

ST. JOHN'S

Regular Meeting - City Council Agenda

November 9, 2020

3:00 p.m.

4th Floor City Hall

Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
 - 3.1. Adoption of Agenda
4. ADOPTION OF THE MINUTES
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5. BUSINESS ARISING FROM THE MINUTES
 - 5.1. Heritage Designation By-Law - 50 Bonaventure Avenue 14
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 - 6.1. Notices Published - Foxtrap Access Road 16

A Discretionary Use Application has been submitted to develop a Mineral Workings Quarry for land off the Foxtrap Access Road (0.5km North of Foxtrap Access Road and Trans-Canada Highway Interchange.)

The proposed Quarry will be 25 hectares in area and used for the production and removal of aggregate material for construction purposes.

No submissions received
7. COMMITTEE REPORTS
 - 7.1. Development Committee Report

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14. GO-ROUND

15. ADJOURNMENT

ST. JOHN'S

Minutes of Regular Meeting - City Council

Council Chamber, 4th Floor, City Hall

November 2, 2020, 3:00 p.m.

Present:

- Mayor Danny Breen
- Deputy Mayor Sheilagh O'Leary
- Councillor Maggie Burton
- Councillor Dave Lane
- Councillor Sandy Hickman
- Councillor Debbie Hanlon
- Councillor Deanne Stapleton
- Councillor Jamie Korab
- Councillor Ian Froude
- Councillor Wally Collins
- Councillor Shawn Skinner

Staff:

- Kevin Breen, City Manager
- Derek Coffey, Deputy City Manager of Finance & Administration
- Tanya Haywood, Deputy City Manager of Community Services
- Lynnnann Winsor, Deputy City Manager of Public Works
- Cheryl Mullett, City Solicitor
- Elaine Henley, City Clerk
- Ken O'Brien, Chief Municipal Planner
- Shanna Fitzgerald, Legislative Assistant
- Kelly Maguire, Public Relations & Marketing Officer

Land Acknowledgement

The following statement was read into the record:

“We respectfully acknowledge the Province of Newfoundland & Labrador, of which the City of St. John’s is the capital City, as the ancestral homelands of the Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Mi’kmaq, Innu, Inuit, and Southern Inuit of this Province.”

1. **CALL TO ORDER**

2. **PROCLAMATIONS/PRESENTATIONS**

2.1 **World Town Planning Day - November 8, 2020**

Ken O'Brien, Municipal Planner was in attendance for the proclamation for World Town Planning Day.

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2020-11-02/553

Moved By Councillor Lane

Seconded By Councillor Skinner

That the agenda be adopted as presented.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - October 26, 2020**

SJMC-R-2020-11-02/554

Moved By Councillor Hanlon

Seconded By Councillor Stapleton

That the minutes of the Regular meeting held October 26, 2020 be adopted as presented.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

5. BUSINESS ARISING FROM THE MINUTES

5.1 Notices Published - Trans-Canada Highway

A Discretionary Use Application has been submitted by Coady Construction & Excavating Limited requesting permissions to develop a Mineral Workings Quarry for 40 hectares of land off the Trans-Canada Highway (1.9km East of Foxtrap Access Road/TCH Interchange on North side of TCH).

The proposed quarry will be used for the production and removal of aggregate material for construction purposes.

No submissions received.

This matter had been referred from the October 26th Regular Meeting of Council to ensure that consultation had taken place with the municipalities in close proximity to the proposed development.

Deputy Mayor O'Leary reported that going forward the Northeast Avalon Joint Council will be notified when these applications are advertised.

SJMC-R-2020-11-02/555

Moved By Councillor Burton

Seconded By Councillor Collins

That the Discretionary Use Application submitted by Coady Construction & Excavating Limited requesting permissions to develop a Mineral Workings Quarry for 40 hectares of land off the Trans-Canada Highway (1.9km East of Foxtrap Access Road/TCH Interchange on North side of TCH) be approved subject to all applicable requirements.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

6. NOTICES PUBLISHED

6.1 11 Elliot Chafe's Lane - Rural (R) Zone - Ward 5

A Non-Conforming Use application has been submitted requesting permission to reconstruct the Dwelling at 11 Elliot Chafe's Lane.

The existing Dwelling has a Floor Area of 80m² and is proposed to be reconstructed with a Total Floor Area of 108 m².

1 submission received

SJMC-R-2020-11-02/556

Moved By Councillor Collins

Seconded By Councillor Hickman

That Council approve the application to reconstruct the Dwelling at 11 Elliot Chafe's Lane, subject to meeting all applicable requirements.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

7. COMMITTEE REPORTS

7.1 Development Committee Report

1. Request to set the Building Line and Building Location - 92 LeMarchant Road - SUB2000040

SJMC-R-2020-11-02/557

Moved By Councillor Burton

Seconded By Councillor Lane

That Council approve a 0 metre Building Line and a 6 metre Building location setback for each of the proposed Lots at 92 LeMarchant Road.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

2. Request to set parking for proposed Fitness Facility - 25 White Rose Drive - INT2000100

SJMC-R-2020-11-02/558

Moved By Councillor Burton

Seconded By Councillor Stapleton

That Council set the parking requirement at 22 parking spaces for the proposed Fitness Facility at 25 White Rose Drive.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

3. Request for an Accessory Building in the Rural Zone - 467 Thorburn Road - INT2000101

SJMC-R-2020-11-02/559

Moved By Councillor Burton

Seconded By Councillor Hanlon

That Council approve the construction of a 15.6m² Accessory Building at 467 Thorburn Road.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

8. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)

9. BUILDING PERMITS LIST (FOR INFORMATION ONLY)

9.1 Building Permits List for the Week Ending October 28, 2020

Council considered the above noted for information.

10. REQUISITIONS, PAYROLLS AND ACCOUNTS

10.1 Weekly Payment Vouchers for the Week Ending October 28, 2020

SJMC-R-2020-11-02/560

Moved By Councillor Hanlon

Seconded By Councillor Hickman

That Council approve the Weekly Payment Vouchers for the week ending October 28, 2020 in the amount of \$6,441,102.23.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

11. TENDERS/RFPS

11.1 2020143 - Goulds Sidewalk Snow Clearing and Ice Control

SJMC-R-2020-11-02/561

Moved By Councillor Froude

Seconded By Councillor Collins

That Council award this open call to the lowest bidder that meets specifications, Arc Ent Ltd., for \$70,723.85 a year (HST Incl.), as per the Public Procurement Act.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

11.2 2020063 - Fleet Tracking and Management

SJMC-R-2020-11-02/562**Moved By** Councillor Froude**Seconded By** Councillor Skinner

That Council award to the sole bidder meeting the minimum thresholds set out in the Request for Proposals, Bell Mobility for \$1,144,643.84.

MOTION CARRIED**11.3 2020150 - Public Engagement & Design Services for Kelly's Brook Trail**

Deputy Mayor O'Leary expressed concern about engagement with seniors for this proposal. Councillor Lane advised that this project will be reviewed by the City advisory committees and residents neighboring the trail will be informed.

SJMC-R-2020-11-02/563**Moved By** Councillor Lane**Seconded By** Councillor Froude

That Council award the contract for public engagement and design services to Stantec Consulting for \$259,000.00, including the option for staff to request completion of the provisional items included in this RFP as deemed necessary.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)**12. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS****12.1 Notice of Motion - Heritage Designation By-Law - 50 Bonaventure Avenue**

Councillor Burton presented the following Notice of Motion to adopt the Heritage Designation By-Law for 50 Bonaventure Avenue:

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council move a motion to adopt a Heritage Designation By-Law for the following property so as to have the structure situated on this property designated as a Heritage Building:

- 50 Bonaventure Avenue (PID #7887)

DATED at St. John's, NL this 2 day of November 2020.

Councillor Maggie Burton

13. OTHER BUSINESS

13.1 Transfer of Funds for Fleet Tracking and Management System

SJMC-R-2020-11-02/564

Moved By Councillor Froude

Seconded By Councillor Lane

That Council approve the transfer of funds of \$326,670.54 from Capital Out of Revenue allocated to the Snow Disposal Site Renovations to the City's Fleet Tracking Budget.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

13.2 Mobile Sign Approval

Council was advised that according to the sign by-law, the sign request is required to be renewed after 60 days.

Councillor Froude requested that utilization of that space be reviewed through the process of the Reimagine Churchill Square Project. An update on the status of that project will be provided to Council.

SJMC-R-2020-11-02/565

Moved By Councillor Froude

Seconded By Deputy Mayor O'Leary

That Council approve the request and grant permission for the placement of the mobile sign as submitted.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

13.3 Road Closure – RCA Theatre Company

SJMC-R-2020-11-02/566

Moved By Councillor Hanlon

Seconded By Councillor Burton

That Council approve the requested road closure for RCA Theatre Company's presentation of "Lynn Panting Dance's PURSUIT".

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

13.4 Temporary Exemption to the St. John's Noise By-Law

SJMC-R-2020-11-02/567

Moved By Councillor Stapleton

Seconded By Councillor Hanlon

That Council permit the temporary exemption to the St. John's Noise By-Law from November 2020 and April 2021 between the hours of 11 p.m. to 7 a.m. subject to public notification prior to the work taking place.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

13.5 Granting Freedom of the City – Rotary Clubs of St. John’s

SJMC-R-2020-11-02/568

Moved By Deputy Mayor O'Leary

Seconded By Councillor Korab

That Council approve conferring the Freedom of the City to the Rotary Clubs of St. John’s in 2021 in recognition of 100 years of dedicated service to our city.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (11 to 0)

14. ADJOURNMENT

There being no further business, the meeting adjourned at 4:14 pm.

MAYOR

CITY CLERK

NOTICE OF MOTION

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council move a motion to adopt a Heritage Designation By-Law for the following property so as to have the structure situate on this property designated as a Heritage Building:

- 50 Bonaventure Avenue (PID #7887)

DATED at St. John's, NL this day of , 2020.

COUNCILLOR

ST. JOHN'S

BY-LAW NO.

ST. JOHN'S HERITAGE DESIGNATION (50 BONAVENTURE AVENUE, PARCEL ID #7887) BY-LAW

PASSED BY COUNCIL ON _____, 2020

Pursuant to the powers vested in it under section 355 of 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 enacts the following By-Law relating to the heritage designation of 50 Bonaventure Avenue, Parcel ID 7887:

BY-LAW

1. This by-law may be cited as the St. John's Heritage Designation (50 Bonaventure Avenue, Parcel ID #7887) By-Law.
2. The building situate on property at 50 Bonaventure Avenue, Parcel ID #7887 is designated as a Heritage Building.

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 _____, 2020

MAYOR

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 November 9, 2020.**

Property Location/ Zone Designation And Ward	Application Details	Submissions Received	Planning and Development Division Notes
Foxtrap Access Road Forestry (F) Zone Ward 5	Application A Discretionary Use Application has been submitted to develop a Mineral Workings Quarry for land off the Foxtrap Access Road (0.5km North of Foxtrap Access Road and Trans-Canada Highway Interchange.) Description The proposed Quarry will be 25 hectares in area and used for the production and removal of aggregate material for construction purposes.	0 Submissions Received (attached)	It is recommended to approve the application subject to meeting all applicable requirements.

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

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

DECISION/DIRECTION NOTE

Title: Request for an Accessory Building in Commercial Industrial (CI) Zone
60 Eastland Drive

Date Prepared: November 3, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 2

Decision/Direction Required:

To seek approval to construct an Accessory building in the Commercial Industrial (CI) Zone at 60 Eastland Drive.

Discussion – Background and Current Status:

An application was submitted to construct a 41.6m² Accessory Building at the rear of the Building at 60 Eastland Drive. The property is situated in the Commercial Industrial (CI) Zone where an Accessory Building is neither a Permitted nor Discretionary Use. However, Section 8.3.7. of the Development Regulations grants Council the Discretionary Power to allow an Accessory Building related to a Permitted Use. The proposed Accessory Building will be compliant with the maximum size permitted as per Section 8.3.6 of the Development Regulations.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: *St. John's Strategic Plan 2019-2029 - A Sustainable City* – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: St. John's Development Regulations Section 8.3.6 and Section 8.3.7.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
7. Human Resource Implications: Not applicable.

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8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: Not applicable.

Recommendation:

That Council approve the construction of a 41.6m² Accessory Building at 60 Eastland Drive.

Prepared by:

Ashley Murray- PTech, Development Officer II

Approved by:

Jason Sinyard, P. Eng., MBA, Deputy City Manager
Planning, Engineering & Regulatory Services

Report Approval Details

Document Title:	Development Committee- Request for Accessory Building in Commercial Industrial Zone at 60 Eastland Drive- INT2000104.docx
Attachments:	- 60 EASTLAND DRIVE.pdf
Final Approval Date:	Nov 3, 2020

This report and all of its attachments were approved and signed as outlined below:

Lindsay Lyghtle Brushett - Nov 3, 2020 - 4:30 PM

Jason Sinyard - Nov 3, 2020 - 5:08 PM



SUBJECT PROPERTY

SUGARLOAF RD

EASTLAND DR

EAST WHITE HILLS RD

DISCLAIMER: This map is based on current information at the date of production.

DECISION/DIRECTION NOTE

Title: Request for Crown Land Grant Pursuant
1226 Blackhead Road
CRW2000016

Date Prepared: November 4, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 5

Decision/Direction Required:

To seek approval for a Crown Land Grant of 0.4 hectares at 1226 Blackhead Road.

Discussion – Background and Current Status:

The Provincial Department of Fisheries, Forestry and Agriculture has referred an application to the City requesting that 0.4 hectares of an existing Crown Land Lease be amended to allow a Crown Land Grant. This property is located in the Rural Residential (RR) Zone and is currently developed with a Single Detached Dwelling and Accessory Building. The amendment Grant will allow for freehold title of the land.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: *St. John's Strategic Plan 2019-2029 - A Sustainable City* – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: St. John's Development Regulations Section 10.40.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.

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9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

Recommendation:

That Council approve the Crown Land Grant Pursuant of 0.4 hectares at 1226 Blackhead Road.

Prepared by:

Ashley Murray- PTech, Development Officer II

Approved by:

Jason Sinyard, P. Eng., MBA, Deputy City Manager
Planning, Engineering & Regulatory Services

Report Approval Details

Document Title:	Development Committee- Request for Crown Land Grant at 1226 Blackhead Road- CRW2000016.docx
Attachments:	- 109073 - 2500 Map.pdf
Final Approval Date:	Nov 4, 2020

This report and all of its attachments were approved and signed as outlined below:

Lindsay Lyghtle Brushett - Nov 4, 2020 - 10:07 AM

Jason Sinyard - Nov 4, 2020 - 11:00 AM

Department of Fisheries, Forestry and Agriculture Crown Lands Division



NOTE TO USERS

The information on this map was compiled from land surveys registered in the Crown Lands Registry.

Since the Registry does not contain information on all land ownership within the Province, the information depicted cannot be considered complete.

The boundary lines shown are intended to be used as an index to land titles issued by the Crown. The accuracy of the plot is not sufficient for measurement purposes and does not guarantee title.

Users finding any errors or omissions on this map sheet are asked to contact the Crown Lands Inquiries Line by telephone at 1-833-891-3249 or by email at CrownLandsInfo@gov.nl.ca.

Some titles may not be plotted due to Crown Lands volumes missing from the Crown Lands registry or not plotted due to insufficient survey information.

The User hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions alleging any loss, injury, damages and matter (including claims or demands for any violation of copyright or intellectual property) arising out of any missing or incomplete Crown Land titles, and the Minister, his or her officers, employees and agents shall not be liable for any loss of profits or contracts or any other loss of any kind as a result.

For inquiries please contact the Crown Lands Inquiries Line by telephone at 1-833-891-3249 or by email at CrownLandsInfo@gov.nl.ca. Or visit the nearest Regional Lands Office; http://www.flr.gov.nl.ca/departement/contact_land.html

0 20 40 80 120 160 Meters



Scale 1:2,500

Compiled on October 23, 2020

ST. JOHN'S

Report of Committee of the Whole - City Council

Council Chambers, 4th Floor, City Hall

October 28, 2020, 9:00 a.m.

Present:	Mayor Danny Breen Deputy Mayor Sheilagh O'Leary Councillor Sandy Hickman Councillor Debbie Hanlon Councillor Deanne Stapleton Councillor Jamie Korab Councillor Ian Froude Councillor Wally Collins Councillor Shawn Skinner
Regrets:	Councillor Maggie Burton Councillor Dave Lane
Staff:	Kevin Breen, City Manager Derek Coffey, Deputy City Manager of Finance & Administration Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services Lynnnann Winsor, Deputy City Manager of Public Works Cheryl Mullett, City Solicitor Susan Bonnell, Manager - Communications & Office Services Elaine Henley, City Clerk Maureen Harvey, Legislative Assistant
Others	David Crowe, Manager of Roads Brian Head, Manager of Parks & Open Spaces Betty Clarke, Manager of Corporate Risk & Recovery Natalie Godden, Manager of Family and Leisure Services,

Insurance Renewal Negotiations – 2020-21

Approved via E-Poll October 30, 2020

Recommendation

Moved By Councillor Skinner

Seconded By Councillor Collins

That Council approve moving from a \$100,000 deductible for its Primary Property insurance to a \$500,000 Self-Insured Retention and purchase just one Excess Property Policy. This would result in a cost savings of \$398,823 plus tax \$59,823.45 for a total of \$458,646.45.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)

Revisions to the Winter Parking Restrictions

Recommendation

Moved By Councillor Hickman

Seconded By Councillor Stapleton

That Council reject the recommendation to have the start date of the Winter On-street Parking Restriction for areas outside the Downtown and the Business District Winter Parking Restriction to December 1 each year. This parking restriction is currently implemented in early January and the exact date varies each year.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Collins, and Councillor Skinner

Against (1): Councillor Froude

MOTION CARRIED (8 to 1)

Recommendation**Moved By** Councillor Froude**Seconded By** Deputy Mayor O'Leary

That Council extend the overnight parking ban in areas outside the downtown, when operationally required. This restriction would apply when the DCM determines it is necessary due to a snow event.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)**Recommendation****Moved By** Councillor Froude**Seconded By** Councillor Hanlon

That Council revise the hours of Downtown Winter Parking Restriction which is used during snow removal operations. The current restriction is from 12:30 a.m. to 7:30 a.m. and the proposed hours are from 11:00 p.m. to 6:00 a.m.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)**Sidewalk Snow Clearing Priority Revisions****Recommendation****Moved By** Councillor Froude**Seconded By** Councillor Hickman

That Council adopt the following sidewalk snow clearing priority system:

Priority 1A	School Zones
Priority 1	First side of arterial roads and downtown business district (main pedestrian corridors)
Priority 2	Second side of multi-lane arterial roads and downtown business district, and first side of collectors
Priority 3	Second side of remaining arterial roads (with both sides serviced)
Priority 4	Second side of collector streets (with both sides serviced) and any remaining sections of sidewalk in program

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)

Inclusion Advisory Committee Report - October 7, 2020

Recommendation

Moved By Councillor Stapleton

Seconded By Deputy Mayor O'Leary

That Council review the recommendations put forward by the Inclusion Committee for the Downtown Pedestrian Mall and share with all relevant parties. Recommendations include considering implications for those with vision loss such as wayfinding, indication of an upcoming ramp and obstacles on sidewalks; ensuring ramps meet code, are slip-resistant and lead to a deck that can be maneuvered by a wheelchair; access to accessible washrooms for Pedestrian Mall users; accessible parking located inside the mall was hazardous; and a need for inclusion education amongst business and security staff in the area.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)

Shea Heights Community Centre Board of Directors Structure and Terms of Reference Update

Recommendation

Moved By Councillor Collins

Seconded By Councillor Skinner

That Council approve the Shea Heights Community Centre Board structure and outlined changes to the Terms of Reference.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

MOTION CARRIED (9 to 0)

Mayor

DECISION/DIRECTION NOTE

Title: Insurance Renewal Negotiations – 2020-21

Date Prepared: October 26, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Dave Lane, Finance & Administration

Ward: N/A

Decision/Direction Required:

Seeking approval for annual renewal terms commencing November 1, 2020.

Discussion – Background and Current Status:

Coverage expires on October 31, 2020.

The terms of the renewal plus a new Environmental Liability Insurance Policy initially offered and reviewed with Council were:

Aon Risk Solutions via Lloyds, Aviva & Other Specialty Insurers	
City Auto, Property, Casualty, Umbrella, User Group, Travel Insurance & Environmental	\$2,305,907
Tax	\$255,204.00
Total	\$2,561,111.00

Council agreed that the insurance coverage terms through Aon be reviewed in detail and that recommendations for cost savings be made realizing it would involve the City accepting extra risk. Coverage is to be arranged with Lloyds for the Casualty and Excess Liability coverage. If the City accepted a self-insured retention of \$250,000 the savings would be \$26,500. If the City accepted a self-insured retention of \$500,000 the savings would be \$53,000. This insurance provides protection for third party claims. The cost savings is not considered sufficient and it is recommended that the deductible of \$100,000 be maintained.

The Auto and Property coverage is through Aviva. The City's auto fleet cost savings if the City accepted a \$250,000 deductible would be \$52,402. The St. John's Transportation Commission savings would be \$34,900. Automobile Coverage is a legislated coverage. The savings offered pertains to Contractor Equipment Floater rather than third party liability and is not considered a sufficient savings versus the protection being offered and maintaining the current coverage and deductible. It is recommended that the City maintain its current \$100,000 deductible.

Property Coverage if the City accepted a \$500,000 self-insured retention the savings would be \$238,823. This is considered a substantial saving and since this protects the City's own

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property the City may wish to accept this risk for the cost savings offered. Excess property coverage has been offered to protect the City should any one occurrence exceed \$100 million in damages. The First Excess protects the City for an additional \$100 million for a total of \$200 million for any one occurrence. In examining City properties, the most expensive total loss that may occur would probably be on New Gower Street where there are multiple City properties: City Hall including the parking garage, City Hall Annex, Mile One and the Convention Centre. The total worth of these properties combined are estimated at \$182,555,188. The City could consider accepting just one Excess Property insurance policy with the principal property policy offers a total of \$200 million. This would save the City \$160,000 in premium for a total savings of \$398,823 plus tax. It is important to note that our Insurance Broker Aon is more comfortable if the City maintains the second and third excess which would cover the City for \$350,000 million loss per occurrence.

The total savings with accepting a \$500,000 Property Self-Insured Retention and just one Excess Property Policy would be \$398,823 plus tax \$59,823.45 for a total of **\$458,646.45**.

The cost for the Environmental policy \$36,404 plus tax for a total of \$41,864.60 is included in the above pricing. It was agreed that this coverage is required to maintain coverage now excluded from the Primary Commercial General Liability policy.

The total of the entire insurance program previously offered was \$2,561,111. The total now with the recommended \$500,000 Self-Insured Property Retention is \$1,907,084. The taxable amount is \$1,302,537 and tax is \$195,380.55 for a total of **\$1,497,917.55**. The auto is not taxable so the total for auto is **\$604,547**, for a full program **total of \$2,102,464.55**. This includes St. John's Sports & Entertainment Ltd. and the St. John's Transportation Commission.

Key Considerations/Implications:

1. Budget/Financial Implications
 - Within Guidelines of City Budget.
2. Partners or Other Stakeholders
 - Council, staff and members of the general public
3. Alignment with Strategic Directions/Adopted Plans
 - a. Fiscally Responsible & Risk Management Strategy
4. Legal or Policy Implications Insurance Appropriate Risk Protection
5. Privacy Implications – n/a
6. Engagement and Communications Considerations – n/a

7. Human Resource Implications – n/a
8. Procurement Implications – RFP issued and contract based on evaluation
9. Information Technology Implications - n/a
10. Other Implications – n/a

Recommendation:

That Council approve moving from a \$100,000 deductible for its Primary Property insurance to a \$500,000 Self-Insured Retention and purchase just one Excess Property Policy. This would result in a cost savings of \$398,823 plus tax \$59,823.45 for a total of \$458,646.45.

Prepared by: Elizabeth Clarke, Manager of Corporate Risk & Recovery

Approved by:

Attachments: N/A

Report Approval Details

Document Title:	Insurance Renewal Negotiations 2020-21.docx
Attachments:	
Final Approval Date:	Oct 26, 2020

This report and all of its attachments were approved and signed as outlined below:

Cheryl Mullett - Oct 26, 2020 - 11:17 AM

Result of E-Poll

Insurance Renewal 2020-21

That Council approve moving from a \$100,000 deductible for its Primary Property insurance to a \$500,000 Self-Insured Retention and purchase just one Excess Property Policy. This would result in a cost savings of \$398,823 plus tax \$59,823.45 for a total of \$458,646.45.

E-Poll – October 29, 2020

<u>Member</u>	<u>Agree</u>	<u>Disagree</u>
Danny Breen	X	
Sheilagh O'Leary	X	
Maggie Burton		
Dave Lane	X	
Sandy Hickman	X	
Debbie Hanlon	X	
Deanne Stapleton	X	
Shawn Skinner	X	
Jamie Korab	X	
Ian Froude	X	
Wally Collins	X	

DECISION/DIRECTION NOTE

Title: Revisions to the Winter Parking Restrictions

Date Prepared: October 22, 2019

Report To: Committee of the Whole

Councillor and Role: Councillor Ian Froude, Public Works & Sustainability

Ward: N/A

Decision/Direction Required:

1. Revise the start date of the winter on-street parking restrictions to begin on December 1 each year. These parking restrictions are normally implemented in early January however the exact date varies each year.
2. Extend the overnight parking ban for streets outside the downtown when operationally required. This restriction would apply when the DCM determined it is necessary, for example, during a snow event and for 24-hours thereafter.
3. Revise the hours of the Downtown Winter Parking Restriction. This restriction is used on streets scheduled for snow removal operations. The current restriction is from 12:30 a.m. to 7:30 a.m. and the proposed restriction is from 11:00 p.m. to 6:00 a.m.

Discussion – Background and Current Status:

The City of St. John's currently has four winter parking restrictions:

- I. The [Business District Winter Parking Restriction](#) begins in early January and is lifted when conditions are favourable, often in early April. Parking is restricted between 4:00 a.m. and 6:00 a.m. regardless of snow or street conditions.
- II. The [No Parking-Snow Route](#) runs from December 1 to March 31 each year and parking is prohibited 24 hours a day on streets designated as Snow Routes. These streets can be located anywhere in the city and are clearly marked with permanent signs. These restrictions are necessary so that ice control and snow clearing equipment can safely service the streets.
- III. The [Downtown Winter Parking Restriction](#) is utilized for snow removal operations. Parking is restricted from 12:30 a.m. to 7:30 a.m. on streets scheduled for snow removal.
- IV. The parking restriction for streets [Outside the Downtown and Business District](#) begins in early January and is lifted when conditions are favourable, often in early April. On-street parking is not permitted between 12:30 and 7:30 a.m., regardless of snow or street conditions.

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Proposed Revisions

The following proposed revisions to the winter parking restrictions are designed to improve service delivery efficiencies and increase the overall snow clearing level of service.

1. Parking Restrictions in areas Outside the Downtown and in the Business District

The following parking restrictions are normally implemented in early January each year however the implementation date can vary depending on weather conditions and forecasts.

- Winter on-street parking restriction for areas outside the Downtown and Business District between 12:30 a.m. and 7:30 a.m.
- Business District Winter Parking Restriction in the early morning between 4:00 a.m. and 6:00 a.m.

The winter parking restrictions allow safer and more efficient snow clearing of city streets since equipment will not have to maneuver around parked cars nor will they need to return to clear areas where vehicles were parked. Delayed implementation of these parking restrictions can cause difficulties for operations staff when there are snowfalls with significant accumulation in December.

The parking restriction was implemented in December the past two years. Changing the date of the parking restriction after the season starts results in a scramble to ensure the public receives adequate notification and that parking enforcement staff are available. This proposed change was discussed with Communications staff and their experience is that an inconsistent implementation date causes confusion which results in public anger and reputational damage. The inconsistent implementation date typically causes more problems compared to the perceived benefit of a later start date. Consistent dates each year would result in easier communication, preparation, and a higher level of service in December.

St. John's receives the most snow (335cm annually) of any major city in Canada. An implementation date of December 1 is common for winter parking restrictions in Atlantic Canadian cities. The details of the parking restrictions in neighboring municipalities plus several other cities were reviewed and they are summarized in the following table.

Municipality	Overnight Parking Restriction	
	Date	Time
Mount Pearl	Dec 1 to Mar 31	1:00 to 8:00am
Paradise	Dec 1 to Mar 31	1:00 to 8:00am
Conception Bay South	Dec 1 to Apr 30	Midnight to 10:00am
Torbay	Dec 1 to Mar 31	1:00 to 7:00am
Portugal Cove-St. Philip's	Nov 1 to Apr 30	Midnight to 8:00am
Logy Bay-Middle Cove-Outer Cove	Nov 1 to Apr 30	No Parking Any Time
Corner Brook (annual snow 401cm)	Dec 1 to May 1	Midnight to 8:00am
Moncton (annual snow 282cm)	Dec 1 to Mar 31	Midnight to 7:00am
Fredericton (annual snow 252cm)	Dec 1 to Mar 31	Midnight to 7:00am
Halifax* – (annual snow 154cm)	Dec 15 to Mar 31	1:00 to 6:00am

Note: table data collected from each municipality's website in October 2020.

** only during declared event*

2. Snow Event Parking Restriction

This is a temporary 24-hour parking restriction, parking will not be permitted on any street outside the Downtown and the Business District during a storm and for 24-hours thereafter. This parking restriction will be enforced upon a Declaration by the Deputy City Manager of Public Works when operationally required. It will likely be when Environment Canada forecasts 5cm of snow or more. Like other winter parking restrictions, this allows crews to clear snow more effectively and efficiently when they do not have to work around parked cars. This also reduces the need to return to clear areas where vehicles were parked.

A snow event parking restriction is also not uncommon in the St. John's metropolitan area. The details of the snow event parking restrictions in neighboring municipalities were reviewed and they are summarized in the following table.

Municipality	Parking Prohibited during and after snowfall?
Mount Pearl	Yes, 12 hours
Paradise	Yes, 24 hours
Conception Bay South	Yes, 24 hours
Torbay	Yes, 24 hours
Portugal Cove-St. Philip's	Yes, 12 hours
Logy Bay-Middle Cove-Outer Cove	Yes, no parking any time from Nov 1 to Apr 30

3. Downtown Winter Parking Restriction

The Downtown Winter Parking Restriction is only utilized when a street is scheduled for snow removal operations and the restriction is in effect from 12:30 a.m. to 7:30 a.m. The City's snow removal operations begin at 11:00 p.m. and vehicles are often still parked on the street. Crews also find that traffic volume is increasing earlier in the morning and it is best to reopen the streets to traffic earlier than 7:30 a.m.

The proposed time for the Downtown Winter Parking Restriction is from 11:00 p.m. to 6:00 a.m. on streets which are scheduled for overnight snow removal.

Key Considerations/Implications:

1. Budget/Financial Implications:

- Parking enforcement staff for the winter parking restrictions will be required on December 1.

2. Partners or Other Stakeholders:

- All residents and businesses.

3. Alignment with Strategic Directions/Adopted Plans:

- A City That Moves

4. Legal or Policy Implications:

- The first recommendation can be implemented under the existing Snow Clearing By-Law. It is not recommended that the By-Law be amended to specify December 1, as Public Works may wish to have the flexibility to bring the restrictions in even earlier

depending on winter conditions. The existing wording in the By-Law allows for this flexibility.

- The second recommendation would require an amendment to the By-Law to specify how notification of an extended ban is satisfied. If relying solely on online communications, the By-law can be amended as similar to the notification provisions in the Street Cleaning By-Law.
- Legal recommends an amendment to the By-Law to change the applicable times. If the times of the downtown winter parking restriction is amended legal recommend that the restriction for outside the downtown/business district be amended as well to reduce confusion.

5. Privacy Implications: N/A

6. Engagement and Communications Considerations:

- The recommended changes will be supported with a comprehensive communications strategy, including information in the City Guide, on the City's website, on the City's social media channels and through traditional advertising, as required.
- It is strongly recommended that the information on the various winter parking bans and restrictions be communicated in the Winter edition of the City Guide, which residents, City communications and the Legal Department rely upon. To meet the deadline for the winter, a decision is required by November 2.

7. Human Resource Implications:

- Parking enforcement staff for the winter parking restrictions will be required on December 1.

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

Recommendations:

That Council

1. Revise the start date of the Winter On-street Parking Restriction for areas outside the Downtown and the Business District Winter Parking Restriction to December 1 each year. This parking restriction is currently implemented in early January and the exact date varies each year.
2. Extend the overnight parking ban in areas outside the downtown, when operationally required. This restriction would apply when the DCM determines it is necessary due to a snow event.
3. Revise the hours of Downtown Winter Parking Restriction which is used during snow removal operations. The current restriction is from 12:30 a.m. to 7:30 a.m. and the proposed hours are from 11:00 p.m. to 6:00 a.m.

Prepared by: David Crowe

Approved by:

Report Approval Details

Document Title:	Winter Parking Restrictions - proposed revisions.docx
Attachments:	- 2020 Winter Parking Restrictions - Proposed Revisions.docx
Final Approval Date:	Oct 22, 2020

This report and all of its attachments were approved and signed as outlined below:

Lynnann Winsor - Oct 22, 2020 - 9:09 AM

DECISION/DIRECTION NOTE

Title: Sidewalk Snow Clearing Priority Revisions

Date Prepared: October 23, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Ian Froude, Public Works & Sustainability

Ward: N/A

Decision/Direction Required:

This note outlines a response to three points included in the motion moved by Councillor Froude at the September 16, 2020 Committee of the Whole meeting. Council direction is requested for points 1 and 3:

Point 1: Revised sidewalk snow clearing priority system.

Point 3: Reduce the level of service on local streets.

Discussion – Background and Current Status:

The three points discussed in this document are outlined below:

1. To ensure resources are used efficiently on the most important routes: that staff review the priorities of sidewalks, laneways and stairways with recommendations to Council this fall on changes to make.
2. To address the quality of the clearing of sidewalks, as it's sometimes that the area of grass or curb adjacent to the sidewalk is cleared, which makes for a poor-quality pathway.
3. And whether there is a potential deprioritization of some side roads, to free up resources.

Point 1: Revised sidewalk snow clearing priority system

The existing sidewalk snow clearing routes contain a high percentage of Priority 1 sections for the current resource allocation. Comments received during recent public engagement suggested that not all Priority 1 segments are cleared well enough and if a sidewalk is listed as a Priority 1 then it should receive a high priority. The effectiveness of a priority system is reduced when there are too many top priority segments. This revised priority system aims to rebalance the priorities of the existing routes and provide a higher level of service to one side of most streets in the current sidewalk snow clearing program. This is expected to result with a faster completion of a network of main commuter corridors throughout the City. Public engagement feedback also referenced the connectivity of routes and creating pedestrian corridors. These comments were kept in mind during the reprioritization of the routes to ensure Priority 1 sidewalks connected to other Priority 1 sidewalks wherever possible. Further enhancements to the sidewalk snow clearing program will be considered in the budget discussion.

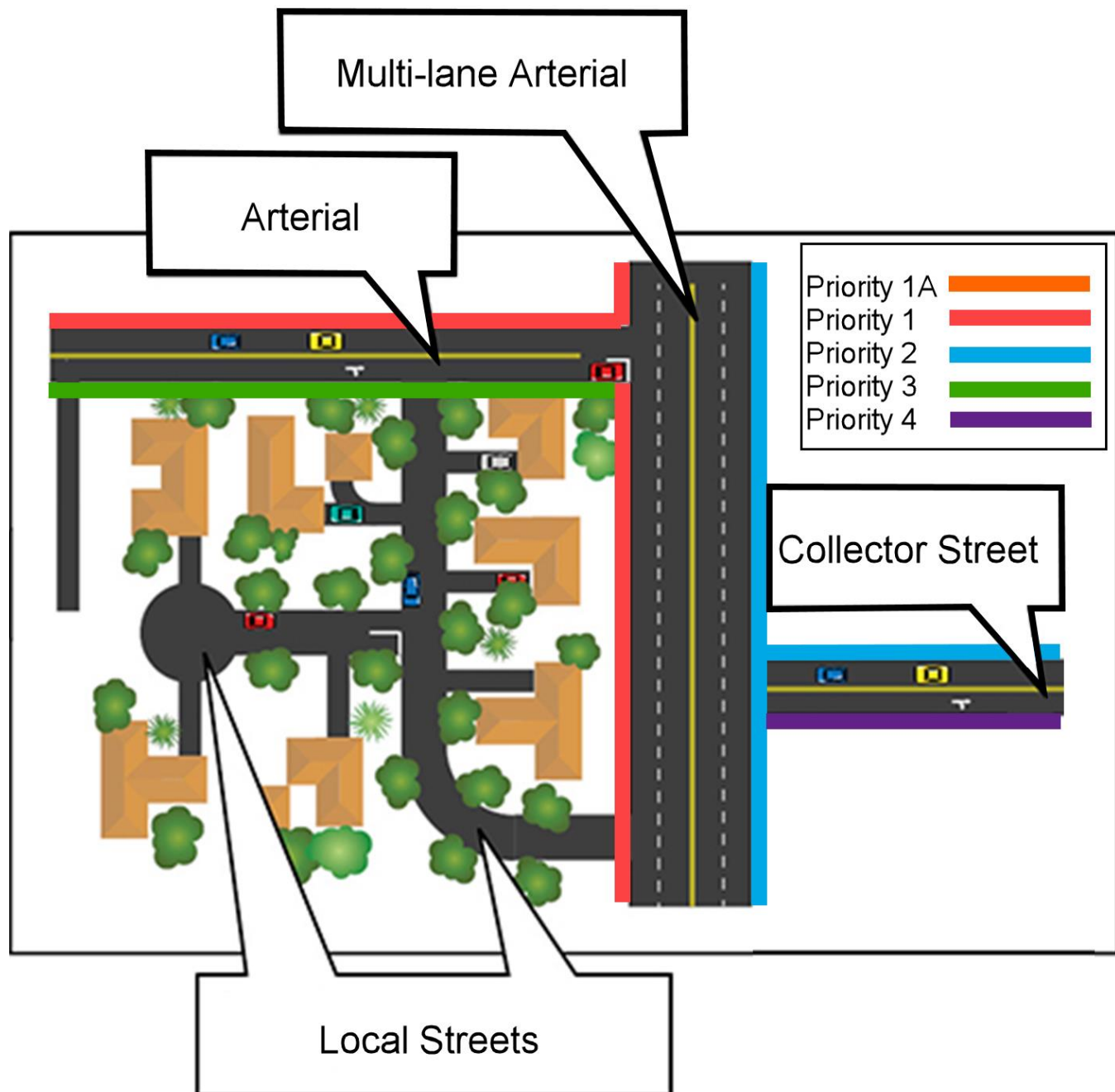
The City's Inclusion Advisory Committee submitted several requests for route improvements in 2019. Several of these changes were implemented including access to a bus stop near the CNIB on the Boulevard. Other route additions are under consideration in budget discussions.

Current and Proposed Priority Percentages

	Current	Proposed
Priority 1	79%	54%
Priority 2	17%	33%
Priority 3	4%	8%
Priority 4	0%	5%

Proposed New Priority System

Priority 1A	School Zones
Priority 1	First side of arterial roads and downtown business district (main pedestrian corridors)
Priority 2	Second side of multi-lane arterial roads and downtown business district, and first side of collectors
Priority 3	Second side of remaining arterial roads (with both sides serviced)
Priority 4	Second side of collector streets (with both sides serviced) and any remaining sections of sidewalk in program



Point 2: Quality of Sidewalk Snow Clearing

Staff assigned to sidewalk snow clearing receive equipment-specific training. They also review the routes prior to the first snowfall to identify obstructions or other site-specific problems they will encounter once the snow starts. Snow clearing supervisors work closely with the operators and they are familiar with the equipment and routes. Several contractors are also engaged to supplement this service. City inspectors are assigned to manage the contracts and inspect the routes for compliance with specified standards.

Sidewalk snow clearing equipment must be maneuvered around sidewalk obstacles (utility poles, traffic lights, fire hydrants, etc.) and parked vehicles. Large snow piles placed on the sidewalk by contractors or residents can also present difficulty for the small equipment, this is compounded when there is a lack of snow storage space. These issues often cause the cleared path to veer off the sidewalk and onto lawns or into the street. When street and sidewalk upgrades are planned, City staff also review for sidewalk obstructions and seek ways to eliminate or work around them when possible. This is done for year-round accessible sidewalks, not just snow clearing. Similarly, parking violations are enforced year-round.

Council also approved an additional \$1.4 million earlier this year to upgrade the City's sidewalk snow clearing equipment fleet. These equipment upgrades increase the capacity to clear snow and apply salt at the same time, many of the older machines were not equipped for this.

Point 3: Reprioritize Local Streets

A reduced level of service on local streets will result in a change from bare pavement to snow packed conditions.

The local climate is one of the biggest challenges we face for snow clearing. St. John's is one of the snowiest cities in Canada, but also has a very temperate climate which results in a lot of rain and/or snowmelt immediately after a snowfall. That rain and melt causes our snow to get wet and heavy very quickly. The snow subsequently freezes, turning into ice. The most significant challenge to service delivery is the ability to recover completely from an event before a subsequent event begins. Reducing the level of service on local streets will result in times that all plowing will not be completed when the subsequent event begins.

In these circumstances, vehicular traffic will compact snow on the road surface prior to plows completing the first pass. If the snowpack is left on the roadway, ruts will form and could be difficult for some vehicles to navigate. This snowpack will be very difficult to remove, require large amounts of salt, and will result in additional ice chunks plowed across driveway entrances. Additionally, rain causes snow packed roads to become very slippery until sufficient melt exposes asphalt.

Local streets do not typically receive sidewalk snow clearing as the reduced traffic volumes and speeds make walking along the edge of the roadway relatively safe. However, should the level of service be reduced on local streets, it will negatively impact the walking surface for pedestrians on these local streets.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - Bylaw enforcement officer overtime or additional staff
2. Partners or Other Stakeholders:
 - All commuters in the City of St. John's including pedestrians and motorists
3. Alignment with Strategic Directions/Adopted Plans:
 - A City that Moves
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations:
 - The decision of council must be communicated via all channels and to all stakeholder groups, especially advisory committees, who contributed to the engagement process. Further engagement and communications are anticipated on this matter in the 2021 budget development process.
7. Human Resource Implications:
 - Contingent on the chosen options.
8. Procurement Implications: N/A
9. Information Technology Implications:
 - LIS support required to update routes.
10. Other Implications: N/A

Recommendation:

That Council approve the following two points:

Point 1:

Adopt the following sidewalk snow clearing priority system:

Priority 1A	School Zones
Priority 1 Corridors)	First side of arterial roads and downtown business district (main pedestrian
Priority 2 first side of collectors	Second side of multi-lane arterial roads and downtown business district, and
Priority 3	Second side of remaining arterial roads (with both sides serviced)
Priority 4	Second side of collector streets (with both sides serviced) and any remaining sections of sidewalk in program

Point 3:

Maintain the current level of service on local streets.

- Complete and initial pass within 12-hours from the end of a snowfall
- Clear all driving lanes within 24-hours from the end of a snowfall

Prepared by: David Crowe, Manager – Roads Division

Approved by:

Report Approval Details

Document Title:	Sidewalk Snow Clearing Priority Changes.docx
Attachments:	- 2020 Sidewalk Snow Clearing Priorities.docx
Final Approval Date:	Oct 22, 2020

This report and all of its attachments were approved and signed as outlined below:

Lynnann Winsor - Oct 22, 2020 - 11:17 AM



Inclusion Advisory Committee Report

October 7, 2020

11:30 a.m.

Virtual

Present:

Taylor Stocks, Chair - LGBTQ2S
Mayor Danny Breen
Councillor Deanne Stapleton, Council Representative
Debbie Ryan, CNIB
Duane Morgan, CNIB
Donna Power, Metrobus/GoBus, Accessible Transit
Margaret Tibbo, Public Representative
Megan McGie, NL Association for the Deaf
Sarah White, Autism Society
Grant Genova, NL Association of Architects, Universal Design
Kimberly Yetman-Dawson, Empower NL
Brittany Hiscock, CHHA NL
Trevor Freeborn, Coalition of Persons with Disabilities
Renata Lang, Association for New Canadians
Natalie Godden, Manager of Family & Leisure Services
Sherry Mercer, Inclusion Coordinator
Trisha Rose, Fieldworker III, Inclusion Services
Shanna Fitzgerald, Legislative Assistant

Regrets:

Heidi Dixon, First Light NL
Kim Pratt Baker, Canadian Hard of Hearing Association
Joby Fleming, Empower NL
Tess Hartmann, Autism Society
Nancy Reid, Coalition of Persons with Disabilities
Hope Colbourne, NL Association for Community Living

Others:

Tina Bankovic, Empower NL (Work Term Student Observer)

Pedestrian Mall Presentation & Discussion

Council requested feedback from the Inclusion Advisory Committee regarding the Downtown Pedestrian Mall. Members compiled a feedback document to be shared with staff and Council. This feedback was provided to the Manager of Organizational Performance and Strategy for inclusion in the report to Council and has been appended to the agenda.

Moved By Kimberly Yetman-Dawson

Seconded By Margaret Tibbo

That Council review the recommendations put forward by the Inclusion Committee for the Downtown Pedestrian Mall and share with all relevant parties. Recommendations include considering implications for those with vision loss such as wayfinding, indication of an upcoming ramp and obstacles on sidewalks; ensuring ramps meet code, are slip-resistant and lead to a deck that can be maneuvered by a wheelchair; access to accessible washrooms for Pedestrian Mall users; accessible parking located inside the mall was hazardous; and a need for inclusion education amongst business and security staff in the area.

MOTION CARRIED

CHAIRPERSON, TAYLOR STOCKS

In Attendance: Debbie, Trevor, Joby, Duane, Grant, Nancy, Taylor

Issues:

- Vision loss:
 - No indicators about decks on sidewalks or extending to street
 - Multiple obstacles on sidewalks
 - Lack of universal design standard
 - E.g. one deck is very different from another, so no way to learn about decks broadly through the experience as one
 - Restaurants not well-illuminated: going from extreme light to dark
 - E.g. when using a washroom
 - How does someone with low vision maintain social distancing? Identify the 6ft apart?
 - No indication to travel on one side to maintain
- Ramps have implications of dignity
 - Why have the ramp if you can't access the washroom?
 - E.g. on the second floor, way in the back, not accessible
 - Reflects lack of understanding
 - Decks were small- wheelchair users can't turn around, maneuver, or sit around the tables
- General issues with social distancing + crowd control
 - more like the regatta than a pandemic activity
 - Problems with navigating streets
 - Lack of calm areas
- No universal design around any of the pedestrian mall
 - Decks completely different
 - Ropes, rope lighting for decoration but dangerous as to where they actually are
 - Problems with safety
- Lack of assistance for people with any kinds of disability
 - Security not trained to be of useful assistance
 - Lack of safety and guidance
- Bikes at fast speeds, riding dangerously
 - Heightened safety issues with persons for disabilities
 - Other kinds of traffic caused issues
- Line-ups of different stores on sidewalks
 - Preventing people from getting back
 - No communication of line ups, numbers in stores
- Reactionary, not designed
- Standard imposed don't necessarily produce the intended outcomes
 - And no by-laws being followed
 - 'Extended event' allowed circumvention
- Problems with accessible parking
 - Appeared as separate from Mall, but actually embedded

- PDF not representative of actualities
 - No visible accessible parking spaces
- The area identified as accessible parking on a hill and had no parking spaces
- Need to drive INTO mall, like parking in a playground
- Required someone to move barriers
- No direction for individual- only verbal interaction with security guard
- Vehicles in front of the courthouse?
- Driving is very anxiety producing already, this makes it worse
- Navigating in the space
 - Few ramps appropriately designed
 - Ad hoc
 - Made out of plywood- didn't account for slip resistance
 - Not up to code
 - One ramp that looked accessible: Lack of space beyond ramp to get actually onto deck
- Emergency egress?
 - How to identify to folks with disability where emergency egress actually is and how to get there?
- A scary place to try and navigate
- Know that Ped Mall won't fix access issues on Water St., but still missed opportunity to increase access
 - Possibilities for improvement especially if IAC involved
 - Opportunity next year to have a space that works for people- human dynamic
- Saw the creation of new barriers but not the removal of old ones
 - Still lack of curb cuts
- Lack of colour consistency
 - Blue and yellow and wood and various colours
 - Needs to be consistent for wayfinding
- Few curb cuts in along the sidewalk. An accessible picnic table blocked the curb cut preventing access to the sidewalk
- Lack of bathroom signage +public bathrooms
- No indications of what changes were made
 - Trip hazards
 - Don't know what you're missing
 - It was like you took a bunch of stuff and threw it all over the place

Solutions:

Application of Universal design

- Simplify Mall: no need for raised decks

Technology called

- Blind Square
- Used in Toronto, Ottawa for directional purposes
- Uses GPS to lead people through any area

- Beacon technology
 - Can be loaded by different types and layers of information
 - E.g. “in three metres is the entrance to get around the barricade”; shake your phone for more information- what’s coming up next, 3 businesses on left and what’s in front of them
 - Could include specials and menu options if working with businesses
- Charge for geosheet to enter basic info, then business can opt into with minimal charge
- IRA- some free versions
 - Connect to trained professional in wayfined that would talk to you through glasses, phone, earbuds to guide through places
 - Find washrooms, exits
 - Used in Ottawa to be geofenced (part of plan from City)

Adopt + Apply CSA Standards

- Addresses broad spectrum of persons with disabilities

Educate business community downtown

- Possibilities for training by those who are most affected
- About responsibilities of adding ramps

Better timelines for communication and engagement

- To inclusion stakeholders
- To broader public
- Need a discussion off the bat about what the accessibility needs actually are and how to address them
- Include Inclusion NL in consultation

Develop modular pieces by the city for synthesis of design

- See how ‘mall’ is total system and treat it like that
- Influence standards on the streets of design with capacity for some aesthetic flexibility
- Can take it apart and store it
 - E.g. like kitchens

Focus on performance and evaluation of Water St. generally

- Know what standards will be altered
- Come up with comprehensive recipe to address needs and wants
- Involve design professionals

Develop colour consistency for throughout mall

- Colour contrasting and cohesion

Have people around to ask for help who are well-marked and trained in inclusion issues

- Like at the mall or festivals

Have virtual town hall with business owners and City

Questions:

- Possibilities to spread through downtown?
 - Duckworth St felt left out/hurt by Ped Mall
 - Support small business more broadly
- What are the actual benefits of built structures? Especially if they are simply creating more barriers?

- E.g. wayfinding, lack of access once on platform
 - Could just have spread out coffee tables on streets
- What are the rules and regulations around other types of traffic in the mall?
- Would there be any option to amend by-laws or permitting processes to include accessibility requirements or, at the very least, provide information to vendors?
- Other municipalities across Canada have these. Is there potential to do a review of others so we don't try to reinvent the wheel? (especially when it comes to accessibility and inclusion issues)

DECISION/DIRECTION NOTE

Title: Shea Heights Community Centre Board of Directors Structure and Terms of Reference Update

Date Prepared: October 24, 2019

Report To: Committee of the Whole

Councillor and Role: Councillor Wally Collins

Ward: Ward 5

Decision/Direction Required:

To approve the proposed board structure change and updated Terms of Reference change as outlined below

Discussion – Background and Current Status:

The Shea Heights Community Centre Board of Directors is a Board that is appointed by the City of St. John's, created to facilitate the development and implementation of social, recreational and educational benefits and services for the residents of Shea Heights.

The current Terms of Reference was last updated in 2016.

The details to the proposed changes to the board restructure and Terms of Reference are as follows:

Board Restructure:

- The addition of a Ex-Officio
 - The Health Centre in Shea Heights is currently listed as a resource member on the board. We are proposing that this appointment be changed to an Ex-Officio position. The current Ex-Officio positions include, St. John Bosco School, a City of St. John's Council Member, and a City of St. John's staff representative.

The total number of board members will remain at 20. This would reduce the resource member positions from three to two and increase the ex-officio positions from three to four.

Terms of Reference include the following additions:

- Subcommittees
 - This section was added to identify the use of subcommittees, how they are formed and who is required to be a part of the committees.

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- Appointment of Directors
 - Wording was added to include commitment to equality and inclusiveness when selecting board members
- Conduct
 - This addition includes upholding laws, promoting public confidence and respecting the rights and opinions of other committee members.
- Cooling off Period
 - This addition outlines how Council and city staff are required to take a two year cooling off period once they are no longer associated with the City of St. John's.
- Conflicts of Interest:
 - This addition is added in conjunction with city policy
- Confidentiality
 - This addition is added in conjunction with city policy
- Acceptable Methods of Communication
 - This addition outlines specific communication techniques between board members.
- Election of Executive
 - This addition outlines the procedures for the election of the Executive members from the Directors at Large. It includes the nomination, acclimation and voting process to appoint the positions of Chair, Vice Chair, Treasurer, and Secretary.

Please see attached Terms of Reference for review.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders:
The Recreation Division and Community Centre staff work closely with the Board of Directors to deliver programs, services and events to residents of Shea Heights.
3. Alignment with Strategic Directions/Adopted Plans:
The Strategic Direction is a Connected City. The goals fall within developing and delivering programs, services and public spaces that build safe, healthy and vibrant communities.
4. Legal or Policy Implications:
The approved terms of reference allow for a Board which consists of up to 20 members.

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

Recommendation:

That Council approve the Shea Heights Community Centre Board structure and outlined changes to the Terms of Reference.

Prepared by: Travis Maher – Community Services Coordinator

Approved by:

Report Approval Details

Document Title:	Shea Heights Community Centre Board of Directors Structure and Terms of Reference Updates.docx
Attachments:	- SHCCB Terms of Reference Final Draft Oct 2020.docx
Final Approval Date:	Oct 22, 2020

This report and all of its attachments were approved and signed as outlined below:

Karen Sherriffs - Oct 22, 2020 - 2:22 PM

Tanya Haywood - Oct 22, 2020 - 4:38 PM



~~TERMS OF REFERENCE~~ SHCCB
TERMS OF REFERENCE FINAL
DRAFT OCT 2020.DOCX

Shea Heights Community Centre Board

Updated: October 2020

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Name

The Shea Heights Community Centre Board of Directors.

Purpose

Under the direction of the City of St. John's (herein referred to as the City) the Shea Heights Community Centre Board of Directors (herein referred to as The Board) is appointed by the City to facilitate the development and implementation of social, recreational and educational benefits and services for the residents of Shea Heights.

Considering recommendations from the Committee Chair and Council Champion, the City Clerk and Coordinator will review Advisory Committee Terms of Reference documents every two years. The purpose of this review will be to ensure that the operations and function of each committee are still aligned with its defined purpose.

Objectives

- To co-operate fully with the City to achieve foresaid purpose.
- To encourage the involvement of residents through participation in programs and services offered through the Shea Heights Community Centre.
- To create a positive atmosphere and stimulate community spirit and participation.
- To foster a healthy social environment by assisting the City in the delivery of programs and services.
- To foster and promote goodwill and cooperation with organizations or groups concerned with the well being of the community.
- To encourage and welcome persons with a disability and / or individual who require support to participate in programs and services.

Board Structure

The Board shall consist of a minimum of six (6) and a maximum of (20) twenty Directors.

There is to be one vote per At Large and Stakeholder Directors. The Chairperson shall only vote in the event of a tie vote. Ex – Officio and Community Resource Members of the Board will not have the right to vote.

The structure of the Board of Directors shall be as follows:

- (a) At Large Members
A maximum of twelve (12) residents from within the community.
- (b) Stakeholder Groups
A maximum of one (1) Newfoundland and Labrador Housing Corporation (NLHC) Tenant Representative.
An NLHC staff representative will attend at least one (1) board meeting per year.
- (c) Community Resource Members
A maximum of three (2) representatives from the broader community who bring a particular skill or expertise to the Board (e.g. financial, legal, health).
- (d) Ex – Officio Membership
- City of St. John's Recreation Division
 - St. John Bosco School Faculty
 - Shea Heights Medical Centre
 - City of St. John's Council Representative

Board of Directors

Executive

The Executive will be comprised of the following officers:

- Chairperson
- Vice – Chairperson
- Past – Chairperson
- Secretary
- Treasurer

The Executive positions, except for the past Chairperson, are open to any voting member of the Board.

Duties

The duties of the members of the Board and Executive shall be as follows:

Board

- To co-operate fully with the City to achieve the Board's purpose and objectives as forth herein.
- To represent the needs and interests of the community and /or stakeholder group in Board

decision-making.

- To uphold and support the objectives of the Board.
- To appoint all chairpersons of standing and special Committees of the Board

Executive

Chairperson

- Preside over meetings of the Board and the Executive.
- Present an annual report to the City at fiscal year end.
- Make a full report to the Board of all actions or decisions taken since the previous Board meeting.
- Represent the Board at various functions.

Vice-Chairperson

- In the absence of the Chairperson, to perform the duties of the Chairperson, including chairing of Board and Executive meetings.
- To represent the Board, as required, at various functions.

Past Chairperson

- To advise and assist the Chairperson and Executive as required.
- To represent the Board, as required, at various functions.

Secretary

- Ensure that minutes of the Board and the Executive meetings are documented and maintained.
- Maintain a complete and accurate record of all appointments to Committees.
- Maintain a file of minutes as submitted by all Committees.
- Be responsible for circulating notices concerning meetings of the Board and Executive.
- Secure and update any Board related documents.

Treasurer

- Administration of the finances of the Board in a manner as directed and approved by the City from time to time.
- Be responsible for the adoption of approved methods of accounting as directed and approved by the City from time to time.
- Receive all monies of the Board and keep all funds of the Board in depositories as designated by the Board and approved by the City.
- Pay all bills and other expenses of the Board as approved by the Board and by the City
- Report on the financial standing of the Board at each Board meeting.
- Present the audited Financial Statements of the Board to the City at fiscal year end.

Subcommittees

When deemed necessary, the Board may strike a working committee or subcommittee to deal with specific issues or deliverables. Subcommittees must have at least one Board member. Composition may also include other members of the public and organizational representatives, except for a Finance Committee. Subcommittees shall meet as an independent group, reporting to the Board on specified meeting dates, or as deemed necessary by the Board Chair or Lead Staff.

General Requirements

- On completion of their term of office, all members shall turn over all books, documents, records, funds, and other property of the Board to the new Board.

Appointment of Directors/Executive

- Appointments for the positions of Director at Large will be open to any immediate community resident of Shea Heights through expression of interest.
- Appointments of the Executive positions will be open to any Director at Large member. To be considered for an executive position a director at large must be nominated by another voting member of the board or by self nomination. If the director at large accepts the nomination and is unopposed, then that person wins by acclamation. If there are multiple people nominated for the position then a private ballot or public vote must occur. The person with the majority of the vote will occupy the position.
- The Newfoundland and Labrador Housing Corporation Tenant Representative must apply through expression of interest process and will be selected by both the NLHC and the Shea Heights Board.

- If a resource member or at large position is vacated, the Board may recommend potential candidates for the vacancy(s) to the City for consideration. Resource Representatives shall be appointed by the City, upon review and consideration of recommendations from the Board.
- The City of St. John's is strongly committed to equity and inclusiveness. In selecting Board members, the City will aim to design processes that are transparent, accessible, and free of discrimination and seek to remove barriers.

Conduct

Members shall strive to serve the public interest by upholding Federal, Provincial and Municipal laws and policies. Board members are to be transparent in their duties to promote public confidence. Members are to respect the rights and opinions of other committee members.

Acceptable Methods of Communication

Official communication between board members shall be in the form of emails or phone calls.

Meetings

Regular Board Meetings

- At least 7 days notice, specifying the place, day and hour of the Regular Board Meeting, shall be given to all members.
- Regular Board Meetings shall be held at least monthly at the call of the Chairperson or in his/her absence by the Vice - Chairperson.
- Each At-Large and Stakeholder Director present at the Regular Board Meetings (other than the Chairperson) shall be entitled to one vote upon every motion and in the case of an equality of votes; the Chairperson shall cast the deciding vote. Ex-officio and Community Resource Members will not have voting privileges.

Quorum

Regular Meetings:

- A quorum (defined as 50% +1 of appointed voting directors of the Board) must be met to conduct and pass official business of the Board.
- A majority vote will decide (50% + 1). In the case of a tie, the Chairperson will break the tie.
- No official business shall be transacted at any Regular Board Meetings unless a quorum is present at

the commencement of that Regular Meeting.

- In the case where quorum is not met, and voting is required, the Executive Clause allows for 3 Executive Members to vote. The result of the vote shall be communicated to the rest of the Board and they will have 48 hours to object to the decision.

Terms of Office

All members of the Board shall be appointed by the City of St. John's.

- The term of office for Directors shall range from one (1) year (minimum) to three (3) years (maximum). The term of office shall be staggered, as directed by the City, so as to avoid full turnover of the Board after a three-year term, however, the foregoing does not apply to Stakeholder Members. The term of office for Stakeholder representative will be at the discretion of the stakeholder group.
- Directors may be re-appointed after the completion of a term of office.
- The term of office of the Chair and Past - Chair shall be three years, with no one position occupied for more than 2 consecutive terms by the same person. Notwithstanding the foregoing, the City may allow a position to be occupied for more than two (2) consecutive terms where appropriate.

Vacation of Office

- The office of a Director shall be vacated by a motion and majority vote if the Director
 - a) Fails to attend three consecutive meetings of the Board of Directors without a reason acceptable to the Board.
 - b) Acts in contravention of the direction of the Board
 - c) Is negligent in carrying out his / her duties as a Director.
 - d) Is found to be in an undeclared conflict of interest.
 - e) Engages in conduct unbecoming a director.
- The office of a Director shall be vacated if a Director resigns his / her office by notice in writing, which notice shall be delivered to the Board of Directors and then forwarded to the City. This notice is effective when it is received by the Board or at the time specified in the resignation, whichever is later.
- If a vacancy occurs on the Board, it shall be filled through appointment by the City.
- The Board shall have the authority to recommend a resource person to the City in order to fill a vacant resource position on the Board.
- A Director approved to fill a vacancy holds office for the unexpired term of his / her predecessor.
- A Director shall maintain the right to submit, via written submission to the Chairperson, an intent of notice for a Leave of Absence from the Board for the following reasons:

- Parental/ Adoption Leave
- Illness
- Family / Personal Issue
- Employment
- Extenuating Circumstances

Cooling-off Period (Former City Staff and Council)

- There will be a cooling-off period of two years for Council and Staff once they are no longer associated with the City. Setting term lengths with a cooling-off period will promote gradual turnover, ensuring a constant balance between new members and former staff or council.

Powers

General Authority:

- The Board may cooperate with or engage in joint action with other persons or organizations to achieve the Board's objectives, subject to the approval of the City.

Remuneration:

- No Director of the Board may receive any compensation except for expenses incurred on behalf of and directly related to Board business.

Execution of Payments:

- All cheques and expenses are to be approved by the Board in advance, such cheque shall be valid only if signed by two (s) members of the Board, one of which must be the Chairperson / Vice-Chairperson.

Dissolution

- Upon dissolution of the Board, the Board of Directors shall pay or make provision for the payment of all liabilities of the Board.
- Upon dissolution of the Board, the Board of Directors shall transfer all assets of the Board to the City.

Conflicts of Interest

A conflict of interest refers to situations in which personal, occupational, or financial considerations may affect or appear to affect the objectivity or fairness of decisions related to the board activities. A conflict of interest may be real, potential, or perceived in nature. Conflict of Interest may occur when a Board member participates in discussion or decision-making about a matter which may financially benefit that Member or a member of his/her family, or someone with whom the Board member has a close personal relationship, directly or indirectly, regardless of the size of the benefit.

In cases where the Board agenda or Board discussions present a conflict of interest for a member, that member is required to declare such conflict; to abstain from discussion; and remove himself/herself from the meeting room until the agenda item has been dealt with by the Board.

Confidentiality

All Board members are required to refrain from the use or transmission of any confidential or privileged information while serving with the Board.

Development Permits List
For the Period of October 28 To November 4, 2020

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES	Wrightland Development Corporation	Subdivide to create 1 building lot	8 Shaw Street	3	Approved	20-10-30

*	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.

Lindsay Lyghtle Brushett
Supervisor - Planning and Development

Permits List

Council's November 9, 2020 Regular Meeting

Permits Issued: 2020/10/29 to 2020/11/04

BUILDING PERMITS ISSUED

Residential		
Location	Permit Type	Structure Type
100 Springdale St	Deck	Patio Deck
11 Cape Ballard Pl	New Construction	Single Detached Dwelling
12 Shea St	Accessory Building	Accessory Building
12 Shea St	Site Work	Single Detached Dwelling
13 Oakley Pl	Deck	Patio Deck
133 Prowse Ave	Site Work	Single Detached w/ apt.
15 Sugar Pine Cres	Renovations	Single Detached Dwelling
153 Ladysmith Dr	Site Work	Driveway
17 First Ave	Fence	Fence
17 Prince Charles Pl	Renovations	Single Detached Dwelling
18 Lodge Pl	Renovations	Single Detached Dwelling
182 Hussey Dr	Fence	Fence
2 Reddy St	New Construction	Single Detached w/ apt.
24 Dauntless St	Deck	Single Detached Dwelling
29 Eric St	Deck	Patio Deck
29 Eric St	Extension	Single Detached Dwelling
30 Bellevue Cres	Accessory Building	Accessory Building
321 Lemarchant Rd	Renovations	Single Detached w/ apt.
33 Gisborne Pl	Renovations	Condominium
35 Bonaventure Ave Unit 218	Change of Occupancy	Condominium
36 Topsail Rd	Fence	Fence
39 Branscombe St	Accessory Building	Accessory Building
405 Bay Bulls Rd	Accessory Building	Accessory Building
43 Frampton Ave	New Construction	Single Detached Dwelling
51 Whiteway St	Renovations	Townhousing
53 Salisbury St	Change of Occupancy/Renovations	Subsidiary Apartment
57 Roche St	Renovations	Single Detached w/ apt.
59 Nautilus St	Fence	Fence
6 Maple St	Accessory Building	Accessory Building

6 Rigolet Cres	Renovations	Single Detached Dwelling
6 Rose Abbey St	Renovations	Single Detached Dwelling
61 Colville St	Fence	Fence
64 Tigress St	New Construction	Single Detached w/ apt.
65 Warbury St	Deck	Patio Deck
65 Warbury St	Accessory Building	Accessory Building
75 Whiteway St	Renovations	Townhousing
9 Exeter Ave	Renovations	Single Detached Dwelling
9 Exeter Ave	Site Work	Retaining Walls
9 Galashiels Pl	Deck	Patio Deck

This Week: \$1,640,513.98

Commercial

Location	Permit Type	Structure Type
1 Queen St	Change of Occupancy	Semi Detached Dwelling
131 Cochrane Pond Rd	Accessory Building	Accessory Building
150 Crosbie Rd	Renovations	Undertaker Establishment
25 White Rose Dr	Change of Occupancy/Renovations	Other
300 Kenmount Rd	Change of Occupancy	Retail Store
34 Jetstream Ave	Sign	Restaurant
48 Kenmount Rd	Sign	Retail Store
48 Kenmount Rd	Change of Occupancy	Retail Store
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
57 Old Pennywell Rd	Change of Occupancy/Renovations	Retail Store
60 O'leary Ave	Change of Occupancy/Renovations	Retail Store
681 Topsail Rd	Site Work	Mixed Use
8-10 Rowan St	Renovations	Retail Store
95 Merrymeeting Rd	Change of Occupancy/Renovations	Place Of Amusement

This Week: \$479,250.00

Government/Institutional

Location	Permit Type	Structure Type
100 East White Hills Rd	Renovations	Office

This Week: \$540,931.00

Industrial

Location Permit Type Structure Type

This Week: \$0.00

Demolition

Location Permit Type Structure Type

This Week: \$0.00

This Week's Total: \$2,660,694.98

REPAIR PERMITS ISSUED: \$46,000.00

NO REJECTIONS

YEAR TO DATE COMPARISONS			
November 9, 2020			
TYPE	2019	2020	% Variance (+/-)
Residential	\$39,284,649.65	\$42,091,860.31	7
Commercial	\$153,856,362.72	\$132,844,448.38	-14
Government/Institutional	\$2,824,650.00	\$677,431.00	-76
Industrial	\$1,812,266.07	\$3,000.00	-100
Repairs	\$2,201,833.50	\$3,128,851.90	64
TOTAL	\$199,979,761.94	\$178,745,591.59	-11
Housing Units (1 & 2 Family Dwelling)	102	124	

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending November 4, 2020

Payroll

Public Works	\$ 415,796.16
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Bi-Weekly Casual	\$ 36,410.00
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Accounts Payable	\$ 4,801,901.52
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(A detailed breakdown available [here](#))

Total:	\$ 5,254,107.68
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ST. JOHN'S

DEPARTMENT OF FINANCE

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

NOTICE OF MOTION

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council move to enact amendments to the St. John's Snow Clearing By-Law to give effect to the new winter parking restrictions as discussed at the meeting of the Committee of the Whole on October 28, 2020.

DATED at St. John's, NL this day of November, 2020.

COUNCILLOR

NOTICE OF MOTION

TAKE NOTICE that I will at the next regular meeting of the St. John's Municipal Council move to repeal the St. John's Heritage Area Sign By-Law enacted January 14, 2002, the St. John's Mobile Sign By-Law enacted September 20, 1999, and the St. John's Sign By-Law enacted May 31, 2004, and enact a new comprehensive Sign By-Law regulating signage in the City of St. John's.

DATED at St. John's, NL this day of November, 2020.

COUNCILLOR

DECISION/DIRECTION NOTE

Title: Downtown Holiday Market Road Closure

Date Prepared: November 4, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Debbie Hanlon, Special Events Regulatory Committee

Ward: Ward 2

Decision/Direction Required: Council approval of one of three options outlined below for the Downtown Holiday Market.

Discussion – Background and Current Status: Following the success of the Downtown Pedestrian Mall and expressed interest by both the Downtown business community and the visiting public, a Downtown Holiday Market is being planned to occur over two weekends in December.

While feedback from the public engagement process on this summer's event is still being considered in terms of continuing with a pedestrian mall in future years, the City has an interest in piloting a holiday market for the 2020 season.

After consultation with Downtown St. John's, the proposed event dates are:

- December 5 and 6, and
- December 12 and 13

Programming will be limited due to COVID-19 restrictions and will include:

- Holiday music and pre-recorded messages playing through speakers on Water Street and Duckworth Street.
- Mummers roaming Water Street, Duckworth Street, and George Street.
- Programming will occur from 12:00pm – 6:00pm on Saturdays and 12:00pm – 5:00pm on Sundays.
- Business operating hours will vary for individual businesses downtown and are not in conjunction with the programming times.

The programming and subsequent road closures are weather dependent.

Downtown businesses will be encouraged to decorate their storefront and windows in holiday theme, Downtown St. John's will also be enhancing their regular holiday decorations. Businesses will be provided with an Inclusion Checklist and contact information for Inclusion NL to help guide and support them when planning their Holiday Market set ups.

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Unlike the summer Pedestrian Mall, there will be no extensions of premises for this event. Businesses may request permission to set up tables, chairs, or merchandise outside. However, there will be no food or alcohol service permitted on the street, and all furniture must be taken inside overnight.

As City staff are still in the planning stage for this event, final plans for the Downtown Holiday Market will be announced in the coming weeks via PSA and social media.

Promotions for this event will emphasize the Holiday Market as a full downtown event that includes Water Street, Duckworth Street, and George Street. It will emphasize social distancing, recommend wearing a mask, and inform about road closure times (as decided). Adequate signage throughout downtown will also reinforce these messages.

Through multiple conversations with various members of the Special Events Regulatory Committee, the following options for the Downtown Holiday Market road closures are provided for Council consideration:

1. Full Road Closure – Water Street (Adelaide Street to Prescott Street).
 - Road closure will occur 9:00pm on Friday night and will continue until 6:00pm on Sunday.
 - Signage will be used to indicate that cars not removed from Water Street by 10:00am Saturday morning will be towed at owners expense.
 - Deliveries and couriers are permitted to enter the street before 12:00pm on Saturday and Sunday.
 - Barricade security from 8:00am – 6:00pm Saturday and Sunday, roaming security after hours.
 - Estimated cost \$20,000.
2. Soft Road Closure (outside event hours) - Water Street (Adelaide Street to Prescott Street).
 - This option has the same logistics as the full road closure, however, taxis and other drop off/pick up vehicles will be permitted on the road as of 9:00pm Friday and Saturday until 12:00pm the next day.
 - Road closure will occur 9:00pm on Friday night and will continue until 6:00pm on Sunday.
 - Signage will be used to indicate that cars not removed from Water Street will be towed at owners expense.
 - Deliveries and couriers are permitted to enter the street before 12:00pm on Saturday and Sunday.
 - All barricades will require continuous security as only designated vehicles will be permitted.
 - There will be no parking permitted on the street throughout the weekend and there will be ample signage and communication to reflect this.

- This option is being suggested in light of concerns from our Downtown Pedestrian Mall stakeholder and public engagement, regarding safety and access to the road late at night.
 - Estimated cost \$22,000.
3. No Road Closure.
- With limited programming opportunities due to Public Health guidelines, and the COVID-19 pandemic, this option suggests we hold our Downtown Holiday Market with no road closures.
 - This option allows us to provide the same programming noted above, but restricted to the sidewalks.
 - Estimated cost \$16,000.

Key Considerations/Implications:

1. Budget/Financial Implications: Significant budget implications for contractual security, as well as event programming. Specific amounts for each option noted above.
2. Partners or Other Stakeholders: Downtown St. John's
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications: Legal to be consulted regarding signage and communication of potential parking restrictions.
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: Communications will need to be utilized for promotion of the event and potential road closures. A PSA will be released by Communications in the coming weeks to outline the finalized plan of the Downtown Holiday Market.
7. Human Resource Implications: N/A
8. Procurement Implications: N/A
9. Information Technology Implications: N/A
10. Other Implications: N/A

Recommendation:

That Council approve the Downtown Holiday Market event, and option two – Soft Road Closure (outside event hours) - Water Street (Adelaide Street to Prescott Street).

Prepared by: Christa Norman, Special Projects Coordinator

Approved by: Jennifer Langmead, Supervisor – Tourism and Events

Report Approval Details

Document Title:	Downtown Holiday Market Road Closure.docx
Attachments:	
Final Approval Date:	Nov 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jennifer Langmead - Nov 5, 2020 - 10:01 AM

Tanya Haywood - Nov 5, 2020 - 12:03 PM

DECISION/DIRECTION NOTE

Title: Special Event Regulatory Committee - Road Closures

Date Prepared: November 4, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Debbie Hanlon, Special Events Regulatory Committee

Ward: N/A

Decision/Direction Required: Council approval of a Block Party to be held on Elton Place, and weekly outdoor tree lighting/worship services on Cochrane Street.

Discussion – Background and Current Status:

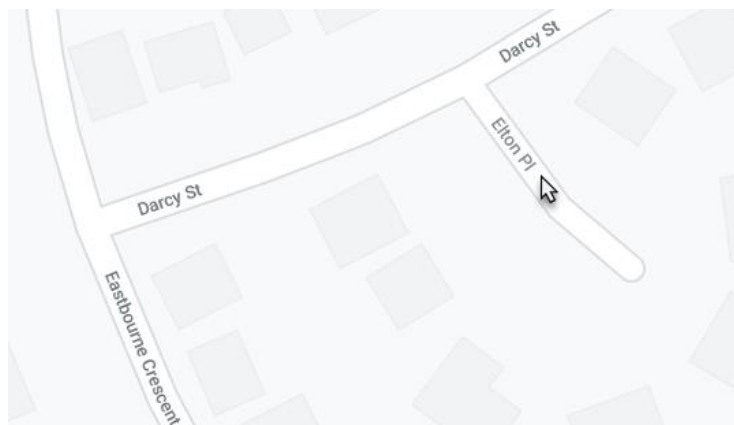
Block Party

An application was received for a Block Party on Elton Place.

Friday November 27, 2020
4:00pm – 10:00pm

This event will close Elton Place to traffic.

The maximum number of attendants will be 50. Volunteers are in place to ensure social distancing and maximum numbers.



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Tree Lighting/Worship Service

An application was received to host a weekly tree lighting/worship service in front of Cochrane Street United Church. They would like to close the section of Cochrane Street from Military Road to Bond Street from 4:30pm – 6:15pm on each date.

Sunday November 29, 2020

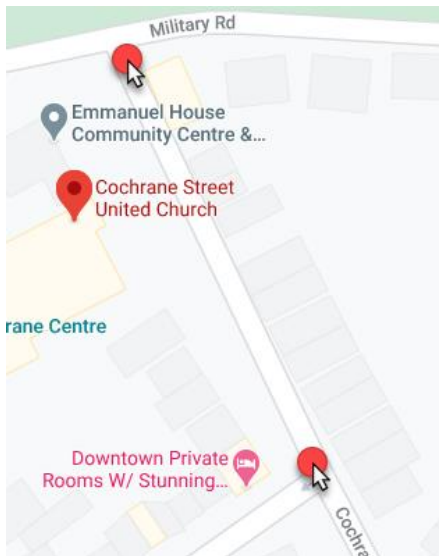
Sunday December 6, 2020

Sunday December 13, 2020

Sunday December 20, 2020

Thursday December 24, 2020

Volunteers will be present as security on the barricades and to ensure no more than 100 people are present.



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. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A

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

Recommendation:

That Council approve the road closure request for Elton Place on November 27 and the road closure requests for Cochrane Street on November 29, December 6, December 13, December 20, and December 24.

Prepared by:Christa Norman, Special Project Coordinator

Approved by: Jennifer Langmead, Supervisor – Tourism and Events

Report Approval Details

Document Title:	Road Closures.docx
Attachments:	
Final Approval Date:	Nov 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jennifer Langmead - Nov 4, 2020 - 2:39 PM

Tanya Haywood - Nov 5, 2020 - 2:50 PM