

# ST. JOHN'S

## Regular Meeting - City Council Agenda

March 29, 2021

3:00 p.m.

4th Floor City Hall

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15. ADJOURNMENT

# Proclamation

## Global Meetings Industry Day (GMID) April 8, 2021

**WHEREAS:** Global Meetings Industry Day (GMID), taking place April 8, 2021, is the international industry's most important annual event showcasing the value that business meetings, trade shows, incentive travel, exhibitions, conferences and conventions bring to people, businesses and communities; and

**WHEREAS:** The meetings industry as a whole has a real impact on the economy, local businesses and residents in the City of St. John's; and

**WHEREAS:** Internationally, the meetings industry creates hundreds of thousands of jobs, generates billions of dollars of revenue and supports communities around the world; and

**WHEREAS:** Hosting an event, convention or trade show stimulates this region's economy by bringing in new visitors who stay in our hotels, eat in our restaurants, shop in neighbourhood stores and bring new revenue; and

**WHEREAS:** GMID is a time for the City of St. John's to reflect on the importance of the meetings industry and what it has provided for the community; and

**WHEREAS:** The St. John's Convention Centre will also light up 'blue' on April 8<sup>th</sup>, 2021 in recognition and support of business meetings in St. John's; and will join other centres and venues across Canada commemorating GMID and the importance of the meetings industry.

**NOW THEREFORE,** I do hereby proclaim that the City of St. John's supports the meetings industry's presence in our city and its service to our community.

Signed at City Hall this 29<sup>th</sup> day of March, 2021 AND we urge all those living in St. John's to take a moment to reflect on the impact that this industry brings to our communities, businesses and economy. For more information, visit [meetingsmeanbusiness.ca](https://meetingsmeanbusiness.ca)



A handwritten signature in blue ink, appearing to read 'Danny Breen'.

Danny Breen, Mayor



# **ST. JOHN'S**

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## **Minutes of Regular Meeting - City Council**

**Council Chamber, 4th Floor, City Hall**

**March 22, 2021, 3:00 p.m.**

**Present:** Mayor Danny Breen  
Councillor Sandy Hickman  
Councillor Debbie Hanlon  
Councillor Deanne Stapleton  
Councillor Jamie Korab  
Councillor Ian Froude  
Councillor Wally Collins  
Councillor Shawn Skinner

**Regrets:** Deputy Mayor Sheilagh O'Leary  
Councillor Maggie Burton

**Staff:** Kevin Breen, City Manager  
Derek Coffey, Deputy City Manager of Finance & Administration  
Tanya Haywood, Deputy City Manager of Community Services  
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services  
Lynnann Winsor, Deputy City Manager of Public Works  
Cheryl Mullett, City Solicitor  
Susan Bonnell, Manager - Communications & Office Services  
Elaine Henley, City Clerk  
Ken O'Brien, Chief Municipal Planner  
Maureen Harvey, Legislative Assistant

**Others:** Thea Morash, Arts & Culture Development Coordinator

### **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 Poetry Day and National Poetry Month (Poet Laureate - Mary Dalton)**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2021-03-22/107

**Moved By** Councillor Hanlon

**Seconded By** Councillor Skinner

That the Agenda be adopted as presented.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - March 16, 2021**

SJMC-R-2021-03-22/108

**Moved By** Councillor Hickman

**Seconded By** Councillor Collins

That the minutes of March 16, 2021 be adopted as presented.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

5. **BUSINESS ARISING FROM THE MINUTES**

6. **DEVELOPMENT APPLICATIONS**

6.1 **Notices Published - Discretionary Use of City Land for Outdoor Patios and Lounges (Parklets) in the Downtown and Churchill Square**

SJMC-R-2021-03-22/109

**Moved By** Councillor Hanlon

**Seconded By** Councillor Stapleton

That Council approve the Discretionary Use application by the City of St. John's for Outdoor Eating Areas and Lounges located within the Downtown and Churchill Square on city land subject to all applicable requirements. It is also recommended that all application and permit fees be waived for the development of parklets on City land and/or on private land.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

6.2 **Home Occupation - 22 Mark Nichols Place**  
**DEV2100019**

SJMC-R-2021-03-22/110

**Moved By** Councillor Collins

**Seconded By** Councillor Hickman

That Council approve the application to operate a Home Occupation for Coffee Roasting at 22 Mark Nichols Place, subject to all applicable requirements.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**7. COMMITTEE REPORTS**

**7.1 Committee of the Whole Report - March 10, 2021**

**1. Capital Grant Allocations – Regular Meeting**

SJMC-R-2021-03-22/111

**Moved By** Councillor Korab

**Seconded By** Councillor Hanlon

That Council approve the 2021 Capital Grants as attached along with approval of \$100,000 for Compass Seniors Services (Connection for Seniors). This funding will support a new facility that will allow them to extend offerings of programs and services to more seniors in need. Further discussions with this group have confirmed the requirements of the policy have been met and staff are now prepared to make this recommendation.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**2. Grant Allocations 2021**

Councillor Hickman abstained from the discussion and the vote having declared a conflict of interest.

SJMC-R-2021-03-22/112

**Moved By** Councillor Korab

**Seconded By** Councillor Froude

That Council approve the 2021 Grant Allocations for Community, Sport, Special Events and Festivals, Artists and Artist Organizations as attached along with the inclusion of Goulds 50+ Daffodil Club in the amount of \$1,000 pending receipt of final confirmation of official "not-for-profit" status as is required in the grant policy.

For (7): Mayor Breen, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (7 to 0)**

3. **22 Shaw Street, REZ2000013**

SJMC-R-2021-03-22/113

**Moved By** Councillor Korab

**Seconded By** Councillor Skinner

That Council consider rezoning the property at 22 Shaw Street from the Residential – Special (RA) Zone to the Residential High Density (R3) Zone; and advertise the application for public review and comment.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

4. **350 Kenmount Road and 9 Kiwanis Street, MPA2000011**

SJMC-R-2021-03-22/114

**Moved By** Councillor Froude

**Seconded By** Councillor Hickman

That Council consider rezoning a portion of the property at 350 Kenmount Road / 9 Kiwanis Street from the Open Space (O) Zone to the Commercial Kenmount (CK) Zone; and following confirmation from the Minister of Environment, Climate Change and Municipalities to consider a Regional Plan amendment, advertise the application for public review and comment.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**5. St. John's Collision Report (2012)**

SJMC-R-2021-03-22/115

**Moved By** Councillor Froude

**Seconded By** Councillor Skinner

That Council:

- adopt the seven recommendations of the St. John's Collision Report (2012 – 2019)
- direct staff to procure the services of a professional engineering firm to complete detailed evaluations and design drawings for top locations identified in the report (at such time as budget is allocated)
- direct staff to update the collision report on an annual basis, generally delivering the report by Q4 for the preceding year's data (for example, the 2016-2020 report would be delivered by Q4 2021)

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**8. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)**

**8.1 Development Permits List March 11 - 17, 2021**

Council considered the Development Permits list for information.

**9. BUILDING PERMITS LIST (FOR INFORMATION ONLY)**

**9.1 Building Permit List for week of March 17, 2021**

Council considered the Building Permits list for information.

**10. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**10.1 Weekly Payment Vouchers for Week Ending March 17, 2021**

SJMC-R-2021-03-22/116

**Moved By** Councillor Hanlon

**Seconded By** Councillor Hickman

That the weekly payment vouchers for the week ending March 17, 2021 be approved as presented in the amount of \$4,538,965.98.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**11. TENDERS/RFPS**

**11.1 2021035 - Water Street Infrastructure Improvements - Phase 4 (Cliff's-Baird's Cove to Job's Cove)**

SJMC-R-2021-03-22/117

**Moved By** Councillor Skinner

**Seconded By** Councillor Hanlon

That Council award this limited call that resulted from Prequalification RFSQ2020180 - Water Street Infrastructure Improvements - Phase IV to Dexter Construction Company Limited, for \$3,793,486.60 (HST Included), as per the Public Procurement Act.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**11.2 2021004 – Food Service Provider for Adult & Seniors Program**

SJMC-R-2021-03-22/118

**Moved By** Councillor Korab

**Seconded By** Councillor Stapleton

That Council award open call 2021004 – Food Service Provider for Adult and Seniors Program to the lowest bidder meeting specification, The Hub, as per the Public Procurement Act, for \$16,330.00 for the first year and \$40,825.00 for each subsequent year, for a total of \$179,630, HST included.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**11.3 2021012 – Supply and Delivery of Sweeper Parts**

SJMC-R-2021-03-22/119

**Moved By** Councillor Hickman

**Seconded By** Councillor Skinner

That Council award open call 2021012 – Supply and Delivery of Sweeper Parts, to the lowest bidders meeting the specifications per each of the four sections, as attached, as per the Public Procurement Act. There is a price escalation allowance which is up to a maximum of the appropriate CPI index for years 3 and beyond.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**12. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS**

**13. OTHER BUSINESS**

**13.1 28 Eric Street, Adoption REZ1900015**

Councillor Skinner requested a deferral of this matter to allow him to gather additional information to assist in his decision-making.

SJMC-R-2021-03-22/120

**Moved By** Councillor Skinner

**Seconded By** Councillor Korab

That the proposed rezoning of 28 Eric Street be deferred pending the gathering of additional information.



For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

**14. ACTION ITEMS RAISED BY COUNCIL**

**14.1 Councillor Hanlon**

Councillor Hanlon questioned whether the City can accommodate the creation of backyard suites similar to that which is permitted in Halifax. The matter was referred to staff for consideration at a future meeting of Committee of the Whole.

**15. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:12 pm.

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MAYOR

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CITY CLERK

# DECISION/DIRECTION NOTE

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**Title:** Establishing Building Line Setback  
67 Bay Bulls Road  
DEV2100030

**Date Prepared:** March 23, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 5

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**Decision/Direction Required:**

To seek approval to establish the Building Line Setback for 67 Bay Bulls Road.

**Discussion – Background and Current Status:**

An application was submitted to construct a Single Detached Dwelling at 67 Bay Bulls Road. The property is situated in the Residential Low Density (R1) Zone where the minimum Building Line for existing streets or service streets is to be established by Council. The Building Line Setback is proposed at 10.04 metres, which is inline with the varied pattern of development along the street.

**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 8.3.1 and Section 10.3.3 (1)(c)(ii).
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 10.04 metre Building Line setback at 67 Bay Bulls Road to accommodate the construction of a Single Detached Dwelling.

**Prepared by:**

Ashley Murray, P. Tech – Development Officer II  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Development Committee- Establish building line at 67 Bay Bulls Road - DEV2100030.docx
Attachments:	- Map.pdf
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 23, 2021 - 1:43 PM**

**Jason Sinyard - Mar 23, 2021 - 2:51 PM**





**SUBJECT PROPERTY**

**BAY BULLS RD**

40

CN

63

65

67

67 1/2

69

75

R1

R1



# DECISION/DIRECTION NOTE

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**Title:** Discretionary Use for Eating Establishment  
11 Barrows Road  
DEV2100015

**Date Prepared:** March 23, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 2

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**Decision/Direction Required:** To consider a Discretionary Use application for a temporary Eating Establishment with outdoor seating at 11 Barrows Road.

**Discussion – Background and Current Status:** The Eating Establishment will occupy the existing 22.3m<sup>2</sup> building and will operate seasonally 7 days a week, 9 a.m.–10 p.m. Picnic tables will be provided within a 30m<sup>2</sup> area on the Lot. No fence is proposed around the site. The proposed Use will be temporary until November 2022. Parking is provided along Maple View Place. The proposed application site is in the Industrial Quidi Vidi (QV) Zone

Two submissions were received.

Concerns were raised in regard to inadequate parking and the use of existing parking on Maple View Place by other businesses in the area. The Engineering Transportation Division reviewed the application and determined that traffic and parking are an ongoing concern within this area of Quidi Vidi. The applicant confirmed they own the existing parking spaces along Maple View Place and have not designated the spaces to other businesses, but have allowed the use of these parking spaces as a courtesy. The parking spaces along Maple View Place meet the minimum number of required parking spaces for the proposed Use.

Noise from the use of outdoor speakers was noted as another concern, along with noise from patrons onsite and deliveries. Should speakers be proposed, music should not be loud enough to be heard off-site, as outlined in the City of St. John's Noise By-Law. The applicant advised that there will be approximately 5-6 picnic tables provided within the 30m<sup>2</sup> area, so large crowds are not expected, thereby reducing associated noise levels. Closing time for the establishment is 10 p.m. and patrons are expected to leave at that time. Alcohol will not be served at this establishment, and there will be a no smoking policy on site. Deliveries to the site would be scheduled within business hours, and given the small scale of the Use, are expected to be limited in frequency.

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**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property Owner and neighbouring property owners.
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: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public Advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in The Telegram newspaper at least once and are posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable
9. Information Technology Implications: Not applicable.
10. Other Implications: Not applicable.

**Recommendation:**

That Council approve the application for a temporary Eating Establishment with outdoor seating at 11 Barrows Road until November 2022, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Notices Published - 11 Barrows Road.docx
Attachments:	- Site Plan.pdf
Final Approval Date:	Mar 24, 2021

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

**Lindsay Lyghtle Brushett - Mar 24, 2021 - 9:13 AM**

**Jason Sinyard - Mar 24, 2021 - 9:22 AM**



# Site Layout – 11 Barrow's Road



## Karen Chafe

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**From:** CityClerk  
**Sent:** Tuesday, March 16, 2021 11:19 AM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 11 Barrows Road- discretionary use

Good Morning:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Monday, March 15, 2021 7:22 PM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 11 Barrows Road- discretionary use

Discretionary Use?

- 1) eating / Picnic Tables - One concern : what are the numbers of people involved? Noise concerns close to residential area
- 2) parking? So 8 drivers will be the maximum number of clients? Again, planning around vehicular traffic is inadequate.
- 3) does this include other outdoor noise factors? Such as music and speakers? Crowds of people?
- 4) my house is one of the nearest to this potentially active space - is there a plan for smokers? Use of legal drugs? Alcohol consumption? At least the previous development had all "noise" indoors
- 5) delivery vehicles? This vehicular movement and noise is a concern. Already large vehicles bring noise pollution. Is there regulations around this?
- 6) 10 pm close means what? All patrons and noise finished by then?
- 7) 11 Barrows Road will use Maple parking?? But so does the Malard Restaurant and so does the Bed and Breakfast? Parking plan is inadequate. Half of the 11 Barrows road property would need to provide parking for its own use
- 8) is there a plan for the picnic table installation? Will they be on property nearest residential properties?

I am not against any use of 11 Barrows Road. However, there seems to be lack of regulations around vehicular movement here already. And lack of businesses providing their own parking.

I am absolutely against outdoor speakers being used and raising noise levels.

I am concerned. But if these concerns can be adequately addressed I would have no objections. However, to date, traffic and parking have not been adequately addressed.

Directly adjacent to road bordering the proposal

Respectfully

[REDACTED]

Sent from my iPhone

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.

## Karen Chafe

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**From:** CityClerk  
**Sent:** Tuesday, March 16, 2021 11:21 AM  
**To:** Mail Server; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 11 Barrows Road

Good Morning:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

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**From:** Mail Server [REDACTED]  
**Sent:** Tuesday, March 16, 2021 9:17 AM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 11 Barrows Road

Good Morning,

Please respect the older residents on Maple View Place and the our public Launchway when assessing this development.

We wish the developer all the best, but they should learn to communicate with the community if traffic issues arise. So far traffic concerns have not been addressed by the City, and again, no communication from the City to the citizens who will be affected. Maple View Place is not a proper cul-de-sac, it is not possible to drive in, around and out, have to back up, etc., and has already been identified by residents, as being accident prone.

All the best,

[REDACTED]  
Quidi Vidi Village Slipway Committee  
Quidi Vidi Village Property Owners

Sent from [Mail](#) for Windows 10

**Disclaimer:** This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.

# DECISION/DIRECTION NOTE

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**Title:** Home Occupation  
221 Hamilton Avenue  
DEV2000199

**Date Prepared:** March 22, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 2

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**Decision/Direction Required:** To consider a Discretionary Use application for Indoor Hydroponic Vegetable Production at 221 Hamilton Avenue.

**Discussion – Background and Current Status:** The business involves growing salads, sprouts, microgreens, and soft herbs (approximately 3kg per week). The floor area for the business is approximately 7 m<sup>2</sup> and will operate Monday to Saturday, 6 a.m. to 6 p.m. The applicant is the sole employee, and no deliveries or clients will frequent the property. The proposed application site is in the Residential High Density (R3) Zone.

1 submission was received that was in favour of the application.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighbouring property owners.
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: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in The Telegram newspaper at least once and are posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.

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

**Recommendation:**

That Council approve the application for a Home Occupation for Indoor Hydroponic Vegetable Production at 221 Hamilton Avenue, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Notices Published - 221 Hamilton Avenue.docx
Attachments:	
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 22, 2021 - 2:29 PM**

**Jason Sinyard - Mar 23, 2021 - 2:51 PM**

## Karen Chafe

---

**From:** CityClerk  
**Sent:** Monday, March 8, 2021 3:37 PM  
**To:** [REDACTED]  
Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 221 Hamilton Ave

Good Afternoon:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Monday, March 8, 2021 2:41 PM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 221 Hamilton Ave

Hi there,

Just received a letter informing me of the application to use 221 Hamilton Ave as a hydroponic vegetable/herb farm. As a neighbour I fully support this use, and I see it as beneficial to our food security, health & well-being, and economy as a city. Giver.

Best  
[REDACTED]

Sent from my iPhone

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.



# DECISION/DIRECTION NOTE

---

**Title:** Home Occupation  
273 Thorburn Road  
DEV2100021

**Date Prepared:** March 19, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 4

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**Decision/Direction Required:** To consider a Discretionary Use application, submitted by The St. John's Fermentary Inc. for creating Specialty Tea as a Home Occupation at 273 Thorburn Road.

**Discussion – Background and Current Status:** The business involves fermenting specialty tea. The floor area for the business is 42m<sup>2</sup> and will operate part time Monday, Friday, and Saturday, with a maximum of 16 hours per week. The applicant is the sole employee and no deliveries or clients will frequent the property and all products are sold off site.

The proposed application site is in the Rural Residential (RR) Zone.

No submissions were received.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighbouring property owners.
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: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in the Telegram newspaper at least once and are

# ST. JOHN'S

posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.

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

**Recommendation:**

That Council approve the Home Occupation application for creating specialty teas at 273 Thorburn Road, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Notices Published - 273 Thorburn Road.docx
Attachments:	
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 19, 2021 - 4:23 PM**

**Jason Sinyard - Mar 23, 2021 - 3:27 PM**

# DECISION/DIRECTION NOTE

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**Title:** Home Occupation  
29 Collier's Lane  
DEV2100023

**Date Prepared:** March 22, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 2

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**Decision/Direction Required:** To consider a Discretionary Use application to operate a Home Occupation at 29 Collier's Lane.

**Discussion – Background and Current Status:** The proposed business is for a Home Bakery that involves the baking and decorating of sugar cookies. Orders will be delivered or picked up at the home approximately 5 times per month. The business will utilize the existing kitchen with a floor area of 10 m<sup>2</sup> and will operate Wednesday to Saturday 12 p.m. to 5 p.m. The applicant is the sole employee. The proposed application site is in the Residential High Density (R3) Zone.

Six submissions were received.

Concern was raised regarding parking and traffic congestion in the neighbourhood. The application was reviewed by the Transportation Engineering division who have no concerns with regards to traffic and parking associated within the application. The applicant provided additional information which stated they would be offering delivery service and if a pickup were scheduled, they would move their car to the street, allowing the customer to briefly park in their driveway. Other concerns pertained to the intensity and use of the site, should the Home Occupation be approved. In the case of a Discretionary Use application, should the approved Use change or the intensity/number of visits to the site increase, a revised application would be required and need to be approved by Council.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property Owner and neighbouring property owners

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# ST. JOHN'S

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: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in The Telegram newspaper at least once and are posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: Not applicable.

**Recommendation:**

That Council approve the application to operate a Bakery as a Home Occupation at 29 Collier's Lane, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Notices Published - 29 Collier's Lane.docx
Attachments:	
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 22, 2021 - 4:19 PM**

**Jason Sinyard - Mar 23, 2021 - 3:23 PM**

## Karen Chafe

---

**From:** CityClerk  
**Sent:** Monday, March 8, 2021 2:59 PM  
**To:** [REDACTED]  
Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 29 Collier's Lane Discretionary Use Application

Good Afternoon:

We thank you for your feedback and have forwarded your concerns to the City's Department or Planning, Engineering and Regulatory Services for a response. Once a response is received, you can advise further whether you want your feedback provided to Council for consideration when reviewing this application.

*Elaine Henley*

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

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**From:** [REDACTED]  
**Sent:** Saturday, March 6, 2021 11:50 AM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 29 Collier's Lane Discretionary Use Application

To Whom It May Concern,

I received a letter in the mail regarding a discretionary use application for a bakery at 29 Collier's Lane. It states that there would be pickup approximately 5 times a week. The only concern that we would have with this is **where will the vehicle picking up be parking?** We live at [REDACTED] Quidi Vidi Rd and there is no permit required for on-street parking in that location. We need to park on the road as we have 2 vehicles and only have a 1 car driveway and some houses have no parking at all. We would be concerned that the vehicles picking up will be parking in front of our driveway/house as we already have a pretty big problem with Belbin's customers and delivery vehicles parking directly **across** our driveway and blocking us in. We have had to go into Belbin's on multiple occasions to find whoever is parked across our driveway so that we could leave for work.

If the home has space for whoever is picking up to park then I would not have any concerns with this.

Regards,  
[REDACTED]

## Karen Chafe

---

**From:** CityClerk  
**Sent:** Tuesday, March 16, 2021 11:20 AM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) Home Occupation at 29 Collier's Lane

Good Morning:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Monday, March 15, 2021 11:12 PM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) Home Occupation at 29 Collier's Lane

To: The Office of the City Clerk

**From:** [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

TO: Whom it may concern.

With regard to the above mentioned Home Bakery at 29 Colliers Lane, the opening of said bakery will in no way negatively affect us here at Cavell Avenue.

Sent from my iPad

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.



## Stacey M. Corbett

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**From:** CityClerk  
**Sent:** Monday, March 8, 2021 3:33 PM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 29 Collier's Lane

Good Afternoon:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Sunday, March 7, 2021 3:05 PM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 29 Collier's Lane

I am writing to oppose the proposed discretionary use for a bakery operation at 29 Collier's Lane. I am the owner and resident at [REDACTED]. Although house-to-house, my residence is not within 150 M of 29 Collier's Lane, our properties both directly abut the Lane on opposite sides.

Although on the surface of the application it may seem that a single owner making and selling cookies from her residence kitchen with limited pick-up and delivery traffic is harmless enough, my concern is that this is the "foot in the door" to an expanded operation in the future. In my experience living in the area, such discretionary usages typically become permanent and are often used as leverage to add something else — an expansion to other foods, coffee shop, a few simple lunches, additional infrastructure, etc.

Commercial operations do not mix well in a residential area. In this particular case, I have two objections: (1) Collier's Lane is very narrow and can only accommodate a single tight lane of traffic. There is no parking beyond that used by residents. Nor is there readily available parking on Forest Road. (2) While it may seem odd to complain about the smells from baking cookies, the constant fumes from the necessary extraction fans can become unpleasant and are not compatible with fresh air! This latter problem of food odours from other adjacent businesses has been and still is a nuisance.

I ask you not approve this discretionary use.

Thank you.

[REDACTED]

March 11, 2011

Office of the City Clerk  
St. John's, NL

Re: 29 Collier's Lane

Comments:


of Discretionary Use for a Home Occupation of  
proposed business for Home Bakery that involves  
the baking and decorating of sugar cookies.

I am STRONGLY OPPOSED to any commercial  
establishment in that location.

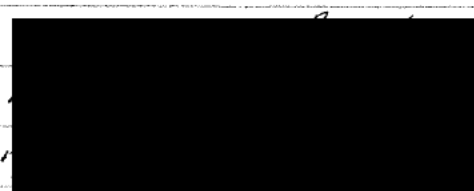
It is set between a residential area and  
adjoined to other older houses.

Location is difficult to access and very little  
parking in the area.

I have concerns of after they obtain a permit  
to do that, it opens the door to other uses  
eg. a coffee shop to a full restaurant  
making problems of fire, parking,  
noise of fans, cooking smells, and garbage  
even greater.



Home Owner + Residents  
Also Home Owner  
and Home Owner



## Karen Chafe

---

**From:** CityClerk  
**Sent:** Thursday, March 4, 2021 4:18 PM  
**To:** [REDACTED]  
Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) Re: 29 Collier's Lane

Good Afternoon:

We thank you for your feedback and advise that all submission shall be presented to Council for consideration prior to a final decision being reached on this application.

*Elaine Henley*

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

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**From:** [REDACTED]  
[REDACTED] March 4, 2021 4:04 PM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) Re: 29 Collier's Lane

To Whom it may concern,

I am emailing my comment regarding the proposed bakery business on 29 Collier's lane.

As a resident of the area, I think the city should absolutely support this small business venture. The area already boasts a grocery store, restaurants, coffee shops, and art galleries. Implementing a small bakery would be a welcomed addition to the neighborhood.

Best regards,  
[REDACTED]

**Disclaimer:** This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

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[REDACTED]

**Re: 29 Collier's Lane Application for Discretionary Use**

To Whom It May Concern,

1. We are the owners and residents of [REDACTED] and would like to formally provide our objection to the application for discretionary use for a bakery at 29 Collier's Lane. Additionally, we have been requested by [REDACTED] and resident of [REDACTED] since 1964, to include her with our submission. She is the mother to [REDACTED] and mother-in-law to [REDACTED]

2. Our objections are as follows:

**a. Inadequate Review of the Application by the City of St John's.**

i) The City of St John's has not done its due diligence in providing sufficient information to residents regarding this application. The application downplays or minimizes the extent of the proposed activity, while not providing answers to obvious questions. While the application states, for example, that there would be pickups and deliveries five times per month, it lacks specificity in that it does not indicate if these are individual occurrences or time periods during which such activity would occur. There is a significant difference between five single activities and five windows during which pickups and deliveries would occur. What exactly does "pickups and deliveries five times per month" mean? What types of vehicles are expected to make deliveries or pickup the product?;

ii) The application appears to downplay the extent of the activity, "...involves the baking and decorating of sugar cookies." Why would a discretionary application be required to simply bake and decorate sugar cookies? Minimizing the activity at the heart of this application is the start of a slippery slope. Starting with cookies, the next logical step would be to offer coffee and tea, as well as other beverages, snacks, sandwiches etc. Additionally, looking at the aerial photo of the property, suggests that bulk of the property is land and, as such, might be considered for an outdoor table to wait for your order. This will gain momentum and then become an application for an outdoor patio. What assurances are there that this is a one time activity?; and

iii) There is no indication that the applicant would be subject to standard health and safety inspections and it is left to the local residents to determine, or worse, assume that the City will monitor and enforce the applicable regulations for the, "...baking and decorating of sugar cookies." Additionally, by minimizing that the applicant is using an existing kitchen and presumably, a non industrial oven, gives the impression that a small amount of product is being baked and decorated monthly. The math does not add up. How is it that a person can bake with this schedule and only claim an estimated five pick ups/deliveries monthly?

## **b. Traffic and Parking**

- i) The aerial view provided is not an accurate representation of Forest Rd access, parking and traffic. Prior to the COVID 19 shut down, Forest Rd was and will be again a high-volume traffic, pedestrian and parking nightmare;
- ii) Forest Road is a busy road with street parking on one side. Quite often, ambulances and other emergency vehicles are slowed by oncoming traffic due to the congestion. How will this impact response time to the Miller Centre and/or the Caribou Veterans Pavilion? In the summer, we have observed busses stuck and waiting for oncoming traffic to pass;
- iii) Additionally, Collier's Lane is a one-way, non standard, single vehicle lane. Where will vehicles park during the "five pickups per month"? While it could be argued that during a "pickup" a vehicle will not block Collier's Lane, who in the City is willing to sign off on this in the event of a medical emergency or fire in Collier's Lane? We have actually been in the lane when a vehicle has parked in it and blocked everyone.;
- iv) There are already numerous vehicles that park on Forest Rd without proper permits; what assurances do we have from the city that parking and traffic violations would be enforced? What assurances are there that pedestrians and residents of Collier's Lane will not be blocked by vehicles during these "five pickups per month"?; and
- v) The traffic and parking issue will be exacerbated during winter as roads become narrower and parked cars jut out further into the narrow street. The situation in Collier Lane itself will be worse.

## **c. Pollution and Pest Control**

- i) There have been and continue to be issues with the noise pollution from Belbin's refrigeration and ventilation systems, including formal complaints from residents and previous residents to the City. By minimizing the extent of the activity for 29 Collier's Lane, what assurances are there that this slippery slope won't lead to additional requirements for industrial level ventilation?; and
- ii) Again, the lack of detail in the application raises concerns about smell/odours as well as the handling and disposal of garbage. Given the number of businesses in the immediate area, another food-oriented business could, in all likelihood lead to increased problems with rodents.

**c. Zoning**

- i) This is a residential area that is already served by at least six other businesses within a 2km radius that provide baked goods. In the same block, we have an Italian Bistro/Café that serves an assortment of baked goods and desserts as well as a number of stores/businesses. The production of a single baked good item in a residential area is nonsensical; and
- ii) Given the abundance of vacant commercial space in the areas adjacent to Collier's Lane/Forest Road, we are surprised that this option hasn't been explored by the applicant.

3. On the surface, this application, as presented is deliberately vague and downplays concerns from area residents. This is not a NIMBY (Not in My Backyard) objection, but rather it is an objection to an application that is deliberately vague and does not answer questions to real world issues, such as those described above. That an application for discretionary use to bake and decorate sugar cookies certainly appears to be the first phase in a larger, unspoken plan.

4. The application's lack of detail and specificity to address the potential issues identified above cannot be supported and, as such, we respectfully request that the application for discretionary use be declined.

Sincerely

A black rectangular redaction box covering the signature of the sender.

# DECISION/DIRECTION NOTE

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**Title:** Outdoor Eating Area  
48 Kenmount Road  
DEV2100022

**Date Prepared:** March 22, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 4

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**Decision/Direction Required:** To consider a Discretionary Use application submitted by Five Guys Burger and Fries for an Outdoor Eating Area at 48 Kenmount Road, Avalon Mall.

**Discussion – Background and Current Status:** The outside eating area will be approximately 81 m<sup>2</sup> and will be located on the Kenmount Road side of the Building (Avalon Mall). The hours of operation for the Outdoor Area will be seasonal, seven days a week from 11 a.m. to 11 p.m. The proposed application is in the Commercial Regional (CR) Zone.

1 submission was received in support of the application.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighbouring property owners.
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: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in The Telegram newspaper at least once and are posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.

# ST. JOHN'S

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

**Recommendation:**

That Council approve the application submitted by Five Guys Burger and Fries for an Outdoor Eating Area at 48 Kenmount Road, Avalon Mall, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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



**Report Approval Details**

Document Title:	Notices Published - 48 Kenmount Road.docx
Attachments:	
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 22, 2021 - 4:12 PM**

**Jason Sinyard - Mar 23, 2021 - 3:25 PM**

## Karen Chafe

---

**From:** CityClerk  
**Sent:** Tuesday, March 2, 2021 1:04 PM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) 48 Kenmount Road - outdoor seating area

Good Afternoon:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Tuesday, March 2, 2021 10:33 AM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) 48 Kenmount Road - outdoor seating area

Absolutely in favour of this idea! I think it's a great.

[REDACTED]  
Paradise

Sent from my iPhone

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.

# DECISION/DIRECTION NOTE

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**Title:** Home Occupation  
72 Golf Avenue  
DEV2100020

**Date Prepared:** March 22, 2021

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 2

---

**Decision/Direction Required:** To consider a Discretionary Use application to operate a Speech-Language pathology practice as a Home Occupation at 72 Golf Avenue.

**Discussion – Background and Current Status:** The business will include services off-site within clients' homes, online and within the Dwelling. It will occupy a floor area of 10.5m<sup>2</sup> and operate 7 days a week within the hours of 8 a.m.–7 p.m. Clients will be seen one at a time, by appointment only, up to a maximum of 5 clients per day. Appointment length varies, and there is a minimum of 5-10 minutes between appointments to avoid overlap. One on-site parking space is provided for the business. The proposed application site is in the Residential Medium Density (R2) Zone.

One submission was received.

Concern was raised regarding parking in the area and related traffic congestion. The application was reviewed by the Transportation Engineering division who have no concerns with regards to traffic and parking associated within the application.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighbouring property owners.
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: Not applicable.
5. Privacy Implications: Not applicable.

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6. Engagement and Communications Considerations: Public advertisement in accordance with Section 5.5 of the St. John's Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application sites. Applications have been advertised in The Telegram newspaper at least once and are posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: Not applicable.

**Recommendation:**

That Council approve the application to operate a Speech-Language Pathology practice as a Home Occupation at 72 Golf Avenue, subject to all applicable requirements.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Notices Published - 72 Golf Avenue.docx
Attachments:	
Final Approval Date:	Mar 23, 2021

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

**Lindsay Lyghtle Brushett - Mar 23, 2021 - 3:41 PM**

**Jason Sinyard - Mar 23, 2021 - 4:00 PM**

## Karen Chafe

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**From:** CityClerk  
**Sent:** Monday, March 8, 2021 3:37 PM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) Re 72 Golf Ave Application

Good Afternoon:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Monday, March 8, 2021 11:20 AM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) Re 72 Golf Ave Application

The concept purposed in application definitely is reasonable. As outlined in description but as a resident noted at this area there are times of congestion. Property 75 Golf is multi unit ,on corner , adding to my concern. Maybe a wider time frame for overlap could be explored in appointments . Just noted over times with on street parking this area becomes congested impeding traffic flow. Also to note ongoing construction over course of approx1.5 years 73 Golf have workers parking which adds to this. Unsure their time line for completion. Which in time may improve this situation

Thank You

[REDACTED]

Sent from my iPad

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s) addressed in the message. If you are not the intended recipient, any other distribution, copying, or disclosure is strictly prohibited. If you have received this email in error, please notify me immediately by return email and delete the original message.

Any correspondence with employees, agents, or elected officials of the City of St. John's may be subject to disclosure under the provisions of the Access to Information and Protection of Privacy Act, 2015, S.N.L. 2015, c.A-1.2.

# **ST. JOHN'S**

## **Report of Committee of the Whole - City Council**

**Council Chambers, 4th Floor, City Hall**

**March 24, 2021, 9:30 a.m.**

Present:	Mayor Danny Breen Councillor Sandy Hickman Councillor Debbie Hanlon Councillor Deanne Stapleton Councillor Jamie Korab Councillor Ian Froude Councillor Wally Collins Councillor Shawn Skinner
Regrets:	Deputy Mayor Sheilagh O'Leary Councillor Maggie Burton
Staff:	Kevin Breen, City Manager Derek Coffey, Deputy City Manager of Finance & Administration Tanya Haywood, Deputy City Manager of Community Services Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services Susan Bonnell, Manager - Communications & Office Services Elaine Henley, City Clerk Ken O'Brien, Chief Municipal Planner Maureen Harvey, Legislative Assistant
Others	Brian Head, Manager of Parks & Open Space Jennifer Langmead, Supervisor - Tourism & Culture

---

### **Downtown Pedestrian Mall Road Closure 2021**

Supervisor of Events and Services, Jennifer Langmead, conducted a detailed presentation that supports the recommendation of staff in relation to the areas that ought to be considered for the 2021 Pedestrian Mall. A copy of the presentation is attached.

Considerable discussion took place with the following recommendation brought forward.

Recommendation

**Moved By** Councillor Hanlon

**Seconded By** Councillor Stapleton

That Council approve the following from July 2 to September 6:

1. Close Water Street from Adelaide Street to Prescott Street.
2. Due to the reasons outlined in the presentation at the March 24 Committee of the Whole, that sections 2, 4, and 5 of Duckworth Street are not included in the road closure.
3. As sections 1 and 3 have no identified barriers preventing a road closure, that Council include both of these sections in the 2021 Downtown Pedestrian Mall.

For (8): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Korab, Councillor Froude, Councillor Collins, and Councillor Skinner

**MOTION CARRIED (8 to 0)**

---

Mayor



## Karen Chafe

---

**From:** CityClerk  
**Sent:** Monday, March 8, 2021 3:37 PM  
**To:** [REDACTED]; CityClerk  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning  
**Subject:** RE: (EXT) Re 72 Golf Ave Application

Good Afternoon:

We thank you for your feedback and advise that all submissions shall be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley  
City Clerk  
t. 576-8202  
c. 691-0451

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Monday, March 8, 2021 11:20 AM  
**To:** CityClerk <cityclerk@stjohns.ca>  
**Subject:** (EXT) Re 72 Golf Ave Application

The concept purposed in application definitely is reasonable. As outlined in description but as a resident noted at this area there are times of congestion. Property 75 Golf is multi unit ,on corner , adding to my concern. Maybe a wider time frame for overlap could be explored in appointments . Just noted over times with on street parking this area becomes congested impeding traffic flow. Also to note ongoing construction over course of approx1.5 years 73 Golf have workers parking which adds to this. Unsure their time line for completion. Which in time may improve this situation

Thank You

[REDACTED]

Sent from my iPad

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# DECISION/DIRECTION NOTE

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**Title:** Downtown Pedestrian Mall Road Closure 2021

**Date Prepared:** March 18, 2021

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Debbie Hanlon, Tourism, Culture & Immigration

**Ward:** N/A

---

**Decision/Direction Required:**

Council approval for the 2021 Downtown Pedestrian Mall.

**Discussion – Background and Current Status:**

Planning for the 2021 Downtown Pedestrian Mall is ongoing. The proposed event plan was presented to downtown businesses during a virtual meeting on February 25, and businesses were given until March 12 to provide their feedback. Since this meeting, we have received comment from several downtown businesses as well as the public, expressing strong opinions of the proposed event. All feedback was considered and research completed by City staff to determine the viability of all suggestions that include a fully pedestrianized zone.

While an all-inclusive downtown event would be preferred by many, there are challenges with many sections of downtown that, in staff's opinion, cannot be reasonably overcome.

The proposed road closure options below, provided for Council consideration, are based on input from St. John's Regional Fire Department, City of St. John's Traffic Division, Parking Services, and Metrobus. Any combination of closures below can occur simultaneously:

1. Water Street (Adelaide Street to Prescott Street)
  - Road closure unchanged from 2020
  - See attachment for map
  - Current budget allocation \$200,000
2. Duckworth Street (New Gower Street to Bates Hill)
  - Barricades with security required at New Gower Street/Duckworth Street and Bates Hill/Duckworth Street
  - See attachment for map
  - Estimated cost \$35,300 for road closure, budget allocated \$0

### 3. Duckworth Street (Cathedral Street to Prescott Street)

- Barricades with security required at Cathedral Street/Duckworth Street and Duckworth Street/Prescott Street
- See attachment for map
- Estimated cost \$35,300 for road closure, budget allocated \$0

An additional \$97,000 would be added for any combination of Duckworth closures to account for overnight security, event staff, and garbage removal. This cost is also not allocated in the 2021 budget.

### Event Logistics

- Events date: Friday July 2 – Monday September 6
- Hours of operation: 12:00pm – 10:00pm daily
- Deliveries: before noon daily
- Security: 8:00am – 10:00pm daily, with roaming security after hours

### **Key Considerations/Implications:**

1. Budget/Financial Implications: The Downtown Pedestrian Mall, Water Street closure, operates under the allocated budget for 2021. The addition of a Duckworth Street closure will impact the budget as noted above.
2. Partners or Other Stakeholders: Downtown St. John's, and Downtown Businesses.
3. Alignment with Strategic Directions/Adopted Plans: A Connected City – a city where people feel connected, having a sense of belonging, and are actively engaged in community life. This would be accomplished through the goal of developing and delivering programs, services and public spaces that build a safe, healthy, and vibrant community.
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: Engagement with Downtown St. John's and various Downtown Business was undertaken as part of the review process.
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 following from July 2 to September 6:

1. Close Water Street from Adelaide Street to Prescott Street.
2. Due to the reasons outlined in the presentation at the March 24 Committee of the Whole, that sections 2, 4, and 5 of Duckworth Street are not included in the road closure.
3. As sections 1 and 3 have no identified barriers preventing a road closure, that Council include both of these sections in the 2021 Downtown Pedestrian Mall.

**Prepared by:** Christa Norman, Special Projects Coordinator

**Approved by:** Jennifer Langmead, Supervisor – Tourism and Events

**Report Approval Details**

Document Title:	Downtown Pedestrian Mall Road Closure 2021.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

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

**Jennifer Langmead - Mar 18, 2021 - 10:17 AM**

**Tanya Haywood - Mar 18, 2021 - 2:25 PM**



# 2021 City of St. John's Downtown Pedestrian Mall



# Public Feedback on the 2020 Downtown Pedestrian Mall

Should the Downtown Pedestrian Mall be considered for the future?



**98%**  
**Yes**

n = 481

### Deciding to go downtown



**89%**

The availability of the pedestrian mall influenced the decision to go downtown

n = 486

### Discovering new services



**63%**

The pedestrian mall helped the patron discover new services or businesses in the downtown

n = 486

### Choosing the downtown in the future



**82%**

Experience with the pedestrian mall increased the likelihood the patron would shop/dine etc. in the downtown in the future

n = 476

**75%**

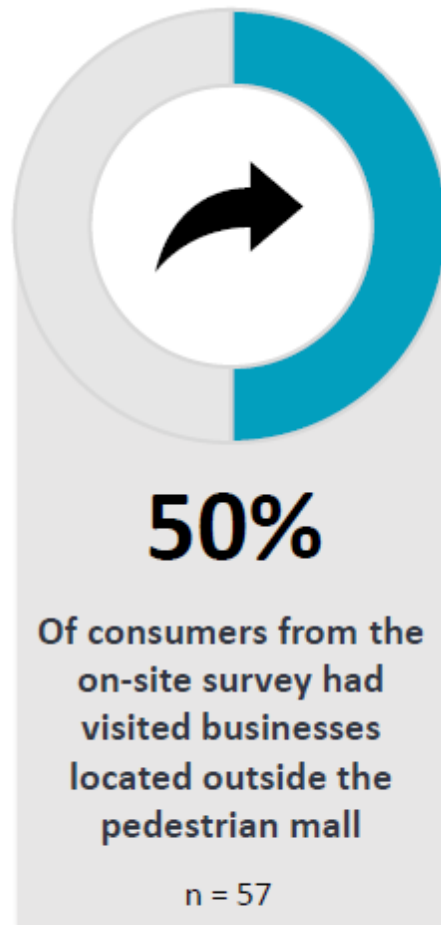
Of respondents that were previously infrequent visitors to the downtown (yearly or never) indicated they were now more likely to choose the downtown in the future

n = 73

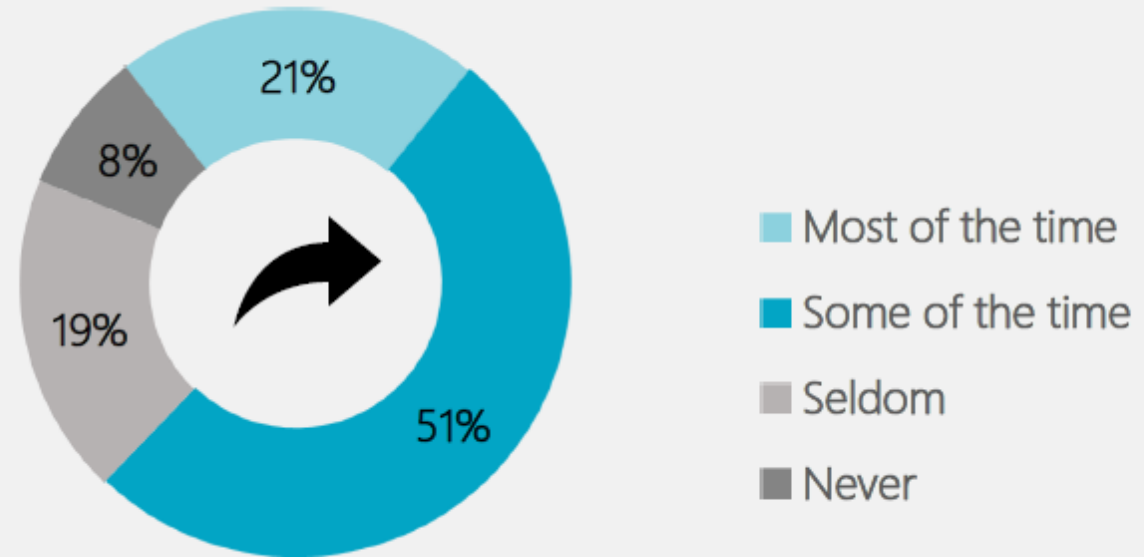


## Visiting downtown businesses located outside the footprint of mall

On-site survey respondents



Online survey respondents



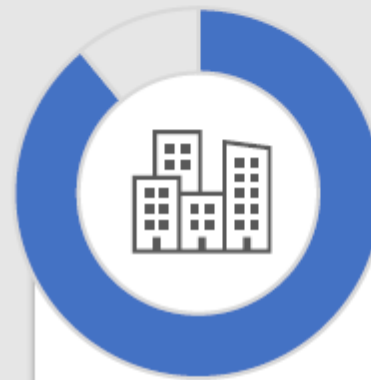
- 72% had visited businesses outside the mall at least some of the time

n = 432

# Business Feedback on the 2020 Downtown Pedestrian Mall

Did the Downtown Pedestrian Mall benefit  
the downtown as a whole?

Businesses located  
within the footprint



**89%**

**Agree or  
Somewhat  
Agree**

n = 46

Businesses located  
outside the footprint



**71%**

**Agree or  
Somewhat  
Agree**

n = 58

## Should the Downtown Pedestrian Mall be considered for the future?

Businesses located within the footprint



**89%**  
**Yes**

**7%**  
Maybe

n = 44

Businesses located outside the footprint



**67%**  
**Yes**

**19%**  
Maybe

n = 58

## Would your business participate in future pedestrian malls?

Businesses located within the footprint



**95%**  
**Yes**

**5%**  
Maybe

n = 42

Businesses located outside the footprint



**66%**  
**Yes**

**10%**  
Maybe

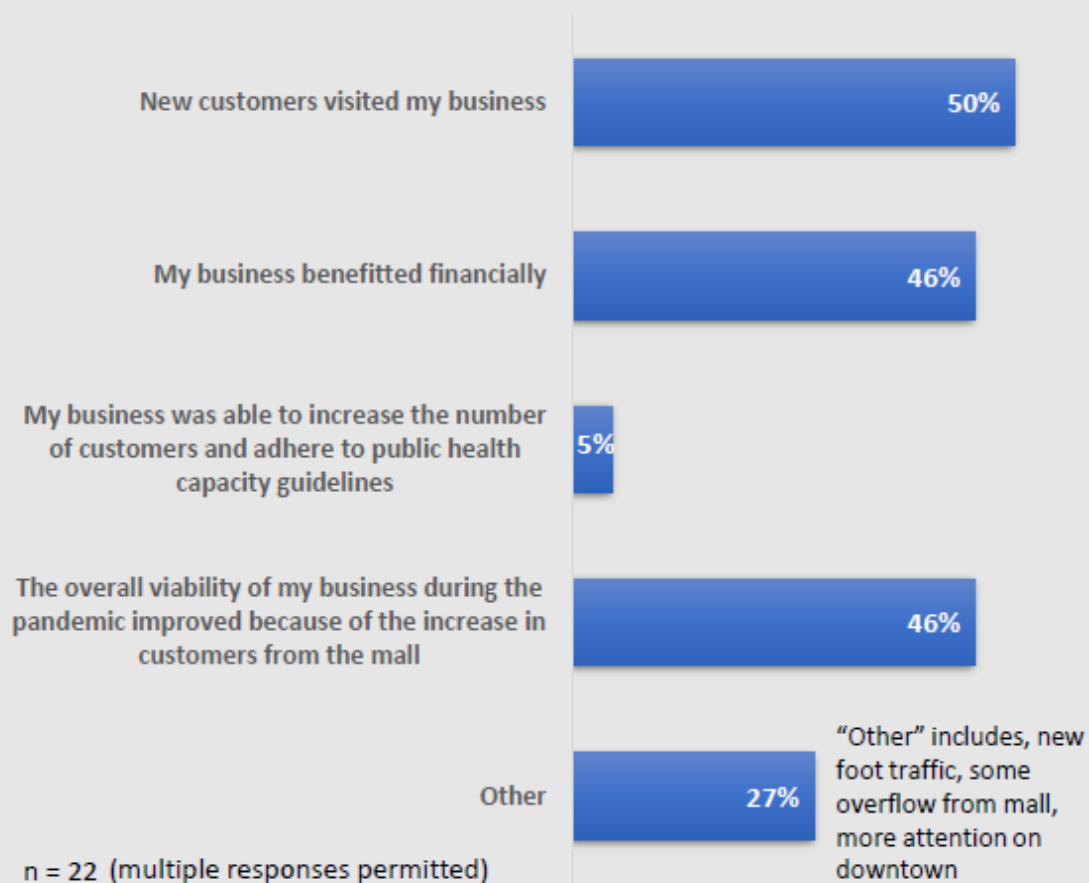
n = 50

Note: several businesses located outside the mall footprint that indicated they would not participate were commercial properties or professional offices

# Impacts on businesses located OUTSIDE the pedestrian mall

## POSITIVE IMPACTS

22 of the businesses located outside the mall reported positive impacts. Results shown below reflect that sample.



## NEGATIVE IMPACTS

34 of the businesses located outside the mall reported negative impacts. Results shown below reflect that sample.





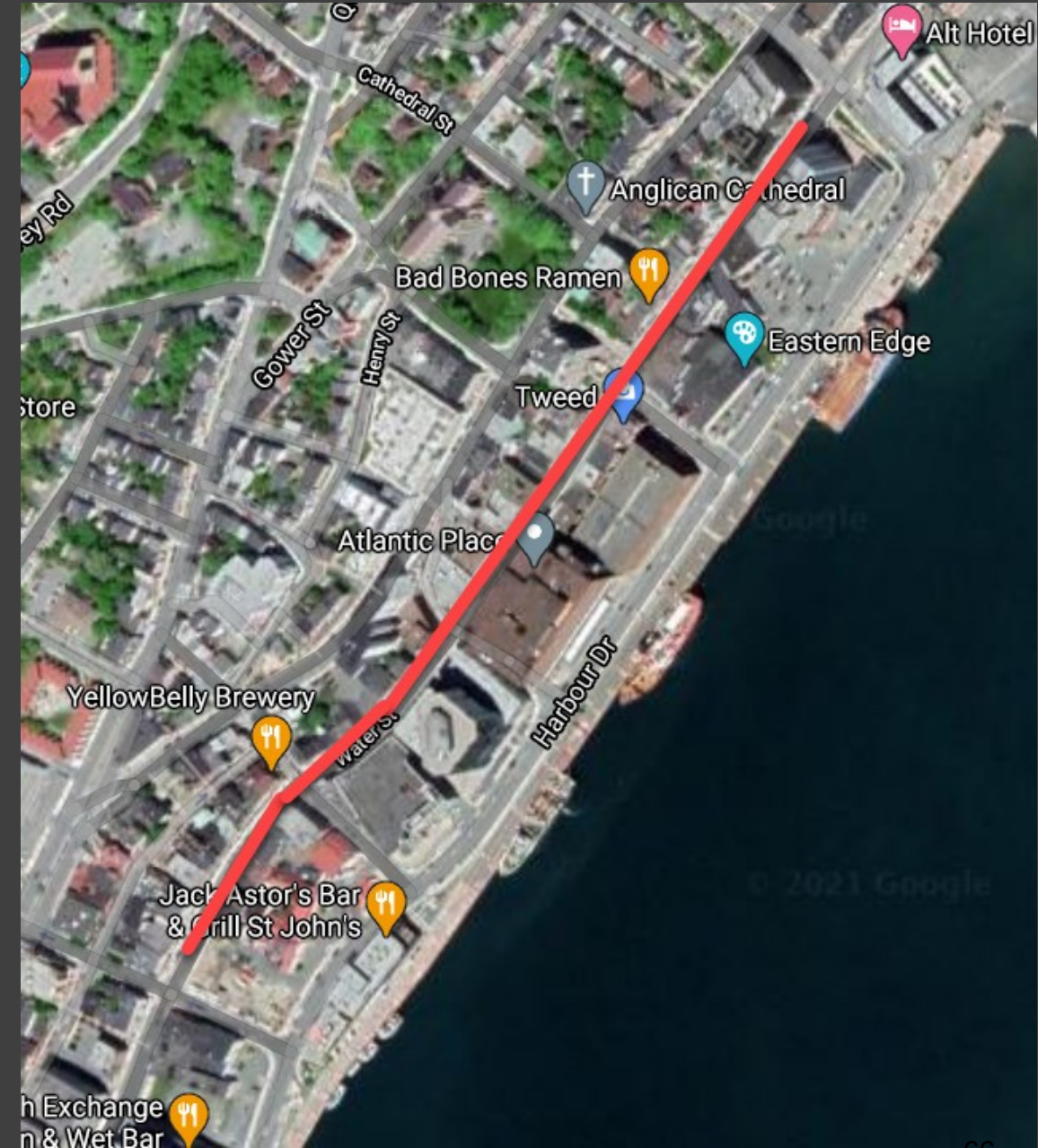
# 2021 Downtown Pedestrian Mall

## July 2 to September 6

- The goal is to ensure the Downtown Pedestrian Mall encapsulates the greater downtown area.
- Parklets will be standardized:
  - Parklet Program - operating between May 22 and October 31
  - Operating hours of parklets - 7am to 11pm
  - Open accessibility on sidewalks which contributes to the universal design of decks.
  - Opportunity for downtown businesses to occupy the parking stalls in front of vacant properties within the road closure (excluding alcohol service).
- Enhanced arts and entertainment programming throughout the downtown:
  - Various outdoor markets
  - Musical performances
  - Other attractions

# Water Street Evaluation

Proposed road closure the same as the 2020 event, Adelaide Street to Prescott Street.

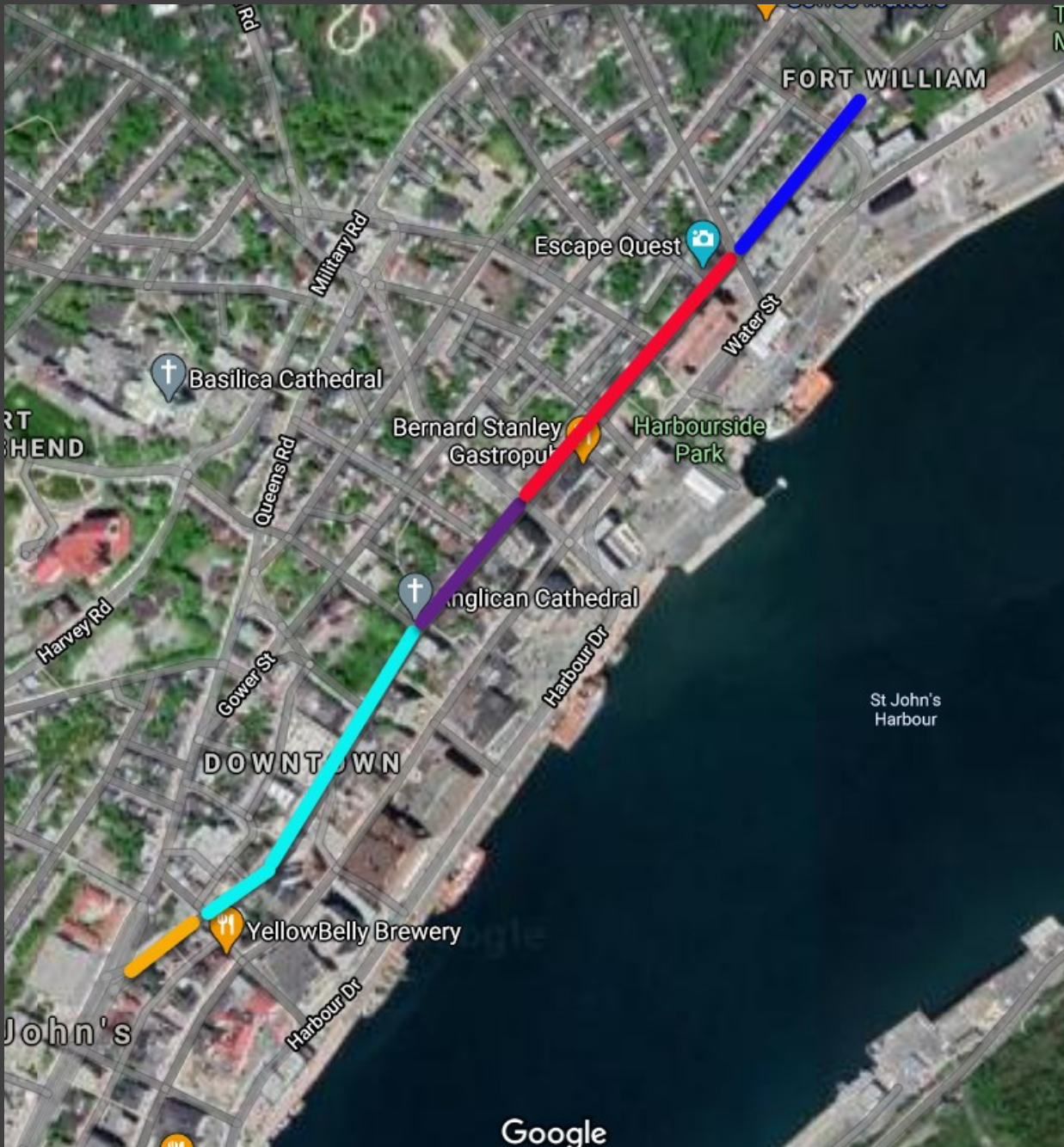




# Duckworth Street Evaluation

For the purpose of this evaluation, Duckworth Street has been divided into 5 sections:

1. New Gower Street to Bates Hill
2. Bates Hill to Cathedral Street
3. Cathedral Street to Prescott Street
4. Prescott Street to Cochrane Street
5. Cochrane Street to Ordnance Street

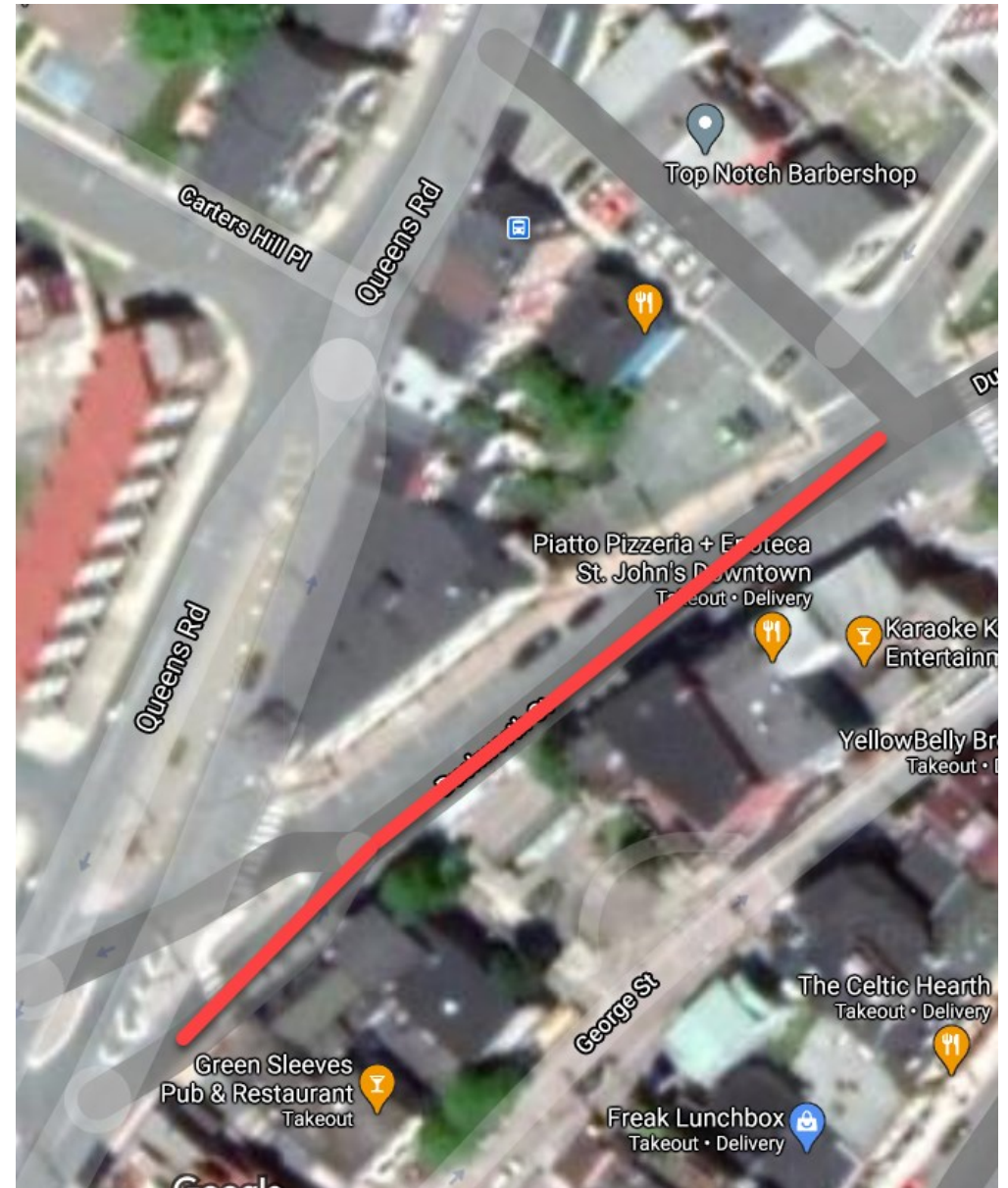


# Section #1

## New Gower Street to Bates Hill

No impediments to closing this section, allowing for the creation of a small pedestrianized zone.

This section of Duckworth Street connects to George Street and Water Street via existing sidewalks, as well as Prince Edward Plaza, George Street Steps (near Trinity Pub) and McMurdo's Lane.





## Section #2

### Bates Hill to Cathedral Street

Must maintain access to MetroPark, Courthouse and Judge parking

Only public access to MetroPark is via Duckworth Street

- Unable to detour via McBride's Hill as there is no exit onto Water Street due to closure.

McBrides Hill will have essential vehicle north bound traffic only – waste dumpster removal, bank couriers, etc.

**Section not recommended for closure**

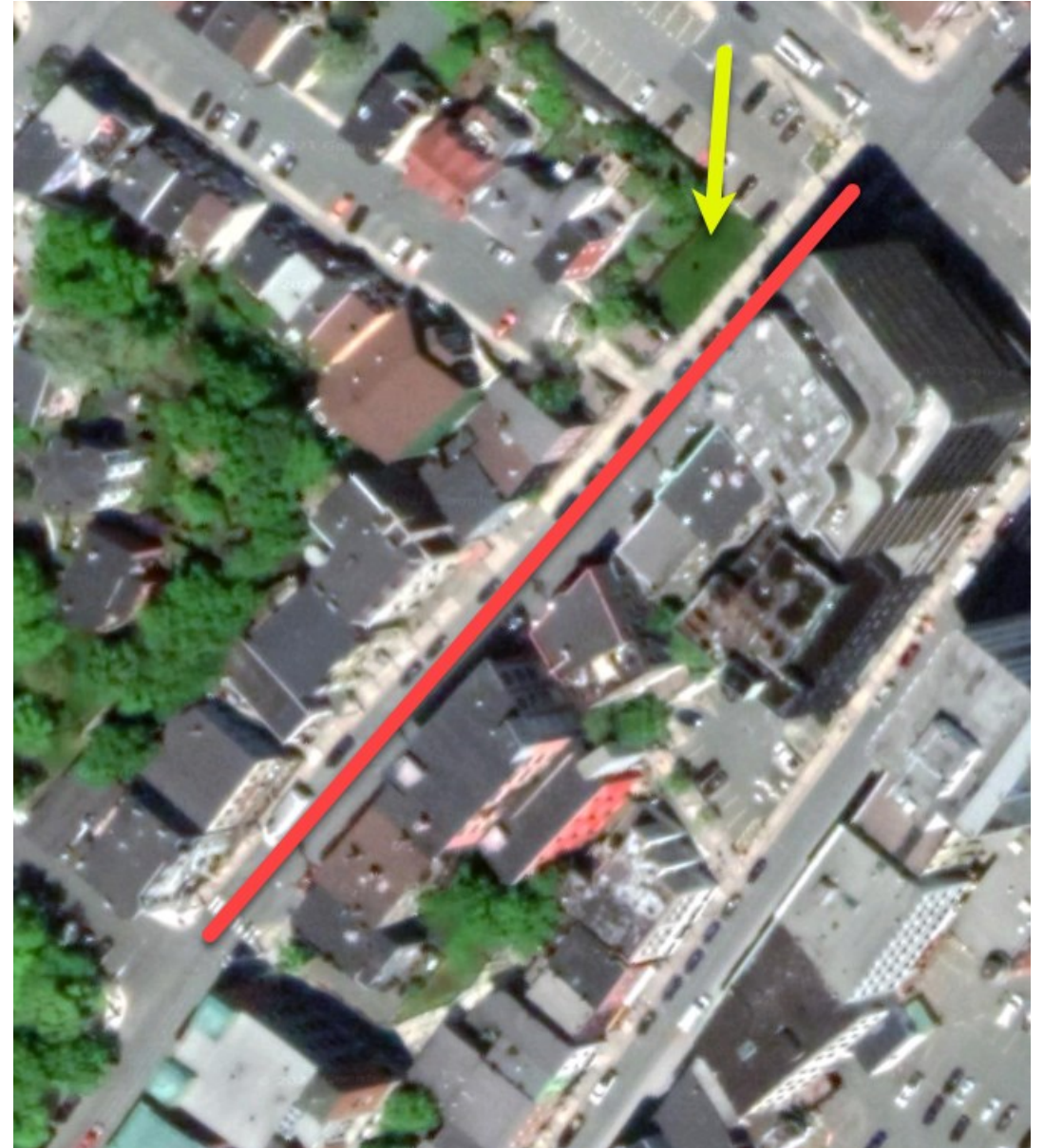


## Section #3 Cathedral Street to Prescott Street

No impediments to closing this section, allowing for the creation of a small pedestrianized zone.

Section includes a grassy area that could be utilized for arts/entertainment programming space

This section of Duckworth Street is connected to Water Street via existing sidewalks, as well as the Courthouse steps and Solomon's Lane.





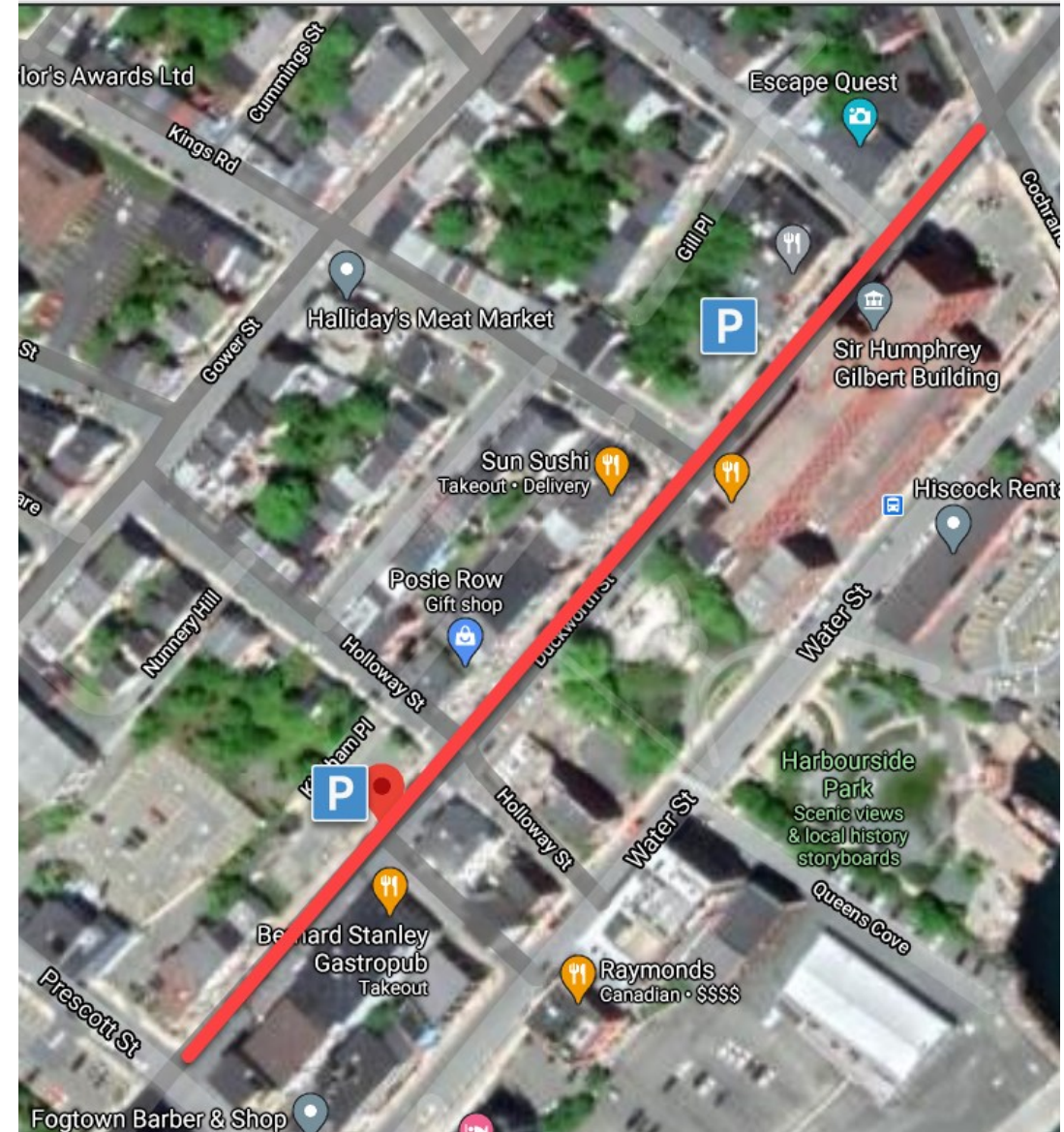
## Section #4 Prescott Street to Cochrane Street

Includes 2 private parking lots

- Access must be maintained for existing permit holders.
- Both lots open after 6pm and on weekends for free public parking

Multiple side streets would require restricted access 24/7

**Section not recommended for closure**



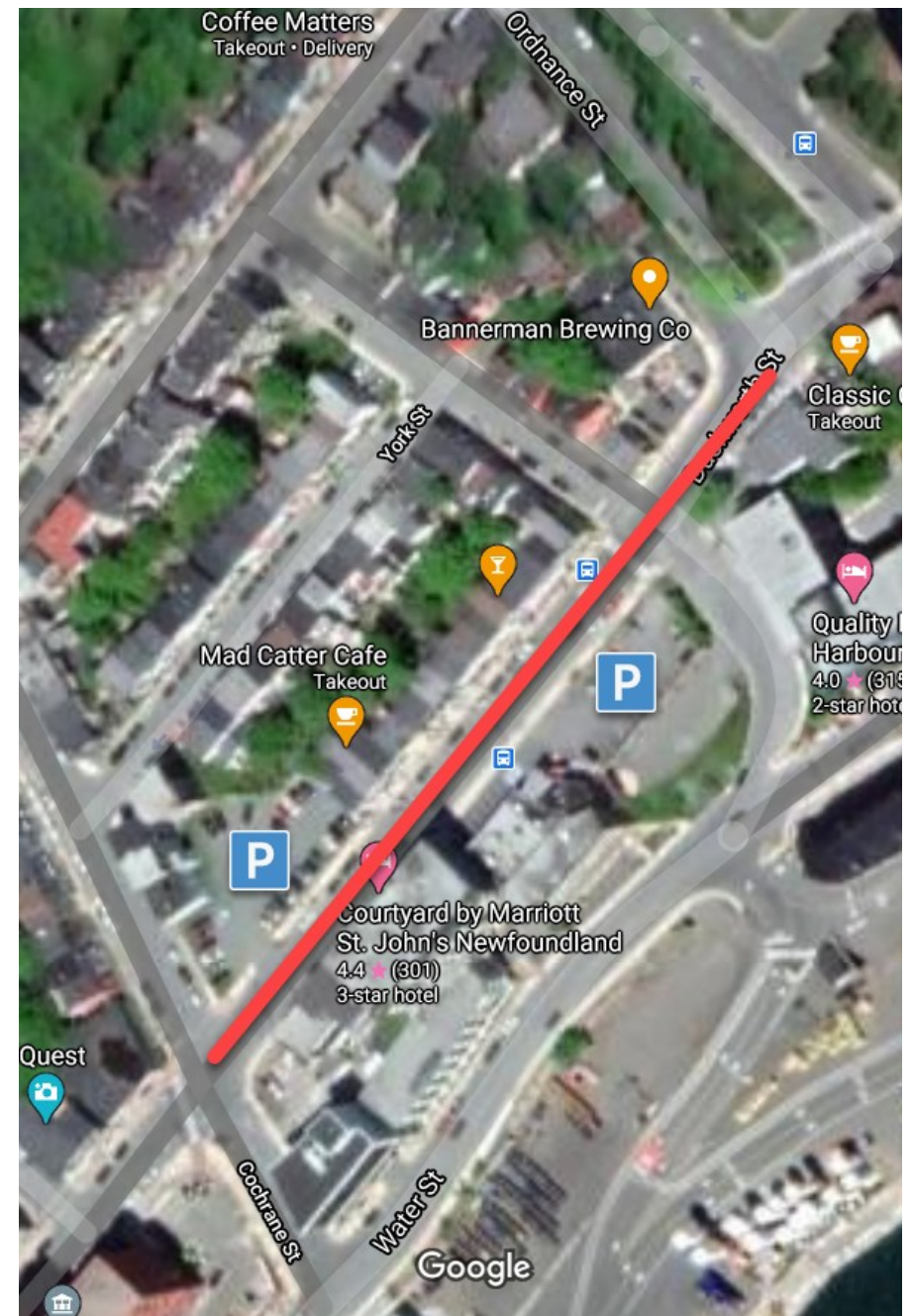
## Section #5 Cochrane Street to Ordnance Street

Section includes hotel

Section includes 2 private parking lots

Section must remain open due to heavy truck  
detour route and Metrobus route

**Section not recommended for closure**





# Traffic Implications

## Heavy Truck

As Duckworth Street is a heavy truck route, closure of any portion requires an alternate truck route.

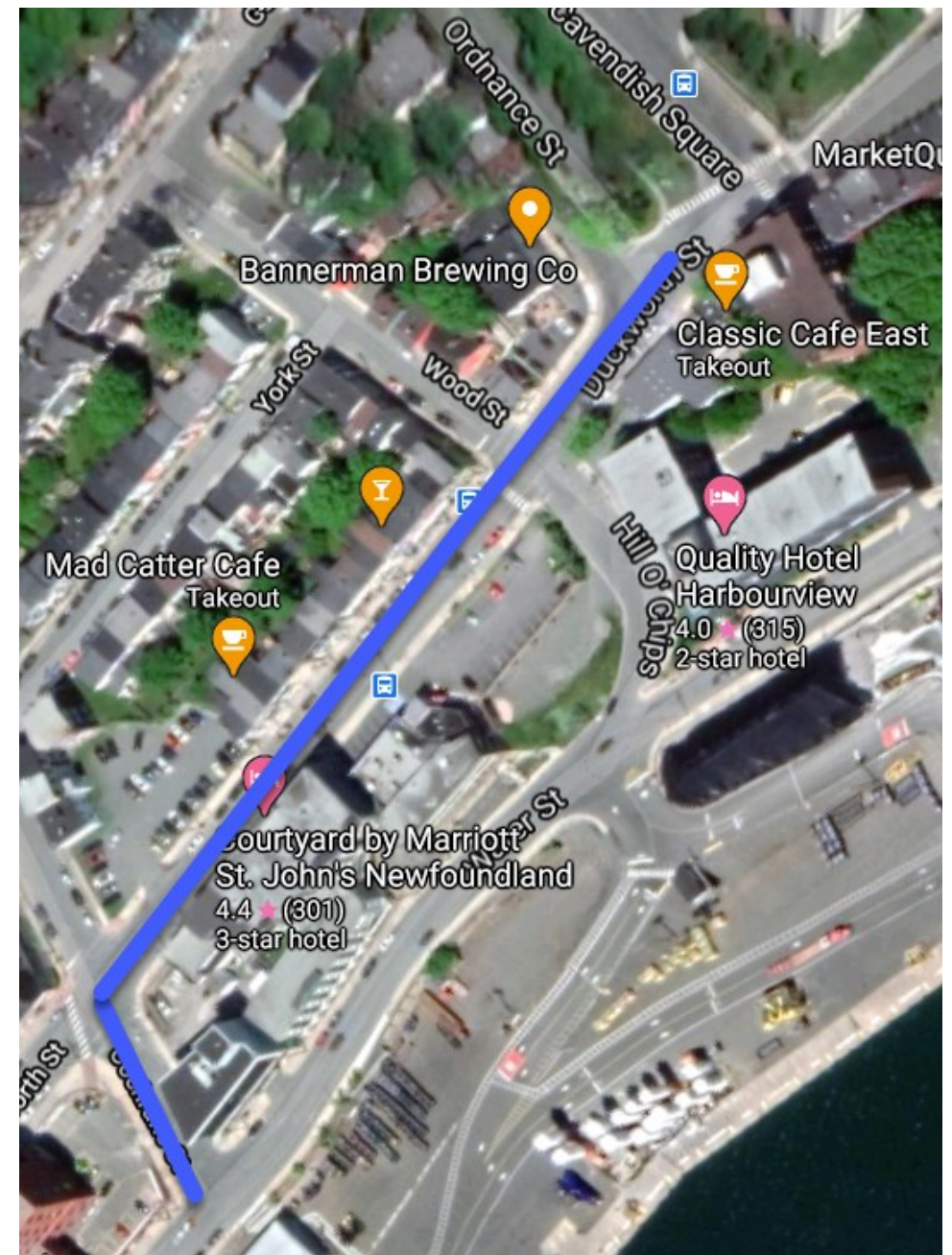
Alternate truck route:

- Water Street West /Harbour Drive/Job's Cove/Water Street East/Cochrane Street/Duckworth Street

## Metrobus

There are two core Metrobus routes that travel Duckworth St/Cochrane St/Water St, in both directions.

- There are no alternate routes as Hill o' Chips and Temperance Street are unusable by bus.





# Potential Duckworth Closures

New Gower to Bates Hill  
Cathedral Street to Prescott Street

20 businesses included

- 10 supportive of a road closure
- 2 not supportive of a road closure
- 5 supportive providing effort was made to include as many businesses as possible





# Duckworth Street Budget Considerations

Potential road closure sections include New Gower Street to Bates Hill and Cathedral Street to Prescott Street.

Each section has a base cost of \$35,300

With the added requirement of overnight security, event staff, garbage removal, signage, etc. the total costs are:

Closure of one section \$132,300  
Closure of both sections \$167,600



# Summary of Feedback Received

- Maintain Clift's Baird's Cove to Prescott Street in the 2021 road closure.
- The Downtown Pedestrian Mall needs to be fair and equitable to all.
- Duckworth business raised concerns about their loss of revenue and lack of parking for Duckworth Street customers.
- Multiple recommendations on:
  - parklets only, no road closure
  - rotating weekends
  - rotating ½ summer on both Streets
  - one sided road closure
  - rotating yearly
  - one-way traffic on both Streets
  - no pedestrian mall if Duckworth Street cannot be included





# Feedback Received

One way traffic on both Water Street and Duckworth Street

- Results in no pedestrianized area in downtown

Shared time between Water Street and Duckworth Street

- Results in higher costs vs one street only, as well as lack of consistency
- Sections of Duckworth Street cannot be closed, resulting in a segmented pedestrian mall

Yearly rotation between Water Street and Duckworth Street

- Sections of Duckworth Street cannot be closed, resulting in a segmented pedestrian mall

One sided Duckworth Street closure

- Doesn't allow the required access for fire and emergency vehicles

## Recommendation Before Council

That Council approve the following from July 2 to September 6:

- ✓ Close Water Street from Adelaide Street to Prescott Street.
- ✓ As sections 1 and 3 of Duckworth Street have no identified barriers preventing a road closure, that Council include both sections in the 2021 Downtown Pedestrian Mall.
- ✓ Due to the reasons outlined, that sections 2, 4, and 5 of Duckworth Street are not included in the road closure for the 2021 Downtown Pedestrian Mall.

**Permits List**  
**Council's March 29, 2021 Regular Meeting**

Permits Issued: 2021/03/18 to 2021/03/24

**BUILDING PERMITS ISSUED**

**Residential**

<b>Location</b>	<b>Permit Type</b>	<b>Structure Type</b>
1 Tansley St	Accessory Building	Accessory Building
10 Blue Puttee Dr	Accessory Building	Accessory Building
10 Maxse St	Renovations	Single Detached Dwelling
11 O'regan Rd	Renovations	Single Detached Dwelling
113 Strawberry Marsh Rd	Extension	Single Detached Dwelling
12 Downing St	Renovations	Single Detached Dwelling
13 Almond Cres	Accessory Building	Accessory Building
20 Russ Howard St	Accessory Building	Accessory Building
23 Chafe's Lane	Change of Occupancy	Home Office
42 Maurice Putt Cres	New Construction	Single Detached Dwelling
48 Sugar Pine Cres	New Construction	Single Detached Dwelling
48 Sugar Pine Cres	Accessory Building	Accessory Building
52 Regent St	Deck	Patio Deck
58 Arnold Loop	Accessory Building	Accessory Building
62 Tigress St	New Construction	Single Detached w/ apt.
63 Cochrane St	Renovations	Townhousing
7 O'lynn Pl	New Construction	Single Detached Dwelling
74 Hayward Ave	Renovations	Single Detached Dwelling
79 Goodridge St	Renovations	Apartment Building
8 Howe Pl	Renovations	Townhousing

This Week: \$1,400,148.02

**Commercial**

<b>Location</b>	<b>Permit Type</b>	<b>Structure Type</b>
145 Aberdeen Ave	Sign	Office
161 Kenmount Rd	Renovations	Retail Store
190 Pennywell Rd	Sign	Home For The Aged
255 Major's Path	Change of Occupancy/Renovations	Clinic
40 Airport Heights Dr	Change of Occupancy/Renovations	Clinic
40 Newtown Rd	Change of	Apartment Building

	Occupancy/Renovations	
40 Newtown Rd	Change of Occupancy/Renovations	Apartment Building
42 Danny Dr	Change of Occupancy/Renovations	Retail Store
470 Topsail Rd	Change of Occupancy/Renovations	Other
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
6 Freshwater Rd	Sign	Retail Store
60 O'leary Ave	Sign	Recreational Use
655 Topsail Rd	Sign	Mixed Use
70 Southern Shore Hwy	Renovations	Admin. Buildings,
9 Pearl Pl	Change of Occupancy/Renovations	Warehouse

This Week: \$1,932,410.00

#### Government/Institutional

Location	Permit Type	Structure Type
----------	-------------	----------------

This Week: \$0.00

#### Industrial

Location	Permit Type	Structure Type
----------	-------------	----------------

This Week: \$0.00

#### Demolition

Location	Permit Type	Structure Type
----------	-------------	----------------

8-10 Rowan St	Demolition	Mixed Use
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This Week: \$20,000.00

**This Week's Total: \$3,352,558.02**

#### **REPAIR PERMITS ISSUED:**

**\$1,368,810.00**

#### **NO REJECTIONS**

YEAR TO DATE COMPARISONS			
March 29, 2021			
TYPE	2020	2021	% Variance (+/-)

Residential	\$3,766,316.94	\$6,382,241.64	69
Commercial	\$20,414,088.22	\$7,546,715.44	-63
Government/Institutional	\$131,000.00	\$724,041.00	453
Industrial	\$0.00	\$4,000,000.00	0
Repairs	\$75,000.00	\$1,648,810.00	317
<b>TOTAL</b>	<b>\$24,386,405.16</b>	<b>\$20,301,808.08</b>	-17
Housing Units (1 & 2 Family Dwelling)	4	17	

Respectfully Submitted,

---

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending March 24, 2021**

### **Payroll**

<b>Public Works</b>	<b>\$ 528,604.31</b>
<b>Bi-Weekly Casual</b>	<b>\$ 8,284.00</b>
<b>Accounts Payable</b> <i>(A detailed breakdown available <a href="#">here</a>)</i>	<b>\$ 9,474,291.73</b>

**Total: \$ 10,011,180.04**

# ST. JOHN'S

DEPARTMENT OF FINANCE

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

# BID APPROVAL NOTE

**Bid # and Name:** 2021021 – Bunker Gear  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Ian Froude, Transportation and Regulatory Services & Sustainability  
**Ward:** N/A

**Department:** St. John's Regional Fire Department  
**Division:** Fire Suppression  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** 2491-55788  
**Source of Funding:** Operating

**Purpose:**

This open call was issued to establish a standing offer agreement for the supply and delivery of bunker gear for St. John's Regional Fire Department.

**Results:** ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Source Atlantic Ltd	\$73,858.64 - Disqualified
Micmac Fire & Safety Source Ltd.	\$77,107.50 - Disqualified
K&D Pratt Group Inc.	\$91,252.50
Martin's Fire Safety	\$95,116.50

**Expected Value:** ☐ As above  
☒ Value shown is an estimate only for a 1 year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** Two (2) years, with an option in favour of the City to extend the contract on the same terms and conditions for two (2) - one-year additional terms.

**Bid Exception:** None

**Recommendation:**

That Council award 2021021 – Bunker Gear to the lowest bidder meeting specification, K&D Pratt Group Inc., as per the Public Procurement Act, for \$91,252.50, HST included, per year.

# ST. JOHN'S

**Attachments:**



### Report Approval Details

Document Title:	2021021 - Bunker Gear.docx
Attachments:	
Final Approval Date:	Mar 24, 2021

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

**Rick Squires - Mar 24, 2021 - 4:12 PM**

**Derek Coffey - Mar 24, 2021 - 4:14 PM**

# BID APPROVAL NOTE

**Bid # and Name:** 2021028 – One (1) Single Axle Sander  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Fleet  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** PWP-2021-021  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Results:** ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Harvey & Company Ltd	\$283,345.58
Western Star and Freightliner Trucks of Newfoundland	\$306,239.25

**Expected Value:** ☒ As above  
☐ Value shown is an estimate only for a # year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** Delivery date shall be within 1 year from purchase order date.

**Bid Exception:** None

**Recommendation:**

That Council award open call 2021028 – Single Axle Sander to the lowest bidder meeting specification, Harvey & Company Ltd, as per the Public Procurement Act, for \$283,345.58, HST included.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021028 - Single Axle Sander.docx
Attachments:	
Final Approval Date:	Mar 24, 2021

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

**Rick Squires - Mar 24, 2021 - 4:07 PM**

**Derek Coffey - Mar 24, 2021 - 4:11 PM**

# BID APPROVAL NOTE

**Bid # and Name:** 2021029 – Four (4) Tandem Sanders  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Fleet  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** PWP-2021-021  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Results:** ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Harvey & Company Ltd	\$1,262,384.44
Western Star and Freightliner Trucks of Newfoundland	\$1,371,775.20
Western Star and Freightliner Trucks of Newfoundland	\$1,457,280.00

**Expected Value:** ☒ As above  
☐ Value shown is an estimate only for a # year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** Delivery date shall be within 1 year from purchase order date.

**Bid Exception:** None

**Recommendation:**

That Council award open call 2021029 - Tandem Sanders to the lowest bidder meeting specification, Harvey & Company Ltd, as per the Public Procurement Act, for \$1,262,384.44, HST included.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021029 - Tandem Sander.docx
Attachments:	
Final Approval Date:	Mar 24, 2021

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

**Rick Squires - Mar 24, 2021 - 4:09 PM**

**Derek Coffey - Mar 24, 2021 - 4:12 PM**

# BID APPROVAL NOTE

**Bid # and Name:** 2021038 - Three (3) Garbage Trucks  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Fleet  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** PWP-2021-021  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Results:** ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Shu-Pak Equipment Inc	\$1,200,600.00
Saunders Equipment	\$1,220,782.50

**Expected Value:** ☒ As above  
☐ Value shown is an estimate only for a # year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** Delivery date shall be within 1 year from purchase order date.

**Bid Exception:** None

**Recommendation:**

That Council award open call 2021038 – Three (3) Garbage Trucks to the lowest bidder meeting specification, Shu-Pak Equipment Inc, as per the Public Procurement Act, for \$1,200,600.00, HST included.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021038 - Three (3) Garbage Trucks.docx
Attachments:	
Final Approval Date:	Mar 24, 2021

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

**Rick Squires - Mar 24, 2021 - 4:04 PM**

**Derek Coffey - Mar 24, 2021 - 4:09 PM**



# BID APPROVAL NOTE

**Bid # and Name:** 2021041 – One (1) Recycling Truck  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Fleet  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** PWP-2021-021  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Results:** ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Shu-Pak Equipment Inc	\$414,000.00
Saunders Equipment	\$434,700.00

**Expected Value:** ☒ As above  
☐ Value shown is an estimate only for a # year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** Delivery date shall be within 1 year from purchase order date

**Bid Exception:** None

**Recommendation:**

That Council award open call 2021041 – One (1) Recycling Truck to the lowest bidder meeting specification, Shu-Pak Equipment Inc, as per the Public Procurement Act, for \$414,000.00 HST included.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021041 - Recycling Truck.docx
Attachments:	
Final Approval Date:	Mar 24, 2021

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

**Rick Squires - Mar 24, 2021 - 4:06 PM**

**Derek Coffey - Mar 24, 2021 - 4:10 PM**

# BID APPROVAL NOTE

**Bid # and Name:** 2021026 Supply and Delivery of Bulk Fuels  
**Date Prepared:** Wednesday, March 24, 2021  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Shawn Skinner, Finance & Administration  
**Ward:** N/A

**Department:** Finance and Administration  
**Division:** Supply Chain  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** Various  
**Source of Funding:** Operating

**Purpose:**

To provide Bulk Fuels to the City to be used for various automotive, heating, and electrical generating equipment.

**Results:** ☒ As attached ☐ As noted below

Vendor Name	Bid Amount

**Expected Value:** ☐ As above  
☒ Value shown is an estimate only for a 1 year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:**

Two year main term with an option in favor of the City of three one year extensions.

**Bid Exception:** None

**Recommendation:**

That Council award this open call to the lowest bidders meeting specifications, Harvey's Oil Limited (Section 1 - Furnace Fuel), Western Petroleum Newfoundland Limited (Section 2 - Regular Unleaded Gasoline), and North Atlantic (Section 3 - Ultra Low Sulfur Diesel) with an estimated total contract value of \$3,920,229.90 per year (HST not included) as per the Public Procurement Act.

**Attachments:** 2021026 – Bid Summary

**ST. JOHN'S**



### Report Approval Details

Document Title:	2021026 Supply and Delivery of Bulk Fuels.docx
Attachments:	- 2021026 - Bid Summary.pdf
Final Approval Date:	Mar 25, 2021

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

**Rick Squires - Mar 25, 2021 - 8:09 AM**

**Derek Coffey - Mar 25, 2021 - 8:34 AM**

**2021026**

## **Supply and Delivery of Bulk Fuels**

Closing Date: Wednesday, March 17, 2021

### **Bid Summary**

<b><u>Vendor</u></b>	<b><u>Section1 - Furnace Fuel #2</u></b>	<b><u>Section 2 - Regular Unleaded Gasoline</u></b>	<b><u>Section 3 - Ultra Low Sulfur Diesel</u></b>
Harvey's Oil Ltd	<b><u>\$845,856.00</u></b>	No Bid	\$2,717,303.00
Irving Energy	\$863,856.00	\$427,348.00	\$2,824,671.40
Western Petroleum Newfoundland Limited	\$855,540.00	<b><u>\$383,913.00</u></b>	\$2,717,303.00
North Atlantic	\$850,500.00	\$390,550.50	<b><u>\$2,690,460.90</u></b>

\*Values not including HST