

**AGENDA  
REGULAR MEETING**

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

**ST. JOHN'S**

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# MEMORANDUM

September 12, 2014

In accordance with Section 42 of the City of St. John's Act, the Regular Meeting of the St. John's Municipal Council will be held on **Monday, September 15, 2014 at 4:30 p.m.**

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

By Order



Elaine Henley  
City Clerk

# ST. JOHN'S

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

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

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Adoption of the Minutes (September 8, 2014)**
- 4. Business Arising from the Minutes**
  - A. Included in the Agenda**
  - B. Other Matters**
- 5. Notices Published:**
  - A Discretionary Use Application has been submitted requesting permission to occupy the basement of **75 Kiwanis Street** (St. Michael and All Angels Church) as a Day Care Center. The proposed business will consist of two (2) classrooms which will occupy a floor area of approximately 191.9 m<sup>2</sup> combined. The Day Care will be operated Monday - Friday, 7:30 a.m.– 6 p.m. The business will involve caring for a maximum of 32 children. On-site parking will be provided for the business. (No submissions received)
- 6. Public Hearings**
- 7. Committee Reports**
  - a) Audit & Accountability Committee Report of September 2, 2014
  - b) Development Committee Report of September 9, 2014
- 8. Resolutions**
- 9. Development Permits List (September 4<sup>th</sup> and 10<sup>th</sup>, 2014)**
- 10. Building Permits List (September 4<sup>th</sup> – 10<sup>th</sup>, 2014)**

- 11. Requisitions, Payrolls and Accounts (Week Ending September 10, 2014 )**
- 12. Tenders:**
  - a) Tender - Vohl Snowblower Parts
- 13. Notices of Motion, Written Questions and Petitions**
  - a) Notice of Motion re: Amendment to Plumbing By-Law
- 14. Other Business**
  - a) Memorandum dated September 5, 2014 from City Solicitor re: Kilbride Waterline Easement
- 15. Adjournment**

**September 8, 2014**

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

Mayor Dennis O'Keefe presided.

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

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

### **Call to Order and Adoption of the Agenda**

#### **SJMC2014-09-08/390R**

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

### **Adoption of Minutes**

#### **SJMC2014-09-08/391R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Lane: That the minutes of September 2, 2014 be adopted as presented.**

### **Notices Published**

Council considered the following notices published:

- **188 LeMarchant Road – Institutional (INST) Zone**

A Discretionary Use application has been submitted to the City of St. John's by Bell Mobility Inc. seeking approval of site design in relation to a telecommunications rooftop site at **188 LeMarchant Road** on St. Clare's Hospital.

In accordance with the City of St. John's Sitting Protocol for Wireless Facilities, the City of St. John's hereby notifies residents in the vicinity of 188 LeMarchant Road of the intention of Bell Mobility Inc. to install an antenna system consisting of:

Antennas 1.37 meters in height to be installed on the existing penthouse mechanical room, and finished to match the façade of the building.

(No submissions received)

- **69 Elizabeth Avenue – Commercial Neighbourhood (CN) Zone**

A Discretionary Use application has been submitted to the City of St. John's by Bell Mobility Inc. seeking approval of site design in relation to a telecommunications rooftop site located at **69 Elizabeth Avenue** on the Miranda Management building which is occupied by Newfoundland & Labrador Legal Aid Commission.

In accordance with the City of St. John's Siting Protocol for Wireless Facilities, the City of St. John's hereby notifies residents in the vicinity of 69 Elizabeth Avenue of the intention of Bell Mobility Inc. to install an antenna system consisting of:

Antennas will be mounted to the West side of the building and on gravity mount to the East due to structural requirements and will be 1.37 meters in height.

(No submissions received)

**SJMC2014-09-08/392R**

**It was moved by Councillor Hann; seconded by Councillor Galgay: That Council approve the above noted applications subject to all applicable City requirements.**

**The motion being put was unanimously carried.**

- **8 Nightingale Road – Residential Low Density (R1) Zone**

A Discretionary Use Application has been submitted for a proposed home occupation located at **8 Nightingale Road** for a business which creates and sells sewn and crafted products.

The proposed business will occupy a floor area of approximately 10 m<sup>2</sup> and will operate on a demand basis. Products are sold via the internet and local markets, and there are no clients on site. The applicant is the sole employee.

(No submissions received)

**SJMC2014-09-08/393R**

**It was moved by Councillor Tilley; seconded by Councillor Hickman: That Council approve the above noted applications subject to all applicable City requirements.**

**The motion being put was unanimously carried.**

## **Committee Reports**

### **Community Services and Housing Standing Committee Report – August 26, 2014**

Council considered the following report:

**In Attendance:** Councillor Bernard Davis, Chairperson  
 Deputy Mayor Ron Ellsworth  
 Councillor Bruce Tilley  
 Councillor Jonathan Galgay  
 Councillor Danny Breen  
 Councillor Tom Hann  
 Neil Martin, City Manager  
 Jill Brewer, Deputy City Manager of Community Services  
 Dave Blackmore, Deputy City Manager of Planning, Engineering & Development  
 Tanya Haywood, Director – Recreation Division  
 Janine Halliday, Manager of Citizen Services  
 Maureen Harvey, Senior Legislative Assistant

#### **1. Memorandum dated August 21, 2014 from Deputy City Manager, Community Services re: After-School Programs.**

The Committee considered a letter from Ms. Krista Fowlow who expressed concerns with the recent policy changes to Wedgewood Park’s after school program. Ms. Fowlow notes that changes in the program have seen other families who have been “grandfathered in” under the old program.

Two aspects of the new policy that she would like to see reconsidered are:

- a. Allowing families of the new program to roll over registration from one year to the next.
- b. Siblings of existing registered family members should be given priority registration.

The memorandum from the Deputy City Manager provided the background for policy changes.

It stated as follows:

*In 2013, Council approved recommendations by the Recreation Division to operate all after-school programs using the HIGH FIVE ® Framework exclusively and cease day-care licencing of the Wedgewood and Airport Heights programs. HIGH FIVE ® is the nationally recognized industry standard for quality assurance of recreation and sports programs for children and best supports the delivery of programming that meets our mandate as per the 2008-2018 Recreation & Parks Master Plan.*

*Council's commitment to the development of new Recreation infrastructure allows the City of St. John's to provide recreational programming for its residents with young children in need of after-school programming. It is anticipated that with the construction of new facilities such as the Paul Reynolds Community Centre at Wedgewood Park and the Southlands Community Centre, and through the development of innovative partnerships within the community, the supply of after-school programming opportunities will increase and more effectively meet the high demand for these types of services.*

*Policy has also been changed to ensure that all citizens have equitable access to the after-school programming currently offered by the City. Specifically, that registration for the Wedgewood Park and Airport Heights Programs is open to all citizens on an annual basis as occurs in our other neighbourhood centres such as Kilbride, Shea Heights and Southlands.*

*Under the previous registration policy, families using the Airport Heights and Wedgewood Park After-school Programs were allowed to maintain their child's spot in the programs from grades one through six thereby limiting participation to the same 30-40 children for a potential six year period. This is more typical of a private daycare and not of municipal recreation departments. Registration is now accepted on a first come first served basis each school year as is the practice for all of our programs and services.*

*There have been concerns raised by a small number of citizens regarding our new policy which does indeed vary from the previous child-care service offered. We are focussing on a recreational activity based program, for all school aged children. We anticipate being in a better position to meet the needs of the primary/elementary age group. We do recognize the needs of parents of young children for a commitment, which is why we commit to the full school year for registration. However, in order to give as many children and families an opportunity to participate in our programming, the commitment needs to be available to all on at least a yearly basis.*

*If parents are looking for a consistent and secure commitment for the entire primary/elementary school ages, private day cares provide this service.*

Discussion took place with acknowledgement of the concerns put forth by Ms. Fowlow. However, as it is the City's intention to move away from daycare based operations to recreational based programs, the following recommendation is put forward.

**Recommendation:**

**The Committee recommends status quo for registration procedures for the City's after-school programs.**



**2. Memorandum dated August 21, 2014 from the Director – Recreation Division re: Southlands Community Centre – Rental Rates**

The Committee considered the above-noted memorandum which outlined the rental fees and options for events that are being hosted at the new Southlands Community Centre. It was noted that these rates were derived having conducted a full review of rates in adjacent jurisdictions.

<b>Southlands Community Centre Rental Rates (per hour, including tax)</b>							
<b>Rate</b>	<b>MPR (Half)</b>	<b>MPR (Full)</b>	<b>Kitchen</b>	<b>Meeting Room</b>	<b>Lobby</b>	<b>Birthday/Shower 2 Hour Time Slot Includes: Full MPR, Kitchen, Lobby and Party Host</b>	<b>Birthday/Shower 2 Hour Time Slot Included: Half MPR, Kitchen, Lobby and Party Host</b>
Full	\$30	\$45	\$20	\$20	\$20	\$150	\$120
Non-Profit	\$15	\$23	\$10	\$10	\$10	n/a	n/a

Requests for long-term repeat rentals are under consideration and will be accommodated once in house program offerings are evaluated to ensure the needs of the community are met.

**Recommendation**

**Moved by Deputy Mayor Ellsworth; seconded by Councillor Galgay:  
That approval be given to the rental rates for the Southlands  
Community Centre as shown above.**

A discussion on a comprehensive review of recreation facilities and program rates will be undertaken in 2015.

**Councillor Bernard Davis  
Chairperson**

**SJMC2014-09-08/394R**

**It was decided on motion of Councillor Davis; seconded by Councillor Collins: That Council approve the above noted report as presented.**

**The motion being put was unanimously carried.**

## **Police & Traffic Committee Report – September 3, 2014**

Council considered the following report.

**In Attendance:** Councillor Art Puddister, Chairperson  
 Deputy Mayor Ron Ellsworth  
 Councillor Bruce Tilley  
 Councillor Danny Breen  
 Councillor Bernard Davis  
 Councillor Tom Hann  
 Don Brennan, Director of Roads and Traffic  
 Dawn Corner, Manager of Traffic  
 Bill MacDonald, Supervisor Traffic Signals  
 Blair Bradbury, Development Engineer - Traffic  
 Chris Pitcher, Supervisor, Parking Services  
 Inspector Joe Boland, RNC  
 Chris Whelan, Metrobus  
 Derek Chafe, St. John's Regional Fire Department  
 Jeanette Holman-Price, Citizen Representative  
 Maureen Harvey, Senior Legislative Assistant

### **1. Request for Relocation of No Parking Anytime Sign and Extension of No Parking Area on Pine Bud Avenue Adjacent to Civic #38**

The Committee was advised that the resident of #38 Pine Bud Avenue advises that the parking restriction that ends just west of their property has resulted in a vehicle parking continuously in front of their home and obstructing visibility when they attempt to exit their driveway.

#### **Recommendation**

**The Committee recommends that the No Parking Anytime restriction on the north side of Pine Bud Avenue east of Rowan Street be extended approximately 10m east.**

### **2. Speeding Traffic – Gonzaga High School**

Councillor Davis brought forward the matter of excessive traffic and speeding in and around Gonzaga High School.

#### **Recommendation**

**The Committee recommends the RNC be requested to step up patrol in the above noted area.**

Councillor Art Puddister  
 Chairperson  
 Police & Traffic Committee

**SJMC2014-09-08/395R**

**It was decided on motion of Councillor Puddister seconded by Councillor Lane: That Council approve the above noted report as presented.**

**The motion being put was unanimously carried.**

**Special Events Advisory Committee Report**

Council considered the memorandum dated September 4, 2014 from the Director of Recreation regarding the Special Events Advisory Committee's recommendation to proceed with the following events:

The following recommendations of the Committee are forwarded to Council for approval in principle subject to any conditions that may be required by the Special Events Advisory Committee:

- 1)     **Event:**            Republic of Doyle Filming  
           **Location:**   206 Water Street (Grapevine)  
           **Date:**         September 15, 2014  
           **Time:**         6:00 a.m. - 11:30 a.m.

To facilitate filming, permission is requested to implement stop-and-go traffic on the section of Water Street between Clift's -Baird's Cove and Ayre's Cove/McBrides Hill during the hours of 6:00 a.m. and 9:00 a.m., and then close this section of Water Street between the hours of 9:00 a.m. and 11:30 a.m. During this time there will be a simulated explosion at the Grapevine and appropriate permits have been obtained. The St. John's Regional Fire Department will be on site as well as the Royal Newfoundland Constabulary for traffic control and safety support.

All residences and businesses within the filming area will be informed and pedestrian, customer and delivery vehicle access will be accommodated.

- 2)     **Event:**            Battle of Britain Parade and Fly-Past  
           **Location:**   CLB Armoury  
           **Date:**         September 21, 2014  
           **Time:**         10:30 a.m. - 1:15 p.m.

Parade will depart CLB Armoury to Anglican Cathedral for Church Service at 11:00 a.m. 12:15 p.m. Parade will reform on Gower Street and depart Anglican Cathedral for War Memorial Wreath Laying Ceremony at 12:30 p.m. Military Fly-Past is scheduled for 1:00 p.m. and Parade will dismiss at 1:15 p.m.

**Special Events Advisory Committee Recommendations:**

It is the recommendation of the Committee that Council approve the above noted events, subject to the conditions set out by the Special Events Advisory Committee.

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Tanya Haywood  
Director, Recreation Division  
Department of Community Services

**SJMC2014-09-08/396R**

**It was decided on motion of Councillor Hickman; seconded by Councillor Galgay: That Council approve the above noted report as presented.**

**The motion being put was unanimously carried.**

**Building Permits List**

**SJMC2014-09-08/397R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the recommendations of the Director of Planning and Development with respect to the following Building Permits list for the period August 28 – September 3, 2014 be approved:**

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

Permits Issued: 2014/08/28 To 2014/09/03

**Class: Commercial**

2a Bates Hill Top Notch Barber	Co	Service Shop
146-152 Water St 1st Floor	Co	Retail Store
106 Airport Rd	Sn	Hotel
183 Duckworth St-Model Citizen	Sn	Restaurant
205 Logy Bay Rd	Ms	Commercial School
16-72 Hamlyn Rd	Co	Retail Store
355 Main Rd	Cr	Light Industrial Use
326 Freshwater Rd	Nc	Fence
324 Freshwater Rd,Fw Suzuki	Ex	Car Sales Lot
136-140 Water St	Rn	Office

This Week \$ 1,540,000.00

**Class: Industrial**

This Week \$ .00

**Class: Government/Institutional**

This Week \$ .00

**Class: Residential**

176 Canada Dr	Nc	Accessory Building
7 Cape Pine Street	Nc	Single Detached Dwelling
27 Cappahayden St ,Lot 3	Nc	Single Detached Dwelling
53 Flower Hill	Nc	Patio Deck
18 Gibbon Pl	Nc	Fence
101 Great Eastern Ave	Nc	Accessory Building
13 Guernsey Pl, Lot 27 Unit 3	Nc	Condominium
410 Hamilton Ave	Nc	Accessory Building
188 Ladysmith Dr	Nc	Accessory Building
207 Ladysmith Dr	Nc	Accessory Building
11 Legacy Pl, Lot 36	Nc	Single Detached & Sub.Apt
8 Lunenburg St	Nc	Accessory Building
8 Lunenburg St	Nc	Fence
611 Main Rd	Nc	Patio Deck
611 Main Rd	Nc	Patio Deck
112 New Cove Rd	Nc	Single Detached & Sub.Apt
11 Oakmount St	Nc	Accessory Building
6 Orlando Pl-Lot 259	Nc	Single Detached & Sub.Apt
38 Orlando Pl-Lot 243	Nc	Single Detached & Sub.Apt
117-121 Petty Harbour Rd	Nc	Accessory Building
39 Reid St	Nc	Swimming Pool
108 St. Clare Ave	Nc	Patio Deck
37 Stanford Pl, Lot 49	Nc	Single Detached Dwelling
13 Stephano St, Lot 226	Nc	Single Detached & Sub.Apt

22 Tigress St	Nc	Accessory Building
47 Toronto St	Nc	Patio Deck
60 Viscount St	Nc	Fence
100 Carter's Hill	Co	Single Detached Dwelling
36 Hatcher St	Cr	Subsidiary Apartment
104 Highland Dr	Cr	Subsidiary Apartment
207 Ladysmith Dr	Cr	Single Detached & Sub.Apt
6 Oberon St	Ex	Patio Deck
4 Ronayne Pl	Ex	Single Detached Dwelling
1 Lower Battery Rd	Rn	Single Detached Dwelling
72 Carpasian Rd	Rn	Single Detached Dwelling
4 Dickinson Pl	Rn	Single Detached Dwelling
14a Freshwater Rd	Rn	Apartment Building
14a Freshwater Rd Unit 14c	Rn	Apartment Building
89 Lester St	Rn	Single Detached Dwelling
40 Pennywell Rd	Rn	Single Detached Dwelling
51 Rotary Dr	Rn	Single Detached Dwelling
16 Smith Ave	Rn	Single Detached Dwelling
46 Sorrel Dr	Rn	Single Detached Dwelling
20 Ridge Rd	Sw	Single Detached Dwelling
65 Stavanger Dr - Cibc	Ms	Bank

This Week \$ 1,978,400.00

**Class: Demolition**

This Week \$ .00

This Week's Total: \$ 3,518,400.00

Repair Permits Issued: 2014/08/28 To 2014/09/03 \$ 137,300.00

156 Great Eastern Avenue - application to expand existing driveway is rejected as per Section 10.10.3(g) of the 1994 Development Regulations.

133 Gower Street - application to install three new windows is rejected as per Section 5.9.4 Heritage Area Standards (Table) of the St. John's Development Regulations.

Legend

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

YEAR TO DATE COMPARISONS			
September 08, 2014			
TYPE	2013	2014	% VARIANCE (+/-)
Commercial	\$70,233,000.00	\$102,644,000.00	46
Industrial	\$131,000.00	\$125,000.00	-5
Government/Institutional	\$71,831,000.00	\$77,742,000.00	8
Residential	\$113,851,000.00	\$108,474,000.00	-5
Repairs	\$3,520,000.00	\$3,642,000.00	3
Housing Units (1 & 2 Family Dwellings)	320	236	
<b>TOTAL</b>	<b>\$259,566,000.00</b>	<b>\$292,627,000.00</b>	<b>13</b>

Respectfully Submitted

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

**The motion being put was unanimously carried.**

**Requisitions, Payrolls and Accounts**

**Weekly Payment Vouchers  
For The  
Week Ending September 3, 2014**

**Payroll**

<b>Public Works</b>	<b>\$ 422,106.82</b>
<b>Bi-Weekly Casual</b>	<b>\$ 116,284.57</b>
<b>Accounts Payable</b>	<b>\$ 4,801,825.73</b>
<b>Total:</b>	<b>\$ 5,340,217.12</b>

**SJMC2014-09-08/398R**

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

**The motion being put was unanimously carried.**

**Tenders**

**Tender: 2014069 – Two Loaders**

Council considered the memorandum dated August 28, 2014 from the Department of Corporate Services regarding the above noted.

**SJMC2014-09-08/399R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the tender 2014069 for two loaders be awarded to Harvey and Company at a total cost of \$320,080.00 (HST extra) the lowest bidder, who fully meets specification as per the Public Tendering Act.**

**The motion being put was unanimously carried.**

**Tender: 2014070– One New Skid Steer Loader**

Council considered the memorandum dated August 28, 2014 from the Department of Corporate Services regarding the above noted.

**SJMC2014-09-08/400R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the tender 20140720 for one new skid steer loader be awarded to Atlantic Trailer and Equipment at a cost of \$60,000 (HST extra), the lowest bidder who full meets specification, as per the Public Tendering Act.**

**The motion being put was unanimously carried.**

**Tender: 2014071– One New Tandem Sander**

Council considered the memorandum dated August 28, 2014 from the Department of Corporate Services regarding the above noted.

**SJMC2014-09-08/401R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the tender 20140720 for one new tandem sander be awarded to Western Star Trucks Ltd. at a cost of \$201,087.00 (HST extra) the lowest bidder who full meets specification, as per the Public Tendering Act.**

**The motion being put was unanimously carried.**

**Tender: 201407– Supply and Install Playground Equipment**

Council considered the memorandum dated September 4, 2014 from the Department of Corporate Services regarding the above noted.

**SJMC2014-09-08/402R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the tender 2014077 for the supply and installation of playground be awarded to Coastline Specialties Limited, at a cost of \$116,876.00 (HST extra) the lowest bidder who full meets specification, as per the Public Tendering Act.**

**The motion being put was unanimously carried.**



**Tender: 2014 Battery Sanitary Sewer Outfall Replacement**

Council considered the memorandum dated September 4, 2014 from the Director of Engineering regarding the above noted.

**SJMC2014-09-08/403R**

**It was decided on motion of Councillor Tilley; seconded by Councillor Hann: That the tender for the 2014 Battery Sanitary Sewer Outfall Replacement Project, be awarded to RJG Construction Limited, in the amount of \$1,169,064.10 (including HST) the lowest bidder who full meets specification, as per the Public Tendering Act.**

**The motion being put was unanimously carried.**

**Travel Request – Councillor Puddister**

Council considered a memorandum dated September 3, 2014 from the City Clerk requesting Council's approval for Councillor Puddister to attend the 2014 MNL Annual Convention and Trade Show being held in Corner Brook from October 8-11, 2014.

**SJMC2014-09-08/404R**

**It was decided on motion of Councillor Breen; seconded by Councillor Hickman: That approval be given to a travel request by Councillor Puddister to attend the 2014 MNL Annual Convention and Trade Show, in Corner Brook from October 8 – 11, 2014.**

**The motion being put was unanimously carried.**

**Economic Update – September 2014**

Councillor Tilley presented the Economic Update for September 2014, a copy of which is available from the Office of the City Clerk.

Councillor Tilley and Mayor O'Keefe reported that St. John's will be hosting the world's ocean community at the Oceans 2013 conference and exhibition taking place in St. John's from September 14-19, 2014. With the theme "Where Challenge Becomes Opportunity", this year's conference will bring together 1,200 global leaders in science, engineering, enterprise, industry and government – making it one of the most comprehensive ocean sciences and engineering gatherings in North America.

The City of St. John's has partnered with the Government of Newfoundland & Labrador, the Government of Canada, and the Marine Institute to Bring OCEANS '14 to the city. It represents a tremendous opportunity to showcase St. John's as a City of Ocean Excellence and bring greater awareness to the province's research and development in emerging technologies, extraordinary marine infrastructure, and leading-edge companies.

The Marine Technology Society and the Oceanic Engineering Society of the Institute of Electrical and Electronic Engineers are jointly sponsoring the conference.

### **Councillor Puddister**

Councillor Puddister requested that staff obtain statistics and feedback from Westjet Airlines with respect to their recent re-introduction of flights between St. John's and Dublin, Ireland.

### **Councillor Hann**

Councillor Hann reported that the final opportunity for residents to have input into the new Municipal Plan will be through information sessions scheduled as follows:

- |                       |                              |
|-----------------------|------------------------------|
| 1. September 16, 2014 | City Hall                    |
| 2. September 20, 2014 | McDonald Drive Junior High   |
| 3. September 23, 2014 | Shriners Club, Topsail Road. |

He noted that once the Municipal Plan is adopted, staff will begin to draft the new St. John's Development Regulations to coincide with the Plan.

### **Mayor Dennis O'Keefe**

Mayor O'Keefe informed the public that given the amount of litter and debris on the Outer Ring Road, resulting from uncovered loads en route to Robin Hood Bay, Council has decided to step up enforcement. He noted that the program will start with a public awareness campaign, which will include social media and paper materials. This will be followed in mid-October, with a request for the RNC to increase patrols in the area and issue tickets if people are transporting garbage with loads uncovered.

**Adjournment**

There being no further business the meeting adjourned at 5:30 p.m.

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**MAYOR**

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**CITY CLERK**

## 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 September 15, 2014**

Ref #	Property Location/ Zone Designation	Ward	Application Details	Floor Area (square metres)	# of Employees (includes the applicant)	# of On-Site Parking Spaces	Written Representations Received	Planning and Development Division Notes
1	75 Kiwanis Street  Commercial Neighbourhood (CN) Zone	2	<p>A Discretionary Use Application has been submitted requesting permission to occupy the basement of <b>75 Kiwanis Street</b> (St. Michael and All Angels Church) as a Day Care Center.</p> <p>The proposed business will consist of two (2) classrooms which will occupy a floor area of approximately 191.9 m<sup>2</sup> combined. The Day Care will be operated Monday - Friday, 7:30 a.m.– 6 p.m. The business will involve caring for a maximum of 32 children. On-site parking will be provided for the business.</p>	191.9			No submissions received	<b>The Planning and Development Division recommends approval of the application subject to all applicable City requirements.</b>

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.

# REPORT

## Audit and Accountability Committee

### September 2, 2014

**Present:** Deputy Mayor Ron Ellsworth, Chairperson  
 Councillor Bruce Tilley  
 Councillor Tom Hann (12:35 pm)  
 Mr. Neil Martin, City Manager  
 Mr. Robert Bishop, Deputy City Manager, Financial Management  
 Mr. Dave Blackmore, Deputy City Manager, Engineering, Planning & Development  
 Mr. Nathan Barrett, Manager of Accounting Services  
 Mr. Brendan O’Connell, Director of Engineering  
 Mr. Sean Janes, City Internal Auditor  
 Mr. Dave Royle, Senior Internal Auditor  
 Mr. Boyd Chislett, Citizen Representative  
 Ms. Maureen Harvey, Legislative Assistant

#### 1. 14-05 Construction and Capital Works Projects

The Committee considered the above-noted draft report which summarizes the pending issues from the review of construction and capital projects.

Discussion took place noting that Section 5.1 should be amended to better reflect the current practice regarding close-out meetings. The revised draft report is available from the Office of the City Clerk.

##### Recommendation

**The Committee recommends acceptance of the Internal Audit Report for Assignment 14-05 entitled “Construction and Capital Projects” with agreement that the recommendations contained therein be implemented.**

#### 2. Assignment 14-02 Travel Expense Claims

The Committee considered the above-noted draft report which summarizes the pending issues from the internal audit of travel expense claims. A copy of the report available from the Office of the City Clerk.

##### Recommendation

**The Committee recommends acceptance of the Internal Audit Report for Assignment 14-02 entitled “Travel Expense Claims” with agreement that the recommendations contained therein be implemented.**

#### 3. Three Year Audit Plan

The Committee reviewed a document which set out the current three year plan. Discussion ensued and it was agreed to alter the plan such that the assignment for the review of the Regional Water System be deferred to allow a review to take place regarding Windsor Lake. It was agreed that undertaking this smaller scale audit would be beneficial to the subsequent audit of Regional Water.

In reviewing the document, the Committee expressed concern that the plan may be too aggressive and will likely fall behind in the completion of assignments. The Committee felt it was better to have a less aggressive plan that is more realistic and attainable. It was agreed that a new plan be discussed in Committee over the next few months with formal adoption by Council in January 2015.

**Recommendation**

**The Committee recommends adjustment of the current three year audit plan to replace the Regional Water scheduled assignment with the Windsor Lake assignment and further that staff present a new three year audit plan to become effective January 2015.**

Deputy Mayor Ron Ellsworth  
Chair

To: Chair & Committee Members, Audit Committee

Areas Responsible: Bob Bishop, CA., Deputy City Manager - Financial Management

The table below summarizes the pending issues from the Internal Audit of Travel Expense Claims # 12-03.

Recommendation	Status Update	Date
<b>1.1 (i).</b> Management should update the Travel Expense Policy and the Travel Authorization form and replace all references to the “Chief Commissioner” with the City Manager.	Forms are currently being worked on by the City Clerk.	Sept 30, 2014
<b>1.2 (i).</b> Management should revise sections 2.1 and 4.3.1 of the Policy to note the form title as Travel Authorization or change the name on the form to Travel Authority and Advance Voucher as per the Policy.	The policy has been changed and forms are currently being worked on.	Sept 30, 2014
<b>1.2 (ii).</b> Management should revise the Policy to include the requirement for the registration form and program brochure for conferences/ seminars/ meetings (agendas) to be attached to the Travel Authorization.	Management advised the policy has been changed.	Sept 30, 2014
<b>1.2 (iii).</b> Management should revise the Travel Expense Statement to change the wording from “Authorized Signature” in the “Approved For Payment By Finance” section to Manager Accounting Services.	Forms are in the process of being changed.	Sept 30, 2014
<b>1.2 (iv).</b> Management should revise the Travel Expense Statement form to have one original and two copies with one copy retained by the employee prior to submitting the original and second copy to Financial Services.	Forms are in the process of being changed.	Sept 30, 2014

Recommendation	Status Update	Date
<p><b>1.3</b> Management should change the term “appropriate authority” in section 4.3.3. of the Policy to the “Department Head”.</p>	<p>Management advised the policy has been changed.</p>	<p>Sept 30, 2014</p>
<p><b>1.4</b> Management should revise section 5.1.3. of the Policy to specifically address baggage fees. This section should be reviewed on a frequent basis as airlines are constantly adjusting their fee structure.</p>	<p>Management advised the policy has been updated.</p>	<p>Sept 30, 2014</p>
<p><b>1.5</b> Management should revise section 6 to require employees who combine personal and business travel to include the calculations and supporting documents of the most direct route and most economical mode of travel versus the actual costs. This will help ensure that proper documentation is on file for audit trail purposes; and the appropriate amount is claimed and reimbursed to the employee.</p>	<p>Management advised the policy has been updated.</p>	<p>Sept 30, 2014</p>
<p><b>1.6</b> Management should revise section 10 of the Policy to direct employees requiring a rental car while travelling on City business not to purchase the collision damage waiver option. In addition, employees should contact the Risk Manager/Business Continuity Coordinator before leaving for business travel and request evidence of the City’s insurance for presentation to the rental car company.</p>	<p>Management advised the policy has been updated.</p>	<p>Sept 30, 2014</p>



Recommendation	Status Update	Date
<p><b>1.7</b> Management should review section 12 of the Policy and decide if employees on travel status should be reimbursed for costs associated with internet usage (provided it is for business purposes only). If so, management should revise section 12 to permit employees to claim internet charges.</p>	<p>The policy was changed to “If the Department Head and/or City Manager deems it necessary, internet charges will be reimbursed.</p>	<p>September 30, 2014</p>
<p><b>1.8</b> Management should revise the foreign exchange section of the Policy to include direction as to where the employees should obtain the exchange rates for their travel expenses. If the exchange rate is obtained from the credit card statement, then a copy of the statement showing the exchange rate should be attached to the Travel Expense Statement. If the exchange rate is obtained from a currency exchange website, the employee should print the page and attach it to the Travel Expense Statement for ease of review.</p>	<p>Management revised the Travel Expense Policy to require employees to provide a copy of their credit card statement or a print out of the exchange rate from the Bank of Canada website and attach it to their Travel Expense Statement.</p>	<p>September 30, 2014</p>
<p><b>2.1</b> Management should write a memorandum to all Department Heads reminding them that their employees must attach the registration form and program brochure for conferences, seminars, etc. to the Travel Authorization prior to requesting approval by the Department Head.</p>	<p>Management advised the memorandum is currently in process.</p>	<p>September 30, 2014</p>
<p><b>2.5 (i)</b> Management should issue a memorandum to Department Heads requesting them to have employees provide explanations on the Travel Expense Statement when actual expenditures such as hotel bills are higher than the minimum rates quoted in the conference brochure.</p>	<p>Management advised the memorandum is currently in process.</p>	<p>September 30, 2014</p>

Recommendation	Status Update	Date
<p><b>2.5 (ii)</b> Management should revise the Travel Expense Policy to state how many day(s) before and after a conference will be reimbursed for hotel and per diem expenses. The Policy should also note that explanations for any additional days should be noted on the bottom of the Travel Authorization form prior to approval by the Dept. Head, City Treasurer and City Manager. In addition, if circumstances arise after the approval which requires additional days, then the employee should provide an explanation on the Travel Expense Statement and have it approved by the Department Head.</p>	<p>Management advised the policy has been changed.</p>	<p>September 30, 2014</p>
<p><b>3.1</b> Management should issue a memorandum to the Department Heads that as per section 1.1.3 of the Travel Expense Policy, travel outside of the approved budget must be approved by Council based on the recommendation of the City Manager.</p>	<p>Management revised the Travel Policy as follows: “Any travel cost exceeding the approved departmental travel budget must be approved by the City Manager.</p>	<p>September 30, 2014</p>

The following table summarizes the current status of all issues identified in the Internal Audit of Travel Expense Claims # 12-03.

Total Recommendations	Closed	Pending
21	6	15

The Table below summarizes the closed issues from the Internal Audit of Travel Expense Claims # 12-03.

Recommendation	Status Update	Date
<p><b>1.1 (ii)</b> Management should consider allowing the City Manager to approve overages of travel expense accounts up to a specified dollar amount or percentage of budget without having to seek Council approval.</p>	<p>Management indicated that a new policy has been implemented which allows the City manager to approve overages of travel expense accounts.</p>	<p>Implemented Closed</p>
<p><b>1.2 (v).</b> Management should revise the Travel Expense Statement to include the foreign exchange on each applicable line.</p>	<p>Management advised that most employees do not use the foreign exchange line which currently exists on the Travel Expense Statement. They simply include the Canadian amount in the total claimed column and provide backup, usually their credit card statement, for the amount claimed. There is no need to add additional columns to this statement.</p>	<p>Not implemented Closed</p>
<p><b>1.9</b> Management should develop an electronic travel claim form and provide employees the option of preparing their travel claim electronically or by using the current paper based travel claim form.</p>	<p>Management indicated that considering all of the projects currently ongoing in Information Services and Finance, it is not likely this would be given any level of priority especially when you consider the small amount of the City's budget spent on travel.</p>	<p>Not implemented Closed</p>
<p><b>2.2</b> Financial Services should ensure that Travel Authorization forms are date stamped to provide an audit trail as to whether or not employees are submitting the Travel Authorizations according to the Policy.</p>	<p>Management agreed; however the only purpose in requiring that the Travel Authority and Advanced Voucher form be received at Financial Services at least 5 days prior to departure is to ensure the employee receives their travel advance prior to travelling. If it is not received in time, the employee does not receive their advance.</p>	<p>Implemented Closed</p>

Recommendation	Status Update	Date
<p><b>2.3</b> Management responsible for the Mayor's Office and the Mayor and Council accounts should ensure that the travel expenses are charged to the appropriate accounts.</p>	<p>The appropriate administrative staff have been instructed to ensure that in future only the Mayor's travel is charged to account number 1112 while all other Councilors' travel is charged to account number 1111.</p>	<p>Implemented Closed</p>
<p><b>2.4</b> Management should revise the Travel Expense Policy to require employees to pay for their own expenses. Employees should submit itineraries/receipts in their own name and the reimbursement cheque should be issued in the name of the employee who did the travel.</p>	<p>Management advised this happened a few times when an employee did not have a credit card so another employee paid on their behalf. Management does not see where the risk of duplicate payment exists since we are aware of the fact that one employee has paid on behalf of the other so why would we reimburse both of them.</p>	<p>Not implemented Closed</p>

To: Chair & Committee Members, Audit Committee

Areas Responsible: Dave Blackmore, R.P.A., DCM – Planning, Development & Engineering  
 Brendan O’Connell, P. Eng., Director - Engineering

The table below summarizes the pending issues from the Review of Construction and Capital Projects, Assignment #09-03.

Recommendation	Status Update	Date
<p><b>1.1(i).</b> The City should examine its methods of tracking assets (e.g. streets, sidewalks, bridges, etc) and identifying and prioritizing the need for repair, maintenance or replacement in an attempt to standardize the process as much as reasonably possible. Consideration could be given to development of standardized checklists for any areas where they do not presently exist.</p>	<p>We have met with Blair McDonald (ERP Project Manager) to discuss the potential applicability of using mobile devices and Wennsoft software. Blair will give us a demonstration of the mobile device. We will further evaluate options when we know the capabilities of the mobile device.</p>	<p>Dec 2014</p>
<p><b>1.1(ii).</b> Efforts should be continued to update all inventory of City assets to properly and completely identify and prioritize all infrastructure needs for budget deliberation purposes. The ERP implementation process is a good opportunity to do a comprehensive review of current practices.</p>	<p>We will examine the current method of GIS entry of City infrastructure assets (water/sewer/bridges) with LIS. A standard format of presentation to LIS needs to be developed, if not already in place. For new developments (e.g. subdivisions) the existing Planning and Development Govern procedure could be added to ensure as-builts are sent to LIS. For City Capital Works, Engineering needs to have a SOP. For Building Capital Works, we will work with the Public Works, Property Management Division to establish what item breakdown is useful for them to be entered into Wennsoft.</p>	<p>Dec 2014</p>

Recommendation	Status Update	Date
<p><b>2.1.</b> The City should strive to further improve cost estimates by implementing a regular review program to monitor performance of the estimation process. This could be done by compiling information on project cost accuracy at various phases of the project (e.g. strategic, concept, preliminary design/pre-tender, and construction). Compiling and analyzing this type of information can help show whether variance from cost estimation are within industry standards and help the division make improvements to its estimation process.</p>	<p>We will prepare a spreadsheet listing of cost estimates at various phases for completed projects. This information will be useful to improve future estimates. This will be a winter project for our inspectors.</p>	<p>Mar 2015</p>
<p><b>2.2.</b> While processes and procedures are in place to effectively monitor and manage costs, the City can further enhance the process by implementing a formalized reporting process. This process could involve a clear, concise overview on project financial performance, breaking down costs between contract costs and change orders, with information provided on the reasons for significant change orders. In effect, this would be similar to the reporting already given on certain projects but would be standardized and provided for all projects.</p>	<p>We will develop a formal reporting sheet to provide a clear overview of each completed project.</p>	<p>Dec 2014</p>
<p><b>3.1.</b> Regular reporting should also include a summary indicating whether the project adhered to the initial design or whether changes were necessary. This could allow users to evaluate whether costs were related to design changes or other factors.</p>	<p>Agreed.</p>	<p>Dec 2014</p>

Recommendation	Status Update	Date
<p><b>4.1.</b> The division should consider analyzing information on adherence to schedules on an overall basis by stating time taken to complete a project as a percentage of time estimated to complete at various stages of completion of the project. In addition, standardized reporting should include a high level overview of whether timelines are being met, along with brief explanations for significant variances.</p>	Agreed.	Dec 2014
<p><b>5.1.</b> The City should consider holding project close-out meetings for each project with all applicable parties to ensure the project is in fact complete and all standards are met. The meeting would also focus on lessons learned from the process and would be documented so that other project managers can use the experience gained on that particular project. This would also address any concerns of lost expertise due to possible future turnover of staff. The documentation from these meetings could then be used as the framework for standardized project reporting.</p>	Management will consider conducting close out meetings for capital works projects on a project by project basis. Multi-disciplinary projects such as building contracts are anticipated to be candidates that would best benefit. Single discipline projects such as water and sewer already have many testing, reporting and commissioning procedures in place, and are not anticipated to require specific close out meetings.	Sep 2014
<p><b>5.2.</b> Goals should be set for construction and capital works projects to help focus project management on problem areas where and if they exist. Analysis of certain key performance indicators should be conducted to measure the attainment of goals both on a project by project basis and on an overall aggregate basis.</p>	Performance reporting is a two edge sword, where the disadvantages can easily outweigh the advantages. If managers focus on meeting goals then the project will most likely suffer. As a municipality and owner of the asset being constructed, it is best to get the project constructed properly as this will provide the lowest life cycle cost and maximum benefit to the City. Goal setting is not recommended. However, the division will monitor the accuracy of cost estimates on an aggregate basis in an effort to improve the accuracy of estimates.	N/A

Recommendation	Status Update	Date
<p><b>6.1.</b> Consideration should be given to implementing a standardized file indexing system for all project management files which will document whether certain pieces of information are kept within each file and will immediately direct the user to the location of the information in the files. The ERP system implementation would be a good opportunity to review filing practices and to potentially use electronic filing wherever possible to make accessibility simpler and quicker.</p>	<p>Our understanding on this item is that the current centralized filing system is by section, with different sections of each project filed in different filing cabinets. We will work with PDE administration to develop an engineering filing system that is project number based, with each project contained as a unit in the filing system.</p>	<p>Dec 2014</p>

The following table summarizes the current status of all issues identified in the Review of Construction and Capital Projects, Assignment #09-03.

Total Recommendations	Closed	Pending
9	2	7



# MEMORANDUM

## REPORT / RECOMMENDATIONS TO COUNCIL

Development Committee  
Tuesday, September 4, 2014

The following matters were considered by the Development Committee at its meeting held on September 4, 2014. A staff report is attached for Council's information.

1. **Department of Planning, Development File 1300035  
Proposed Building Lot  
Subdivision of Civic No. 826 Main Road - Ward 5  
Rural Residential Infill (RRI) Zone**

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It is the recommendation of the Development Committee that Council reject the application for this property in accordance with Section 8.3.1 of these Regulations.

2. **Department of Planning & Development File No. DEV1400247  
Proposed Rebuild of Dwelling on Non-Conforming Lot  
Discretionary Use Application  
Civic Number 421A Empire Avenue  
Residential Medium Density (R2) Zone (Ward 3)**

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It is the recommendation that this application be approved as a Non-conforming lot in accordance with Section 7.12.1(c) of the Development Regulations subject to the following conditions:

1. Compliance with the requirements of the Planning and Development Division;
2. The required Building Permits must be obtained from the City, prior to the commencement of any development;
3. The required Demolition/Building Permits must be obtained from Access St. John's prior to the commencement of any development on the site.
4. The existing dwelling must be removed from the site prior to commencement of construction of the new dwelling, or a security must be deposited with the City to ensure that the older dwelling is removed from the site upon occupancy of the new structure.

(original signed)

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David Blackmore, Deputy City Manager  
Chair – Development Committee

DB/sf

Attachment

# ST. JOHN'S

DEPARTMENT OF PLANNING

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

**Date:** September 10, 2014

**To:** His Worship the Mayor and Members of Council

**From:** Dave Blackmore - Deputy City Manager, Planning, Development & Engineering

**Re:** **Department of Planning, Development File 1300035**  
**Proposed Building Lot**  
**Subdivision of Civic No. 826 Main Road - Ward 5**  
**Rural Residential Infill (RRI) Zone**

An application requesting permission to subdivide and develop the above referenced property to construct a single-detached has been submitted to the Department of Planning and Development. The property exists as a developed lot having one (1) single detached dwelling on a substantial parcel of land. The property is situated in the (RRI) Zone where the minimum Lot Frontage for development is 30 metres. The existing Lot Frontage is 45 metres.

The proposed lot does not have the minimum Lot Frontage of 30 metres at the Building Line as required under Section 10.41.3(b) of the St. John's Development Regulations. In order to accommodate the proposal, Council would have to establish a minimum Lot Frontage of 30.0 metres for the existing dwelling at 60.0 metres from the Building Line, thereby making the Building Line (set back) of the proposed dwelling at 85 metres. The average existing setback for houses along this section of Main Road is 37 meters.

The adjacent property owner's No. 828 and No.820 Main Road were both notified of this proposal. The owner of 828 Main Road objects to the development stating that the proposed dwelling location constitutes back lot development.

Council shall have the power, under Section 8.3.1 of the St. John's Development Regulations, to establish or re-establish the Building Line for any existing Street or Service Street, or for any Lots or individual Lot situated thereon, at any point or place that Council deems appropriate and that is not behind the actual line on which any existing Dwelling is built. Further, Council shall have the power to require that any new Dwellings constructed on Lots on existing Streets or Service Streets be built on, or at any specific point behind, the Building Line established or re-established pursuant to this Section.

**Recommendation:**

It is the recommendation of the Development Committee that Council reject the application for this property in accordance with Section 8.3.1 of these Regulations.

(original signed)

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Dave Blackmore  
Chair – Development Committee

# MEMORANDUM

**Date:** September 10, 2014

**To:** His Worship the Mayor and Members of Council

**Re:** **Department of Planning & Development File No. DEV1400247**  
**Proposed Rebuild of Dwelling on Non-Conforming Lot**  
**Discretionary Use Application**  
**Civic Number 421A Empire Avenue**  
**Residential Medium Density (R2) Zone (Ward 3)**

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An application has been submitted to the City requesting permission to demolish and reconstruct the single detached dwelling located at Civic No. 421A Empire Avenue. The subject property is currently zoned Residential Medium Density (R2) under the St. John's Development Regulations which permits the proposed use.

A minimum lot area of 350 square metres and a minimum lot frontage of 12 metres are required for all development in this zone. The existing lot has a conforming lot area of 993 square metres but does not have frontage on a public road, it is located on Durdle's Lane, which is a private lane. This is considered to be a Non-conforming lot in accordance with the definition in Section 2 of the Regulations.

Section 7.12.1(c) of the Regulations states that a Non-conforming Lot may be developed provided the development:

- 1) Meets the requirements of the Regulations, except those pertaining to minimum lot size and frontage; and
- 2) is not in conflict with the policies set out in the Municipal Plan or any scheme or plan adopted by Council.

**Recommendation:**

It is the recommendation that this application be approved as a Non-conforming lot in accordance with Section 7.12.1(c) of the Development Regulations subject to the following conditions:

1. Compliance with the requirements of the Planning and Development Division;
2. The required Building Permits must be obtained from the City, prior to the commencement of any development;

# ST. JOHN'S

3. The required Demolition/Building Permits must be obtained from Access St. John's prior to the commencement of any development on the site.
4. The existing dwelling must be removed from the site prior to commencement of construction of the new dwelling, or a security must be deposited with the City to ensure that the older dwelling is removed from the site upon occupancy of the new structure.

(original signed)

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David Blackmore  
Chair - Development Committee

**DEVELOPMENT PERMITS LIST**  
**DEPARTMENT OF PLANNING, DEVELOPMENT AND ENGINEERING**  
**FOR THE PERIOD OF August 28, 2014 TO September 4, 2014**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	Lindsay Construction	Office Building	45 Hebron Way	1	Approved	14-08-29
OT	Pennecon Limited	Addition of 35 Test Pits to existing area	Incinerator Road	5	Approved	14-09-03
COM	Pinnacle Engineering Limited	Mass Excavation & Earthwork (Galway Commercial Development)	1025 Southland Blvd	5	Approved	14-09-04

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

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

**Gerard Doran**  
**Development Supervisor**  
**Department of Planning**

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

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	Redwood Construction	Commercial Subdivide, Extend and Renovate Existing Building	300 Kenmount Road	4	Approved	14-09-10

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

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

**Gerard Doran**  
**Development Supervisor**  
**Department of Planning**

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## Building Permits List Council's September 15, 2014 Regular Meeting

Permits Issued: 2014/09/04 To 2014/09/10

### Class: Commercial

48 Kenmount Rd, Suite 0207	Sn	Retail Store
57 Blackmarsh Rd	Ms	Place Of Assembly
44 Crosbie Rd	Ms	Convenience Store
40 Eastland Dr	Sn	Retail Store
10 Elizabeth Ave	Ms	Retail Store
44 Elizabeth Ave	Ms	Eating Establishment
84-86 Elizabeth Ave	Ms	Service Shop
395 Empire Ave	Ms	Club
391-395 Empire Ave	Ms	Retail Store
324 Frecker Dr	Ms	Convenience Store
47 Gleneyre St	Sn	Recreational Use
12-20 Highland Dr	Ms	Retail Store
189 Higgins Line	Ms	Office
29 Howley Ave Exten	Sn	Service Shop
58 Kenmount Rd	Ms	Office
120 Kenmount Rd. Sign #1	Ms	Car Sales Lot
120 Kenmount Rd., Sign #2	Ms	Car Sales Lot
274 Kenmount Rd	Ms	Retail Store
409 Kenmount Rd	Ms	Car Sales Lot
461 Kenmount Rd	Ms	Car Sales Lot
475 Kenmount Rd	Ms	Car Sales Lot
479 Kenmount Rd	Ms	Car Sales Lot
90 Logy Bay Rd	Ms	Club
326 Logy Bay Rd	Ms	Convenience Store
484 Main Rd	Ms	Club
10 Messenger Dr	Ms	Retail Store
6 Mullaly St	Ms	Warehouse
34 New Cove Rd	Ms	Place Of Amusement
34 New Cove Rd	Ms	Place Of Amusement
119 New Cove Rd	Ms	Clinic
446 Newfoundland Dr	Ms	Restaurant
87 Old Pennywell Rd	Ms	Convenience Store
60 O'leary Ave	Ms	Retail Store
52 Pippy Pl	Ms	Retail Store
59-61 Pippy Pl	Ms	Retail Store
279 Portugal Cove Rd	Ms	Service Shop
279 Portugal Cove Rd	Ms	Clinic
35 Ridge Rd	Ms	Club
46-50 Robin Hood Bay Rd	Ms	Industrial Use
20 Ropewalk Lane	Ms	Service Shop
45 Ropewalk Lane	Ms	Retail Store
10 St. Clare Ave	Ms	Recreational Use
10 Stavanger Dr	Ms	Retail Store
16 Stavanger Dr	Ms	Restaurant
410 Stavanger Dr	Ms	Retail Store
3 Stavanger Dr	Ms	Restaurant
Thorburn Rd	Ms	Retail Store
Thorburn Rd	Ms	Convenience Store
430 Topsail Rd, Unit 41/42	Sn	Retail Store
446 Topsail Rd	Ms	Service Station
681 Topsail Rd	Ms	Place Of Amusement
26 Torbay Rd	Ms	Place Of Amusement
10 Elizabeth Ave	Ms	Office

192-194 Torbay Rd	Ms	Eating Establishment
320 Torbay Rd	Ms	Club
426 Torbay Rd	Ms	Retail Store
430 Torbay Rd	Ms	Tavern
585 Torbay Rd	Ms	Retail Store
585 Torbay Rd, Frozu	Sn	Eating Establishment
18 Hebron Way	Nc	Accessory Building
70 Mews Pl	Nc	Accessory Building
25 Hebron Way-Pets Unlimited	Rn	Retail Store
13-15 Pippy Pl	Cr	Commercial Garage
13 George St	Rn	Tavern
120 Stavanger Dr	Rn	Office
48 Kenmount Rd, Charm	Rn	Retail Store
1 Austin St	Rn	Office
235 Water St	Rn	Mixed Use
178 Major's Path	Nc	Office

This Week \$ 4,928,570.00

**Class: Industrial**

This Week \$ .00

**Class: Government/Institutional**

120 Mundy Pond Rd	Ms	Place Of Assembly
Pleasantville	Sw	Admin Bldg/Gov/Non-Profit

This Week \$ 10,500.00

**Class: Residential**

10 Beech Pl	Nc	Accessory Building
6 Blackhead Cres	Nc	Single Detached Dwelling
390 Blackmarsh Rd	Nc	Accessory Building
11 Blake Pl	Nc	Accessory Building
16 Braemere St	Nc	Accessory Building
80 Carrick Dr	Nc	Accessory Building
145 Castle Bridge Dr	Nc	Accessory Building
23 Cedar Brae Cres	Nc	Accessory Building
4 Crestview Pl	Nc	Swimming Pool
48 Cypress St	Nc	Accessory Building
54 Cypress St	Nc	Accessory Building
82 Donovan's Rd	Nc	Accessory Building
65 Eastbourne Cres	Nc	Fence
6 Falcon Pl	Nc	Accessory Building
10 First Ave	Nc	Accessory Building
38 Francis St	Nc	Accessory Building
79 Glenview Terr	Nc	Accessory Building
43 Gold Medal Dr	Nc	Accessory Building
34b Gorman Ave	Nc	Fence
22 King's Rd	Nc	Patio Deck
83 Ladysmith Dr	Nc	Accessory Building
21 Mogridge St	Nc	Accessory Building
36 Notre Dame Dr	Nc	Accessory Building
39 Parsonage Dr, Lot 21	Nc	Single Detached Dwelling
92 Prowse Ave	Nc	Accessory Building
153 Prowse Ave Exten	Nc	Fence
6 Rhay Place, Lot 6	Nc	Single Detached Dwelling
10 Rhay Place, Lot 4	Nc	Single Detached Dwelling
7 Rhay Place, Lot 3	Nc	Single Detached Dwelling



60 Seaborn St	Nc	Patio Deck
35 Sgt. Craig Gillam Ave	Nc	Accessory Building
4 Stephano St, Lot 232	Nc	Single Detached Dwelling
15 Stephano St., Lot 225	Nc	Single Detached & Sub.Apt
80 Sugarloaf Rd	Nc	Accessory Building
70 Sunset St	Nc	Accessory Building
3 Tansley St	Nc	Accessory Building
11 Thistle Pl	Nc	Fence
23 Tigress St	Nc	Accessory Building
28 Triton Pl, Lot D1	Nc	Condominium
30 Triton Pl, Unit D2	Nc	Condominium
32 Triton Pl, Unit D3	Nc	Condominium
34 Triton Pl Unit D4	Nc	Condominium
12 Tupper St	Nc	Patio Deck
12 Tupper St	Nc	Accessory Building
14 Welland St	Nc	Accessory Building
1009 Main Rd	Co	Home Office
86 Melville Pl	Cr	Subsidiary Apartment
39 Huntingdale Dr	Ex	Patio Deck
81 Ladysmith Dr	Ex	Single Detached Dwelling
67 Linegar Ave	Ex	Single Detached Dwelling
24 Mcneily St	Ex	Patio Deck
20 Portugal Cove Rd	Ex	Single Detached Dwelling
34 Alexander St	Rn	Single Detached Dwelling
97 Bond St	Rn	Townhousing
93 Brophy Pl	Rn	Townhousing
95 Brophy Pl	Rn	Townhousing
97 Brophy Pl	Rn	Townhousing
99 Brophy Pl	Rn	Townhousing
101 Brophy Pl	Rn	Townhousing
103 Brophy Pl	Rn	Townhousing
105 Brophy Pl	Rn	Townhousing
107 Brophy Pl	Rn	Townhousing
104 Casey St	Rn	Semi-Detached Dwelling
13 Catalina Pl	Rn	Single Detached Dwelling
4 Crestview Pl	Rn	Single Detached & Sub.Apt
4 Dunkerry Cres	Rn	Single Detached & Sub.Apt
100 Elizabeth Ave, Unit 810	Rn	Condominium
24 Hamel St	Rn	Patio Deck
38 Keith Dr	Rn	Single Detached Dwelling
210 Ladysmith Dr	Rn	Subsidiary Apartment
8 Mountbatten Dr	Rn	Single Detached Dwelling
52 Pleasantville Ave	Rn	Single Detached Dwelling
337 Southside Rd	Rn	Semi-Detached Dwelling
6 Aylward Pl	Sw	Single Detached Dwelling
9 Cairo St	Sw	Single Detached Dwelling
14 Cowan Ave	Sw	Single Detached Dwelling
		This Week \$ 2,797,366.00

**Class: Demolition**

520 Topsail Rd	Dm	Accessory Building
		This Week \$ 500.00

This Week's Total: \$ 7,736,936.00

Repair Permits Issued: 2014/09/04 To 2014/09/10 \$ 96,400.00

38 Duffy Place - Your Application For A Sign Has Been Rejected As Per Section 15 Of The St. John's Sign By-Law.

118 Old Petty Harbour Road - Your Application For An Accessory Building Has Been Rejected As Per Section 8.3.6(2)(I).

Legend

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

<b>YEAR TO DATE COMPARISONS</b>			
<b>September 15, 2014</b>			
<b>TYPE</b>	<b>2013</b>	<b>2014</b>	<b>% VARIANCE (+/-)</b>
Commercial	\$70,472,000.00	\$107,573,000.00	53
Industrial	\$131,000.00	\$125,000.00	-5
Government/Institutional	\$71,991,000.00	\$77,752,000.00	8
Residential	\$117,128,000.00	\$111,267,000.00	-5
Repairs	\$3,657,000.00	\$3,738,000.00	2
Housing Units (1 & 2 Family Dwellings)	331	243	
<b>TOTAL</b>	<b>\$263,379,000.00</b>	<b>\$300,455,000.00</b>	<b>14</b>

Respectfully Submitted,

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending September 10, 2014**

### **Payroll**

<b>Public Works</b>	<b>\$ 419,043.81</b>
<b>Bi-Weekly Administration</b>	<b>\$ 800,822.37</b>
<b>Bi-Weekly Management</b>	<b>\$ 787,252.82</b>
<b>Bi-Weekly Fire Department</b>	<b>\$ 696,836.46</b>
<b>Accounts Payable</b>	<b>\$7,046,434.61</b>

**Total: \$ 9,750,390.07**

# **ST. JOHN'S**

DEPARTMENT OF FINANCE

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

NAME	CHEQUE #	DESCRIPTION	AMOUNT
STANLEY FLOWERS LTD.	72433	FLOWERS	\$17,238.86
STANLEY FLOWERS LTD.	72434	FLOWERS	\$763.81
ROGERS BUSINESS SOLUTIONS	72435	DATA & USAGE CHARGES	\$3,329.54
CITY OF ST. JOHN'S	72436	REPLENISH PETTY CASH	\$146.55
THE SHERIFF'S OFFICE	72437	WAGE GARNISHMENTS	\$3,171.36
ROBERT BRADLEY	72438	REFUND OVERPAYMENT OF TAXES	\$2,000.00
HEAD, BRIAN	72439	TRAVEL ADVANCE	\$1,612.00
WALSH, BERNADETTE	72440	TRAVEL ADVANCE	\$787.00
WALSH, MARY	72441	REIMBURSEMENT 10 ROAD - TEST CLASS 3 LICENSE	\$1,000.00
CHAFE, DEREK	72442	TRAVEL ADVANCE	\$1,714.85
SMITH, BRIAN	72443	TRAVEL ADVANCE	\$1,721.00
MANULIFE FINANCIAL	72444	LTD PREMIUMS	\$413.22
NEWFOUND ROOFING LTD	72445	PROGRESS PAYMENT	\$170,856.00
RICK MAGILL	72446	CLEANING SERVICES	\$40.00
MODERN HEAVY CIVIL LIMITED	72447	PROGRESS PAYMENT	\$51,119.10
NEWFOUNDLAND POWER	72448	ELECTRICAL SERVICES	\$4,861.35
ROYAL BANK VISA	72449	VISA PAYMENT	\$2,449.41
DARLENE SHARPE	72450	CLEANING SERVICES	\$600.00
FDM SOFTWARE	72451	CONFERENCE FEE	\$1,102.50
BELL ALIANT	72452	TELEPHONE SERVICES	\$31,209.55
CITY OF ST. JOHN'S	72453	REPLENISH PETTY CASH	\$245.91
RECEIVER GENERAL FOR CANADA	72454	PAYROLL DEDUCTIONS	\$129,856.13
RECEIVER GENERAL FOR CANADA	72455	PAYROLL DEDUCTIONS	\$23,742.00
NEWFOUNDLAND ASSOCIATION OF APPRAISAL	72456	CONFERENCE FEE	\$1,400.00
ARNOLD & MARGARET BURRY	72457	REFUND OVERPAYMENT OF TAXES	\$5,000.00
HOGAN, SUSAN	72458	REIMBURSEMENT FOR TUITION	\$392.81
KENNEDY, CRAIG	72459	REIMBURSEMENT FOR TUITION	\$255.00
CROWE, DAVID	72460	REIMBURSEMENT FOR TUITION	\$520.36
SHEPPARD, TAMMY	72461	REIMBURSEMENT FOR TUITION	\$836.65
SQUIRES, JENNIFER	72462	REIMBURSEMENT FOR TUITION	\$280.00
LEONARD, MATTHEW	72463	REIMBURSEMENT FOR TUITION	\$546.23
AMANDA POWER	72464	REIMBURSEMENT FOR MEALS	\$52.15
IRVING OIL MARKETING GP	72465	GASOLINE & DIESEL PURCHASES	\$10,708.73
NEWFOUNDLAND POWER	72466	ELECTRICAL SERVICES	\$15,456.25
BELL ALIANT	72467	TELEPHONE SERVICES	\$10,698.60
CANADA CLEAN GLASS	72468	CLEANING OF WINDOWS	\$678.00



NAME	CHEQUE #	DESCRIPTION	AMOUNT
VOKEY'S JANITORIAL SERVICE	72469	JANITORIAL SERVICES	\$1,061.07
THE TELEGRAM	72470	ADVERTISING	\$125.43
O'LEARY, PAUL	72471	BRONZE TRAIN SPIKES	\$286.00
NDR JEWELRY DESIGN	72472	PROMOTIONAL ITEMS	\$184.50
GOODLIFE FITNESS	72473	PAYROLL DEDUCTIONS	\$1,745.24
RBC GLOBAL SERVICES/RBC INVESTOR SERVIC	72474	PAYROLL DEDUCTIONS	\$1,372,623.16
ENTERPRISE RENT-A-CAR	72475	VEHICLE RENTAL	\$15,762.37
HEALTH CARE FOUNDATION	72476	PAYROLL DEDUCTIONS	\$12.00
BELL MOBILITY	72477	CELLULAR PHONE USAGE	\$300.91
URBAN CONTRACTING JJ WALSH LTD	72478	PROPERTY REPAIRS	\$339.00
THE WORKS	72479	MEMBERSHIP FEES	\$885.29
NAPE	72480	PAYROLL DEDUCTIONS	\$1,215.17
PUBLIC SERVICE CREDIT UNION	72481	PAYROLL DEDUCTIONS	\$5,648.86
NEWFOUNDLAND EXCHEQUER ACCOUNT	72482	PAYROLL TAX	\$144,832.18
PRO TECH CONSTRUCTION LIMITED	72483	REFUND SECURITY DEPOSIT	\$2,000.00
DONOVAN HOMES LIMITED	72484	REFUND SECURITY DEPOSIT	\$12,480.00
JDC HOLDINGS INC.	72485	COURT OF APPEAL REFUND	\$60.00
QUIGLEY, CRAIG	72486	REIMBURSEMENT TUITION	\$669.23
GOODLIFE FITNESS	72487	FITNESS MEMBERSHIP	\$207.16
BELL MOBILITY	72488	CELLULAR PHONE USAGE	\$9,593.15
BELL ALIANT	72489	TELEPHONE SERVICES	\$4,242.23
CUPE LOCAL 569	72490	PAYROLL DEDUCTIONS	\$30,445.62
ENTERPRISE RENT A CAR	72491	DAMAGE CLAIM	\$776.76
ACKLANDS-GRAINGER	72492	INDUSTRIAL SUPPLIES	\$576.87
ADT SECURITY SERVICES CANADA	72493	MONITORING AND/OR MAINTENANCE CHARGES	\$118.93
APEX CONSTRUCTION SPECIALTIES INC.	72494	CONCRETE	\$681.39
ATLANTIC PURIFICATION SYSTEM LTD	72495	WATER PURIFICATION SUPPLIES	\$6,315.86
BABB LOCK & SAFE CO. LTD	72496	PROFESSIONAL SERVICES	\$262.72
COSTCO WHOLESale	72497	MISCELLANEOUS SUPPLIES	\$782.13
FEDERAL EXPRESS CANADA LTD.	72498	COURIER SERVICES	\$69.33
KELLOWAY CONSTRUCTION LIMITED	72499	CLEANING SERVICES	\$4,500.00
COMMUNITIES IN BLOOM	72500	CONFERENCE FEE	\$1,151.40
ROBERT BAIRD EQUIPMENT LTD.	72501	RENTAL OF EQUIPMENT	\$6,318.12
QUEEN'S PRINTER	72502	ADVERTISING	\$30.51
NEWFOUNDLAND EXCHEQUER ACCOUNT	72503	REGISTRATION OF EASEMENT	\$126.00
STAPLES THE BUSINESS DEPOT - OLD PLACEN	72504	STATIONERY & OFFICE SUPPLIES	\$504.75



NAME	CHEQUE #	DESCRIPTION	AMOUNT
BEST DISPENSERS LTD.	72505	SANITARY SUPPLIES	\$3,136.29
TIM HORTON'S STORE - TOPSAIL RD	72506	REFRESHMENTS	\$24.09
PLAZA BOWL LIMITED	72507	YOUTH PROGRAM	\$199.45
ROCKWATER PROFESSIONAL PRODUCT	72508	CHEMICALS	\$1,297.02
STANTEC CONSULTING LTD. (SCL)	72509	PROFESSIONAL SERVICES	\$837.96
BROWN & WAY SURVEYS	72510	CONSULTING SERVICES	\$1,017.00
GRAPHIC ARTS & SIGN SHOP LIMITED	72511	SIGNAGE	\$37.65
RBC INVESTOR SERVICES TRUST	72512	CUSTODY FEES	\$706.25
CAMPBELL SCIENTIFIC CANADA CORP.	72513	REPAIR PARTS	\$146.90
BRENKIR INDUSTRIAL SUPPLIES	72514	PROTECTIVE CLOTHING	\$240.57
SCMA NL.	72515	MEMBERSHIP FEES	\$345.00
CANSEL SURVEY EQUIPMENT INC.	72516	BOOKS	\$94.24
OFFICEMAX GRAND & TOY	72517	OFFICE SUPPLIES	\$7,651.37
COMPUTERSHARE INVESTOR SERVICE ACCOU	72518	AGENCY SERVICE FEE	\$1,678.05
SPECTRUM INVESTIGATION & SECURITY 1998 L	72519	SECURITY SERVICES	\$5,117.18
WESTERN HYDRAULIC 2000 LTD	72520	REPAIR PARTS	\$3,356.10
FLAGHOUSE INC	72521	RECREATIONAL SUPPLIES	\$389.69
AMEC EARTH & ENVIRONMENTAL	72522	WEATHER REPORTS	\$11,200.37
OUTFITTERS	72523	PROTECTIVE CLOTHING	\$1,678.55
STAPLES THE BUSINESS DEPOT - STAVANGER	72524	STATIONERY & OFFICE SUPPLIES	\$362.61
LEVITT SAFETY	72525	SAFETY SUPPLIES	\$169.50
LEXISNEXIS CANADA INC.	72526	PUBLICATION	\$212.63
TRIWARE TECHNOLOGIES INC.	72527	COMPUTER EQUIPMENT	\$4,900.43
CHESTER DAWE CANADA - O'LEARY AVE	72528	BUILDING SUPPLIES	\$1,496.81
PRACTICA LIMITED	72529	SCOOP BAGS	\$2,787.19
CAMPBELL RENT ALLS LTD.	72530	HARDWARE SUPPLIES	\$229.15
AIR LIQUIDE CANADA INC.	72531	CHEMICALS AND WELDING PRODUCTS	\$306.91
CANAVAN'S AUTO APPRAISERS LTD.	72532	DAMAGE CLAIM	\$220.35
DAVE CARROLL	72533	BAILIFF SERVICES	\$520.00
WAL-MART 3196-ABERDEEN AVE.	72534	MISCELLANEOUS SUPPLIES	\$284.42
ROGERS CABLE	72535	INTERNET SERVICES	\$12.37
NORTRAX CANADA INC.,	72536	REPAIR PARTS	\$7,293.65
NEFOUNDLAND GLASS & SERVICE	72537	GLASS INSTALLATION	\$69.16
ATLANTIC POWERTRAIN EQUIPT INC	72538	REPAIR PARTS	\$22.60
CLARKE'S TRUCKING & EXCAVATING	72539	GRAVEL	\$6,052.49
BRAEMAR PEST CONTROL SERVICES	72540	PEST CONTROL	\$4,470.75



NAME	CHEQUE #	DESCRIPTION	AMOUNT
DULUX PAINTS	72541	PAINT SUPPLIES	\$436.98
CONSTRUCTION SIGNS LTD.	72542	SIGNAGE	\$481.38
MARY BROWN'S MILA FOODS INC.	72543	LUNCHEON	\$506.51
COUNTRY TRAILER SALES 1999 LTD	72544	REPAIR PARTS	\$1,087.95
MASK SECURITY INC.	72545	TRAFFIC CONTROL	\$923.96
CROCKER'S COLLISION SERVICES	72546	AUTO PARTS	\$3,253.04
CROSBIE INDUSTRIAL SERVICE LTD	72547	CONTRACT PAYMENT	\$1,861.90
HARTY'S INDUSTRIES	72548	STEEL FLAT BAR	\$367.25
KENDALL ENGINEERING LIMITED	72549	PROFESSIONAL SERVICES	\$178,437.24
ROGERS ENTERPRISES LTD	72550	CONFINED SPACE WORKSHOP	\$1,118.70
DICKS & COMPANY LIMITED	72551	OFFICE SUPPLIES	\$1,463.80
WAJAX POWER SYSTEMS	72552	REPAIR PARTS	\$2,502.21
REEFER REPAIR SERVICES LTD.	72553	REPAIR PARTS	\$139.56
DOMINION RECYCLING LTD.	72554	PIPE	\$223.74
RUSSEL METALS INC.	72555	METALS	\$196.53
CANADIAN TIRE CORP.-MERCHANT DR.	72556	MISCELLANEOUS SUPPLIES	\$678.86
CANADIAN TIRE CORP.-KELSEY DR.	72557	MISCELLANEOUS SUPPLIES	\$408.73
EASTERN INDUSTRIES & HYDRAULICS LTD.	72558	PROFESSIONAL SERVICES	\$1,053.32
EAST CHEM INC.	72559	CHEMICALS	\$1,679.21
EMM HARDCHROME & HYDRAULIC LTD	72560	REPAIR PARTS	\$37.29
NATIONAL ENERGY EQUIPMENT INC.	72561	REPAIR PARTS	\$85.33
THE TELEGRAM	72562	ADVERTISING	\$281.90
FACTORY FOOTWEAR OUTLET LTD.	72563	PROTECTIVE FOOTWEAR	\$225.99
DOMINION STORE 935	72564	MISCELLANEOUS SUPPLIES	\$246.43
BASIL FEARN 93 LTD.	72565	REPAIR PARTS	\$1,138.27
MEDICALMART NEWFOUNDLAND & LABRADOR	72566	SAFETY SUPPLIES	\$114.14
BREAKWATER BOOKS LTD.	72567	BOOKS	\$470.93
CONTROL PRO DISTRIBUTOR INC.	72568	REPAIR PARTS	\$274.77
FRESHWATER AUTO CENTRE LTD.	72569	AUTO PARTS/MAINTENANCE	\$5,513.45
PRINCESS AUTO	72570	MISCELLANEOUS ITEMS	\$192.08
MILLENNIUM EXPRESS	72571	COURIER SERVICES	\$467.54
STELLAR INDUSTRIAL SALES LTD.	72572	INDUSTRIAL SUPPLIES	\$659.02
DW MECHANICAL	72573	AUTO PARTS	\$5,462.18
PENNEY'S HOLDINGS LIMITED	72574	PROFESSIONAL SERVICES	\$4,979.91
WOLSELEY CANADA WATERWORKS	72575	REPAIR PARTS	\$855.64
HARRIS & ROOME SUPPLY LIMITED	72576	ELECTRICAL SUPPLIES	\$820.21



NAME	CHEQUE #	DESCRIPTION	AMOUNT
HARVEY & COMPANY LIMITED	72577	REPAIR PARTS	\$13,558.93
HARVEY'S OIL LTD.	72578	PETROLEUM PRODUCTS	\$42,296.40
HARVEY'S TRAVEL AGENCY LTD.	72579	AIRFARE COSTS	\$704.46
TONY MCDONALD PAINTING LTD.	72580	PROFESSIONAL SERVICES	\$10,113.50
HATCH MOTT MACDONALD	72581	PROFESSIONAL SERVICES	\$63,077.45
BRENTAG CANADA INC	72582	CHLORINE	\$1,231.70
PRACTICAR CAR & TRUCK RENTALS	72583	VEHICLE RENTAL	\$2,777.54
BELL DISTRIBUTION INC.,	72584	CELL PHONES & ACCESSORIES	\$429.17
HISCOCK RENTALS & SALES INC.	72585	HARDWARE SUPPLIES	\$214.70
EASTLINK	72586	PROFESSIONAL SERVICES	\$4,407.00
FLEET READY LTD.	72587	AUTO PARTS	\$6,655.24
SNF CANADA LTD.	72588	REPAIR PARTS	\$8,797.05
CAR GUYS APPEARANCE CENTER INC.	72589	AUTO CLEANING	\$519.66
IMPRINT SPECIALTY PROMOTIONS LTD	72590	PROMOTIONAL ITEMS	\$335.53
ONX ENTERPRISE SOLUTIONS LIMITED	72591	OFFICE SUPPLIES	\$2,198.89
DEL COMMUNICATIONS INC.	72592	OFFICE SUPPLIES	\$339.00
IDEXX LABORATORIES	72593	VETERINARY SUPPLIES	\$624.97
YMCA OF NORTHEAST AVALON	72594	MEMBERSHIP FEES	\$250.00
DBI-GARBAGE COLLECTION REMOVAL LTD.	72595	GARBAGE COLLECTION	\$966.15
ZOETIS	72596	REPAIR PARTS	\$677.85
KAVANAGH & ASSOCIATES	72597	PROFESSIONAL SERVICES	\$302,242.64
WORK AUTHORITY	72598	PROTECTIVE CLOTHING	\$72.30
KENT BUILDING SUPPLIES-STAVANGER DR	72599	BUILDING MATERIALS	\$3,775.42
ATLANTICA MECHANICAL SERVICES	72600	PROFESSIONAL SERVICES	\$384.20
THE TOY BOX	72601	AUTO PARTS	\$39.26
KERR CONTROLS LTD.	72602	INDUSTRIAL SUPPLIES	\$855.13
MITCHELL'S FARMS INC.,	72603	SCOOPS MULCH	\$1,017.00
PLANNED PARENTHOOD-NL SEXUAL HEALTH CI72604		PRESENTATION FOR GALS PROGRAM	\$50.00
PROVALL PARTS LTD.	72605	REPAIR PARTS	\$172.71
NEWFOUND MECHANICAL LTD.	72606	PROFESSIONAL SERVICES	\$3,390.00
BULLETPROOF SOLUTIONS INC.,	72607	PROFESSIONAL SERVICES	\$6,780.00
BEA TRANSIT SOLUTIONS, INC.,	72608	SMART CARDS GOBUS	\$5,791.25
ROWSELL APPELBY NEWTOWN ENGINEERING I72609		PROFESSIONAL SERVICES	\$27,120.00
DON CLARKE'S HYDROSEEDING	72610	PROFESSIONAL SERVICES	\$226.00
MARK'S WORK WEARHOUSE	72611	PROTECTIVE CLOTHING	\$158.19
JT MARTIN & SONS LTD.	72612	HARDWARE SUPPLIES	\$324.31



NAME	CHEQUE #	DESCRIPTION	AMOUNT
MARTIN'S FIRE SAFETY LTD.	72613	SAFETY SUPPLIES	\$73.72
MCLOUGHLAN SUPPLIES LTD.	72614	ELECTRICAL SUPPLIES	\$1,356.90
KONICA MINOLTA BUSINESS SOLUTIONS CANAL	72615	LEASING OF PHOTOCOPIER	\$102.56
MODERN PAVING LTD.	72616	ASPHALT	\$180.57
WAJAX INDUSTRIAL COMPONENTS	72617	REPAIR PARTS	\$579.32
NU-WAY EQUIPMENT RENTALS	72618	RENTAL OF EQUIPMENT	\$10,064.91
NEWFOUNDLAND DISTRIBUTORS LTD.	72619	INDUSTRIAL SUPPLIES	\$143.13
NEWFOUNDLAND DESIGN ASSOCIATES	72620	PROFESSIONAL SERVICES	\$67,163.59
TRC HYDRAULICS INC.	72621	REPAIR PARTS	\$717.45
TOROMONT CAT	72622	AUTO PARTS	\$1,093.82
NOVA CONSULTANTS INC.	72623	PROFESSIONAL SERVICES	\$26,126.13
PENNECON ENERGY HYDRAULIC SYSTEMS	72624	PROFESSIONAL SERVICES	\$210.83
PBA INDUSTRIAL SUPPLIES LTD.	72625	INDUSTRIAL SUPPLIES	\$41.92
PERIDOT SALES LTD.	72626	REPAIR PARTS	\$497.72
POWERLITE ELECTRIC LTD.	72627	ELECTRICAL PARTS	\$173.46
RIDEOUT TOOL & MACHINE INC.	72628	TOOLS	\$36.05
ROYAL FREIGHTLINER LTD	72629	REPAIR PARTS	\$4,669.98
BIG ERICS INC	72630	SANITARY SUPPLIES	\$393.90
SAUNDERS EQUIPMENT LIMITED	72631	REPAIR PARTS	\$20,888.82
STRONGCO	72632	REPAIR PARTS	\$208.09
SMITH STOCKLEY LTD.	72633	PLUMBING SUPPLIES	\$337.67
SUPERIOR PROPANE INC.	72634	PROPANE	\$154.00
THRIFTY CAR RENTALS	72635	VEHICLE RENTAL	\$2,062.25
TRACTION DIV OF UAP	72636	REPAIR PARTS	\$13,135.96
URBAN CONTRACTING JJ WALSH LTD	72637	PROPERTY REPAIRS	\$1,158.25
FJ WADDEN & SONS LTD.	72638	SANITARY SUPPLIES	\$531.66
WATERWORKS SUPPLIES DIV OF EMCO LTD	72639	REPAIR PARTS	\$879.01
WEIRS CONSTRUCTION LTD.	72640	ROAD GRAVEL	\$2,150.97
WAL-MART 3092-KELSEY DRIVE	72641	MISCELLANEOUS SUPPLIES	\$323.39
PADDLE CANADA	72642	COURSE FEE	\$28.25
STANLEY N. CLINTON, MCIP	72643	PROFESSIONAL SERVICES	\$120.00
TARGET MARKETING & COMMUNICATIONS INC.	72644	ADVERTISING	\$3,787.76
STAPLES THE BUSINESS DEPOT - KELSEY DR	72645	OFFICE SUPPLIES	\$148.55
BAYTOWN	72646	PERFORMANCE FEE	\$800.00
NEWFOUNDLAND EXCHEQUER	72647	COMMISSIONER OF OATHS	\$50.00
OLIVIA MANNING	72648	CLOTHING ALLOWANCE	\$75.00



NAME	CHEQUE #	DESCRIPTION	AMOUNT
ZURICH INSURANCE CO.	72649	LEGAL CLAIM	\$3,847.03
BYRON AND ALISON SNOW	72650	RECREATION PROGRAM REFUND	\$60.00
ROBERT AND JACQUELINE HAYES	72651	REFUND SEPTIC DEPOSIT	\$2,000.00
GAIL MYLES	72652	REFUND SECURITY DEPOSIT	\$350.00
PIZZA DELIGHT	72653	REFRESHMENTS	\$574.31
CAPITAL COFFEE SUPPLIES INC.	72654	COFFEE SUPPLIES	\$405.00
FRANK HEARN SEARCHING SERVICES	72655	PROFESSIONAL SERVICES	\$715.00
TANAKA, MIYOKO	72656	RECREATION PROGRAM REFUND	\$20.00
NEVILLE, LAURA	72657	RECREATION PROGRAM REFUND	\$60.00
GLENN & KIMBERLY CHEEKE	72658	REFUND OVERPAYMENT OF TAXES	\$3,138.36
CYRIL SHUGARUE	72659	REFUND OVERPAYMENT OF TAXES	\$1,138.16
NICOLE FURLONG	72660	RECREATION PROGRAM REFUND	\$156.00
CRAIG DOWDEN	72661	TRAVEL ASSISTANCE GRANT	\$400.00
CINDY WHITTON	72662	RECREATION PROGRAM REFUND	\$168.00
DOUG TIBBO	72663	REFUND SECURITY DEPOSIT	\$1,000.00
EAST COAST LIFESTYLE	72664	REFUND TEMPORARY MOBILE VENDING LICENSE	\$200.00
KANDASWAMY SARAVANA	72665	RECREATION PROGRAM REFUND	\$20.00
JENNIFER KELLY	72666	RECREATION PROGRAM REFUND	\$135.00
CORY HALL	72667	RECREATION PROGRAM REFUND	\$40.00
CANADIAN INTERAGENCY FOREST CENTER INC	72668	ICS POCKET GUIDES	\$704.21
CHRIS DAWE & MAX'S AUTO REPAIRS	72669	DAMAGE CLAIM	\$439.41
RUBY KING	72670	REFUND WATER ON/OFF	\$500.00
KAYO MAEDA	72671	RECREATION PROGRAM REFUND	\$120.00
PAULETTE GIDGE	72672	RECREATION PROGRAM REFUND	\$35.00
N.D. DOBBIN GROUP OF COMPANIES	72673	REFUND SECURITY DEPOSIT	\$5,000.00
YING LI SHI	72674	REFUND OVERPAYMENT OF TAXES	\$388.14
PETER WONG	72675	REFUND OVERPAYMENT OF TAXES	\$25.00
BRAD PHILLIPS & KRISTIE COCHRANE	72676	REFUND OVERPAYMENT OF TAXES	\$827.94
PAUL PRESTON & MELISSA PRESTON	72677	REFUND OVERPAYMENT OF TAXES	\$190.72
CALVERT REALTY LIMITED	72678	REFUND OVERPAYMENT OF TAXES	\$349.12
PROVINCIAL INVESTMENTS INC.	72679	REFUND OVERPAYMENT OF TAXES	\$141.63
THOMAS, RHONDA	72680	VEHICLE BUSINESS INSURANCE	\$264.00
MURPHY, PATRICIA	72681	VEHICLE BUSINESS INSURANCE	\$119.00
HICKMAN, HEATHER	72682	VEHICLE BUSINESS INSURANCE	\$215.00
MORRIS, MIKE	72683	VEHICLE BUSINESS INSURANCE	\$123.00
JONES, CHRISTINA	72684	VEHICLE BUSINESS INSURANCE	\$208.17



NAME	CHEQUE #	DESCRIPTION	AMOUNT
HAMLYN, DALLIS	72685	TRAVEL REIMBURSEMENT	\$942.23
SHERRIFFS, KAREN	72686	MILEAGE	\$198.82
KELLY, KAREN	72687	MILEAGE	\$48.40
LETTO, LORI	72688	MILEAGE	\$66.36
RYAN, LEANN	72689	VEHICLE BUSINESS INSURANCE	\$92.00
MAHER, TRAVIS	72690	MILEAGE	\$119.18
SHEA FRANCIS	72691	MILEAGE	\$18.91
DAVIS, CHRISTOPHER	72692	MILEAGE	\$32.99
JORDAN, CRYSTAL	72693	MILEAGE	\$59.55
COURAGE, SCOTT	72694	MILEAGE	\$63.33
BRUCE PEARCE	72695	EMPLOYMENT RELATED EXPENSES	\$209.75
KRISTA BABIJ	72696	MILEAGE	\$46.01
JOHN MALLARD	72697	MILEAGE	\$45.98
WILLOW ANDERSON	72698	MILEAGE	\$87.87
DRAPER PERRY	72699	VEHICLE BUSINESS INSURANCE	\$381.95
JAMIE HUNT	72700	VEHICLE BUSINESS INSURANCE	\$183.66
THE BANK OF NOVA SCOTIA	72701	MORTGAGE PAYOUT - 810 PORTUGAL COVE ROAD	\$48,253.63
ROBERT PITTMAN LAW OFFICE	72702	PURCHASE OF 810 PORTUGAL COVE ROAD	\$96,814.47
NEWFOUNDLAND EXCHEQUER ACCOUNT	72703	REGISTRATION OF EASEMENT	\$798.00
CLARKE'S TRUCKING & EXCAVATING	72704	PROGRESS PAYMENT	\$193,590.88
PAT'S PLANTS & GARDENS	72705	TREES & SHRUBS	\$25,744.51
GORDON BARNES	72706	PROFESSIONAL SERVICES	\$2,400.00
MITSUBISHI ELECTRIC POWER PRODUCTS INC.	72707	2 YEAR WARRANTY	\$32,818.14
NEWFOUND ROOFING LTD	72708	PROGRESS PAYMENT	\$22,882.50
POMERLEAU INC.,	72709	PROGRESS PAYMENT	\$1,951,273.91
COOPER CONSULTING INC.,	72710	LEGAL CLAIM	\$1,283.84
MCCARTHY'S ROOFING LIMITED	72711	PROGRESS PAYMENT	\$124,048.37
MODERN PAVING LTD.	72712	PROGRESS PAYMENT	\$616,883.56
PYRAMID CONSTRUCTION LIMITED	72713	PROGRESS PAYMENT	\$219,820.79
WEIRS CONSTRUCTION LTD.	72714	PROGRESS PAYMENT	\$504,354.31
BREEN, DANNY	72715	REIMBURSEMENT CELLULAR BILL	\$280.29
CLARKE'S TRUCKING & EXCAVATING	72716	PROGRESS PAYMENT	\$94,525.07
<b>Total:</b>			<b>\$7,046,434.61</b>

# MEMORANDUM

Date: September 5th, 2014

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

From: Sherri Higgins– Buyer

Re: Council Approval - Tender 2014075 Vohl Snowblower Parts

The results of Tender 2014075 Vohl Snowblower Parts are stated below:

Vohl Snowblower Parts	
TENDER #2014075 – Aug 28, 2014 - 1:00 PM	
Vohl Inc.	\$39, 128.88
Saunders Equipment Ltd.	\$4, 281.57
Parts for Trucks Inc.	\$5,207.93

It is recommended to award this tender to the lowest bidders, as shown above, meeting the specifications for various Vohl Snowblower Parts, 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.STJOHN'S.CA

# MEMORANDUM

Date: August 5, 2014

To: His Worship the Mayor & Members of Council

From: David Blackmore, Deputy City Manager – Planning, Development & Engineering

Re: **Amendment to Plumbing By-Law**

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The City's Electrical By-Law currently contains a provision which allows an electrician to undertake work on his/her own residence without having to obtain an Electrical Contractor's license. There is no such provision in the City's Plumbing By-Law.

It is therefore in order to amend the Plumbing By-Law to ensure that the provisions of both by-laws are consistent with one another.

The appropriate Notice of Motion and amendment to the Plumbing By-Law are attached.

(Original Signed)

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David Blackmore  
Deputy City Manager – Planning, Development  
& Engineering

CLM/kab  
Attachment

# ST. JOHN'S

LEGAL DEPARTMENT

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

**NOTICE OF MOTION**

**TAKE NOTICE** that I will at the next regular meeting of the St. John's Municipal Council move to enact an amendment to the St. John's Plumbing By-Law so as to include provisions to allow a qualified plumber to undertake work at his/her residence without obtaining a Plumbing Contractor's license.

DATED at St. John's, NL this                      day of August, 2014.

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COUNCILLOR

**BY-LAW NO.****ST. JOHN'S PLUMBING (AMENDMENT NO. 1 – 2014) BY-LAW****PASSED BY COUNCIL ON \_\_\_\_\_, 2014**

Pursuant to the powers vested in it under the City of St. John's Act, RSNL 1990 c.C-17, as amended and all other powers enabling it, the City of St. John's hereby enacts the following By-Law relating to the plumbing of buildings and the inspection of same.

**BY-LAW**

1. This By-Law may be cited as "The St. John's Plumbing (Amendment No. 1 – 2014) By-Law.
2. Section 5 of The St. John's Plumbing By-Law is repealed and the following substituted:
  - "5 (1) No person shall carry on the trade, business or calling of plumbing in the City unless he holds a valid license under this By-Law as a Plumbing Contractor.
  - (2) Notwithstanding the provisions of subsection (1), a fully qualified plumber, in accordance with the provisions of this By-Law, may obtain a permit at the applicable rate to perform plumbing work at his/her personal residence without having to first obtain a Plumbing Contractor's license under this By-Law, provided that such a permit shall not be issued more than once in a five year period."

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

# MEMORANDUM

Date: September 5, 2014  
To: His Worship the Mayor and Members of Council  
From: Robert J. Bursey, City Solicitor  
Re: **Kilbride Waterline Easement**

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The City expropriated a waterline easement from Balnafad Co. Ltd. In May 2014.

Balnafad is now prepared to accept the offered compensation of \$1,000.00 plus legal fees.

I recommend that approval be given to compensate in this amount and request this matter be brought before Council at its next Regular Meeting.

(Original Signed)

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Robert J. Bursey  
City Solicitor

RB/mp

# ST. JOHN'S

LEGAL DEPARTMENT

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