

# ST. JOHN'S

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## Regular Meeting - City Council Agenda

October 25, 2021

3:00 p.m.

4th Floor City Hall

### Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
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# **ST. JOHN'S**

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## **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
- Lynnnann 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.

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)**

**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

**MOTION CARRIED (11 to 0)**

**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.

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MAYOR

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CITY CLERK

# DECISION/DIRECTION NOTE

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**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

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**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 278.7m<sup>2</sup> 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





**SUBJECT PROPERTY**

**BLACKHEAD RD**

**OR**

**RR**

**RR**

**R**

**OR**

**OR**



## Karen Chafe

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**From:** [REDACTED]  
**Sent:** Monday, October 4, 2021 10:46 PM  
**To:** CityClerk  
**Subject:** (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. [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] ars fly by on a daily basis especially when there waiting for the bus. [REDACTED]. 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

Get [Outlook for iOS](#)

# DECISION/DIRECTION NOTE

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**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

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## **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 93m<sup>2</sup> 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.

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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 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**

Document Title:	Notices Published - 279 Portugal Cove Road.docx
Attachments:	- DEV2100154-279 PORTUGAL COVE ROAD.pdf
Final Approval Date:	Oct 20, 2021

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

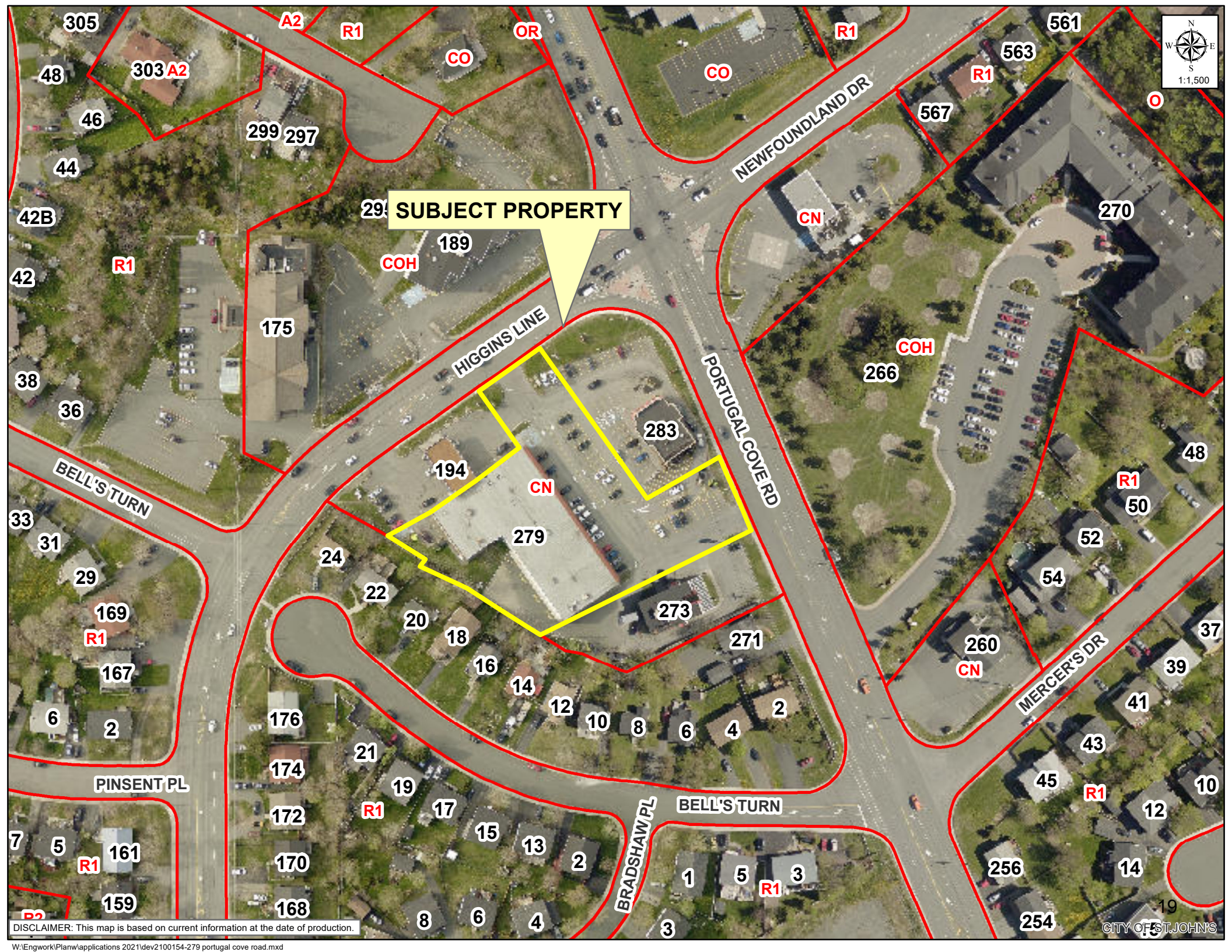
**Lindsay Lyghtle Brushett - Oct 20, 2021 - 9:41 AM**

**Jason Sinyard - Oct 20, 2021 - 4:20 PM**





**SUBJECT PROPERTY**



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



# 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

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## 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.

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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: 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.
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 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**

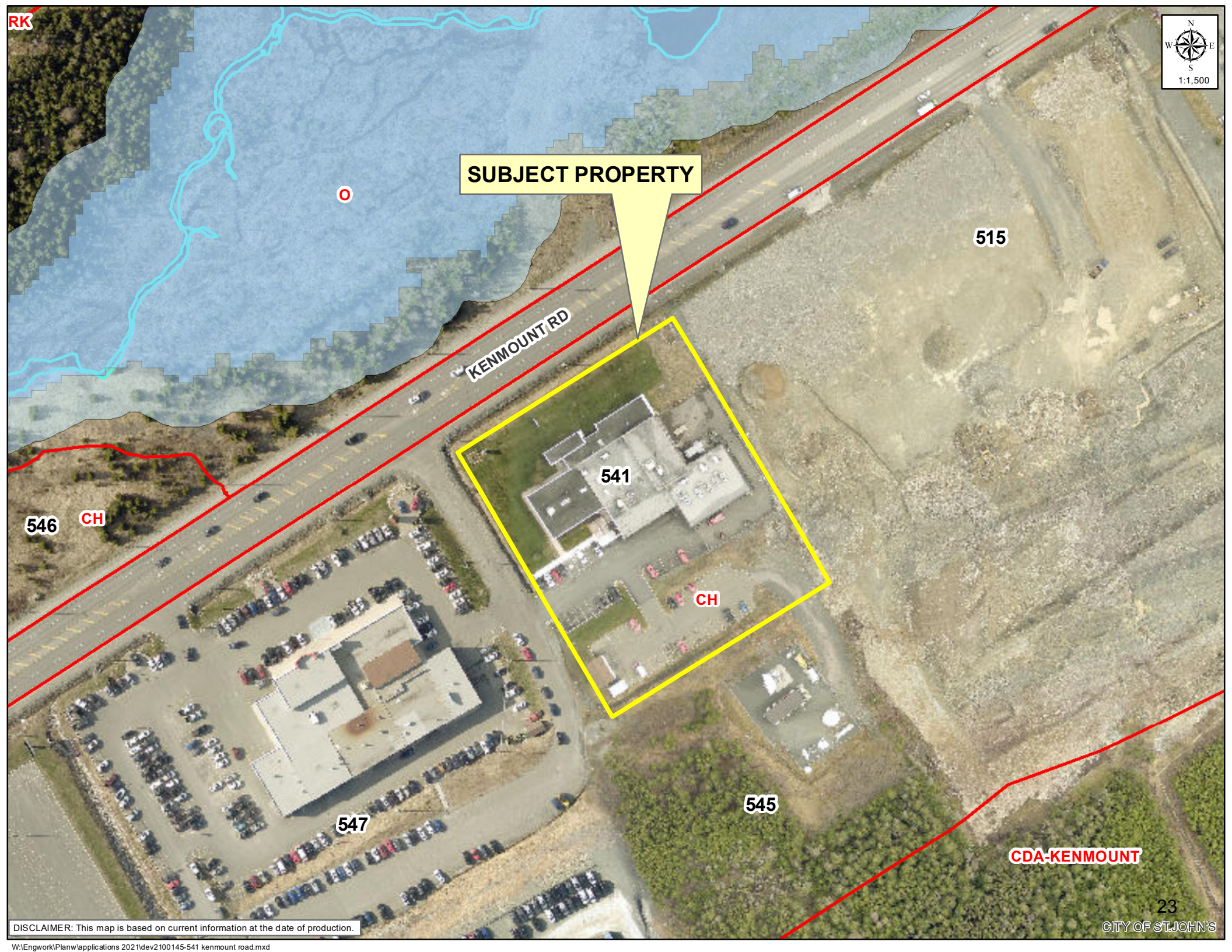
Document Title:	Notices Published - 541 Kenmount Road.docx
Attachments:	- DEV2100145-541 KENMOUNT ROAD.pdf
Final Approval Date:	Oct 20, 2021

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**





**SUBJECT PROPERTY**

**KENMOUNT RD**

**515**

**541**

**546**

**CH**

**CH**

**547**

**545**

**CDA-KENMOUNT**



**Development Permits List  
For the Period of October 14 to 20, 2021**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Building Lot for Single Detached Dwelling	69-71 Doyle's Road	5	Approved	21-10-19
IND	Canadian Coast Guard	Temporary Commissionaires Trailer	280 Southside Road	5	Approved	21-10-19

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

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

**Lindsay Lyghtle Brushett  
Supervisor - Planning and  
Development**

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## Building Permits List

### Council's October 18, 2021 Regular Meeting

Permits Issued: 2021/10/14 to 2021/10/20

#### Class: Residential

10 Malta St	Renovations	Semi Detached Dwelling
11 Lismore Pl	New Construction	Single Detached Dwelling
11 Malta St	Accessory Building	Accessory Building
15 Parliament St	Deck	Patio Deck
15 Parliament St	Accessory Building	Accessory Building
16 Outer Battery Rd	Extension	Single Detached Dwelling
161 Thorburn Rd	Change of Occupancy	Single Detached Dwelling
19 Fourth Pond Rd	Renovations	Single Detached Dwelling
191 Doyle St	Renovations	Townhousing
191 Doyle St	Deck	Patio Deck
207 Portugal Cove Rd	Change of Occupancy/Renovations	Single Detached w/ apt.
21 Pleasantville Ave	Renovations	Single Detached Dwelling
22 Wallace Pl	Renovations	Single Detached Dwelling
23 Simms St	Fence	Fence
238 Ladysmith Dr	Change of Occupancy	Single Detached w/ apt.
24 Golf Course Rd	Accessory Building	Single Detached Dwelling
24 Golf Course Rd	Site Work	Single Detached Dwelling
245 Portugal Cove Rd	Change of Occupancy/Renovations	Subsidiary Apartment
26 Shortall St	Renovations	Single Detached Dwelling
28 Harrington Dr	Renovations	Single Detached Dwelling
3 Park Pl	Change of Occupancy/Renovations	Duplex Dwelling
3 Sugar Pine Cres	New Construction	Single Detached Dwelling
31 Mayor Ave	Renovations	Semi Detached Dwelling
349 Ruby Line	Accessory Building	Accessory Building
35 Della Dr	Accessory Building	Accessory Building
38 Kenai Cres	Accessory Building	Accessory Building
4 Ordnance St	Renovations	Single Detached Dwelling
4 Somerset Pl	Renovations	Single Detached Dwelling

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

<b>YEAR TO DATE COMPARISONS</b>			
<b>October 18, 2021</b>			
<b>TYPE</b>	<b>2020</b>	<b>2021</b>	<b>% VARIANCE (+/-)</b>
Residential	\$38,729,518.51	\$49,790,635.09	29
Commercial	\$130,305,517.38	\$114,118,970.04	-12
Government/Institutional	\$136,500.00	\$32,800,499.00	23930
Industrial	\$3,000.00	\$4,164,500.00	138717
Repairs	\$2,886,183.90	\$3,960,460.57	37
<b>TOTAL</b>	<b>\$172,060,719.79</b>	<b>\$204,835,064.70</b>	<b>19</b>
Housing Units (1 & 2 Family Dwelling)	118	149	

Respectfully Submitted,

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending October 20, 2021**

### **Payroll**

<b>Public Works</b>	<b>\$ 434,026.67</b>
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<b>Bi-Weekly Casual</b>	<b>\$ 31,899.68</b>
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<b>Accounts Payable</b>	<b>\$ 2,872,035.62</b>
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*(A detailed breakdown available [here](#))*

<b>Total:</b>	<b>\$ 3,337,961.97</b>
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# ST. JOHN'S

DEPARTMENT OF FINANCE

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

# BID APPROVAL NOTE

**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

Vendor Name	Bid Amount
Royal Cleaning Services Inc.	\$321,512.40
Iggy's Cleaning Services	\$387,780.00
GDI Services (Canada) LP	\$555,876.70
Burse Cleaners (2010) Limited	\$569,940.00
Philrobban Janitorial Limited	\$9,734,961.60

**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:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021149 - Janitorial Services Paul Reynolds Centre.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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**

# DEPARTMENTAL APPROVAL REQUEST/RFP

**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:**

Vendor Name
Pinnacle Engineering Ltd.
Progressive Engineering and Consulting Inc.
Dillon Consulting Ltd.
Harbourside Engineering Group
CBCL
RV Anderson Associates Ltd.
Stantec
Aguathuna Drafting and Consulting Company Ltd.

**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).

# ST. JOHN'S

**Attachments:** N/A



### Report Approval Details

Document Title:	Engineering Services for Gleneyre Street Culvert Replacement.docx
Attachments:	
Final Approval Date:	Oct 20, 2021

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

Vendor Name	Bid Amount
Graymont (NB) Inc	\$2,062,945.33

**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:**

# ST. JOHN'S

# 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

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## **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 Sherrieffs, 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:

# ST. JOHN'S

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

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**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.

<u>Position</u>	<u>Name</u>
<u>Areas</u>	
Public Works	Councillor Sandy Hickman
Planning	Councillor Ian Froude
Sustainability	Councillors Ian Froude and Maggie Burton
Governance	Mayor Danny Breen
Economic Development	Mayor Danny Breen

# ST. JOHN'S



Inclusion	Councillor Debbie Hanlon
Finance	Councillor Ron Ellsworth
Transportation & Regulatory Services	Councillor Maggie Burton
Community Services	Deputy Mayor Sheilagh O’Leary
Development	Councillor Jamie Korab
Housing	Councillor Ophelia Ravencroft
Audit	Councillor Jill Bruce
Youth Matters	Councillor Maggie Burton
<b>Committees (standing, advisory, working group, expert panel)</b>	
Audit Standing Committee	Councillor Jill Bruce (Lead), Mayor Danny Breen, Councillor Ron Ellsworth
Arts & Culture Advisory Committee	Deputy Mayor Sheilagh O’Leary
Bike St. John’s Advisory Committee	Councillor Maggie Burton and Councillor Ian Froude
Inclusion Advisory Committee	Councillor Debbie Hanlon
Seniors Advisory Committee	Councillor Debbie Hanlon
Affordable Housing Working Group	Councillor Ophelia Ravencroft
Built Heritage Experts Panel	Councillor Maggie Burton
Environment and Sustainability Experts Panel	Councillor Maggie Burton and Councillor Ian Froude
<b><u>Boards</u></b>	
St. John’s Sports & Entertainment Board of Directors	Councillor Ron Ellsworth Mayor Danny Breen (Interim Chair)

St. John's Transportation Commission	Deputy Mayor Sheilagh O'Leary and Councillors Ian Froude and Maggie Burton
Pippy Park Commission	Deputy Mayor Sheilagh O'Leary
Bowring Park Foundation	Councillor Carl Ridgeley
Municipalities NL	Mayor Danny Breen
Canada Games	To Be Determined
St. John's Regional Fire Dept.	Councillors Carl Ridgeley and Ron Ellsworth
Downtown St. John's	Councillor Ophelia Ravencroft
Special Events Regulatory Committee	Councillor Debbie Hanlon
Regional Water & Wastewater	Councillor Carl Ridgeley
Northeast Avalon Joint Council	Councillor Jill Bruce
Quidi Vidi Rennies River Development Foundation	Councillor Jamie Korab
Clean St. John's	Councillor Jill Bruce
Eastern Regional Services Board	All Members of Council excluding Councillor Debbie Hanlon
St. John's Public Libraries Board	Deputy Mayor Sheilagh O'Leary
Canadian Capital Cities	Councillor Sandy Hickman

### 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

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**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

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## 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

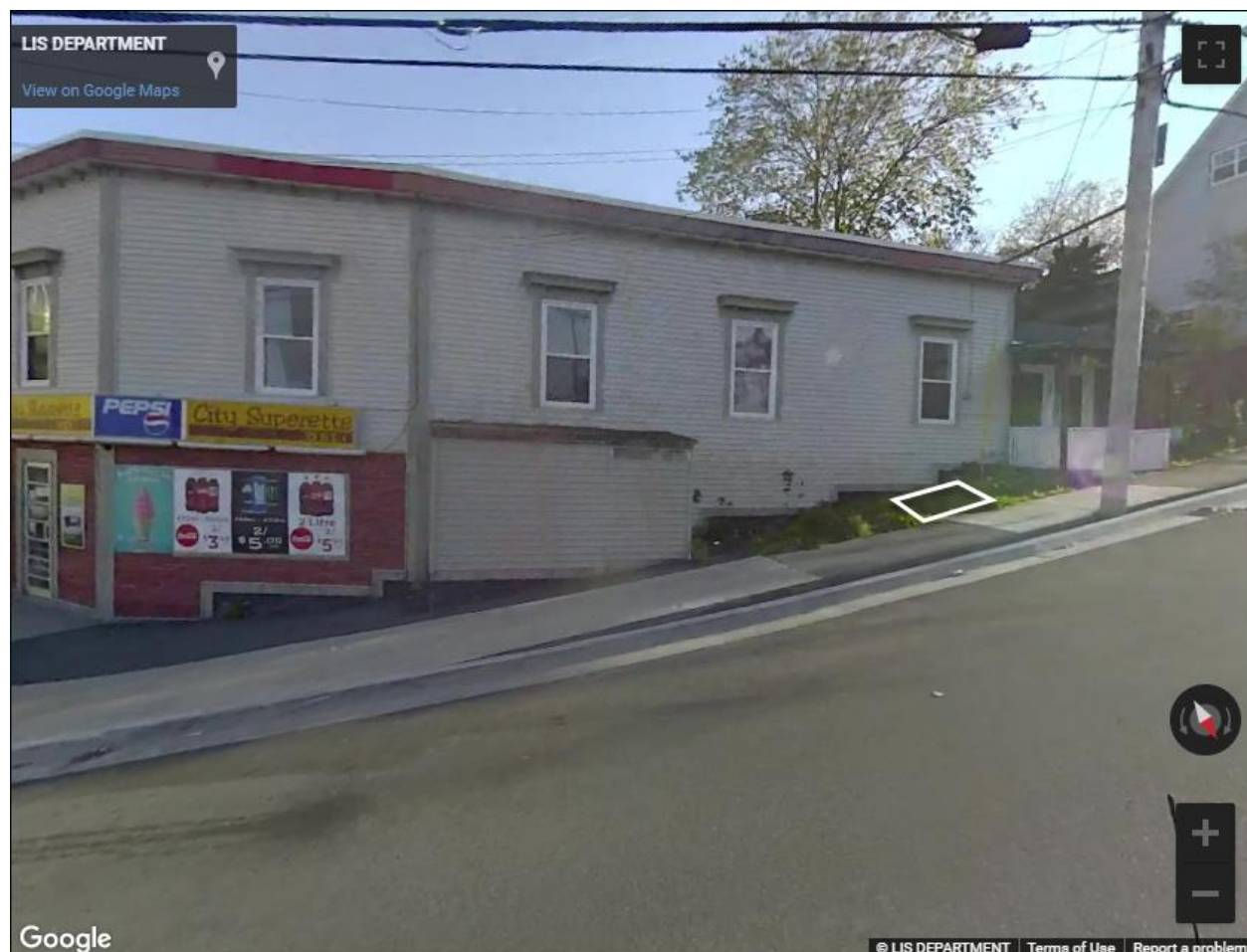
# ST. JOHN'S

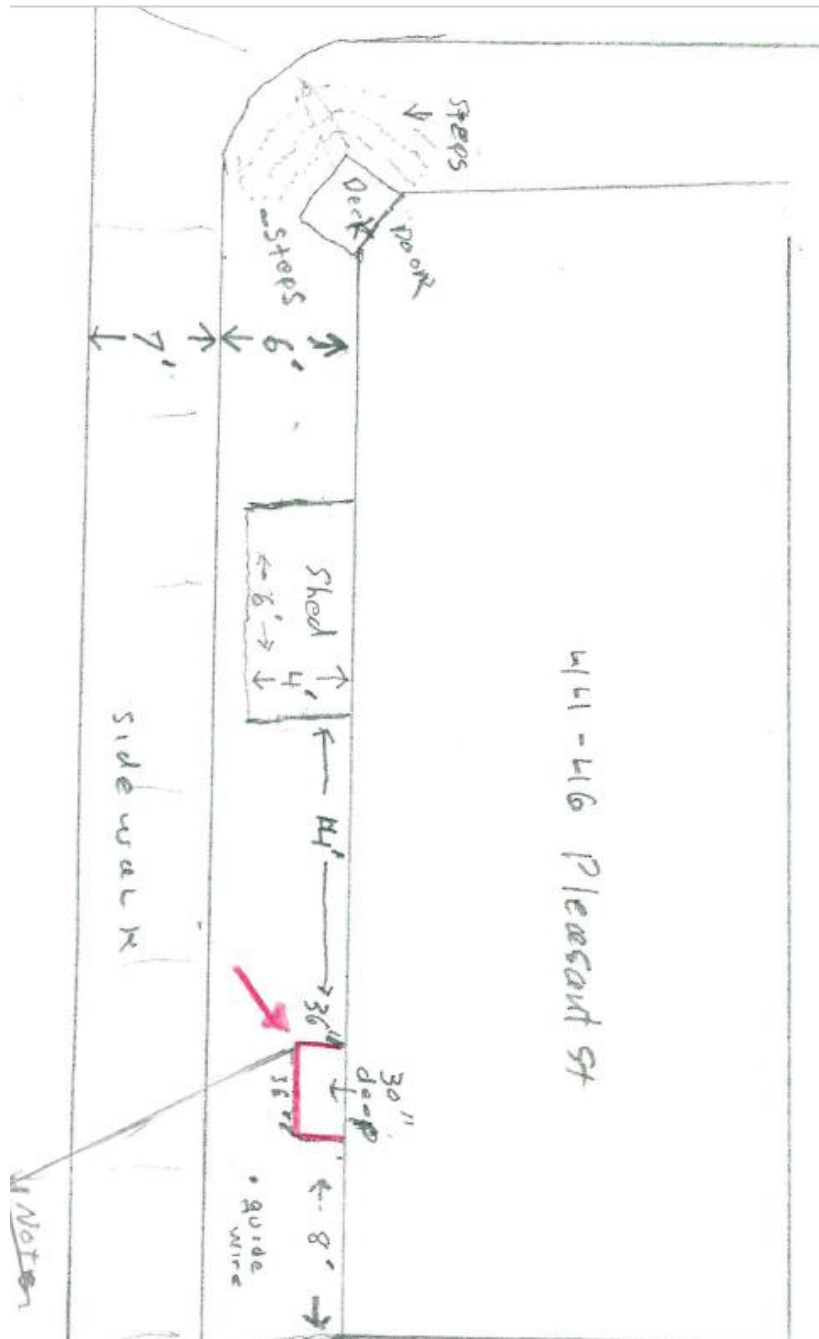
- 5. Privacy Implications: N/A
- 6. Engagement and Communications Considerations: N/A
- 7. Human Resource Implications: N/A
- 8. Procurement Implications: N/A
- 9. Information Technology Implications: N/A
- 10. Other Implications: N/A

**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**

Document Title:	Sale of City Land Adjacent to 55 Springdale Street.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

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