Council in the Watershed.

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:**
Section 104 – City of St. John’s Act
- 5. Engagement and Communications Considerations:**
N/A



6. Human Resource Implications

N/A

7. Procurement Implications:

N/A

8. Information Technology Implications:

N/A

9. Other Implications:

N/A

Recommendations:

It is recommended that Council approve the request for the 10' x 28' accessory building, with the condition that only one accessory building is permitted on the lot.

Prepared by/Signature:

Andrea Roberts, Development Officer

Signature: _____

Approved by/Date/Signature:

Jason Sinyard, Deputy City Manager, Planning, Development and Engineering

Signature: _____

AAR/lmf

DECISION/DIRECTION NOTE

Title: Planning & Development File # DEV1600040
Extension to Dwelling in the Battery
6 Middle Battery Road

Date Prepared: March 22, 2016

Report To: His Worship the Mayor and Members of Council

Ward: 2

Decision/Direction Required:

To seek approval for a 15.12 m² extension.

Discussion – Background and Current Status:

The property, a semi-detached dwelling, is situated in the Residential Battery (RB) Zone where only single detached dwellings are permitted, thereby making the building non-conforming.

An application was submitted requesting a 15.12 m² extension to the existing dwelling at 6 Middle Battery Road, a 24% increase in floor area. This application has been advertised as an extension to a non-conforming use, to be considered by Council on March 28, 2016.

This property is also located in the Battery Development Guideline Study Area. The Footprint and Height Control Overlay in the study indicates that the property at 6 Middle Battery Road may not be increased vertically or horizontally. However, it also states that if an owner wishes to expand or build in excess of the Overlay, they must demonstrate through a Land Use Assessment Report (L.U.A.R.) that it is an acceptable development.

The applicant has submitted the LUAR in the form of photographs demonstrating the proposed extension to the dwelling. It has been determined that no views will be impacted from this increase.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions/Adopted Plans:
Battery Development Guideline Study.
4. Legal or Policy Implications:
Section 7.12 Non-Conforming Uses & Section 7.28.

ST. JOHN'S

5. Engagement and Communications Considerations:
6. Human Resource Implications: N/A
7. Procurement Implications: N/A
8. Information Technology Implications: N/A
9. Other Implications: N/A

Recommendations:

It is recommended that Council approve the request for extension to 6 Middle Battery Road, as the views of the abutting property owners are not impacted.

Prepared by/Signature:

Ashley Murray – Assistant Development Officer

Signature: _____

Approved by/Date/Signature:

Jason Sinyard – Chair – Development Committee

Signature: _____

AM/dlm

Attachments:

Photo from applicant of mock-up of proposed height

**DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING
FOR THE PERIOD OF March 17, 2016 TO March 23, 2016**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM		Home Office – Bookkeeping Buisness	15A Waterford Bridge Road	3	Approved	16-03-18
COM	NL Hyrdo	Transmission Upgrades to TL218	Trans-Canada Highway (Broad Cove River Watershed)	4	Approved	16-03-21
COM	Stantect Consulting Ltd.	Site Upgrades	82 Kenmount Road	4	Approved	16-03-21
IND	KMK Capiatl Inc.	Galway / Glencrest - Contract 03 - Industrial Park	15 Duffett's Road	5	Approved	16-03-22

*	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 22, 2016

Payroll

Public Works	\$ 571,509.14
Bi-Weekly Administration	\$ 817,178.48
Bi-Weekly Management	\$ 877,729.96
Bi-Weekly Fire Department	\$ 647,845.25
Accounts Payable	\$ 2,607,524.76

Total: \$ 5,521,787.59

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
CAMPBELL RENT ALLS LTD.	94661	HARDWARE SUPPLIES	\$38.78
CAMPBELL RENT ALLS LTD.	94662	HARDWARE SUPPLIES	\$433.46
NEWFOUNDLAND POWER	94663	ELECTRICAL SERVICES	\$4,794.32
NEWFOUNDLAND EXCHEQUER ACCOUNT	94664	REGISTRATION OF EASEMENT	\$100.00
CRAWFORD & COMPANY CANADA INC	94665	ADJUSTING FEES	\$4,385.25
YELLOW PAGES	94666	ADVERTISING	\$41.49
RECEIVER GENERAL FOR CANADA	94667	PAYROLL DEDUCTIONS	\$166,792.27
RECEIVER GENERAL FOR CANADA	94668	PAYROLL DEDUCTIONS	\$3,820.06
DAVID PORTER	94669	LEGAL CLAIM	\$1,049.39
MARIA CALLAHAN	94670	TRAVEL REIMBURSEMENT	\$1,335.05
INTERNATIONAL SOCIETY OF ARBORICULTURE	1097	MANUALS / BROCHURES	\$1,325.21
ROUTEMATCH SOFTWARE, INC.	1098	GOBUS SOFTWARE SUPPORT	\$60,654.42
BOMA NL	94671	REGISTRATION FEE	\$678.00
INSTITUTE OF MUNICIPAL ASSESSORS	94672	MEMBERSHIP RENEWAL	\$298.32
XPSOLUTIONS	1099	CONFERENCE FEE	\$2,421.71
DARLENE SHARPE	94673	CLEANING SERVICES	\$750.00
PUBLIC SERVICE CREDIT UNION	94674	PAYROLL DEDUCTIONS	\$5,091.86
NEWFOUNDLAND POWER	94675	ELECTRICAL SERVICES	\$6,365.15
PARTS FOR TRUCKS INC.	94676	REPAIR PARTS	\$7,584.08
MCLOUGHLAN SUPPLIES LTD.	94677	ELECTRICAL SUPPLIES	\$3,388.81
O'KEEFE, WADE	94678	TRAVEL ADVANCE	\$1,791.00
HARVEY, MAUREEN	94679	INCLUSIVE SUMMIT REGISTRATION FOR EMPLOYEE	\$465.00
MADAN SHARMA	94680	TRAVEL ADVANCE	\$1,294.50
ACKLANDS-GRAINGER	94681	INDUSTRIAL SUPPLIES	\$191.60
ACTION TRUCK CAP & ACCESSORIES	94682	REPAIR PARTS	\$586.79
AIMS LTD.	94683	REPAIRS TO OVERHEAD DOORS	\$2,144.26
AIR COOLED ENGINE SERVICE LTD.	94684	REPAIR PARTS	\$214.58
ATLANTIC PURIFICATION SYSTEM LTD	94685	WATER PURIFICATION SUPPLIES	\$1,620.99
AVALON STEAMATIC LTD.	94686	CLEANING SERVICES	\$259.90
AUTO PARTS NETWORK	94687	AUTO PARTS	\$79.10
BRINK'S CANADA LIMITED	94688	DELIVERY SERVICES	\$1,023.74
RDM INDUSTRIAL LTD.	94689	INDUSTRIAL SUPPLIES	\$254.25
NEWFOUNDLAND EXCHEQUER ACCOUNT	94690	ANNUAL OPERATION FEES FOR EQUIPMENT	\$169.50
HERCULES SLR INC.	94691	REPAIR PARTS	\$366.55
DOMINION STORES 924	94692	MISCELLANEOUS SUPPLIES	\$251.39

NAME	CHEQUE #	DESCRIPTION	AMOUNT
STAPLES THE BUSINESS DEPOT - MP	94693	OFFICE SUPPLIES	\$1,302.24
BELL ALIANT	94694	TELEPHONE SERVICES	\$343.52
BELBIN'S GROCERY	94695	CATERING SERVICES	\$1,627.73
SMS EQUIPMENT	94696	REPAIR PARTS	\$784.77
JENKINS POWER SHEET METALS INC	94697	PROFESSIONAL SERVICES	\$367.25
TONY'S TAILOR SHOP	94698	PROFESSIONAL SERVICES	\$113.00
CABOT PEST CONTROL	94699	PEST CONTROL	\$1,369.00
PIK-FAST EXPRESS INC.	94700	BOTTLED WATER	\$159.50
ROCKWATER PROFESSIONAL PRODUCT	94701	CHEMICALS	\$6,513.15
STANTEC CONSULTING LTD. (SCL)	94702	PROFESSIONAL SERVICES	\$4,872.38
THE PRINT & SIGN SHOP	94703	SIGNAGE	\$472.20
CLASS C SOLUTIONS GROUP	94704	REPAIR PARTS	\$2,607.59
OVERHEAD DOORS NFLD LTD	94705	PROFESSIONAL SERVICES	\$18,964.32
BRENKIR INDUSTRIAL SUPPLIES	94706	PROTECTIVE CLOTHING	\$429.17
DBA CONSULTING ENGINEERS LTD.	94707	PROFESSIONAL SERVICES	\$10,370.69
AON REED STENHOUSE INC	94708	INSURANCE RENEWAL	\$2,400.00
SPECTRUM INVESTIGATION & SECURITY 1998 LTD.	94709	SECURITY SERVICES	\$23.73
WESTERN HYDRAULIC 2000 LTD	94710	REPAIR PARTS	\$2,038.52
BDI CANADA INC	94711	CHEMICALS	\$105.53
AMEC FOSTER WHEELER ENVIRONMENT & INFASUTUR	94712	PROFESSIONAL SERVICES	\$11,448.92
AMEC FOSTER WHEELER AMERICAS LTD.	94713	PROFESSIONAL SERVICES	\$6,881.54
SIGNS 1ST	94714	SIGNAGE	\$67.80
CABOT BUSINESS FORMS/CABOT PROMOTIONS	94715	BUSINESS FORMS	\$1,214.75
LIFE SAFETY SYSTEMS DIV. OF SAYERS & ASSOC LTD	94716	PROFESSIONAL SERVICES	\$722.41
AIR LIQUIDE CANADA INC.	94717	CHEMICALS AND WELDING PRODUCTS	\$31,644.33
HISCOCK'S SPRING SERVICE	94718	HARDWARE SUPPLIES	\$7,564.63
DAVE CARROLL	94719	BAILIFF SERVICES	\$191.50
NORTRAX CANADA INC.,	94720	REPAIR PARTS	\$198.41
MAC TOOLS	94721	TOOLS	\$9.96
NORTH ATLANTIC SUPPLIES INC.	94722	REPAIR PARTS	\$7,061.37
HAZMASTERS INC.	94723	CHEMICALS	\$209.05
DULUX PAINTS	94724	PAINT SUPPLIES	\$183.71
PF COLLINS CUSTOMS BROKER LTD	94725	DUTY AND TAXES	\$42.24
COLONIAL GARAGE & DIST. LTD.	94726	AUTO PARTS	\$4,840.49
PETER'S AUTO WORKS INC.	94727	TOWING OF VEHICLES	\$1,459.90
COMPUTROL FUEL SYSTEMS INC	94728	SOFTWARE RENEWAL	\$1,412.50

NAME	CHEQUE #	DESCRIPTION	AMOUNT
CONSTRUCTION SIGNS LTD.	94729	SIGNAGE	\$1,742.46
ATLANTIC GYM & SPORTS	94730	RECREATION SUPPLIES	\$652.71
CRANE SUPPLY LTD.	94731	PLUMBING SUPPLIES	\$103.81
JAMES G CRAWFORD LTD.	94732	PLUMBING SUPPLIES	\$364.86
CROSBIE INDUSTRIAL SERVICE LTD	94733	PROFESSIONAL SERVICES	\$44,509.67
THOMAS ECONOMY GLASS	94734	PROFESSIONAL SERVICES	\$247.05
CUMMINS EASTERN CANADA LP	94735	REPAIR PARTS	\$4,282.23
KENDALL ENGINEERING LIMITED	94736	PROFESSIONAL SERVICES	\$416.96
ROGERS ENTERPRISES LTD	94737	TRAINING PROGRAM	\$2,237.40
CRAWFORD & COMPANY CANADA INC	94738	ADJUSTING FEES	\$374.00
DICKS & COMPANY LIMITED	94739	OFFICE SUPPLIES	\$760.75
NEWFOUNDLAND CAMERA	94740	CAMERA	\$451.98
WAJAX POWER SYSTEMS	94741	REPAIR PARTS	\$602.50
KPMG	94742	PROFESSIONAL SERVICES	\$33,131.60
REEFER REPAIR SERVICES (2015) LIMITED	94743	REPAIR PARTS	\$591.08
THYSSENKRUPP ELEVATOR	94744	ELEVATOR MAINTENANCE	\$423.75
GOODLIFE FITNESS	94745	FITNESS MEMBERSHIP	\$752.58
CANADIAN TIRE CORP.-HEBRON WAY	94746	MISCELLANEOUS SUPPLIES	\$308.44
CANADIAN TIRE CORP.-KELSEY DR.	94747	MISCELLANEOUS SUPPLIES	\$117.28
EASTERN MEDICAL SUPPLIES	94748	MEDICAL SUPPLIES	\$84.75
ENVIROMED ANALYTICAL INC.	94749	REPAIR PARTS AND LABOUR	\$305.10
FACTORY FOOTWEAR LONG POND	94750	PROTECTIVE CLOTHING	\$182.50
DOMINION STORE 935	94751	MISCELLANEOUS SUPPLIES	\$209.70
BASIL FEARN 93 LTD.	94752	REPAIR PARTS	\$248.60
ABSTRACT & AUXILIARY SERVICES	94753	TITLE SEARCH	\$472.00
PRINCESS AUTO	94754	MISCELLANEOUS ITEMS	\$247.90
TENCO INC.	94755	REPAIR PARTS	\$3,645.06
CONESTOGA-ROVERS ASSOC. LTD.	94756	REFUND SECURITY DEPOSIT	\$2,000.00
ENTERPRISE RENT-A-CAR	94757	RENTAL OF VEHICLES	\$2,981.45
BOOMIT	94758	REPAIR PARTS	\$960.50
EAGLE EXCAVATION	94759	PROFESSIONAL SERVICES	\$8,746.20
WOLSELEY CANADA INC.	94760	REPAIR PARTS	\$223.02
H & R MECHANICAL SUPPLIES LTD.	94761	MECHANICAL SUPPLIES	\$73.63
THE WORKS	94762	MEMBERSHIP FEES	\$41.70
CPA NEWFOUNDLAND AND LABRADOR	94763	MEMBERSHIP FEES	\$2,339.10
HARVEY & COMPANY LIMITED	94764	REPAIR PARTS	\$9,503.76

NAME	CHEQUE #	DESCRIPTION	AMOUNT
A HARVEY & CO. LTD.	94765	ROAD SALT	\$95,927.17
HARVEY'S OIL LTD.	94766	PETROLEUM PRODUCTS	\$100,588.79
GUILLEVIN INTERNATIONAL CO.	94767	ELECTRICAL SUPPLIES	\$496.93
BRENNTAG CANADA INC	94768	CHLORINE	\$30,456.89
CENTSIBLE CAR & TRUCK RENTALS	94769	RENTAL OF VEHICLES	\$430.74
FLEET READY LTD.	94770	REPAIR PARTS	\$2,545.41
HONDA ONE	94771	REPAIR PARTS	\$916.43
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	94772	PROTECTIVE CLOTHING	\$298.31
SCOTIA RECYCLING (NL) LIMITED	94773	REPAIR PARTS	\$133,398.33
IMPRINT SPECIALTY PROMOTIONS LTD	94774	PROMOTIONAL ITEMS	\$747.01
UMBRELLA SECURITY	94775	ALARM MONITORING	\$529.69
ISLAND HOSE & FITTINGS LTD	94776	INDUSTRIAL SUPPLIES	\$13.48
CHRIS SQUIRES ENTERPRISES INC.,	94777	RENTAL OF EQUIPMENT	\$5,765.83
CREIGHTON ROCK DRILL	94778	REPAIR PARTS	\$4,137.18
SPICERS CANADA LIMITED	94779	OFFICE SUPPLIES	\$2,016.55
KENT BUILDING SUPPLIES-STAVANGER DR	94780	BUILDING MATERIALS	\$380.68
KERR CONTROLS LTD.	94781	INDUSTRIAL SUPPLIES	\$133.50
CHIRON COMPOUNDING PHARMACY INC.,	94782	VETERINARY SUPPLIES	\$97.47
KING PROCESS TECHNOLOGY	94783	PROFESSIONAL SERVICES	\$333.35
ROCKET BAKERY & FRESH FOODS	94784	REFRESHMENTS	\$116.96
DATARITE.COM	94785	STATIONERY & OFFICE SUPPLIES	\$638.83
MACKAY COMMUNICATIONS	94786	REPAIR PARTS	\$951.58
SECURITAS CANADA LTD.	94787	SECURITY SERVICES	\$19,225.35
RFS CANADA	94788	LEASING OF OFFICE EQUIPMENT	\$8,758.90
STAPLES ADVANTAGE	94789	OFFICE SUPPLIES	\$1,684.45
MARK'S WORK WEARHOUSE	94790	PROTECTIVE CLOTHING	\$797.64
GDI SERVICES (CANADA) LP	94791	PROFESSIONAL SERVICES	\$29,962.77
DOCU GUARD/SHRED GUARD	94792	PROFESSIONAL SERVICES	\$488.10
REXEL CANADA ELECTRICAL INC.,	94793	REPAIR PARTS	\$152.55
JJ MACKAY CANADA LTD.	94794	PARKING METER KEYS	\$11,040.33
MEMORIAL UNIVERSITY OF NFLD.	94795	EMPLOYEE TRAINING	\$446.35
MIKAN INC.	94796	LABORATORY SUPPLIES	\$713.71
CUTTING EDGE LAWN CARE INC.,	94797	SNOW CLEARING SERVICES	\$2,147.00
THE BLIND SPOT	94798	PROFESSIONAL SERVICES	\$975.19
ALPHA CHEMICAL LIMITED	94799	REPAIR PARTS	\$1,542.45
WAJAX INDUSTRIAL COMPONENTS	94800	REPAIR PARTS	\$441.95

NAME	CHEQUE #	DESCRIPTION	AMOUNT
NEWFOUNDLAND DISTRIBUTORS LTD.	94801	INDUSTRIAL SUPPLIES	\$426.98
BELL ALIANT	94802	TELEPHONE SERVICES	\$208.84
TOROMONT CAT	94803	AUTO PARTS	\$1,412.06
PBA INDUSTRIAL SUPPLIES LTD.	94804	INDUSTRIAL SUPPLIES	\$165.01
GCR TIRE CENTRE	94805	TIRES	\$7,543.34
PUROLATOR COURIER	94806	COURIER SERVICES	\$70.54
RIDEOUT TOOL & MACHINE INC.	94807	TOOLS	\$316.91
THE ROYAL GARAGE LTD.	94808	AUTO PARTS	\$360.02
ROYAL FREIGHTLINER LTD	94809	REPAIR PARTS	\$4,282.83
S & S SUPPLY LTD. CROSSTOWN RENTALS	94810	REPAIR PARTS	\$8,801.96
ST. PAUL FIRE & MARINE INSURANCE CO.	94811	LEGAL CLAIM	\$10,683.84
ST. JOHN'S TRANSPORTATION COMMISSION	94812	GOBUS SERVICES	\$9,971.20
SAUNDERS EQUIPMENT LIMITED	94813	REPAIR PARTS	\$2,344.34
SPEEDY AUTOMOTIVE LTD.	94814	AUTOMOTIVE SUPPLIES	\$1,081.18
SUPERIOR OFFICE INTERIORS LTD.	94815	OFFICE SUPPLIES	\$26,549.92
TRACTION DIV OF UAP	94816	REPAIR PARTS	\$3,594.88
TULKS GLASS & KEY SHOP LTD.	94817	PROFESSIONAL SERVICES	\$331.66
URBAN CONTRACTING JJ WALSH LTD	94818	PROPERTY REPAIRS	\$169.50
FJ WADDEN & SONS LTD.	94819	SANITARY SUPPLIES	\$672.94
WATERWORKS SUPPLIES DIV OF EMCO LTD	94820	REPAIR PARTS	\$537.89
WALMART 3092-KELSEY DRIVE	94821	MISCELLANEOUS SUPPLIES	\$38.96
WORKPLACE HEALTH, SAFETY AND COMPENSATION COM	94822	PAYROLL DEDUCTIONS	\$254,377.46
ECONOMIC DEVELOPERS ASSOCIATION OF CANADA	94823	MEMBERSHIP FEES	\$423.19
BELL ISLAND MINOR HOCKEY ASSOCIATION	94824	CTJS PROGRAM	\$750.00
SAFER, ANDREW	94825	PROFESSIONAL SERVICES	\$1,500.00
DR. F.F. JARDINE	94826	MEDICAL EXAMINATION	\$20.00
GIRL GUIDES OF CANADA	94827	REAL PROGRAM	\$950.00
ASSOCIATION OF NEWFOUNDLAND & LABRADOR ARCHIVE	94828	WORKSHOP FEE	\$100.00
WONDERBOLT PRODUCTIONS	94829	ARTS GRANT	\$7,500.00
NEWFOUNDLAND SYMPHONY ORCHESTRA	94830	ARTS GRANT	\$5,000.00
MAX ARTS ATHLETICS WELLNESS	94831	REAL PROGRAM	\$1,090.44
INDEPENDENT LIVING RESOURCE CENTRE	94832	INCLUSION SUMMIT FEES	\$310.00
ENTERPRISE RENT A CAR	94833	RENTAL OF VEHICLES	\$129.06
MICHAEL FOLEY'S ACADEMY OF MARTIAL ARTS	94834	REAL PROGRAM	\$2,240.95
DSL COMMUNICATION SYSTEMS INC.	94835	PROFESSIONAL SERVICES	\$327.70
FIT FOR WORK	94836	PROFESSIONAL SERVICES	\$11,463.34

NAME	CHEQUE #	DESCRIPTION	AMOUNT
HUNGRY HEART CAFE	94837	REFRESHMENTS	\$409.80
STAPLES THE BUSINESS DEPOT - KELSEY DR	94838	OFFICE SUPPLIES	\$146.06
DANCE NL	94839	ARTS GRANT	\$3,500.00
BUBBA'S TUBS	94840	CHEMICALS	\$293.78
H & F ELECTRICAL LIMITED	94841	REFUND SECURITY DEPOSIT	\$72.60
TYCO INTEGRATED SECURITY CANADA, INC.	94842	PROFESSIONAL SERVICES	\$1,561.08
DAMIAN RYAN	94843	ST. JOHN'S LOCAL BOARD OF APPEAL	\$150.00
JOSEPH GREENE	94844	ST. JOHN'S LOCAL BOARD OF APPEAL	\$150.00
WILLIAM EARLE	94845	ST. JOHN'S LOCAL BOARD OF APPEAL	\$150.00
RAELENE THOMAS	94846	ST. JOHN'S LOCAL BOARD OF APPEAL	\$200.00
DENIS G. BARRY LAW	94847	REFUND COMPLIANCE LETTER	\$150.00
GRECO PIZZA	94848	MEAL ALLOWANCES	\$168.14
LES REID	94849	PROFESSIONAL SERVICES	\$50.00
CATHERINE WELLS	94850	RECREATION PROGRAM REFUND	\$135.00
KATHY DUCEY	94851	RECREATION PROGRAM REFUND	\$150.00
MARY CLAIRE LYNCH & COLLISION EXPERTS	94852	LEGAL CLAIM	\$1,793.19
TONY GOODYEAR & AVALON FORD SALES 1996 LTD.	94853	LEGAL CLAIM	\$1,960.56
KAREN PENNELL	94854	RECREATION PROGRAM REFUND	\$11.00
ANNA PENNEY	94855	REFUND SECURITY DEPOSIT	\$100.00
BENNETT, RICK	94856	VEHICLE BUSINESS INSURANCE	\$35.64
LETTO, LORI	94857	MILEAGE	\$36.90
MELISSA MURRAY	94858	MILEAGE	\$45.85
MAHER, TRAVIS	94859	MILEAGE	\$80.29
HODDINOTT, CORY	94860	VEHICLE BUSINESS INSURANCE	\$185.00
MCGRATH, CINDY	94861	MILEAGE	\$20.75
GUSHUE, RICK	94862	MILEAGE	\$6.11
WILLIAMS, NICOLE	94863	MILEAGE	\$20.93
SCOTT HOUNSELL	94864	STATEMENT OF CLAIM SEARCH	\$60.00
COURAGE, SCOTT	94865	MILEAGE	\$26.52
BRUCE PEARCE	94866	VEHICLE BUSINESS INSURANCE	\$403.46
KRISTA GLADNEY	94867	MILEAGE	\$81.34
WILLOW ANDERSON	94868	MILEAGE	\$4.98
NICHOLAS WHELAN	94869	MILEAGE	\$12.95
CARLIE WHITE	94870	REFUND TUITION	\$303.12
TIFFANY PAWLETT	94871	VEHICLE BUSINESS INSURANCE	\$64.03
JOELLE BLAIS	94872	INCLUSION SUMMIT FEES	\$155.00

NAME	CHEQUE #	DESCRIPTION	AMOUNT
TIFFANY SCEVIOUR	94873	MILEAGE	\$13.67
HARRIS & ROOME SUPPLY LIMITED	94874	ELECTRICAL SUPPLIES	\$608.85
SMITH STOCKLEY LTD.	94875	PLUMBING SUPPLIES	\$1,282.44
DEXTER CONSTRUCTION	94898	PROGRESS PAYMENT	\$247,598.82
ELLISDON CORPORATION	94899	PROGRESS PAYMENT	\$821,684.13
MAGNA CONTRACTING & MANAGEMENT	94900	PROGRESS PAYMENT	\$162,183.32
Total:			\$ 2,607,524.76

MEMORANDUM

Date: March 22, 2016
To: Mr. Kevin Breen, Mr. Rick Squires, Ms. Elaine Henley
From: Sherri Higgins– Buyer
Re: Council Approval - Tender TP115024804 Glass Beads

The results of Tender TP115024804 for Glass Beads are stated below:

Glass Beads	
TENDER TP115024804 – March 15/16	
Construction Signs Limited	\$27,384.00

It is recommended to award this tender to the lowest and only bidder, as shown above, meeting the specifications for Glass Beads, 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: Shift Optimization - Roads Division, Public Works

Date Prepared: March 10, 2016

Report To: His Worship the Mayor and Council

Ward: All

Decision/Direction Required: Approval of Shift Optimization and Staff Reductions

Discussion – Background and Current Status:

The Roads Division within the Department of Public Works is responsible for maintenance of City owned streets and sidewalks, including such tasks as snow clearing and ice control in the winter season and street cleaning and asphalt / concrete repairs during the summer season.

During the winter season, 3 shifts provide a minimum of 16 hours of coverage per day. If staff are required beyond this time the remaining hours are covered with overtime. This system provides the City with the flexibility to respond to winter snow and ice events in a timely manner.

Key Considerations/Implications:

1. Budget/Financial Implications

The proposed shift optimization would result in the elimination of 4 management and 33 unionized positions during the 16 week winter season, as well as 1 management and 10 unionized positions during the summer season.

Included in these staff reductions is the day shift for sidewalk clearing. The existing system has two day shifts for sidewalk clearing and it was felt that the shift could be optimized to retain the same level of service with a reduction in staff. With this optimization there will be flexibility to add operators to the sidewalk clearing operation if and when needed.

With these reductions, each shift will have the minimum number of staff required to snow clear during a winter event. The current practice of using rented trucks, along with the City's fleet, will enable the existing level of service to the City to be maintained.

These changes will save an estimated \$700,000 in 2016 and \$1,350,000 in 2017. Please see tables below.



Winter Season	Existing	Proposed	Reduction
Forepersons	16	12	4
Union	204	171	33
Ratio FP/Union	12.75	14.25	Total = 37

Summer Season	Existing	Proposed	Reduction
Forepersons	6	5	1
Union	50	40	10
Ratio FP/Union	8.3	8	Total = 11

The option of reducing an entire shift for the winter season was investigated, but it was realized that this option would have reduced the current service level. The Division would not have been able to maintain the City's policy of having one cut on all City streets within 12 hours after a winter event (<25cm), and street widening completed within 24 hours. In addition, snow removal in the downtown area and snow blow back operations throughout the City would be negatively impacted.

The loss of an entire winter shift would also leave long periods of time without any snow clearing staff on duty. All staff would have to be called in for overtime and their availability would not be guaranteed. The other significant risk for this option is operators maxing out their allowable driving time. Regulations currently set a limit of 15.5 hours of driving with a mandatory 8 hours of rest. This would result in the Division being without staff on site for 88 of the 168 total hours per week. The current three shift system leaves 48 hours per week uncovered.

2. Partners or Other Stakeholders

The proposed shift optimization should maintain the current level of service provided to residents and businesses within the City.

3. Alignment with Strategic Directions/Adopted Plans

Effective Organization / Fiscally Responsible – The shift optimization recognizes efficiencies within the current winter maintenance activities which should allow the City to maintain the current level of service with fewer employees.

4. Legal or Policy Implications

N/A



5. Engagement and Communications Considerations

Discussions will be held with Communications to inform the public, if approved.

6. Human Resource Implications

The proposed shift optimization will require the elimination of a total of 48 positions. Numerous positions will be made redundant and unionized staff will be provided with bumping options. Depending on the seniority of the employees involved, the staff reductions could affect other divisions within the City as employees exercise their bumping rights.

7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

Recommendation:

The winter shift be reduced by 4 management and 33 unionized positions and the summer shift be reduced by 1 management and 10 unionized positions, resulting in an estimated cost savings of \$1,350,000 in 2017.

Prepared by/Signature:

Jason Phillips, P. Eng., Manager – Roads Division

Signature: _____

Approved by/Date/Signature:

Lynnann Winsor, M.A.Sc., P. Eng., Deputy City Manager – Public Works

Signature: _____

Attachments:

ST. JOHN'S