

# ST. JOHN'S

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## Regular Meeting - City Council Agenda

January 17, 2022

3:00 p.m.

4th Floor City Hall

### Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
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# **ST. JOHN'S**

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

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

**January 10, 2022, 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
- Ken O'Brien, Chief Municipal Planner
- 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**

Due to Covid-19 guidelines, the meeting was held virtually.

2. **PROCLAMATIONS/PRESENTATIONS**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2022-01-10/1

**Moved By** Councillor Bruce

**Seconded By** Deputy Mayor O'Leary

That the Agenda be adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Korab, Councillor Froude, and Councillor Ridgeley

**MOTION CARRIED (10 to 0)**

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - December 20, 2021**

SJMC-R-2022-01-10/2

**Moved By** Councillor Froude

**Seconded By** Councillor Hickman

The minutes of December 20, 2021 are adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Korab, Councillor Froude, and Councillor Ridgeley

**MOTION CARRIED (10 to 0)**

5. **BUSINESS ARISING FROM THE MINUTES**



**6. DEVELOPMENT APPLICATIONS****6.1 Request to Approve 3 Storey Single Detached Dwelling – 6 Strawberry Marsh Road - INT2100118**

An application was recieved for a Single Detached Dwelling with a height of three stories. Members of Council, while acknowledging concerns about the proposed additional height of the property and possible loss of trees, were supportive of the development, noting that the height would be similar to that of neighbouring properties and would not be out of sync with the area. Councillor Froude advised that although the preservation of trees is important, the City has little control over trees planted on private property.

SJMC-R-2022-01-10/3

**Moved By** Councillor Korab

**Seconded By** Councillor Froude

That Council approve the proposed 3 storey Single Detached Dwelling located at 6 Strawberry Marsh Road.

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 – 318 LeMarchant Road - DEV2100180**

SJMC-R-2022-01-10/4

**Moved By** Councillor Korab

**Seconded By** Councillor Ridgeley

That Council approve the application for a temporary Retail Use at 318 LeMarchant Road.

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 Request to Relieve Parking for Additional Dwelling Unit – 43 Gower Street – INT2100123**

SJMC-R-2022-01-10/5

**Moved By** Councillor Korab

**Seconded By** Councillor Hanlon

That Council relieve 1 parking space for the additional Dwelling Unit at 43 Gower Street.

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 December 16, 2021 to January 5, 2022**

Council considered the Development Permits List for information.

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

**10.1 Building Permits List**

Council considered the Building Permits List for information.

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**11.1 Weekly Payment Vouchers for the Week Ending December 22, 2021**

SJMC-R-2022-01-10/6

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Froude

That the weekly payment vouchers for the week ending December 22, 2021, in the amount of \$5,084,287.66 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)**

**11.2 Weekly Payment Vouchers for the Week Ending January 5, 2022**

SJMC-R-2022-01-10/7

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Ridgeley

That the weekly payment vouchers for the week ending January 5, 2022, in the amount of \$6,044,717.45 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 2021178 - Downtown Litter Collection and Waste Removal Service**

The Deputy Mayor noted the disparity in the bids for the contract, advising that the successful bidder had been the service provider for Downtown Litter Collection and Waste Removal Service for quite some time. She informed Council that there have been complaints concerning the removal of waste and litter in the Downtown area and asked the Deputy City Manager of Public Works for commentary on an improvement in the level of service. The Deputy City Manager replied that the tender had been revised to address these concerns and to provide a better level of service, and that Staff will work with the contractor to ensure that the contractor is fulfilling the specifications outlined in the tender.

SJMC-R-2022-01-10/8

**Moved By** Councillor Hickman

**Seconded By** Councillor Bruce

That Council approve for award open call 2021178 – Downtown Litter Collection and Waste Removal Service to the lowest bidder meeting specification, Kelloway Construction Limited, for \$284,390.40 HST included, 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 2021181 - Supply of Rock Cover Material - Robin Hood Bay Waste Management Facility**

SJMC-R-2022-01-10/9

**Moved By** Councillor Hickman

**Seconded By** Councillor Ravencroft

That Council approve for award this open call to the three (3) lowest bidders meeting specifications, Weir's Construction Limited, Capital Ready Mix a division of Newcrete Investments Limited Partnership, and Farrell's Excavating Ltd. The Right of First Refusal will be given to the vendor with the lowest bid, subsequent vendors may be contacted in order of ranking until the service can be fulfilled as per the Public Procurement Act. The estimated value of the contract is \$1,886,000.00 (HST included).

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****15. ACTION ITEMS RAISED BY COUNCIL****15.1 Public Engagement - Budget**

Councillor Ridgeley proposed a plan for increased engagement for budget discussions. He suggested that town halls be held in each ward in March. The town halls would be chaired by respected, independent ward citizens, with Staff present. The public would be provided with information on the budget and would then be given opportunity to provide feedback on what they value most and what reductions they would like to see to maintain taxation levels. Consultation with the Business Community would also be beneficial to determine where the City could be more effective in providing support. This information would then be compiled in a What We Heard Document, which would be released to the Public and Council in the Summer for consideration in advance of budget discussions.

**15.2 Southlands Outdoor Rink**

Councillor Ridgeley announced that they were looking for volunteers to assist with the maintenance of an outdoor rink in Southlands. The rink would likely be located next to the Community Centre off Teakwood Drive.

**15.3 Chinese Head Tax Memorial**

The Deputy Mayor informed Council that they had received an email regarding the Chinese Head Tax Memorial, located next to the annex across from City Hall. There was construction work taking place in the area, and in the process the Memorial had been disrespected. The concerns were brought to City Staff who were quick to respond to the situation and discuss the issue with those working on site. Staff provided an apology and the Deputy Mayor asked Council to reflect upon racism and the importance of respecting memorials, noting that they can help us learn and grow as a society.

**15.4 36 Temperance Street**

The Deputy Mayor asked the Deputy City Manager of Planning, Engineering, and Regulatory Services for an update on the proposed condominium development at 36 Temperance Street. The details for development approval have been reviewed by Staff and meet the requirements for the zone. The building will contain 16 units and will be 4

stories off Battery Road with 6 stories on Temperance Street. The developer is taking a phased approach, and the lower, second phase of development is not part of this approval. The approval is good for two years, with the possibility of extension.

**16. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:33 p.m.

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MAYOR

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CITY CLERK

# DECISION/DIRECTION NOTE

**Title:** Notices Published – 515 Newfoundland Drive - DEV2100187

**Date Prepared:** January 12, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Jamie Korab, Development

**Ward:** Ward 1

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## **Decision/Direction Required:**

A Discretionary Use application has been submitted for a Home Occupation at 515 Newfoundland Drive.

## **Discussion – Background and Current Status:**

The Home Occupation is for family home childcare, which will be owner operated and accommodate up to 6 children. The floor area will be 36.28m<sup>2</sup> and operate Monday to Friday, 7:30 a.m. to 5:30 p.m. On-site parking is provided. The proposed application site is in the Residential (R1) Zone.

One submission was received, which raised concerns pertaining to extra traffic and overall speed the proposed business would generate on a neighbouring cul-de-sac, along with a lack of parking in the area. Transportation Engineering reviewed the proposal and has no issue with the application. Newfoundland Drive is classified as a minor arterial and does not qualify for traffic calming. Regarding concerns raised for Kingfisher Place, signs will be installed on the cul-de-sac advising motorists that there is no exit. The proposed Use has three on-site parking spaces and only one is used by the applicant. Sufficient on-street parking is available along both sides of Newfoundland Drive.

## **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: Envision St. John's Development Regulations Residential 1 (R1) Zone and Section 6.18 Home Occupation.

# ST. JOHN'S

5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 the Envision 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 for a Home Occupation at 515 Newfoundland Drive to allow a family home childcare.

**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 - 515 Newfoundland Drive .docx |
| Attachments:         |  |
| Final Approval Date: | Jan 12, 2022                                     |

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

**Lindsay Lyghtle Brushett - Jan 12, 2022 - 1:41 PM**

**Jason Sinyard - Jan 12, 2022 - 2:20 PM**

**Karen Chafe**

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**From:** [REDACTED]  
**Sent:** Tuesday, January 11, 2022 1:06 PM  
**To:** CityClerk  
**Subject:** (EXT) Discetionary Use Application for 515 Newfoundland Drive

Hello,

I am strongly opposed to the family home child care proposed for 515 Newfoundland Drive.

We live in a nearby cu de sac which already has too much high speed traffic. Drivers think they can get through [REDACTED] to Torbay Road so they turn around in the cul de sac after realizing the mistake. Kids frequently play on the road here.

We already have a business on this street and are sometimes short of parking spots on the road for visitors. I think there is not sufficient parking for this Newfoundland proposed business and this would cause users of the facility to park on [REDACTED], instead of Newfoundland Drive.

Thank you,

[REDACTED]

# DECISION/DIRECTION NOTE

**Title:** Notices Published – 390 Duckworth Street - DEV2100186

**Date Prepared:** January 12, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Jamie Korab, Development

**Ward:** Ward 2

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**Decision/Direction Required:** A Discretionary Use application has been submitted by Hanlon Realty for 390 Duckworth Street.

**Discussion – Background and Current Status:** The Discretionary Use is for a Place of Assembly (Theatre) and a Lounge. The Theatre is located on the floor off New Gower Street and has a floor area of 292.6m<sup>2</sup>. The Lounge is located on the lower floor off Duckworth Street and has a floor area of 200m<sup>2</sup>. Hours of operation will be seven days a week 6 p.m. to midnight, with 25 employees onsite. The proposed application site is in the Commercial Downtown Mixed (CDM) Zone.

Three submissions were received, which are in favour of the proposal.

The parking required for this Development is calculated at 20 parking spaces as per Section 8.3 and Section 8.6.1 of the Development Regulations. No parking is provided and parking relief for the required parking spaces is requested. The justification for this request is that there is no parking onsite and historically there has never been parking associated with this property as it is located within the Downtown. The proposed new Uses are in line with past uses of the property and parking was not a concern. As per Section 8.12 Parking Report, if an applicant wishes to provide a different number of parking spaces other than that required, Council shall require a Parking Report. Where in the opinion of Council the change requested does not merit a Parking Report, Council may accept a staff report in lieu of a Parking Report, which is presented as this Decision Note.

## **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 Envision Development Regulations Commercial Downtown Mixed (CDM) Zone, Section 8.3 Parking Standards, Section 8.6.1 Downtown Parking Area and Section 8.12 Parking Report.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 Public Consultation of the St. John's Envision 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 twice 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 for Place of Assembly (Theatre) and Lounge at 390 Duckworth Street and approve parking relief for 20 parking spaces.

**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 - 390 Duckworth Street.docx |
| Attachments:         | - DEV2100186-390 DUCKWORTH STREET.pdf         |
| Final Approval Date: | Jan 13, 2022                                  |

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

**Lindsay Lyghtle Brushett - Jan 12, 2022 - 10:54 AM**

**Jason Sinyard - Jan 13, 2022 - 12:41 PM**





SUBJECT PROPERTY



CDM

18

CITY OF ST. JOHN'S

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

W:\Engwork\Planw\applications 2021\dev\2100186-390 duckworth street.mxd



We Support This!  
Thank you

Re: 390 Duckworth Street

### Application

A Discretionary Use application has been submitted by Hanlon Realty for 390 Duckworth Street.

### Description

The Discretionary Use is for a Place of Assembly (Theatre) and a Lounge. The Theatre is located on the floor off New Gower Street, with a floor area of 292.6 m<sup>2</sup>. The Lounge is located on the lower floor off Duckworth Street and has a floor area of 200 m<sup>2</sup>. Hours of operation will be seven days a week 6 p.m. - midnight, with 25 employees on site.

### Comment By

9:30 a.m. January 11, 2022

### Comments

Provide your comments to the Office of the City Clerk including your name and address to [cityclerk@stjohns.ca](mailto:cityclerk@stjohns.ca) or P.O. Box 908, St. John's, NL, A1C 5M2.

Comments received become a matter of public record and are included in the Council agenda for the date a decision on the application will be made. Any identifying information (including your name) will be removed prior to your comment being released publicly. If you are writing on behalf of a group, organization, business, etc. and wish to remain anonymous, you must indicate as such with your submission.

Collection of personal information is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to consider your comments on this application. Questions about the collection and use of your information may be directed to the City Clerk at 709-576-8202 or [cityclerk@stjohns.ca](mailto:cityclerk@stjohns.ca).

### Council Decision Date

January 17, 2022

### Additional Information

Notices are sent to property owners within 150 metres of the application site. For more information call 709-576-6192 or email [planning@stjohns.ca](mailto:planning@stjohns.ca)

# ST. JOHN'S

**Karen Chafe**

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**From:** [REDACTED]  
**Sent:** Tuesday, January 11, 2022 8:57 AM  
**To:** CityClerk  
**Subject:** (EXT) 390 Duckworth Street

Hi,

I would be happy for this property to be used as proposed. A venue like that, in the Center if downtown, should absolutely be a functional business as opposed to a vacant property.

Thank you for your consideration.

[REDACTED]



## Karen Chafe

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**From:** [REDACTED]  
**Sent:** Tuesday, January 11, 2022 1:55 AM  
**To:** CityClerk  
**Subject:** (EXT) 390 Duckworth Street

Hello,

I may be too late to weigh in. It seems strange that this is even open to public opinion, given the history of this location. It seems obvious that this space should continue to be a "place of public assembly". It's very sad that it's been closed for so long, I don't think anyone would want it that way. Let's have a dance?

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

## Building Permits List

### Council's January 17, 2022 Regular Meeting

Permits Issued: 2022/01/06 to 2022/01/12

#### Class: Residential

|                        |                                    |                          |
|------------------------|------------------------------------|--------------------------|
| 11 Elliot Chafe's Lane | New Construction                   | Single Detached Dwelling |
| 11 Maurice Putt Cres   | Deck                               | Patio Deck               |
| 112 Cabot St           | Renovations                        | Single Detached w/ apt.  |
| 116 Campbell Ave       | Renovations                        | Single Detached Dwelling |
| 13 Gregory St          | Accessory Building                 | Accessory Building       |
| 15 Seminole Dr         | New Construction                   | Single Detached w/ apt.  |
| 25 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 27 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 29 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 31 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 33 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 35 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 37 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 39 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 41 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 43 Mcgrath Pl E        | Renovations                        | Townhousing              |
| 51 Newtown Rd          | Change of<br>Occupancy/Renovations | Single Detached Dwelling |
| 66 Blackwood Pl        | Renovations                        | Townhousing              |
| 68 Blackwood Pl        | Renovations                        | Townhousing              |
| 70 Blackwood Pl        | Renovations                        | Townhousing              |
| 72 Blackwood Pl        | Renovations                        | Townhousing              |
| 74 Blackwood Pl        | Renovations                        | Townhousing              |

This Week: \$584,015.10

#### Class: Commercial

|                  |                                    |                    |
|------------------|------------------------------------|--------------------|
| 277-281 Water St | Renovations                        | Other              |
| 32 Frecker Dr    | Sign                               | Service Station    |
| 430 Topsail Rd   | Change of<br>Occupancy/Renovations | Retail Store       |
| 653 Topsail Rd   | Change of Occupancy                | Retail Store       |
| 80 The Boulevard | Renovations                        | Apartment Building |

80 The Boulevard  
80 The Boulevard

Renovations  
Renovations

Apartment Building  
Apartment Building

This Week: \$377,950.00

**Class: Government/Institutional**

This Week: \$0.00

**Class: Industrial**

This Week: \$0.00

**Class: Demolition**

This Week: \$0.00

**This Week's Total: \$961,965.10**

Repair Permits Issued 2022/01/06 to 2022/01/12: \$0.00

| YEAR TO DATE COMPARISONS              |                       |                       |                     |
|---------------------------------------|-----------------------|-----------------------|---------------------|
| January 17, 2022                      |                       |                       |                     |
| TYPE                                  | 2021                  | 2022                  | % VARIANCE<br>(+/-) |
| Residential                           | \$1,276,590.02        | \$1,137,616.10        | -11                 |
| Commercial                            | \$963,608.65          | \$2,862,800.00        | 197                 |
| Government/Institutional              | \$0.00                | \$0.00                | 0                   |
| Industrial                            | \$0.00                | \$0.00                | 0                   |
| Repairs                               | \$43,000.00           | \$0.00                | -100                |
| <b>TOTAL</b>                          | <b>\$2,283,198.67</b> | <b>\$4,000,416.10</b> | <b>75</b>           |
| Housing Units (1 & 2 Family Dwelling) | 4                     | 3                     |                     |

Respectfully Submitted,

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending January 12, 2022**

### **Payroll**

|                         |                        |
|-------------------------|------------------------|
| <b>Public Works</b>     | <b>\$ 611,888.43</b>   |
| <b>Bi-Weekly Casual</b> | <b>\$ 3,078.05</b>     |
| <b>Accounts Payable</b> | <b>\$ 7,120,816.63</b> |

*(A detailed breakdown available [here](#))*

**Total: \$ 7,735,783.11**

# ST. JOHN'S

DEPARTMENT OF FINANCE

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

# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** 2021131 - Energy Performance Contract  
**Date Prepared:** Thursday, January 6, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Maggie Burton & Councillor Ian Froude - Sustainability  
**Ward:** Ward 4

**Department:** Public Works, Sustainability  
**Quotes Obtained By:** Edmundo Fausto  
**Budget Code:** 3011-59000  
**Source of Funding:** Operating

**Purpose:**

The City is pursuing the procurement of an Energy Service Company (ESCO) to develop and implement a “self-funded” Energy Savings Performance Contract to improve energy efficiency and reduce greenhouse gas emissions. The ESCO will assess corporate facilities’ energy systems and equipment, identifies possible energy savings opportunities, recommends and implements energy efficiency improvements, monitors the results, and guarantees the energy savings. The energy-saving improvements and the energy service company are paid for over a specified period from the resulting energy savings and grants. When the payout period is over, the ESCO’s services and all the improvements will have been paid for and the City will benefit from all future savings.

**Proposals Submitted By:**

| Vendor Name                      |
|----------------------------------|
| Ameresco Canada Inc.             |
| Honeywell Limited                |
| MCW Custom Energy Solutions 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:** For a period of one (1) year, with an option in favour of the City to extend the agreement on the same terms and conditions for an additional term of up to three (3) years.

**Recommendation:**

THAT Council approve for award this open call to the best rating bidder, Honeywell Limited, as per the Public Procurement Act.

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**Attachments: N/A**

# BID APPROVAL NOTE

**Bid # and Name:** 2021180 – Open and Close Sports Field Netting  
**Date Prepared:** Wednesday, January 12, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Parks & Open Spaces  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** 7123-52100  
**Source of Funding:** Operating

**Purpose:**

This open call was issued for the installation/opening and removal/securing of sports field safety netting at ten sports fields in the City.

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

| Vendor Name                           | Bid Amount  |
|---------------------------------------|-------------|
| Windco Enterprises Ltd.               | \$10,425.00 |
| 86790 Newfoundland & Labrador Limited | \$11,550.00 |

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

**Contract Duration:** 5 years, plus option to renew for additional 5 years.

**Bid Exception:** None

**Recommendation:**

That Council approve for award open call 2021180 - Open and Close Sports Field Netting to the lowest bidder meeting specification, Windco Enterprises Ltd. for \$10,425.00 per year, plus HST, as per the Public Procurement Act.

**Attachments:**

# ST. JOHN'S



### Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | 2021180 - Open and Close Sports Field Netting.docx |
| Attachments:         |  |
| Final Approval Date: | Jan 12, 2022                                       |

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

**Rick Squires - Jan 12, 2022 - 1:54 PM**

**Derek Coffey - Jan 12, 2022 - 2:15 PM**

# BID APPROVAL NOTE

**Bid # and Name:** Relocation of cables from underground to aerial  
**Date Prepared:** Wednesday, January 12, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Ian Froude, Planning  
**Ward:** N/A

**Department:** Planning Engineering & Regulatory Services  
**Division:** Administration  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** ENG-2015-766  
**Source of Funding:** Operating

**Purpose:**

The purpose of this procurement is the relocation of cables from underground to aerial on Torbay Road. Bell will place 1,430m of new telecommunication cables.

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

| Vendor Name | Bid Amount     |
|-------------|----------------|
| Bell        | \$ 105, 579.50 |

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

**Contract Duration:** 18 months

**Bid Exception:** Contract Award Without Open Call

**Recommendation:**

That Council approve this sole source procurement to Bell for \$105, 579.50 (HST Excluded) as per the Public Procurement Act.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Relocation of cables from underground to aerial.docx |
| Attachments:         |  |
| Final Approval Date: | Jan 12, 2022   |

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

**Rick Squires - Jan 12, 2022 - 3:08 PM**

**Derek Coffey - Jan 12, 2022 - 3:52 PM**

# BID APPROVAL NOTE

**Bid # and Name:** Replacement and Relocation of poles on Torbay Road  
**Date Prepared:** Wednesday, January 12, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Ian Froude, Planning  
**Ward:** N/A

**Department:** Planning Engineering & Regulatory Services  
**Division:** Administration  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** ENG-2015-766  
**Source of Funding:** Operating

**Purpose:**

The purposes for this procurement is the replacement/relocation of poles along Torbay Road, from Majors Path to Stavanger Drive. Driven by the City's Lane addition project.

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

| Vendor Name        | Bid Amount    |
|--------------------|---------------|
| Newfoundland Power | \$118, 411.83 |

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

**Contract Duration:** N/A

**Bid Exception:** Contract Award Without Open Call

**Recommendation:**

That Council award this procurement to the sole source provider, Newfoundland Power, for \$118, 411.83 (HST excluded) as per the Public Procurement Act.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | Replacement and Relocation of poles along Torbay Road.docx |
| Attachments:         |  |
| Final Approval Date: | Jan 12, 2022   |

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

**Rick Squires - Jan 12, 2022 - 3:03 PM**

**Derek Coffey - Jan 12, 2022 - 3:42 PM**

# BID APPROVAL NOTE

**Bid # and Name:** 2021195 - 2022 Materials Quality Control  
**Date Prepared:** Wednesday, January 12, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Ian Froude, Planning  
**Ward:** N/A

**Department:** Planning Engineering & Regulatory Services  
**Division:** Engineering  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** 2019-937  
**Source of Funding:** Multiyear Capital

**Purpose:**

The purpose of this open call is for the services of external companies for materials testing and quality control of soil and aggregates, concrete, and hot mix asphalt.

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

| Vendor Name  | Bid Amount   |
|--|--------------|
| Englobe Corp.  | \$74,554.50  |
| Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited | \$80,488.50  |
| EXP Services Inc.  | \$90,179.55  |
| AllRock Consulting Limited   | \$97,083.00  |
| Allnorth Consulting Limited  | \$109,061.86 |

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

**Contract Duration:** One year with the potential for two (2) one (1) year extensions.

**Bid Exception:** None

**Recommendation:**

That Council approve for award this open call to all bidders listed for \$74, 544.50 (HST Included) as per the Public Procurement Act. The Right of First Refusal will be given to the vendor with the lowest bid, subsequent vendors may be contacted in order of ranking until the service can be fulfilled as the work will be performed as a Right of First Refusal.

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**Attachments:**

### Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | 2021195 - 2022 Materials Quality Control.docx |
| Attachments:         |   |
| Final Approval Date: | Jan 13, 2022                                  |

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

**Rick Squires - Jan 13, 2022 - 8:33 AM**

**Derek Coffey - Jan 13, 2022 - 8:50 AM**



# DECISION/DIRECTION NOTE

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**Title:** Lease of City land adjacent to 13 George Street

**Date Prepared:** January 12, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Ophelia Ravencroft, Housing

**Ward:** Ward 2

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## Decision/Direction Required:

Decision to lease City land adjacent to 13 George Street for the installation of two propane tanks, as shown in red on the attached diagram.

## Discussion – Background and Current Status:

The owner of 13 George Street has approached the City to enter into a lease to install two propane tanks adjacent to her property. This request was circulated amongst the required City departments with no objections noted. It is worth noting that this property owner has a lease currently in place adjacent to this land for her garbage box, and one at the front of her property for the patio.

The yearly lease price has been established at \$45.00 per year, plus HST and a one-time administrative fee of \$300.00 + HST. This lease will be subject to insurance meeting the requirements of the City's Manager, Enterprise Risk and Insurance.

## Key Considerations/Implications:

1. Budget/Financial Implications: The City will receive \$45.00 per year plus the one-time administrative fee of \$300.
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions/Adopted Plans: An Effective City
4. Legal or Policy Implications: A Lease will be prepared by the Legal Department.
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A
7. Human Resource Implications: N/A

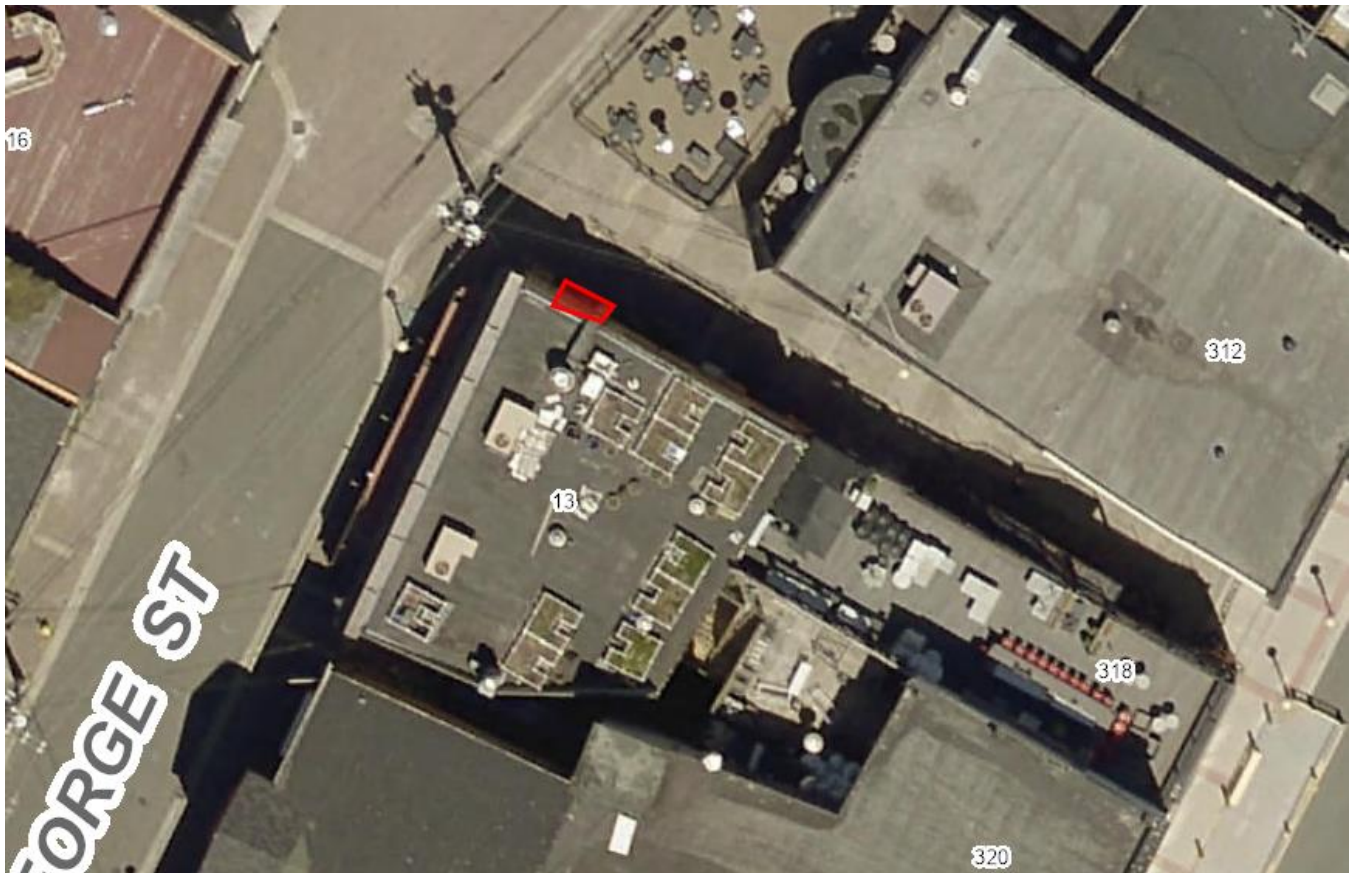
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- 8. Procurement Implications: N/A
- 9. Information Technology Implications: N/A
- 10. Other Implications: N/A

**Recommendation:**

That Council Lease City owned land adjacent to 13 George Street, as shown in red on the diagram below, for the installation of two propane tanks.

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



**Report Approval Details**

|                      |  |
|----------------------|--|
| Document Title:      | Lease of City land adjacent to 13 George Street.docx |
| Attachments:         |  |
| Final Approval Date: | Jan 12, 2022   |

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

**Cheryl Mullett - Jan 12, 2022 - 1:46 PM**

# DECISION/DIRECTION NOTE

**Title:** Designated Heritage Building Wall Signs – 488 Water Street – SGN2100142

**Date Prepared:** January 11, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Heritage

**Ward:** Ward 2

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## Decision/Direction Required:

To approve four (4) proposed wall signs located at 488 Water Street, Apothecary Hall, which is a designated Heritage Building.

## Discussion – Background and Current Status:

The City has received an application for 4 wall signs for the building located at 488 Water Street. Apothecary Hall is located within the Commercial District of the St. John's Municipal Plan, zoned Commercial Downtown (CD), within Heritage Area 3, and designated municipally as a Heritage Building and provincially as a Registered Heritage Structure.

The 4 wall signs of varying sizes are proposed on the western side of the building, facing Brennan Street. As per Section 9(b) of the Sign By-Law, "Except as otherwise provided, or at the discretion of Council, no sign shall be placed: ... (b) at a designated heritage building", therefore Council's approval is required for the proposed signs.

The 4 wall signs include 3 logo signs and one graphic sign (see attached graphic):

1. Logo Sign – 6" x 24"
2. Logo Sign – 14" x 28"
3. Logo Sign – 36" x 84"
4. Graphic Sign - 48" x 72"

As per Section 57 of the Sign By-Law, in a Heritage Area, wall signs shall not be placed over the second-storey windows or higher on a building façade, and shall not exceed 3 square metres (approximately 32 square feet) in area. The proposed signs meet this requirement.

As per Section 49 of the Sign By-Law, not more than two types of signs may be used at the same time on the same façade. While the applicant is proposing more than two wall signs by definition, one is a small name plate (replacing an existing name plate) and one is located within the entrance alcove and is more of a directory sign for visitors entering the building. Both are much smaller than the maximum size and therefore it is recommended to approve all four wall signs as proposed. Given that the wall signs do not exceed the maximum size and

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are placed below the second-storey windows, staff did not refer the application to the City's Built Heritage Experts Panel.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans:  
*St. John's Strategic Plan 2019-2029 - A Sustainable City* – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: In line with the Sign By-Law.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
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 four (4) wall signs at 488 Water Street, as proposed.

**Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage**

**Approved by: Ken O'Brien, MCIP, Chief Municipal Planner**

**Report Approval Details**

|                      |  |
|----------------------|--|
| Document Title:      | Designated Heritage Building Wall Signs - 488 Water Street - SGN2100142.docx |
| Attachments:         | - 488 Water Street - Attachments.pdf   |
| Final Approval Date: | Jan 13, 2022   |

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

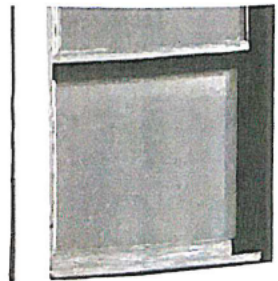
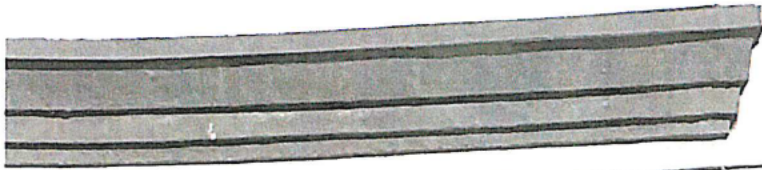
**Ken O'Brien - Jan 12, 2022 - 4:43 PM**

**Jason Sinyard - Jan 13, 2022 - 2:28 PM**

Subject Property





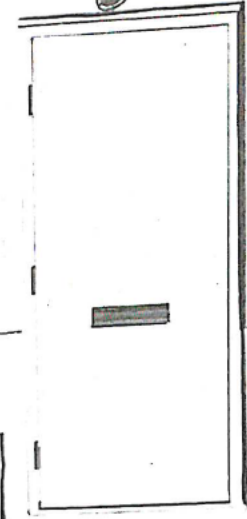
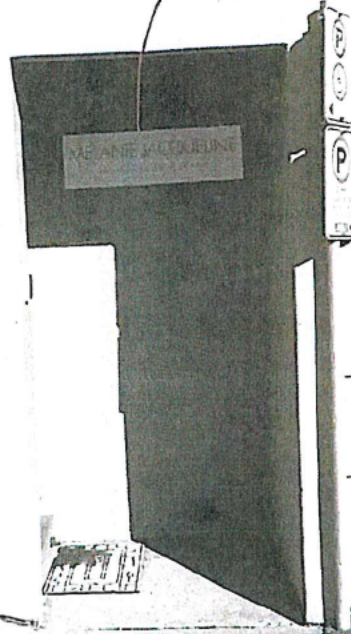


Dimensions: 24' x 6'



MELANE JACQUELINE

Dimensions: 28' x 14'







--- Hi [REDACTED] the cost for signage as per our discussion is as follow;

- Logo sign - dibond - 6" x 24" - [REDACTED]
- Logo sign - dibond - 14" x 28" - [REDACTED]
- Logo sign - dibond - 36" x 84" - [REDACTED]
- Graphics sign - Coroplast - 48" x 72" - [REDACTED]