1. CALL TO ORDER

2. PROCLAMATIONS/PRESENTATIONS

3. APPROVAL OF THE AGENDA
   3.1. Adoption of Agenda

4. ADOPTION OF THE MINUTES
   4.1. Adoption of Minutes - October 18, 2021

5. BUSINESS ARISING FROM THE MINUTES

6. DEVELOPMENT APPLICATIONS
   6.1. Notices Published – 1372 Blackhead Road - DEV2100149
   6.2. Notices Published – 279 Portugal Cove Road - DEV2100154
   6.3. Notices Published – 541 Kenmount Road - DEV2100145

7. RATIFICATION OF EPOLLS

8. COMMITTEE REPORTS

9. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)
   9.1. Development Permits List October 14 to 20, 2021

10. BUILDING PERMITS LIST (FOR INFORMATION ONLY)
    10.1. Building Permits List - October 25, 2021
11. REQUISITIONS, PAYROLLS AND ACCOUNTS

11.1. Weekly Payment Vouchers for Week Ending October 20, 2021

12. TENDERS/RFPS

12.1. 2021149 - Janitorial Services Paul Reynolds Centre

12.2. 2021134 Engineering Services for Gleneyre Street Culvert Replacement

12.3. 2021148 - Supply and Delivery of Hydrated Lime to Water Treatment Facilities

13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

14. OTHER BUSINESS

14.1. Council Appointment to the 2025 Canada Summer Games Host Society Board of Directors

14.2. Council Lead Assignments and Council Representation on Various Committees and Boards

14.3. Sale of City Land Adjacent to 55 Springdale Street

15. ACTION ITEMS RAISED BY COUNCIL

16. ADJOURNMENT
Minutes of Regular Meeting - City Council
Council Chamber, 4th Floor, City Hall

October 18, 2021, 3:00 p.m.

Present: Mayor Danny Breen
         Deputy Mayor Sheilagh O'Leary
         Councillor Maggie Burton
         Councillor Ron Ellsworth
         Councillor Sandy Hickman
         Councillor Debbie Hanlon
         Councillor Jill Bruce
         Councillor Ophelia Ravencroft
         Councillor Jamie Korab
         Councillor Ian Froude
         Councillor Carl Ridgeley

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
         Karen Chafe, City Clerk
         Jennifer Squires, Legislative Assistant

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**

3. **APPROVAL OF THE AGENDA**

   3.1 **Adoption of Agenda**

   SJMC-R-2021-10-18/489
   
   **Moved By** Deputy Mayor O'Leary
   **Seconded By** Councillor Bruce

   That the Agenda be adopted as presented.

   For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

   MOTION CARRIED (11 to 0)

4. **ADOPTION OF THE MINUTES**

   4.1 **Minutes of October 12, 2021**

   SJMC-R-2021-10-18/490
   
   **Moved By** Councillor Ravencroft
   **Seconded By** Councillor Korab

   That the minutes of the meeting held October 12, 2021 be approved as presented.

   For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

   MOTION CARRIED (11 to 0)

5. **BUSINESS ARISING FROM THE MINUTES**
6. DEVELOPMENT APPLICATIONS

6.1 Establish Building Line Setback – 69-71 Doyle’s Road – DEV2100155

SJMC-R-2021-10-18/491
Moved By Councillor Burton
Seconded By Councillor Ridgeley

That Council approve the Building Line Setback of 15.03 meters at 69-71 Doyle’s Road to accommodate the construction of a new Single Detached Dwelling.

For (11): Mayor Breen, Deputy Mayor O’Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (11 to 0)

6.2 Notices Published – 1372 Blackhead Road - DEV2100149

Councillor Burton requested that the motion be deferred to a later date to provide opportunity to further discuss the application with residents in the area.

SJMC-R-2021-10-18/492
Moved By Councillor Burton
Seconded By Councillor Ridgeley

That Council defer the motion to a later date.

For (11): Mayor Breen, Deputy Mayor O’Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (11 to 0)
6.3 **Notices Published – Public Utility in the area of 424 Airport Heights Drive – DEV2100137 / CRW2100009**

Councillor Burton asked the Deputy City Manager of Planning, Engineering, and Regulatory Services how the concerns of the Environment and Sustainability Experts Panel would be addressed. The Panel recommended that the Environmental Assessment is completed and closely followed, and that measures were taken to ensure that impacts to the ecosystem and water quality from materials of the poles and activity during construction would be minimal. The Deputy City Manager informed Council that the application for Development Approval for the use of the land has not yet been submitted for approval. At Council’s request, recommendations of the Environment and Sustainability Experts Panel could be part of this approval process and Staff would ensure that the recommendations are followed.

Members of Council acknowledged that the application was located outside of Pippy Park and as such would not impact the formalized trails located within the Park. The Deputy Mayor noted that there were a number of informal trails in the area and asked if they would be impacted by the development. The Deputy City Manager noted although the City had limited control over informal trails, Newfoundland Power were intending to use buffers to mitigate disruption to the recreational space. Staff clarified the role of the Environment and Sustainability Experts Panel, explaining that the Panel could make recommendations but had no real authority to exert power. Councillor Burton requested that Staff ensure that poles were made of green alternatives like steel or another eco-friendly solution.

**SJMC-R-2021-10-18/493**
**Moved By** Councillor Burton  
**Seconded By** Councillor Froude

That Council approve the Crown Land Lease of 3.32 hectares of land; and That Council approve the Discretionary Use application to construct two parallel transmission lines (Public Utility) in the area of 424 Airport Heights Drive and subject to approval of the Use, the City will provide easement over any impacted city property.
7. **RATIFICATION OF EPOLLS**

8. **COMMITTEE REPORTS**

9. **DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)**
   9.1 Development Permits List Oct 7 to Oct 13, 2021

   Council considered the Development Permit list for information.

10. **BUILDING PERMITS LIST (FOR INFORMATION ONLY)**
   10.1 Building's Permits List - October 18, 2021

   Council considered the Building Permit list for information.

11. **REQUISITIONS, PAYROLLS AND ACCOUNTS**
   11.1 Weekly Payment Vouchers for the Week Ending October 13, 2021

   SJMC-R-2021-10-18/494
   **Moved By** Councillor Bruce
   **Seconded By** Councillor Ravencroft

   That the weekly payment vouchers for the week ending October 13, 2021, in the amount of $5,788,883.52 be approved as presented.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (11 to 0)
12. **TENDERS/RFPS**

12.1 **2021146 - Inspection and Testing of Water and Wastewater Systems Emergency Generators**

SJMC-R-2021-10-18/495  
**Moved By** Councillor Hickman  
**Seconded By** Deputy Mayor O'Leary

That Council award open call 2021146 - Inspection and Testing of Water and Wastewater Systems Emergency Generators to the lowest bidder meeting specification, Sansom Equipment Ltd., for $88,333.95 plus HST, as per the Public Procurement Act.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

**MOTION CARRIED (11 to 0)**

12.2 **2021109 - 2021 Sidewalk Infill Program**

SJMC-R-2021-10-18/496  
**Moved By** Councillor Hickman  
**Seconded By** Councillor Bruce

That Council award this open call to the lowest bidder meeting specifications, Modern Paving Limited, for $409,952.00 (HST incl.) as per the Public Procurement Act.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

**MOTION CARRIED (11 to 0)**
12.3 **2021160 – Process Tree Debris**

Councillor Hickman asked why City Staff were not processing the tree debris caused by Hurricane Larry, and if the noted cost of $192,000 was reasonable for these services. The Deputy City Manager of Public Works informed Council that the tender was to process the over 2000 tandem truckloads of debris collected since Hurricane Larry. The City does not possess the commercial grade/industrial chipper required to complete the work and it would take Staff over a year to process this amount of material. The most efficient and cost-effective way to deal with the debris was to put it to tender. The mulch would be used as cover for Robin Hood Bay. Councillor Burton noted that the issue illustrated the fiscal impacts of climate change for municipalities.

Councillor Korab asked if the mulch would be available to residents. The Deputy City Manager responded that the mulch would have an excess of leaves and twigs and as such would be unsuitable for residential use.

**SJMC-R-2021-10-18/497**

**Moved By** Councillor Hickman  
**Seconded By** Councillor Burton

That Council award open call 2021160 – Process Tree Debris to the lowest, and only bidder meeting specification, Infinity Construction Ltd. for $192,000.00 plus HST, as per the Public Procurement Act.

For (11): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

**MOTION CARRIED (11 to 0)**

12.4 **2021152 - Supply and Deliver Anhydrous Ammonia to the Bay Bulls Big Pond Water Treatment Plant**

**SJMC-R-2021-10-18/498**

**Moved By** Councillor Hickman  
**Seconded By** Councillor Ridgeley
That Council award open call to the lowest, and only bidder meeting specification, Brenntag Canada Inc., for $262,682.75 + HST, as per the Public Procurement Act.

For (11): Mayor Breen, Deputy Mayor O’Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (11 to 0)

13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

14. OTHER BUSINESS

14.1 Municipal Diversion

Councillor Burton asked the City Solicitor what prosecution areas would be eligible for the Municipal Diversion Initiative. The City Solicitor responded that there is an eligibility requirement built into the program to formalize prosecutorial discretion. A Prosecutor would look at the application and circumstances of the charge and determine if it were appropriate to go forward in a restorative justice way. The Municipal Diversion Initiative would not be suitable for complex cases or repeat offenders. The goal is to educate the individual on the requirements of the bylaw, for the individual to voluntarily admit guilt, and move forward in collaborative way to avoid the expenditure and cost of resources of going to court. The Municipal Diversion Initiative is a more efficient use of legal time, judicial time, inspector time and city resources.

SJMC-R-2021-10-18/499

Moved By Councillor Froude
Seconded By Deputy Mayor O’Leary

That Council move forward with the City’s Municipal Diversion Initiative that would make use of alternative mechanisms of resolution outside of prosecution.

For (11): Mayor Breen, Deputy Mayor O’Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley
14.2 Travel to Municipalities Newfoundland and Labrador 2021 Annual Conference

SJMC-R-2021-10-18/500
Moved By Councillor Burton
Seconded By Councillor Ridgeley

That Council approve the travel and associated costs for Councillors Hickman and Bruce to attend the 2021 MNL Annual Conference and AGM in Corner Brook from November 4th to 6th, 2021.

For (11): Mayor Breen, Deputy Mayor O’Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (11 to 0)

15. ACTION ITEMS RAISED BY COUNCIL

16. ADJOURNMENT

There being no further business, the meeting adjourned at 4:10 p.m.

_________________________
MAYOR

_________________________
CITY CLERK
Title: Notices Published – 1372 Blackhead Road - DEV2100149

Date Prepared: October 13, 2021

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 5

Decision/Direction Required: To consider a Discretionary Use application to construct a Building at the rear of 1372 Blackhead Road for Heavy Equipment Storage.

Discussion – Background and Current Status: The proposed Building will be 278.7m² and will store various equipment such as an excavator, backhoe, greasing machine, and snow removal equipment. The proposed site is zoned Rural Residential (RR) and Rural (R).

One submission was received which was opposed to the application. The submission sited both noise and safety concerns. Any business operating within the city is required to follow the Noise By-Law, limiting noise from the operation from 7am to 11pm daily.

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: St. John’s Development Regulations Section 10.38(2).

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 Discretionary Use application to construct a Building at the rear of 1372 Blackhead Road for Heavy Equipment Storage.

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
(EXT) Discretionary use applications to construct a building at the rear of 1372 blackhead road for heavy equipment

Just sending this now to voice my concerns regarding large heavy equipment back and forth the road. Ars fly by on a daily basis especially when there waiting for the bus. Then the noise factor as it carries out hear just like it’s in your own driveway. So no I am not in agreement with building a building for heavy equipment. Thanks
Title: Notices Published – 279 Portugal Cove Road - DEV2100154

Date Prepared: October 19, 2021

Report To: Regular Meeting of Council

Councillor and Role: click on councillor/role from dropbox

Ward: Ward 4

Decision/Direction Required:
To consider a Discretionary Use Application by Rocky River Smokehouse at 279 Portugal Cove Road.

Discussion – Background and Current Status:
The Discretionary Use is for an Eating Establishment that will be approximately 93m² and have up to 6 employees. Hours of operations will be seven days a week, 11:30 a.m. to 11:00 p.m. On-site parking is provided. The proposed site is in the Commercial Neighbourhood (CN) 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: St. John’s Development Regulations Section 10.17(2).

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.

8. Procurement Implications: Not applicable.

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

**Recommendation:**
That Council approve the Discretionary Use application for an Eating Establishment at 279 Portugal Cove Road.

**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

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<td>- DEV2100154-279 PORTUGAL COVE ROAD.pdf</td>
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<td>Final Approval Date:</td>
<td>Oct 20, 2021</td>
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This report and all of its attachments were approved and signed as outlined below:

**Lindsay Lyghtle Brushett - Oct 20, 2021 - 9:41 AM**

**Jason Sinyard - Oct 20, 2021 - 4:20 PM**
DECISION/DIRECTION NOTE

Title: Notices Published – 541 Kenmount Road - DEV2100145
Date Prepared: October 19, 2021
Report To: Regular Meeting of Council
Councillor and Role: click on councillor/role from dropbox
Ward: Ward 4

Decision/Direction Required:
A Discretionary Use Application has been submitted by Northern Americas Satellite Ventures Inc. to construct a new satellite earth station antenna at 541 Kenmount Road.

Discussion – Background and Current Status:
In accordance with the City of St. John’s Siting Protocol for Wireless Facilities, the City of St. John’s notified property owners in the vicinity of 541 Kenmount Road of the intention to construct the proposed Earth Station behind the existing Building.

- Earth Station is a ground-based parabolic reflector antenna for use in a satellite communications link.
- The reflector is 5.5 metres in diameter, and the overall height of the structure will not exceed 7.7 metres above the concrete pad on which it is installed, including a lightning rod.
- The antenna is located within a compound that is secured by a chain-link fence, approximately 30 metres wide by 30 metres, with locked access gate.

Earth Station, also known as a ground station, is an arrangement of various equipment on the surface or atmosphere of the earth used to transmit or receive signals in the form of voice, video, or data through single or multiple satellites. The proposed Earth Station will be used to support critical in-flight connectivity services for passengers and crew on aircraft transiting Canadian airspace and will support vital broadband initiatives in Canada, particularly in satellite-dependent areas. As the proposal is a new location, the City’s Siting Protocol for Wireless Facilities has been followed and the application has been advertised as per Industry Canada requirements for 30 days. The proposed use will be located on the Rogers property, which was specifically designed for telecommunication purposes and has the infrastructure to support various telecommunication services, including satellite communications. Given the infrastructure and technical support required for the NASV Earth Station, the Rogers Facility is the ideal location for the NASV Earth Station. The proposed site is zoned Commercial Highway (CH) 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: St. John’s Development Regulations Section 10.20(1) and Siting Protocol for Wireless Facilities in the City of St. John’s.

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.


8. Procurement Implications: Not applicable.

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

Recommendation:
That Council approve the Discretionary Use application to construct a new satellite earth station antenna at 541 Kenmount Road.

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

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

**Lindsay Lyghtle Brushett - Oct 20, 2021 - 9:37 AM**

**Jason Sinyard - Oct 20, 2021 - 4:22 PM**
DISCLAIMER: This map is based on current information at the date of production.
# Development Permits List

**For the Period of October 14 to 20, 2021**

<table>
<thead>
<tr>
<th>Code</th>
<th>Applicant</th>
<th>Application</th>
<th>Location</th>
<th>Ward</th>
<th>Development Officer’s Decision</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>RES</td>
<td></td>
<td>Building Lot for Single Detached Dwelling</td>
<td>69-71 Doyle’s Road</td>
<td>5</td>
<td>Approved</td>
<td>21-10-19</td>
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<tr>
<td>IND</td>
<td>Canadian Coast Guard</td>
<td>Temporary Commissionaires Trailer</td>
<td>280 Southside Road</td>
<td>5</td>
<td>Approved</td>
<td>21-10-19</td>
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* Code Classification:
  - RES: Residential
  - COM: Commercial
  - AG: Agriculture
  - IND: Industrial
  - OT: Other

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

---

Lindsay Lyghtle Brushett  
Supervisor - Planning and Development
# Building Permits List
## Council's October 18, 2021 Regular Meeting
Permits Issued: 2021/10/14 to 2021/10/20

### Class: Residential

<table>
<thead>
<tr>
<th>Address</th>
<th>Permit Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 Malta St</td>
<td>Renovations</td>
<td>Semi Detached Dwelling</td>
</tr>
<tr>
<td>11 Lismore Pl</td>
<td>New Construction</td>
<td>Single Detached Dwelling</td>
</tr>
<tr>
<td>11 Malta St</td>
<td>Accessory Building</td>
<td>Accessory Building</td>
</tr>
<tr>
<td>15 Parliament St</td>
<td>Deck</td>
<td>Patio Deck</td>
</tr>
<tr>
<td>15 Parliament St</td>
<td>Accessory Building</td>
<td>Accessory Building</td>
</tr>
<tr>
<td>16 Outer Battery Rd</td>
<td>Extension</td>
<td>Single Detached Dwelling</td>
</tr>
<tr>
<td>161 Thorburn Rd</td>
<td>Change of Occupancy</td>
<td>Single Detached Dwelling</td>
</tr>
<tr>
<td>19 Fourth Pond Rd</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
</tr>
<tr>
<td>191 Doyle St</td>
<td>Renovations</td>
<td>Townhousing</td>
</tr>
<tr>
<td>191 Doyle St</td>
<td>Deck</td>
<td>Patio Deck</td>
</tr>
<tr>
<td>207 Portugal Cove Rd</td>
<td>Change of Occupancy/Renovations</td>
<td>Single Detached w/ apt.</td>
</tr>
<tr>
<td>21 Pleasantville Ave</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
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<tr>
<td>22 Wallace Pl</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
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<tr>
<td>23 Simms St</td>
<td>Fence</td>
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<td>238 Ladysmith Dr</td>
<td>Change of Occupancy</td>
<td>Single Detached w/ apt.</td>
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<td>24 Golf Course Rd</td>
<td>Accessory Building</td>
<td>Single Detached Dwelling</td>
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<tr>
<td>24 Golf Course Rd</td>
<td>Site Work</td>
<td>Single Detached Dwelling</td>
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<tr>
<td>245 Portugal Cove Rd</td>
<td>Change of Occupancy/Renovations</td>
<td>Subsidiary Apartment</td>
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<td>26 Shortall St</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
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<td>28 Harrington Dr</td>
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<td>3 Park Pl</td>
<td>Change of Occupancy/Renovations</td>
<td>Duplex Dwelling</td>
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<td>3 Sugar Pine Cres</td>
<td>New Construction</td>
<td>Single Detached Dwelling</td>
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<tr>
<td>31 Mayor Ave</td>
<td>Renovations</td>
<td>Semi Detached Dwelling</td>
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<tr>
<td>349 Ruby Line</td>
<td>Accessory Building</td>
<td>Accessory Building</td>
</tr>
<tr>
<td>35 Della Dr</td>
<td>Accessory Building</td>
<td>Accessory Building</td>
</tr>
<tr>
<td>38 Kenai Cres</td>
<td>Accessory Building</td>
<td>Accessory Building</td>
</tr>
<tr>
<td>4 Ordnance St</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
</tr>
<tr>
<td>4 Somerset Pl</td>
<td>Renovations</td>
<td>Single Detached Dwelling</td>
</tr>
</tbody>
</table>
44 Blackwood Pl  Renovations  Townhousing
47 Veitch Cres  Change of Occupancy  Single Detached Dwelling
49 Beacon Hill Cres  Site Work  Swimming Pool/Hot Tub
58 Tigress St  New Construction  Single Detached w/ apt.
60 Spencer St  Renovations  Townhousing
63-65 Queen's Rd  Deck  Patio Deck
72 Seaborn St  Fence  Fence
8 Pepperwood Dr  New Construction  Single Detached w/ apt.
81 Old Petty Harbour Rd  Site Work  Landscaping

This Week: $1,349,239.50

Class: Commercial

125 Water St  Renovations  Hotel
175 Higgins Line  Renovations  Hotel
179-183 Duckworth St  Change of Occupancy  Restaurant
278 Kenmount Rd  Change of Occupancy/Renovations  Car Sales Lot
278 Kenmount Rd  Change of Occupancy/Renovations  Car Sales Lot
320 Torbay Rd  Change of Occupancy/Renovations  Mixed Use
321 Hamilton Ave  Site Work  Retail Store
330 Torbay Rd  Renovations  Clinic
336 Water St  Change of Occupancy/Renovations  Mixed Use
48 Kenmount Rd  Renovations  Retail Store

This Week: $2,552,544.00

Class: Government/Institutional

This Week: $0.00

Class: Industrial

This Week: $0.00

Class: Demolition

This Week: $0.00

This Week's Total: $3,901,783.50

Repair Permits Issued 2021/10/14 to 2021/10/20: $32,421.74
<table>
<thead>
<tr>
<th>TYPE</th>
<th>2020</th>
<th>2021</th>
<th>% VARIANCE (+/-)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>$38,729,518.51</td>
<td>$49,790,635.09</td>
<td>29</td>
</tr>
<tr>
<td>Commercial</td>
<td>$130,305,517.38</td>
<td>$114,118,970.04</td>
<td>-12</td>
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<tr>
<td>Government/Institutional</td>
<td>$136,500.00</td>
<td>$32,800,499.00</td>
<td>23930</td>
</tr>
<tr>
<td>Industrial</td>
<td>$3,000.00</td>
<td>$4,164,500.00</td>
<td>138717</td>
</tr>
<tr>
<td>Repairs</td>
<td>$2,886,183.90</td>
<td>$3,960,460.57</td>
<td>37</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$172,060,719.79</td>
<td>$204,835,064.70</td>
<td>19</td>
</tr>
<tr>
<td>Housing Units (1 &amp; 2 Family Dwelling)</td>
<td>118</td>
<td>149</td>
<td></td>
</tr>
</tbody>
</table>

Respectfully Submitted,

Jason Sinyard, P.Eng., MBA  
Deputy City Manager  
Planning, Engineering and Regulatory Services
Weekly Payment Vouchers
For The
Week Ending October 20, 2021

Payroll

Public Works $ 434,026.67
Bi-Weekly Casual $ 31,899.68
Accounts Payable $ 2,872,035.62
(A detailed breakdown available here)

Total: $ 3,337,961.97
Bid # and Name: 2021149 - Janitorial Services Paul Reynolds Centre
Date Prepared: Tuesday, October 19, 2021
Report To: Regular Meeting
Councillor and Role: Councillor Sandy Hickman, Public Works
Ward: N/A

Department: Public Works
Division: City Buildings
Quotes Obtained By: Sherri Higgins
Budget Code: 7140-52397
Source of Funding: Operating

Purpose:
To provide janitorial services for the Paul Reynolds Community Centre. The City of St. John’s does not have sufficient staff to provide these services adequately.

Results: ☐ As attached  ☒ As noted below

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royal Cleaning Services Inc.</td>
<td>$321,512.40</td>
</tr>
<tr>
<td>Iggy’s Cleaning Services</td>
<td>$387,780.00</td>
</tr>
<tr>
<td>GDI Services (Canada) LP</td>
<td>$555,876.70</td>
</tr>
<tr>
<td>Bursey Cleaners (2010) Limited</td>
<td>$569,940.00</td>
</tr>
<tr>
<td>Philrobben Janitorial Limited</td>
<td>$9,734,961.60</td>
</tr>
</tbody>
</table>

Expected Value: ☐ As above  ☒ Value shown is an estimate only for a 3 year period. The City does not guarantee to buy specific quantities or dollar value.

Contract Duration: Three years with the possibility of one two year extension

Bid Exception: None

Recommendation:
That Council award this open call to the lowest bidder meeting specifications, Royal Cleaning Services Inc., for $321,512.40 for three years (HST incl.) as per the Public Procurement Act.

Attachments:
## Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>2021149 - Janitorial Services Paul Reynolds Centre.docx</th>
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<tr>
<td>Attachments:</td>
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<tr>
<td>Final Approval Date:</td>
<td>Oct 19, 2021</td>
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</table>

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

**Rick Squires - Oct 19, 2021 - 12:54 PM**

**Derek Coffey - Oct 19, 2021 - 4:30 PM**
Commodity/Bid #: 2021134 Engineering Services for Gleneyre Street Culvert Replacement

Date Prepared: Thursday, October 14, 2021

Report To: Regular Meeting

Councillor and Role: Councillor Sandy Hickman, Public Works

Ward: Ward 1

Department: PERS

Quotes Obtained By: Sherri Lee Higgins

Budget Code: ENG-2021-053

Source of Funding: Multiyear Capital

Purpose:
To award the Engineering Services contract for the Gleneyre Street Culvert Replacement project to Pinnacle Engineering Limited. The proposals were reviewed, evaluated, and rated by an evaluation committee. The highest ranked proposal was submitted by Pinnacle Engineering Limited in the amount of $287,931.25 (HST included).

Proposals Submitted By:

<table>
<thead>
<tr>
<th>Vendor Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pinnacle Engineering Ltd.</td>
</tr>
<tr>
<td>Progressive Engineering and Consulting Inc.</td>
</tr>
<tr>
<td>Dillon Consulting Ltd.</td>
</tr>
<tr>
<td>Harbourside Engineering Group</td>
</tr>
<tr>
<td>CBCL</td>
</tr>
<tr>
<td>RV Anderson Associates Ltd.</td>
</tr>
<tr>
<td>Stantec</td>
</tr>
<tr>
<td>Aguatuna Drafting and Consulting Company Ltd.</td>
</tr>
</tbody>
</table>

Expected Value: ☒ 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: October 2021 to December 2022

Recommendation:
THAT Council direct that the engineering services contract for the Gleneyre Street Culvert Replacement project be awarded to Pinnacle Engineering Limited in the amount of $287,931.25 (HST included).
Attachments: N/A
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>Engineering Services for Gleneyre Street Culvert Replacement.docx</th>
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<td>Attachments:</td>
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<tr>
<td>Final Approval Date:</td>
<td>Oct 20, 2021</td>
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</tbody>
</table>

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

Scott Winsor - Oct 15, 2021 - 3:43 PM

Jason Sinyard - Oct 20, 2021 - 4:18 PM
BID APPROVAL NOTE

Bid # and Name: 2021148 - Supply and Delivery of Hydrated Lime to Water Treatment Facilities
Date Prepared: Thursday, October 21, 2021
Report To: Regular Meeting
Councillor and Role: Councillor Sandy Hickman, Public Works
Ward: N/A

Department: Public Works
Division: Water & Wastewater
Quotes Obtained By: Sherri Higgins
Budget Code: 4122-55416, 4121-55416 & 4123-55416
Source of Funding: Operating

Purpose:
To supply hydrated lime to each of the water treatment facilities.

Results: ☐ As attached ☒ As noted below

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graymont (NB) Inc</td>
<td>$2,062,945.33</td>
</tr>
</tbody>
</table>

Expected Value: ☐ As above ☒ Value shown is an estimate only for a 3 year period. The City does not guarantee to buy specific quantities or dollar value.

Contract Duration: Three years with the option to renew for two one-year terms.

Bid Exception: None

Recommendation:
That Council award this open call to the sole bidder meeting specifications, Graymont (NB) Inc, for $2,062,945.33 (HST incl.) as per the Public Procurement Act.

Attachments:
DECISION/DIRECTION NOTE

Title: Council Appointment to the 2025 Canada Summer Games Host Society Board of Directors

Date Prepared: October 19, 2021

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen, Governance & Strategic Priorities

Ward: N/A

Decision/Direction Required:
Council to appoint two City representatives to the 2025 Canada Games Host Society Board of Directors. The appointments will include one member of Council and one staff member.

Discussion – Background and Current Status:
In February of 2020, St. John’s was awarded the right to bid on the 2025 Canada Summer Games. A bid committee consisting of business and community members, along with Councillors Hickman and Korab and staff persons Tanya Haywood, Deputy City Manager Community Services and Karen Sherriffs, Recreation Manager Community Development, submitted a thorough and successful bid to the Canada Games Commission. In April of 2021, St. John’s was named the official host of the 2025 Canada Summer Games.

We are currently in the transition phase from bid to establishing the 2025 Host Society. This Board of Directors will set the strategic directions for the organization, have fiduciary responsibility for its operations and will lead the governance of the organization. The Board will also be directly involved in the hiring and ongoing evaluation of the CEO, approval of annual audited financial statements, approval and implementation of policies, high level networking as well as high level issue resolution.

All members of the 2025 Host Society Board of Directors shall participate in the Transfer of Knowledge Orientation Session organized and presented by the Canada Games Council to occur later this year.

Composition

The 2025 Host Society will include directors from each of the business, legal and financial sectors as well as individuals that reflect institutional and community stakeholders and knowledge of national sport and games organization. It will also include appointments from all three levels of government, however provincial and federal appointments do not have to be political, or staff related.

The 2025 Host Society Board of Directors shall consider the Canada Games Governance Model, and shall set up a minimum of four Committees of the Board:
1. Finance & Audit Committee
2. Governance Committee
3. Sustainability & Impact Committee
4. Human Resources and Compensation Committee.

Terms of references shall be provided through the Governance Core Plan and any amendments to be approved by Canada Games Council.

Key Considerations/Implications:

1. **Budget/Financial Implications:**

   The Host Society will complete the required due diligence to substantiate and support spending as it relates to the budget packages within this Functional Package. They will sign contribution agreements with government funding partners that specify the terms and conditions governing funding.

   The Host Society shall ensure that capital plans and agreements for new and upgraded venues clearly define the post-Games ownership and responsibility for ownership and that the Host Society has no ongoing operational or financial responsibility for the venues.

2. **Partners or Other Stakeholders:**

   Canada Games Council, Sport Canada, Government of NL

3. **Alignment with Strategic Directions/Adopted Plans:**

   Aligns with the strategic direction of being a Connected City, one that work within the community to enhance a sense of pride, belonging, place and supports how we connect with each other within the larger community, and with the city organization and council.

4. **Legal or Policy Implications:** N/A

5. **Privacy Implications:** N/A

6. **Engagement and Communications Considerations:**

   The Host Society in conjunction with the City of St. John’s will formally announce the members of the Host Society at their first board meeting later this year.

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 appointment of one Council member and one staff person, namely Tanya Haywood, Deputy City Manager, Community Services to the 2025 Canada Summer Games Host Society Board of Directors

Prepared by:
Approved by:
DECISION/DIRECTION NOTE

Title: Council Lead Assignments 2021-2025

Date Prepared: October 20, 2021

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen, Governance & Strategic Priorities

Ward: N/A

Decision/Direction Required:
Council approval is required to confirm the lead assignments of Council for this term of office as well as representation on the City’s advisory committees, experts panels and working groups.

With the exception of areas involving sustainability where responsibility is proposed to be shared with Councillors Froude and Burton, one council representative will sit on each advisory committee and working group as the Committee champion/liaison. In this role, council representatives will be encouraged to attend meetings as observers with non-voting status and will act as liaisons between the committee and Council. In terms of experts panels, members of Council do not sit on these panels but act as spokespersons for the panel when reports are submitted to the Committee of the Whole for review and approval.

Discussion – Background and Current Status:
The proposed assignments as outlined below have been reviewed by Mayor Breen in consultation with all members of Council.

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Areas</td>
<td></td>
</tr>
<tr>
<td>Public Works</td>
<td>Councillor Sandy Hickman</td>
</tr>
<tr>
<td>Planning</td>
<td>Councillor Ian Froude</td>
</tr>
<tr>
<td>Sustainability</td>
<td>Councillors Ian Froude and Maggie Burton</td>
</tr>
<tr>
<td>Governance</td>
<td>Mayor Danny Breen</td>
</tr>
<tr>
<td>Economic Development</td>
<td>Mayor Danny Breen</td>
</tr>
<tr>
<td>Department</td>
<td>Councillor</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>Inclusion</td>
<td>Debbie Hanlon</td>
</tr>
<tr>
<td>Finance</td>
<td>Ron Ellsworth</td>
</tr>
<tr>
<td>Transportation &amp; Regulatory Services</td>
<td>Maggie Burton</td>
</tr>
<tr>
<td>Community Services</td>
<td>Sheilagh O’Leary</td>
</tr>
<tr>
<td>Development</td>
<td>Jamie Korab</td>
</tr>
<tr>
<td>Housing</td>
<td>Ophelia Ravencroft</td>
</tr>
<tr>
<td>Audit</td>
<td>Jill Bruce</td>
</tr>
<tr>
<td>Youth Matters</td>
<td>Maggie Burton</td>
</tr>
</tbody>
</table>

**Committees (standing, advisory, working group, expert panel)**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit Standing Committee</td>
<td>Councillor Jill Bruce (Lead), Mayor Danny Breen, Councillor Ron Ellsworth</td>
</tr>
<tr>
<td>Arts &amp; Culture Advisory Committee</td>
<td>Sheilagh O’Leary</td>
</tr>
<tr>
<td>Bike St. John’s Advisory Committee</td>
<td>Maggie Burton and Councillor Ian Froude</td>
</tr>
<tr>
<td>Inclusion Advisory Committee</td>
<td>Debbie Hanlon</td>
</tr>
<tr>
<td>Seniors Advisory Committee</td>
<td>Debbie Hanlon</td>
</tr>
<tr>
<td>Affordable Housing Working Group</td>
<td>Ophelia Ravencroft</td>
</tr>
<tr>
<td>Built Heritage Experts Panel</td>
<td>Maggie Burton</td>
</tr>
<tr>
<td>Environment and Sustainability Experts Panel</td>
<td>Maggie Burton and Councillor Ian Froude</td>
</tr>
</tbody>
</table>

**Boards**

<table>
<thead>
<tr>
<th>Board</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>St. John’s Sports &amp; Entertainment Board of Directors</td>
<td>Ron Ellsworth, Mayor Danny Breen (Interim Chair)</td>
</tr>
<tr>
<td>St. John’s Transportation Commission</td>
<td>Deputy Mayor Sheilagh O’Leary and Councillors Ian Froude and Maggie Burton</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Pippy Park Commission</td>
<td>Deputy Mayor Sheilagh O’Leary</td>
</tr>
<tr>
<td>Bowring Park Foundation</td>
<td>Councillor Carl Ridgeley</td>
</tr>
<tr>
<td>Municipalities NL</td>
<td>Mayor Danny Breen</td>
</tr>
<tr>
<td>Canada Games</td>
<td>To Be Determined</td>
</tr>
<tr>
<td>St. John’s Regional Fire Dept.</td>
<td>Councillors Carl Ridgeley and Ron Ellsworth</td>
</tr>
<tr>
<td>Downtown St. John’s</td>
<td>Councillor Ophelia Ravencroft</td>
</tr>
<tr>
<td>Special Events Regulatory Committee</td>
<td>Councillor Debbie Hanlon</td>
</tr>
<tr>
<td>Regional Water &amp; Wastewater</td>
<td>Councillor Carl Ridgeley</td>
</tr>
<tr>
<td>Northeast Avalon Joint Council</td>
<td>Councillor Jill Bruce</td>
</tr>
<tr>
<td>Quidi Vidi Rennies River Development</td>
<td>Councillor Jamie Korab</td>
</tr>
<tr>
<td>Clean St. John’s</td>
<td>Councillor Jill Bruce</td>
</tr>
<tr>
<td>Eastern Regional Services Board</td>
<td>All Members of Council excluding Councillor Debbie Hanlon</td>
</tr>
<tr>
<td>St. John’s Public Libraries Board</td>
<td>Deputy Mayor Sheilagh O’Leary</td>
</tr>
<tr>
<td>Canadian Capital Cities</td>
<td>Councillor Sandy Hickman</td>
</tr>
</tbody>
</table>

**Key Considerations/Implications:**

1. **Budget/Financial Implications:** N/A

2. **Partners or Other Stakeholders:** The memberships of the various committees, boards and commissions.
3. Alignment with Strategic Directions/Adopted Plans: An Effective City: A City that performs effectively and delivers results.

4. Legal or Policy Implications: As per the terms outlined by the various committees, boards and commissions.

5. Privacy Implications: N/A

6. Engagement and Communications Considerations: public notification on the City’s website and update of website portals as required.

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 Council Lead Assignments and Council representatives for the standing/advisory committees, experts panels, working groups, regional boards and commissions as outlined in the above cited table.

**Prepared by:**
**Approved by:**
DECISION/DIRECTION NOTE

Title: Sale of City Land Adjacent to 55 Springdale Street

Date Prepared: October 21, 2021

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ophelia Ravencroft

Ward: Ward 2

Decision/Direction Required:

Recommendation that Council approve the sale of City land adjacent to 55 Springdale Street, as shown in red on the diagram below.

Discussion – Background and Current Status:

The owner of 55 Springdale Street is currently in the process of completing renovation to the property. To meet code, he is required to install a window, which will require a window well. As the property boundary for this building is the building itself, the window well would be located on City property. This poses several liabilities from a trip and fall to damage and maintenance costs. It is recommended that we sell the property owner this property to reduce liability on behalf of the City. The Legal Department has discussed this matter with the Roads Department from a snow clearing perspective, and they have no issue with the sale. The Owner will build a rail around the well to protect the well and avoid issues for pedestrians.

The purchase price will be established at fair market value for the area, plus HST and administrative fees. The exact area requested will be confirmed by a survey which will be provided by the property owner and the purchase price will be reflected accordingly. The property owner will also be required to consolidate this land with his existing property.

Key Considerations/Implications:

1. Budget/Financial Implications:
   a. City to receive fair market value for the sale of the land, plus administrative fees.

2. Partners or Other Stakeholders: N/A

3. Alignment with Strategic Directions/Adopted Plans:
   a. An Effective City

4. Legal or Policy Implications:
   a. A Deed of Conveyance will have to be prepared
5. Privacy Implications: N/A

6. Engagement and Communications Considerations: N/A

7. Human Resource Implications: N/A

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

**Recommendation:**
That Council approve the sale of City land adjacent to 55 Springdale Street, as shown in red on the diagram below.

**Prepared by:** Andrew Woodland, Legal Counsel  
**Approved by:** Cheryl Mullett, City Solicitor
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>Sale of City Land Adjacent to 55 Springdale Street.docx</th>
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<td>Attachments:</td>
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<tr>
<td>Final Approval Date:</td>
<td>Oct 21, 2021</td>
</tr>
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This report and all of its attachments were approved and signed as outlined below:

**Cheryl Mullett - Oct 21, 2021 - 10:06 AM**