

# ST. JOHN'S

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## Regular Meeting - City Council Agenda

January 24, 2022

3:00 p.m.

4th Floor City Hall

### Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
  - 3.1. Adoption of Agenda
4. ADOPTION OF THE MINUTES
  - 4.1. Adoption of Minutes - January 17, 2022 3
5. BUSINESS ARISING FROM THE MINUTES
6. DEVELOPMENT APPLICATIONS
  - 6.1. Request for Lot Area Variance – 46 Shoal Bay Road – SUB2100063 10
  - 6.2. Request to Establish Sight Triangle – 54 Shoal Bay Road – DEV2100184 14
  - 6.3. Request for Lot Frontage Variance – 310 Brookfield Road – SUB2100065 18
  - 6.4. Request for Additional Parking – 34 Jetstream Avenue – DEV2200002 23
7. RATIFICATION OF EPOLLS
8. COMMITTEE REPORTS
9. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)
  - 9.1. Development Permits List January 13 to 19, 2022 26
10. BUILDING PERMITS LIST (FOR INFORMATION ONLY)

10.1.	Building Permits List for week ending January 19, 2022	27
<b>11.</b>	<b>REQUISITIONS, PAYROLLS AND ACCOUNTS</b>	
11.1.	Weekly Payment Vouchers for the Week Ending January 19, 2022	29
<b>12.</b>	<b>TENDERS/RFPS</b>	
12.1.	MS Govern Annual Renewal	30
12.2.	2021172 – Supply and Delivery of 240 L Roll-out Garbage Carts	35
<b>13.</b>	<b>NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS</b>	
<b>14.</b>	<b>OTHER BUSINESS</b>	
14.1.	45 Janeway Place interpret zone lines DEV2100181	37
14.2.	467 Main Road interpret zone line	40
14.3.	Southlands 9-2B open-space access zone-line interpretation	44
<b>15.</b>	<b>ACTION ITEMS RAISED BY COUNCIL</b>	
<b>16.</b>	<b>ADJOURNMENT</b>	

# ST. JOHN'S

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## Minutes of Regular Meeting - City Council

Council Chamber, 4th Floor, City Hall

January 17, 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  
Lynnann Winsor, Deputy City Manager of Public Works  
Cheryl Mullett, City Solicitor  
Susan Bonnell, Manager, Communications & Office Services  
Ken O'Brien, Chief Municipal Planner  
Karen Chafe, City Clerk  
Christine Carter, 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**

Mayor Danny Breen called the meeting to order at 3:02 pm.

2. **PROCLAMATIONS/PRESENTATIONS**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2022-01-17/10

**Moved By** Councillor Ravencroft

**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 Ravencroft, Councillor Korab, and Councillor Froude

**MOTION CARRIED (10 to 0)**

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - January 10, 2022**

SJMC-R-2022-01-17/11

**Moved By** Councillor Froude

**Seconded By** Councillor Korab

That the minutes of January 10, 2022, be adopted as presented.

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

**MOTION CARRIED (10 to 0)**

5. **BUSINESS ARISING FROM THE MINUTES**

6. **DEVELOPMENT APPLICATIONS**

6.1 **Notices Published – 515 Newfoundland Drive - DEV2100187**

SJMC-R-2022-01-17/12

**Moved By** Councillor Korab

**Seconded By** Deputy Mayor O'Leary

That Council approve the Discretionary Use application for a Home Occupation at 515 Newfoundland Drive to allow a family home childcare.



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

**MOTION CARRIED (10 to 0)**

**6.2 Notices Published – 390 Duckworth Street - DEV2100186**

SJMC-R-2022-01-17/13

**Moved By** Councillor Korab

**Seconded By** Councillor Burton

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.

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

**MOTION CARRIED (10 to 0)**

**7. RATIFICATION OF EPOLLS**

**8. COMMITTEE REPORTS**

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

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

**10.1 Building Permits List**

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**11.1 Weekly Payment Vouchers Ending Week of January 12, 2022**

SJMC-R-2022-01-17/14

**Moved By** Councillor Burton

**Seconded By** Councillor Bruce

That the weekly payment vouchers for the week ending January 12, 2022, in the amount of \$7,735,783.11 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 2021131 - Energy Performance Contract**

SJMC-R-2022-01-17/15

**Moved By** Councillor Froude

**Seconded By** Councillor Hanlon

THAT Council approve for award this open call to the best rating bidder, Honeywell Limited, 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 2021180 – Open and Close Sports Field Netting**

SJMC-R-2022-01-17/16

**Moved By** Councillor Hickman

**Seconded By** Councillor Froude

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.

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 Relocation of cables from underground to aerial**

The Deputy City Manager of Planning, Engineering and Regulatory Services, Jason Sinyard, advised Council that these tenders are related to the improvements from the Torbay Road North Traffic Study. There will be installation of right turn lanes on Torbay Road between Major's Path and Stavanger Drive, as well as a right turn lane exiting Stavanger Drive. In order to do these improvements, utility location changes are required.

SJMC-R-2022-01-17/17

**Moved By** Councillor Hickman

**Seconded By** Councillor Ellsworth

That Council approve this sole source procurement to Bell for \$105, 579.50 (HST Excluded) 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 Replacement and Relocation of poles on Torbay Road**

Councillor Froude noted that in addition to the installation of the right turn lane there is a proposed shared use pathway on the west side of Torbay Road at this location. As previously discussed by Council, the space requirements for this, although not a confirmed project, it is part of the consideration of the location of this sort of infrastructure.

SJMC-R-2022-01-17/18

**Moved By** Councillor Hickman

**Seconded By** Councillor Bruce

That Council award this procurement to the sole source provider, Newfoundland Power, for \$118, 411.83 (HST excluded) 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)**

#### **12.5 2021195 - 2022 Materials Quality Control**

SJMC-R-2022-01-17/19

**Moved By** Councillor Hickman

**Seconded By** Councillor Korab

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.

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 Lease of City land adjacent to 13 George Street**

SJMC-R-2022-01-17/20

**Moved By** Councillor Ravencroft

**Seconded By** Councillor Hanlon

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.

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

Councillor Korab asked City Staff what the purpose of the signage is in this proposal.

Mr. Ken O'Brien, Chief Municipal Planner, advised that the signage is for a new business that is being opened upstairs in the building.

SJMC-R-2022-01-17/21

**Moved By** Councillor Burton

**Seconded By** Councillor Ravencroft

That Council approve four (4) wall signs at 488 Water Street, as proposed.

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**

- Deputy Mayor O'Leary asked about the responsibility of utility pole replacement and removal of the old poles around the City. She also noted that there has been damage to some sidewalks and asked about having that addressed. The Deputy City Manager of Planning, Engineering and Regulatory Services, Jason Sinyard, advised that these issues can be addressed with Newfoundland Power and his Department will work with them on the removal of the old poles. He also advised that he wasn't aware of any damage to sidewalks, but it would be the utility's responsibility for any damages done to City sidewalks during pole replacement.
- Councillor Korab also advised of a report of illegal dumping just received on Redmond's Road and he asked that Staff of the Planning, Engineering and Regulatory Services investigate this as it is becoming an issue in that area and hopes it can be addressed.

**16. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:36.

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MAYOR

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CITY CLERK

# DECISION/DIRECTION NOTE

**Title:** Request for Lot Area Variance – 46 Shoal Bay Road – SUB2100063

**Date Prepared:** January 18, 2022

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 5

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## Decision/Direction Required:

To seek approval for a 7.6% Variance on Lot Area to accommodate a new Lot at 46 Shoal Bay Road.

## Discussion – Background and Current Status:

An application has been submitted to subdivide and reconfigure land to create a new Lot at 46 Shoal Bay Road. The area is zoned Rural Residential Infill (RRI) and the minimum Lot Area requirement is 2023m<sup>2</sup>. The proposed new Lot would have an Area of 1869.7m<sup>2</sup>, which will require a 7.6% Variance. Under the Envision St. John's Development Regulations, Section 7.4(a) allows for Council to consider granting a Variance from the applicable Lot Requirements to a maximum of 10%.

## Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Abutting property owners have been notified.
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 Section 10 Rural Residential Infill (RRI) Zone (3)(a) and Section 7.4 Variances.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not Applicable.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.

# ST. JOHN'S

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

**Recommendation:**

That Council approve the 7.6% Variance at 46 Shoal Bay Road to allow the creation of a new Lot with a Lot Area of 1869.7 square metres.

**Prepared by:**

Andrea Roberts P.Tech – Senior Development Officer  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

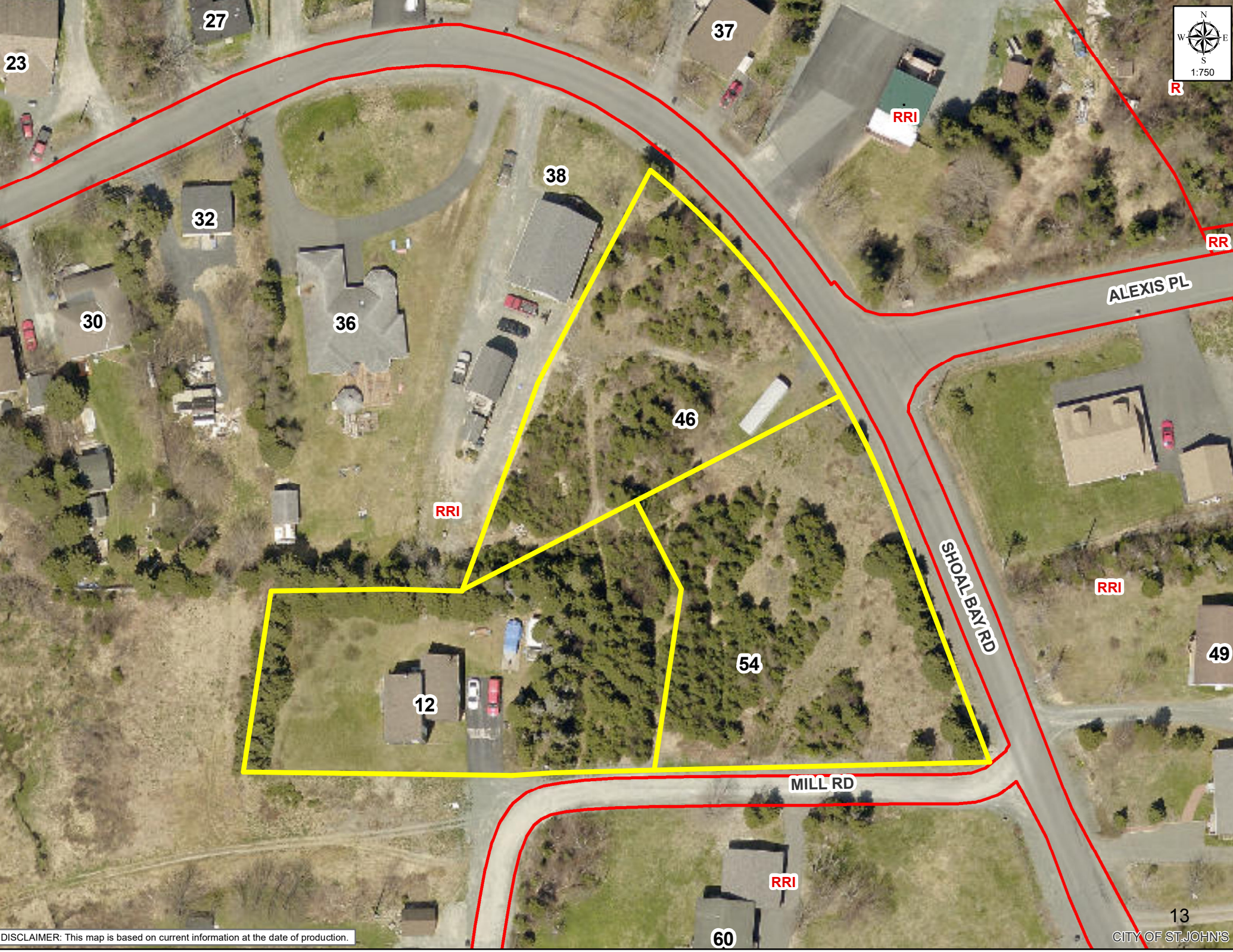
Document Title:	Development Committee - Request for Lot Area Variance – 46 Shoal Bay Road – SUB2100063.docx
Attachments:	- 46-54 SHOAL BAY ROAD.pdf
Final Approval Date:	Jan 19, 2022

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

**Lindsay Lyghtle Brushett - Jan 18, 2022 - 4:11 PM**

**Jason Sinyard - Jan 19, 2022 - 9:38 AM**





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



# DECISION/DIRECTION NOTE

**Title:** Request to Establish Sight Triangle – 54 Shoal Bay Road – DEV2100184

**Date Prepared:** January 18, 2022

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 5

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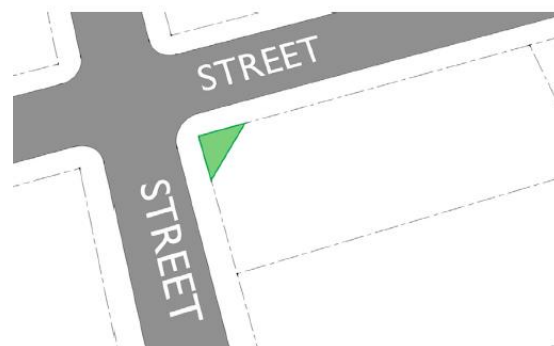
## Decision/Direction Required:

To seek Council approval to establish a sight triangle at the corner of Shoal Bay Road and Mill Road.

## Discussion – Background and Current Status:

An application has been submitted to subdivide and reconfigure land to create a new Lot at 54 Shoal Bay Road. The Lot is located on the corner of Shoal Bay Road, which is a public Street and Mill Road, which is a private road.

Section 7.2.3. of the Envision Development Regulations requires that a corner Lot, which has a Yard abutting a Street requires a sight triangle to be formed (see diagram). A sight triangle is the area at the intersection of two Streets, which must remain clear of obstructions to ensure the view is not blocked for the safety of both the driver and pedestrians. Obstructions may include such things as a driveway, building or landscaping features (fences or retaining walls). This section specifically applies to a Street, which is defined as publicly owned and would not be applicable to a private road.



While the specific wording of the Regulations does not apply to sight triangles at a private road, Section 4.3.2 allows Council to exercise their discretion and establish necessary requirements where the Regulations are silent. In the interest of public safety at an intersection, sight triangle requirements should be established at the intersection of the public street and private road. As these streets serve a lower-order function (less traffic volume), the site triangle is proposed to be an 8 metre distance from the point of intersection of the two Street Lines. .

**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: Envision St. John's Development Regulations Section 7.2.3 Corner Lot and Yard Abutting a Street and Section 4.3.2. Discretion of Council.
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 establish an 8 metre sight triangle at the intersection of Shoal Bay Road and Mill Road for the proposed new Lot at 54 Shoal Bay Road.

**Prepared by:**

Andrea Roberts P.Tech – Senior Development Officer  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

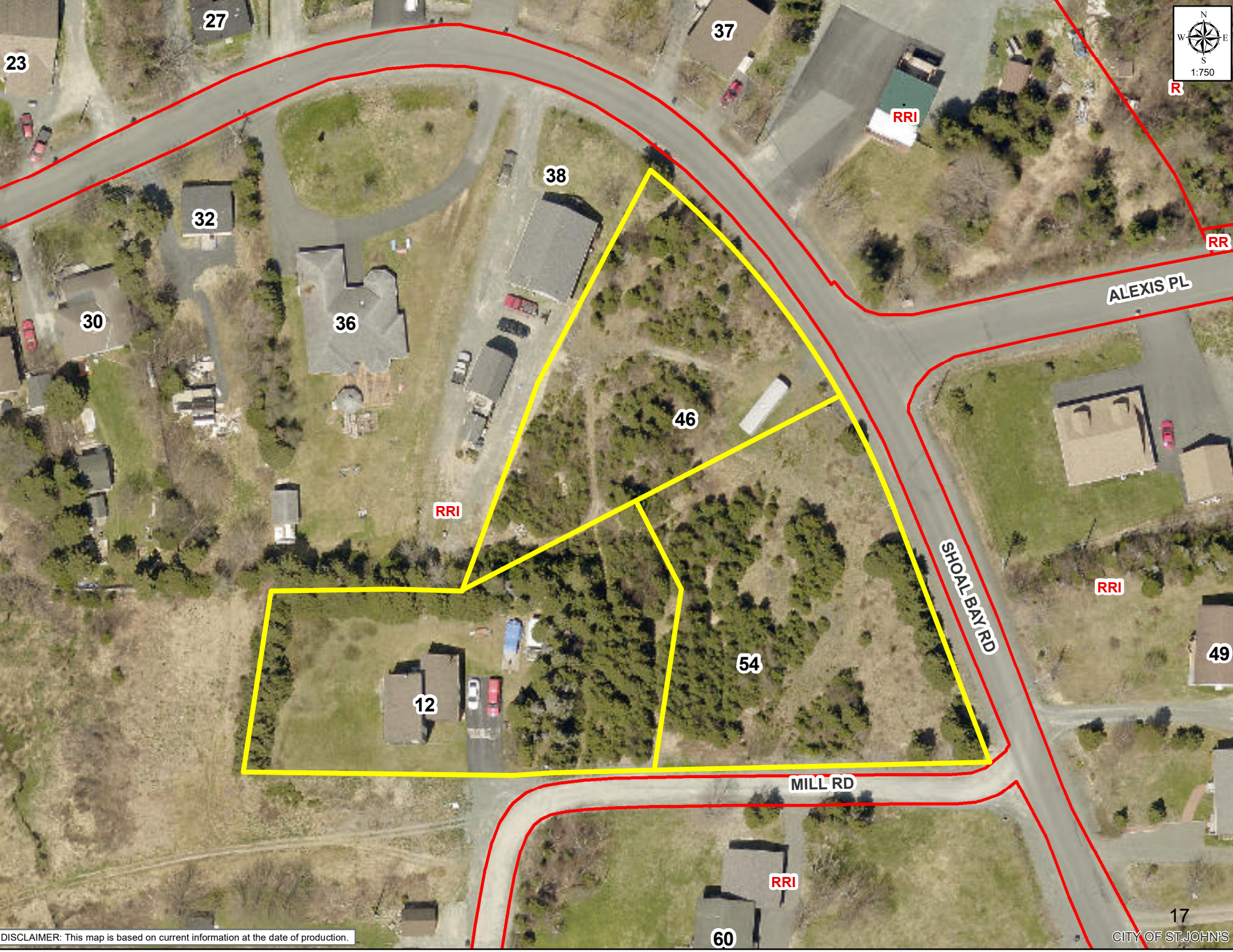
Document Title:	Development Committee - Request to Establish Sight Triangle – 54 Shoal Bay Road – DEV2100184.docx
Attachments:	- 46-54 SHOAL BAY ROAD.pdf
Final Approval Date:	Jan 19, 2022

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

**Lindsay Lyghtle Brushett - Jan 19, 2022 - 12:18 PM**

**Jason Sinyard - Jan 19, 2022 - 2:11 PM**





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



# DECISION/DIRECTION NOTE

**Title:** Request for Lot Frontage Variance – 310 Brookfield Road – SUB2100065

**Date Prepared:** January 18, 2022

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 5

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## **Decision/Direction Required:**

To seek approval for a 1.26% Variance on Lot Frontage to accommodate a new Lot at 310 Brookfield Road.

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

An application has been submitted for the subdivide of land to create a new Lot and the development of a Single Detached Dwelling at 310 Brookfield Road. The area is zoned Rural Residential Infill (RRI) and the minimum Lot Frontage required is 30 metres. The proposed new Lot has a Lot Frontage of only 29.62 metres, which will require a 1.26% Variance. Under the Envision St. John's Development Regulations, Section 7.4(a) allows for Council to consider granting a Variance from the applicable Lot Requirements to a maximum of 10%.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Abutting property owners have been notified.
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 Section 10 Rural Residential Infill (RRI) Zone (3)(b) and Section 7.4 Variances.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not Applicable.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.

# ST. JOHN'S

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

**Recommendation:**

That Council approve the 1.26% Variance at 310 Brookfield Road to allow the subdivide of a new Lot with a Lot Frontage of 29.62 metres.

**Prepared by:**

Andrea Roberts P.Tech – Senior Development Officer  
Planning, Engineering and Regulatory Services

**Approved by:**

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

**Report Approval Details**

Document Title:	Development Committee - Request for Frontage Variance – 310 Brookfield Road – SUB2100065.docx
Attachments:	- 310 Brookfield Road House Location.pdf - Location Map -310 BROOKFIELD ROAD.pdf
Final Approval Date:	Jan 19, 2022

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

**Lindsay Lyghtle Brushett - Jan 18, 2022 - 4:04 PM**

**Jason Sinyard - Jan 19, 2022 - 9:39 AM**



## E 320 51







SUBJECT PROPERTY

296

300

306

310

312

312

314

BROOKFIELD RD

RRI

301

22

CITY OF ST. JOHN'S

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

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# DECISION/DIRECTION NOTE

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**Title:** Request for Additional Parking – 34 Jetstream Avenue – DEV2200002

**Date Prepared:** January 18, 2022

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 1

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## **Decision/Direction Required:**

Request to increase the maximum allowable range of parking spaces for the Hotel Parking Lot expansion at 34 Jetstream Avenue.

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

An application was submitted to expand the Hotel Parking Lot at 34 Jetstream Avenue. As per Section 8.3 of the Envision Development Regulations, the maximum number of parking spaces which shall not be exceeded for the Hotel Use is 212. There are currently 169 spaces on site and an additional 63 spaces are proposed, for a total of 232 parking spaces; 20 parking spaces above the maximum allowed. Request to permit 20 additional parking spaces than maximum allowable.

As per Section 8.12, where an applicant wishes to provide a different number of parking spaces 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 in this case is presented as this Decision Note.

The justification provided by the applicant for the additional parking is as follows:

- Currently they have 86 employees at this hotel in the off season and 129 in season. While they encourage ride share, the staff require at least 19 parking spaces per shift. These additional spaces will provide parking for staff.
- Guests complain about the lack of parking on weekends; average weekday occupancy is 85% while weekends remain sold out at 100%.
- Since the hotel opened parking has been a challenge to accommodate occupancy and they will gladly provide thousands of feedback forms from guests complaining about the lack of parking on weekends.
- Park and fly service is not provided due to a lease agreement with the Airport Authority.

# ST. JOHN'S

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: *St. John's Strategic Plan 2019-2029 - A Sustainable City* – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: St. John's Envision Development Regulations Section 8.3 and Section 8.12.(1) & (5).
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 the request to allow 20 additional parking spaces at 34 Jetstream Avenue for a total of 232 parking spaces for the Hotel Parking Lot.

**Prepared by:**

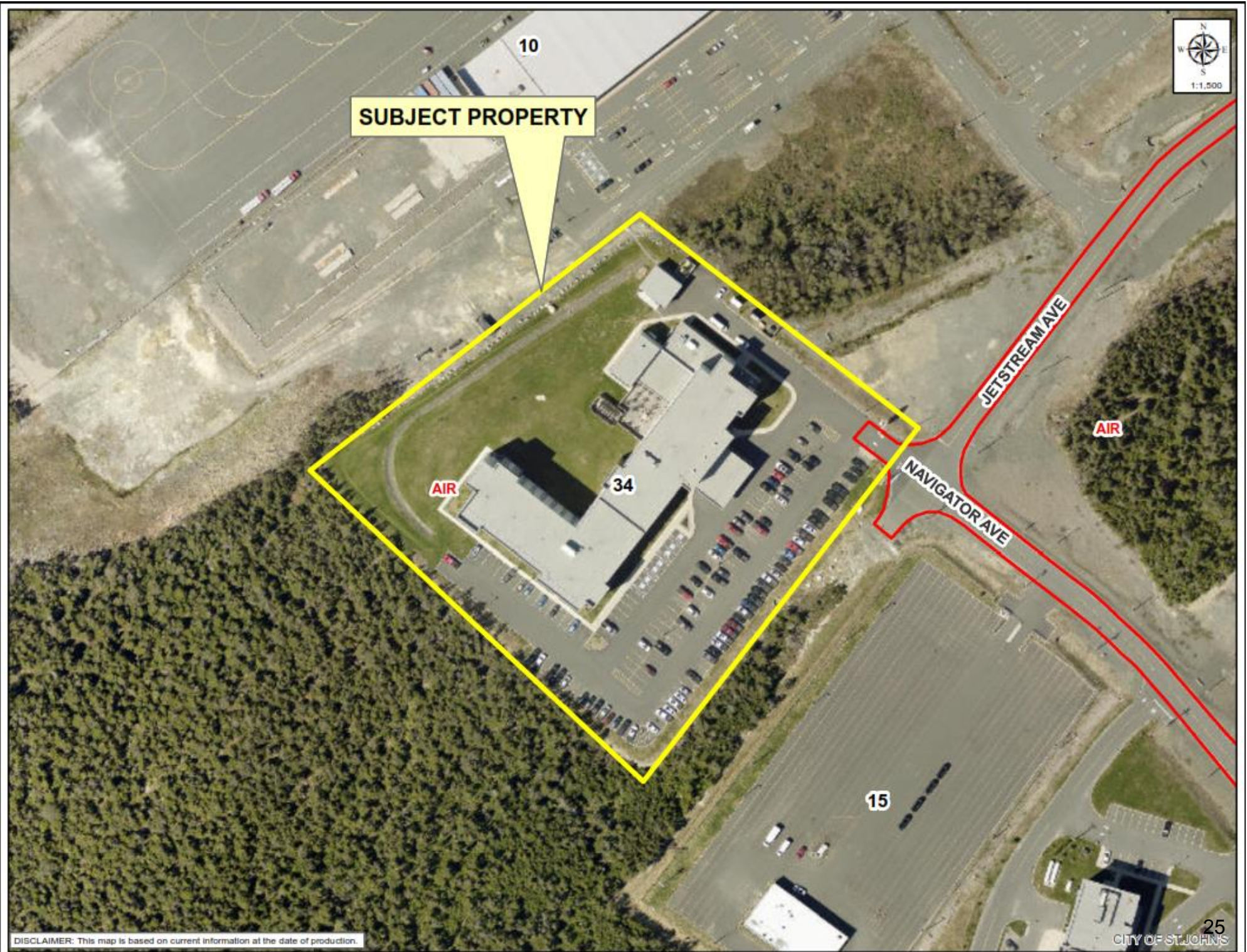
Andrea Roberts, P. Tech, Senior Development Officer  
Planning, Engineering & Regulatory Services

**Approved by:**

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



# 34 Jetstream Avenue



**Development Permits List  
For the Period of January 13 to January 19, 2022**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Rebuild of Townhouse Dwelling	131 Patrick Street	2	Approved	01-14-22
RES		Proposed Subdivide	13 Patrick Street	2	Rejected as per Residential 3 (R3) Zone	01-14-22

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

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

\*\* 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.

## Building Permits List

### Council's January 24, 2022, Regular Meeting

Permits Issued: 2022/01/13 to 2022/01/19

#### Class: Residential

11 Silverton St	Renovations	Single Detached Dwelling
128 Bonaventure Ave	Renovations	Townhousing
16 Rennie's Mill Rd	Renovations	Single Detached Dwelling
2 Jordan Pl	Accessory Building	Accessory Building
22 Blatch Ave	Renovations	Single Detached Dwelling
43 Gower St	Change of Occupancy/Renovations	Single Detached w/ apt.
46 Diamond Marsh Dr	New Construction	Single Detached Dwelling
6 Frampton Ave	Renovations	Single Detached Dwelling
62 Newfoundland Dr	Change of Occupancy	Semi Detached Dwelling
74 Castle Bridge Dr	Renovations	Single Detached Dwelling
90 Diamond Marsh Dr	New Construction	Single Detached Dwelling

This Week: \$607,467.98

#### Class: Commercial

128 Water St	Change of Occupancy/Renovations	Restaurant
2 Stavanger Dr	Sign	Service Station
48 Kenmount Rd	Sign	Place Of Assembly
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
488 Water St	Change of Occupancy/Renovations	Retail Store

This Week: \$501,639.00

#### Class: Government/Institutional

146 Forest Rd	Renovations	Office
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This Week: \$180,000.00

#### Class: Industrial

This Week: \$0.00

#### Class: Demolition

102 Bay Bulls Rd	Demolition	Commercial Garage
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15 Georgina St

Demolition

Single Detached Dwelling

This Week: \$75,000.00

**This Week's Total: \$1,364,106.98**

Repair Permits Issued 2022/01/13 to 2022/01/19:

\$500.00

YEAR TO DATE COMPARISONS			
January 24, 2022			
TYPE	2021	2022	% VARIANCE (+/-)
Residential	\$1,521,540.02	\$1,770,084.08	16
Commercial	\$1,253,848.75	\$3,414,439.00	172
Government/Institutional	\$0.00	\$180,000.00	0
Industrial	\$0.00	\$0.00	0
Repairs	\$187,000.00	\$500.00	-100
<b>TOTAL</b>	<b>\$2,962,388.77</b>	<b>\$5,365,023.08</b>	81
Housing Units (1 & 2 Family Dwelling)	4	5	

Respectfully Submitted,

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



# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending January 19, 2022**

### **Payroll**

**Public Works** \$ 524,446.54

**Bi-Weekly Administration** \$ 821,241.40

**Bi-Weekly Management** \$ 870,852.96

**Bi-Weekly Fire Department** \$ 897,425.96

**Accounts Payable** \$ 5,819,417.77

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

**Total: \$ 8,933,384.63**

# 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:** MS Govern Annual Renewal  
**Date Prepared:** Tuesday, January 18, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Ron Ellsworth, Finance & Administration  
**Ward:** N/A

**Department:** Finance & Administration  
**Division:** Corporate Information Services  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** 1272-52533  
**Source of Funding:** Operating

**Purpose:**

The purpose of this procurement is for the annual software renewal of Enterprise Software Solution MS Govern.

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

Vendor Name	Bid Amount
Harris Govern	\$165,056.91

**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:** One year

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

**Recommendation:**

That Council approve for award this procurement to the sole source provider, Harris Govern, for \$165,056.19 (HST excluded) as per the Public Procurement Act.

**Attachments:**

- Contract Award Without Open Call – MS Govern
- Sole Source Letter – Harris Govern

# ST. JOHN'S

### Report Approval Details

Document Title:	MS Govern Annual Renewal.docx
Attachments:	- Contract Award Without Open Call - MS Govern.pdf - Sole Source Letter - Harris Govern.pdf
Final Approval Date:	Jan 18, 2022

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

**Rick Squires - Jan 18, 2022 - 11:04 AM**

**Derek Coffey - Jan 18, 2022 - 11:40 AM**

**TO: Government of Newfoundland and Labrador, Public Procurement Agency**

**Report to Chief Procurement Officer, Public Procurement Agency  
(Pursuant to Section 32 or *The Public Procurement Regulations*)  
Version 1 – 2018-03-24**

**FROM: Government Funded Body  
City of St. John's, P.O. Box 908, St. John's, NL A1C5M2**

**Contract Description:**

Harris Govern (MS Govern) Annual Software Maintenance and Support Renewal.  
Dates: February 1, 2022 to January 31, 2021.  
Reference Requisition # 113527

**Contractor, Supplier or Lessor:**

Name: Harris Govern

Address: 1600 Rene-Levesque Blvd, West, Montreal Country: Canada

Contract Price  
(exclusive of HST): \$ 165,056.91

Contract # or PO #: Requisition # 113527 Date of Award: 01/07/2022

**Relevant Exception Clause (select only one):**

6(a)(v) Only Available Source

**Reason(s) Why an Open Call for Bids Was Not Invited:**

This is not going to Tender because it is Sole Source for Support Services through Harris Govern only.

**Prepared by:** Keith Barrett

**Date:** 01/07/2022

**Head of Public Body:**  
(DCM - Finance & Admin)

**Date:** 01/07/2022

## Contract Award Without an Open Call for Bids

### Relevant Exemption Clauses:

- 6(a)(ii): The commodity is of the nature that an open call for bids could reasonably be expected to compromise security (limited call for bids required)
- 6(a)(iii): The commodity is available from a public body
- 6(a)(iv): An emergency or a situation or urgency exists and the acquisition of the commodity cannot reasonably be made in time by an open call for bids
- 6(a)(v): There is only one source reasonably available for the commodity
- 6(a)(vi): A list of pre-qualified suppliers has been established using a request for qualifications and the public body is requesting quotations from all pre-qualified suppliers on the list
- 6(a)(vii): An acquisition of a commodity is for the purpose of resale or for incorporation into a product or resale
- 6(b): Set rates have been established by the Public Utilities Boards acting under the *Public Utilities Act* or another Act
- 19:
  - (1) The acquisition of a commodity is exempt from the requirements of the framework where the following requirements are satisfied:
    - (a) the minister responsible for economic development has recommended the exemption on the basis that the acquisition of the commodity is for the purpose of economic development;
    - (b) the exemption has been approved by the Lieutenant-Governor in Council; and
    - (c) the exemption is not precluded by an intergovernmental trade agreement.
  - (2) Where a public body acquires a commodity that is exempted under subsection (1), the public body shall report the acquisition to the chief procurement officer.



Harris Govern  
760 North Watters Road, Suite 100  
Allen, TX 75013  
Phone: 972.265.7300  
Fax: 214.722.0019

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January 5, 2022

Jacqueline Dunne  
City of St. John's  
10 New Gower Street St.  
John's NL A1C 1J3

Dear Jacqueline,

This letter is to advise that Harris Govern is the Sole Source Provider for support, maintenance, and licensing of the MS Govern products. The source code for these products is proprietary and is not available to any other entity. The design of the software is unique and Harris Govern is uniquely qualified to provide support, fixes and enhancement for it.

Sincerely,

A handwritten signature in blue ink that reads "Angela Keeton". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Angela Keeton  
Vice President Client Services

# BID APPROVAL NOTE

**Bid # and Name:** 2021172 – Supply and Delivery of 240 L Roll-out Garbage Carts  
**Date Prepared:** Wednesday, January 19, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Waste & Recycling  
**Quotes Obtained By:** Sherry Kieley  
**Budget Code:** 4321-55945  
**Source of Funding:** Operating

**Purpose:**

This open call was issued to maintain inventory of 240 L garbage carts for automated collection. These carts will be used for replacement of damaged or lost bins, as well as new builds.

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

Vendor Name	Bid Amount
Rehrig Pacific Company	\$82,600.00
Saunders Equipment	\$106,176.00

**Expected Value:** ☐ As above  
☒ Value shown is an estimate only for a 2 year period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** 5 Years

**Bid Exception:** None

**Recommendation:**

That Council approve for award open call 2021172 – Supply and Delivery of 240 L Roll-out Garbage Carts to the lowest bidder meeting specification, Rehrig Pacific Company, for \$82,600.00 plus HST, as per the Public Procurement Act.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2021172 - Supply and Delivery of 240 L Roll-out Garbage Carts.docx
Attachments:	
Final Approval Date:	Jan 19, 2022

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

**Rick Squires - Jan 19, 2022 - 10:29 AM**

**Derek Coffey - Jan 19, 2022 - 11:37 AM**



# INFORMATION NOTE

<b>Title:</b>	<b>45 Janeway Place interpret zone lines DEV2100181</b>
<b>Date Prepared:</b>	January 18, 2022
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Ian Froude, Planning
<b>Ward:</b>	Ward 2

**Issue:** To interpret zone lines affecting 45 Janeway Place.

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

The property in question is mostly zoned Institutional (INST), except for the southwest corner which is zoned Residential 2 (R2). This once formed part of the Janeway Hostel property, which served families of patients at the nearby Janeway Children's Hospital, now demolished; the hostel was removed years ago.

The subject property is vacant and unused. It has part of the paved parking lot of the former Janeway Hostel. The Tommy Sexton Centre is immediately north at 47 Janeway Place in the INST Zone.

There is no need for the R2 Zone on the property, as there is no residential use at present. The R2 Zone covers much of the former Janeway Hostel property, which was subdivided some time ago into 41, 43 and 45 Janeway Place to accommodate future redevelopment. Choices for Youth have an application to develop 45 Janeway Place.

Under the Envision St. John's Development Regulations, section 10.3 "Interpretation of Zone Boundaries", "Where the boundary of a Zone ... (b) is shown on the Zoning Map as substantially following Lot Lines of an approved Subdivision or other acceptable base map, the Lot Lines shall be deemed to be the boundary."

Therefore, in this case, I can interpret the boundary between the INST Zone and the R2 Zone so that it runs along the southwest property boundaries of 45 Janeway Place. Corresponding changes will be made to the Envision St. John's Municipal Plan map for the boundaries between the Institutional District and the Residential District.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: None.

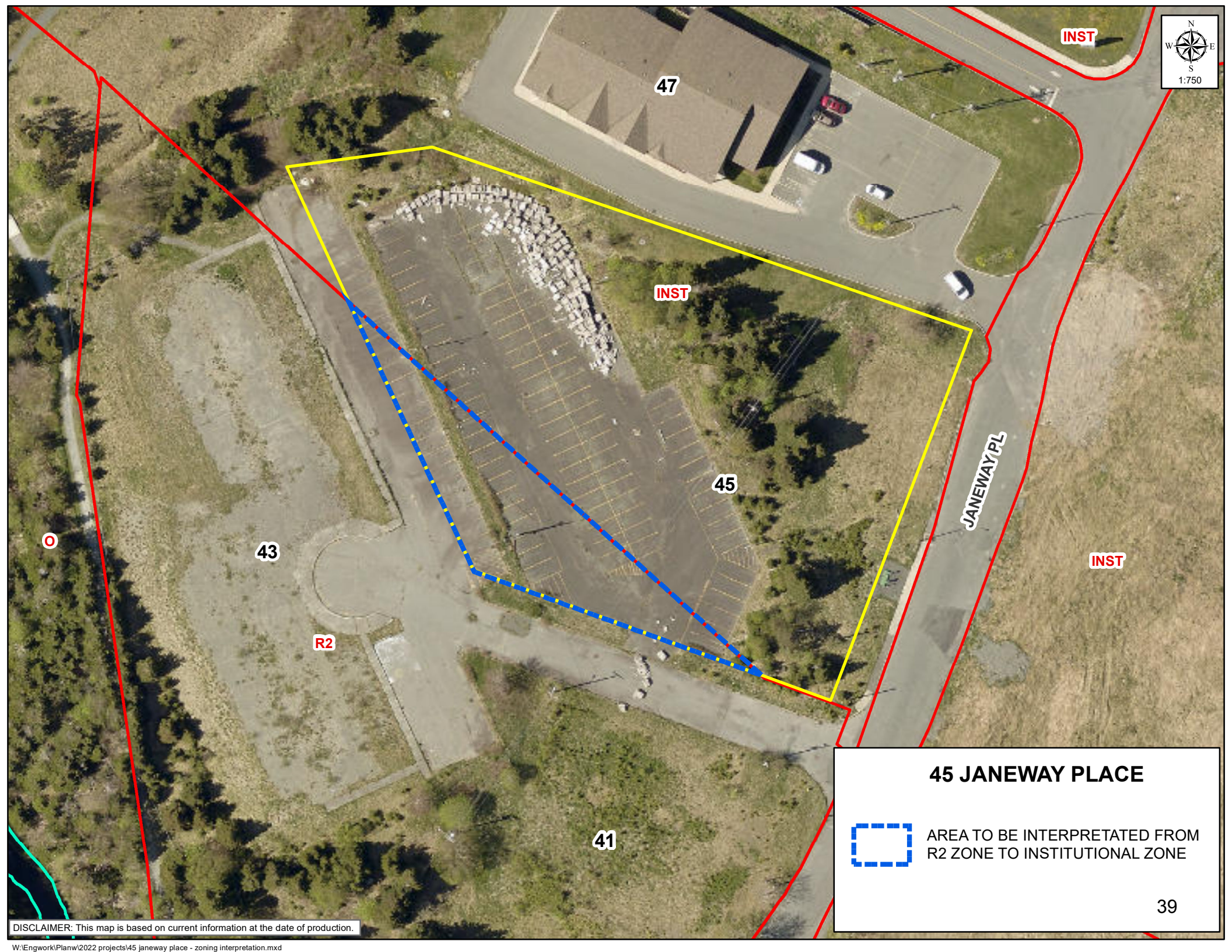
# ST. JOHN'S

2. Partners or Other Stakeholders: Property owner of 45 Janeway Place; neighbouring property owners.
3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: In line with the rules of interpretation for zone boundaries in Section 10.3 of the Envision St. John's Development Regulations.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Inform the property owner.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: None.

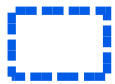
**Conclusion/Next Steps:**

City staff will amend the Zoning Map to show one land-use zone (Institutional or INST) on the subject property at 45 Janeway Place, in line with Section 10.3 "Interpretation of Zone Boundaries" in the Envision St. John's Development Regulations. A similar change will be made to the Future Land Use Map of the Envision St. John's Municipal Plan.





# 45 JANEWAY PLACE



AREA TO BE INTERPRETATED FROM  
R2 ZONE TO INSTITUTIONAL ZONE



# INFORMATION NOTE

<b>Title:</b>	<b>467 Main Road interpret zone line</b>
<b>Date Prepared:</b>	January 18, 2022
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Ian Froude, Planning
<b>Ward:</b>	Ward 5

**Issue:** To include all of 467 Main Road in the Residential 2 Cluster (R2C) Zone.

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

The subject property was rezoned in 2015 to what is now called the Residential 2 Cluster (R2C) Zone (it used to be called the Residential 2 Condominium Zone). It has approximately 1.1 hectares (2.7 acres) of land and is planned for higher density future residential development.

At some time during or after the rezoning process, the developer bought a sliver of land at the south end of the property, bordering the houses along Meadowbrook Park Road. Unfortunately, this was not picked up in the rezoning. Therefore, a sliver of land over the back fences along Meadowbrook Park Road, at the south end of 467 Main Road, remains in the Residential 1 (R1) Zone.

When the rezoning took place, there was a notice circulated in the neighbourhood plus a public meeting, so all property owners and residents in the area at the time were made aware of the proposal. No one would be surprised by the zoning.

Under the Envision St. John's Development Regulations, section 10.3 "Interpretation of Zone Boundaries", "Where the boundary of a Zone ... (b) is shown on the Zoning Map as substantially following Lot Lines of an approved Subdivision or other acceptable base map, the Lot Lines shall be deemed to be the boundary."

Therefore, in this case, I can interpret the boundary between the R2 Cluster Zone and the R1 Zone so that it runs along the southern property boundary of 467 Main Road and along the back fences (northern property boundaries) of the houses along 5, 7, 9, 11, 13, 15, 17, and 19 Meadowbrook Park Road (all these houses are in a single ownership). No change is needed to the Envision St. John's Municipal Plan map.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: None.

# ST. JOHN'S

2. Partners or Other Stakeholders: Property owner; adjoining property owner and residents along part of Meadowbrook Park Road.
3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: In line with the rules of interpretation for zone boundaries in Section 10.3 of the Envision St. John's Development Regulations.
5. Privacy Implications: None.
6. Engagement and Communications Considerations: Inform the property owner plus the adjoining property owner and residents along Meadowbrook Park Road.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: None.

**Conclusion/Next Steps:**

City staff will amend the Zoning Map to show one land-use zone (Residential 2 Cluster or R2C) on the subject property at 467 Main Road, in line with Section 10.3 "Interpretation of Zone Boundaries" in the Envision St. John's Development Regulations. No change is needed to the Future Land Use Map of the Envision St. John's Municipal Plan.

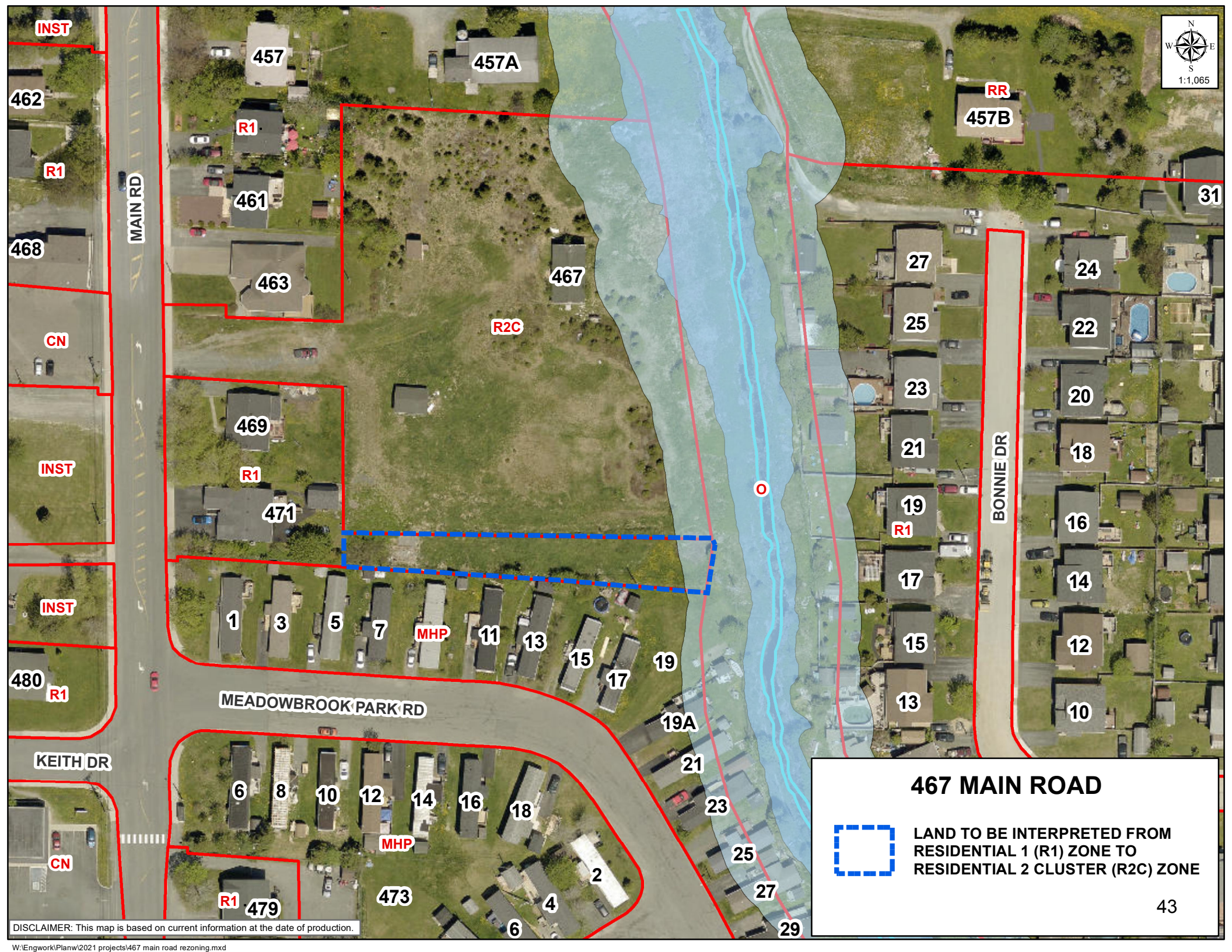
### Report Approval Details

Document Title:	467 Main Road interpret zone line.docx
Attachments:	- 467 MAIN ROAD REZONING - zone line interpretation 2022.pdf
Final Approval Date:	Jan 19, 2022


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

**Jason Sinyard - Jan 19, 2022 - 9:37 AM**





### 467 MAIN ROAD



LAND TO BE INTERPRETED FROM  
RESIDENTIAL 1 (R1) ZONE TO  
RESIDENTIAL 2 CLUSTER (R2C) ZONE

43

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



# INFORMATION NOTE

<b>Title:</b>	<b>Southlands 9-2B open-space access zone-line interpretation</b>
<b>Date Prepared:</b>	January 18, 2022
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Ian Froude, Planning
<b>Ward:</b>	Ward 5

**Issue:** To interpret zone lines to accommodate a proposed change to an access point from a future street to public open space in Southlands phase 9-2B.

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

The planning issue at hand is an access point from a future public street in the Southlands development to public open space in Phase 9-2B. Fairview Investments, who are developing this phase, have asked to move the access point a few metres west so that it lines up with a future street intersection. City staff, including Parks staff, agree with the changed location.

The currently planned access point is designated Open Space under the Envision St. John's Municipal Plan and zoned Open Space (O) under the Envision St. John's Development Regulations. There is no development yet in the immediate area. The access point will be a 20-metre-wide opening between houses along the future street; all the surrounding lands are zoned Residential 2 (R2) to accommodate future residential development. The change will simply move the access point a bit to the west, where it will line up with a new street to be built.

Under the Envision St. John's Development Regulations, section 10.3 "Interpretation of Zone Boundaries", "Where the boundary of a Zone ... (b) is shown on the Zoning Map as substantially following Lot Lines of an approved Subdivision or other acceptable base map, the Lot Lines shall be deemed to be the boundary."

Therefore, in this case, I can interpret the boundary between the Open Space (O) Zone and the R2 Zone so that it moves slightly west to the new access point. Corresponding changes will be made to the Envision St. John's Municipal Plan map for the boundaries between the Open Space District and the Residential District.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: None.
2. Partners or Other Stakeholders: Fairview Investments, the developer; the City, especially Parks Division and access to the public open space nearby.

# ST. JOHN'S



3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: In line with the rules of interpretation for zone boundaries in section 10.3 of the Envision St. John's Development Regulations.
5. Privacy Implications: None.
6. Engagement and Communications Considerations: Inform the developer.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: None.

**Conclusion/Next Steps:**

City staff will amend the Zoning Map to show the change in the access point to public open space in Southlands phase 9-2B, moving the Open Space (O) Zone to the new access point, in line with Section 10.3 "Interpretation of Zone Boundaries" in the Envision St. John's Development Regulations. Corresponding changes will be made to the Future Land Use Map of the Envision St. John's Municipal Plan.

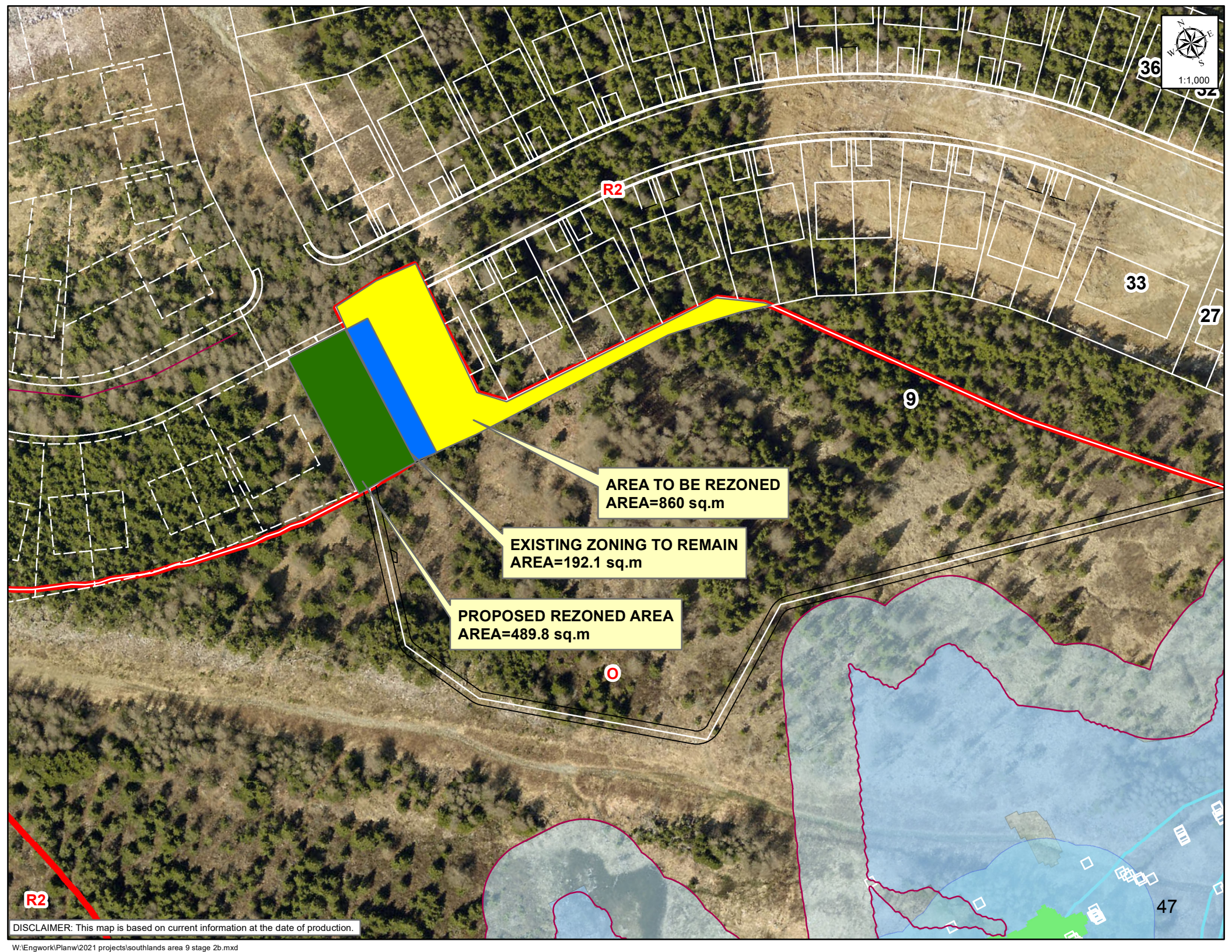
### Report Approval Details

Document Title:	Southlands 9-2B open space access zone line interpretation 2022-01-18.docx
Attachments:	- SOUTHLANDS AREA 9 STAGE 2B zone interpretation 2022.pdf
Final Approval Date:	Jan 19, 2022

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

**Jason Sinyard - Jan 19, 2022 - 9:39 AM**





AREA TO BE REZONED  
AREA=860 sq.m

EXISTING ZONING TO REMAIN  
AREA=192.1 sq.m

PROPOSED REZONED AREA  
AREA=489.8 sq.m

R2

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