

ST. JOHN'S

Regular Meeting - City Council Agenda

June 28, 2022

3:00 p.m.

4th Floor City Hall

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15. ACTION ITEMS RAISED BY COUNCIL

16. ADJOURNMENT

ST. JOHN'S

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

June 20, 2022, 3:00 p.m.

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

Regrets: Councillor Maggie Burton

Staff: Derek Coffey, Deputy City Manager of Finance & Administration
Tanya Haywood, Deputy City Manager of Community Services
Lynnann Winsor, Deputy City Manager of Public Works
Cheryl Mullett, City Solicitor
Ken O'Brien, Chief Municipal Planner
Karen Chafe, City Clerk
Christine Carter, Legislative Assistant

Others: Kelly Maguire, Communications & PR Officer

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 Breen called the meeting to order at 3:00 pm.

2. **PROCLAMATIONS/PRESENTATIONS**

2.1 **World Refugee Day**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2022-06-20/266

Moved By Deputy Mayor O'Leary

Seconded By Councillor Ravencroft

That the Agenda be adopted as presented.

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

MOTION CARRIED (10 to 0)

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - June 13, 2022**

SJMC-R-2022-06-20/267

Moved By Councillor Bruce

Seconded By Councillor Froude

That the minutes of June 13, 2022, be adopted as presented.

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

MOTION CARRIED (10 to 0)

5. **BUSINESS ARISING FROM THE MINUTES**

6. **DEVELOPMENT APPLICATIONS**

6.1 **Notices Published – 35 Barrow's Road - DEV2200061**

Councillor Korab presented the Decision Note to Council on the Discretionary Use application at 35 Barrow's Road.

Councillor Ravencroft acknowledged the receipt of several submissions by area residents, and although she appreciates their concerns, she will be supporting the application. Councillor Ravencroft asked residents to continue to reach out to her on any other issues that they may feel need to be brought forward to Council.

SJMC-R-2022-06-20/268

Moved By Councillor Korab

Seconded By Councillor Hanlon

That Council approve the Discretionary Use application for an Outdoor Eating Area and Lounge at 35 Barrow's Road and parking relief for nine parking spaces.

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

MOTION CARRIED (10 to 0)

6.2 Notices Published – 446 Topsail Road - DEV2200046

Deputy Mayor O'Leary asked Staff whether there were any concerns that this drive through may create traffic issues in the area. The Chief Municipal Planner, Ken O'Brien, advised Council that the assessment of traffic implications is investigated, and noted that there were no traffic issues raised by Staff.

Councillor Korab asked that Traffic Services continue to monitor the increased activity in this area, as it is expected the location and its close proximity to the schools in the area, may warrant closer observation with students crossing Topsail Road to gain access.

SJMC-R-2022-06-20/269

Moved By Councillor Korab

Seconded By Councillor Ravencroft

That Council approve the Discretionary Use application for a Drive Through at 446 Topsail Road.

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

MOTION CARRIED (10 to 0)

6.3 Notices Published – 50 White Rose Drive - DEV2200042

SJMC-R-2022-06-20/270

Moved By Councillor Korab

Seconded By Councillor Hickman

That Council approve the Discretionary Use application for a Drive Through at 50 White Rose Drive.

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

MOTION CARRIED (10 to 0)

7. RATIFICATION OF EPOLLS

8. COMMITTEE REPORTS

9. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)

9.1 Development Permits List June 9 to June 15, 2022

10. BUILDING PERMITS LIST (FOR INFORMATION ONLY)

10.1 Building Permits list - For week ending June 15, 2022

11. REQUISITIONS, PAYROLLS AND ACCOUNTS

11.1 Weekly Payment Vouchers for the Week Ending June 15, 2022

SJMC-R-2022-06-20/271

Moved By Councillor Ellsworth

Seconded By Councillor Bruce

That the weekly payment vouchers for the week ending June 15, 2022, in the amount of \$26,111,589.81 be approved as presented.

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

MOTION CARRIED (10 to 0)

12. TENDERS/RFPS**12.1 2022112 - Galway Village Green - Phase 1 Playground Development**

SJMC-R-2022-06-20/272

Moved By Councillor Froude

Seconded By Councillor Ellsworth

That Council approve for award open call 2022112 – Galway Village Green Phase 1 – Playground Development to the lowest bidder meeting specification, Can-Am Platforms & Construction Ltd., for \$1,879,418.55 HST included, as per the Public Procurement Act.

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

MOTION CARRIED (10 to 0)

13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS**14. OTHER BUSINESS****14.1 SERC – Hudson and Rex Road Closure 2**

SJMC-R-2022-06-20/273

Moved By Councillor Hanlon

Seconded By Deputy Mayor O'Leary

That Council approve the requested road closure for Hudson and Rex filming on Monday June 27 and Tuesday June 28.

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

MOTION CARRIED (10 to 0)

14.2 Text Amendment – Accessory Building in Various Zones

Members of Council expressed their support for the Community Gardens in this area and noted the use of the gardens by residents of the surrounding neighbourhoods. The amendment will allow the Community Garden to create necessary storage with this approval for two accessory buildings at 65 Bonaventure Avenue.

SJMC-R-2022-06-20/274

Moved By Councillor Froude

Seconded By Councillor Ellsworth

That Council consider a text amendment to add Accessory Building as a Permitted Use in the Commercial Downtown (CD) Zone, Commercial Downtown Mixed (CDM) Zone, Commercial Downtown Mixed 2 (CDM2) Zone, Industrial Special (IS) Zone, and as a Discretionary Use in the Open Space (O) Zone; and advertise the amendment for public comment.

Further, that Council advertises the Discretionary Use of two Accessory Buildings at 65 Bonaventure Avenue.

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

MOTION CARRIED (10 to 0)

14.3 Travel Authorization to Attend International Symposium on Women and Addiction: Solutions through the lens of the Social Determinants of Health

SJMC-R-2022-06-20/275

Moved By Councillor Ellsworth

Seconded By Councillor Hanlon

That Council approve travel and associated costs for Councillor Ophelia Ravencroft's attendance at the International Symposium on Women & Addiction in Saint John, New Brunswick from September 22 to September 24, 2022.

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

MOTION CARRIED (10 to 0)

14.4 SERC – Block Party Road Closure

SJMC-R-2022-06-20/276

Moved By Councillor Hanlon

Seconded By Councillor Korab

That Council approve the requested road closure on Anthony Avenue for a Block Party on June 24.

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

MOTION CARRIED (10 to 0)

15. **ACTION ITEMS RAISED BY COUNCIL**

16. **ADJOURNMENT**

There being no further business, the meeting adjourned at 3:35 pm.

MAYOR

CITY CLERK

DECISION/DIRECTION NOTE

Title: Notices Published - 140 Ridge Road - DEV2200067

Date Prepared: June 22, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jamie Korab, Development

Ward: Ward 4

Decision/Direction Required: A Discretionary Use application has been submitted by Eastlink, to construct an extension to a telecommunications tower located at 140 Ridge Road.

Discussion – Background and Current Status: In accordance with the obligations under the Radio Communication Act and Industry Canada’s Tower Siting Procedure CPC-2-0-03, the City of St. John’s notified residents in the vicinity of 140 Ridge Road of Eastlink’s intention to extend an existing Wireless Communications Facility (tower) from a height of 30.5m to 37m. The tower consists of six (6) antennae mounted on the tower, arranged in three sets of two. The antenna system will be located below the top of the proposed tower extension and will be enclosed within a painted shroud. The proposed application site is in the C.A. Pippy Park (CAPP) Zone.

Zero submissions were received.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

Choose an item.

4. Alignment with Adopted Plans: St. John’s Envision Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.

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6. Legal or Policy Implications: Envision St. John's Development Regulations Section 10 "C.A. Pippy Park (CAPP) Zone" and Siting Protocol for Wireless Facilities in the City of St. John's.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 of 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 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.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

Recommendation:

That Council approve the Discretionary Use application to construct an extension to an existing telecommunications tower located at 140 Ridge Road from a height of 30.5m to 37m.

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

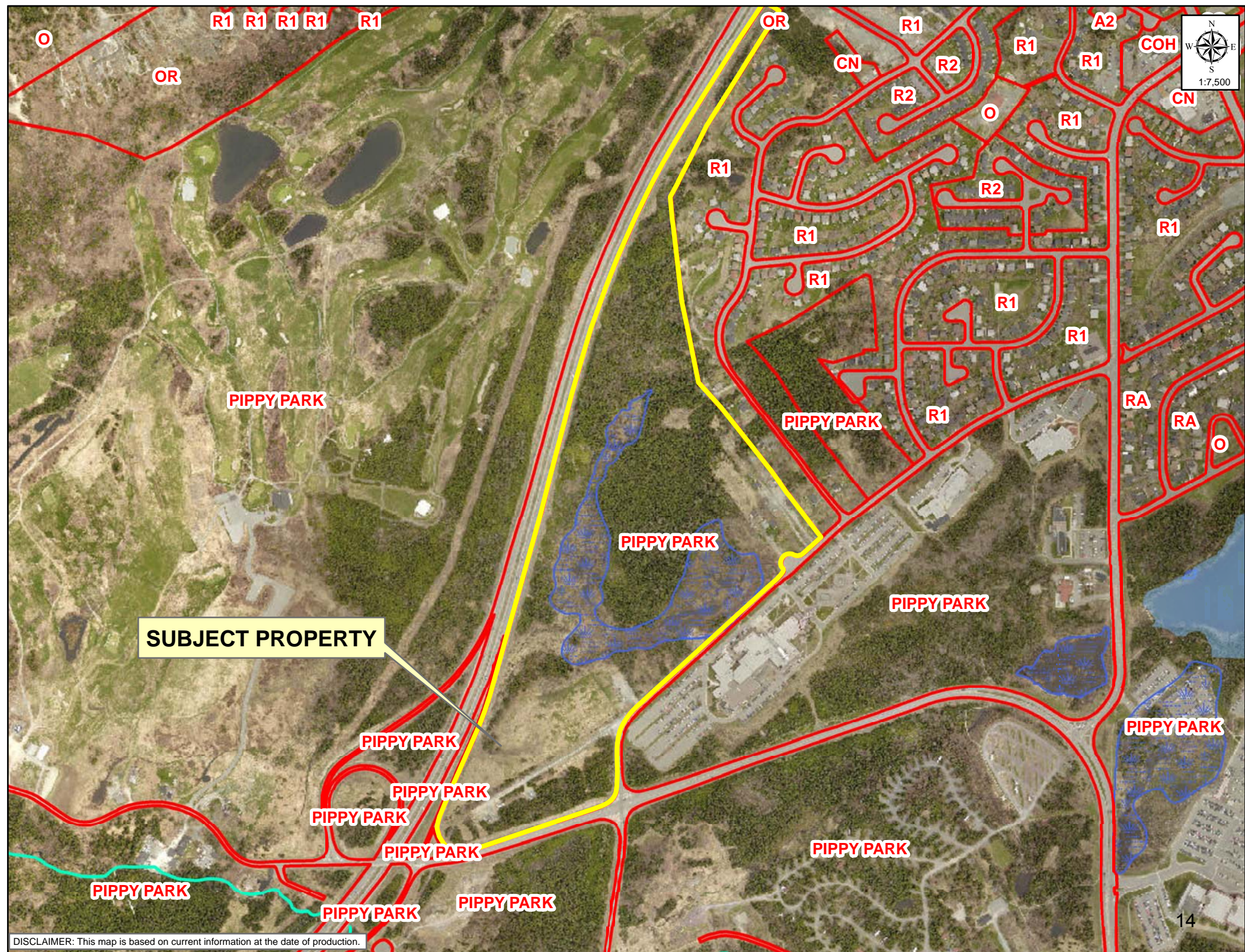
Report Approval Details

Document Title:	Notices Published - 140 Ridge Road.docx
Attachments:	- 140 RIDGE ROAD.pdf
Final Approval Date:	Jun 22, 2022

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

Lindsay Lyghtle Brushett - Jun 22, 2022 - 1:36 PM

Jason Sinyard - Jun 22, 2022 - 2:26 PM



SUBJECT PROPERTY



DECISION/DIRECTION NOTE

Title: Notices Published – 899 Northern Pond Road - DEV2100067

Date Prepared: June 22, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jamie Korab, Development

Ward: Ward 5

Decision/Direction Required:

A Discretionary Use application has been submitted by Eastlink to construct a telecommunications tower at 899 Northern Pond Road.

Discussion – Background and Current Status:

In accordance with the obligations under the Radio Communication Act and Industry Canada's Tower Siting Procedure CPC-2-0-03, the City of St. John's notified residents in the vicinity of 899 Northern Pond Road of Eastlink's intention to construct a Wireless Communications Facility (tower system) consisting of:

- A 76.2 metre guyed Wireless Communications Facility (tower) with supporting antennas and radio equipment;
- The antenna system will be 2.9 metres in height and located below the top of the proposed tower structure with two (2) antenna on the North of the tower, two (2) antenna on the East of the tower, and two (2) antenna on the West of the tower; and
- A 6'8" x 8'0" x 9'7" communication shelter located at the base of the tower.

The proposed application site is zoned Agriculture (AG).

No submissions were received.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighbouring property owners.
3. Alignment with Strategic Directions:

ST. JOHN'S

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

Choose an item.

4. Alignment with Adopted Plans: St. John's Envision Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: Envision St. John's Development Regulations Section 10 "Agriculture (AG) Zone" and Siting Protocol for Wireless Facilities in the City of St. John's.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 of 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 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.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

Recommendation:

That Council approve the Discretionary Use application to construct a telecommunications tower at 899 Northern Pond Road.

Prepared by:

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

Approved by:

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

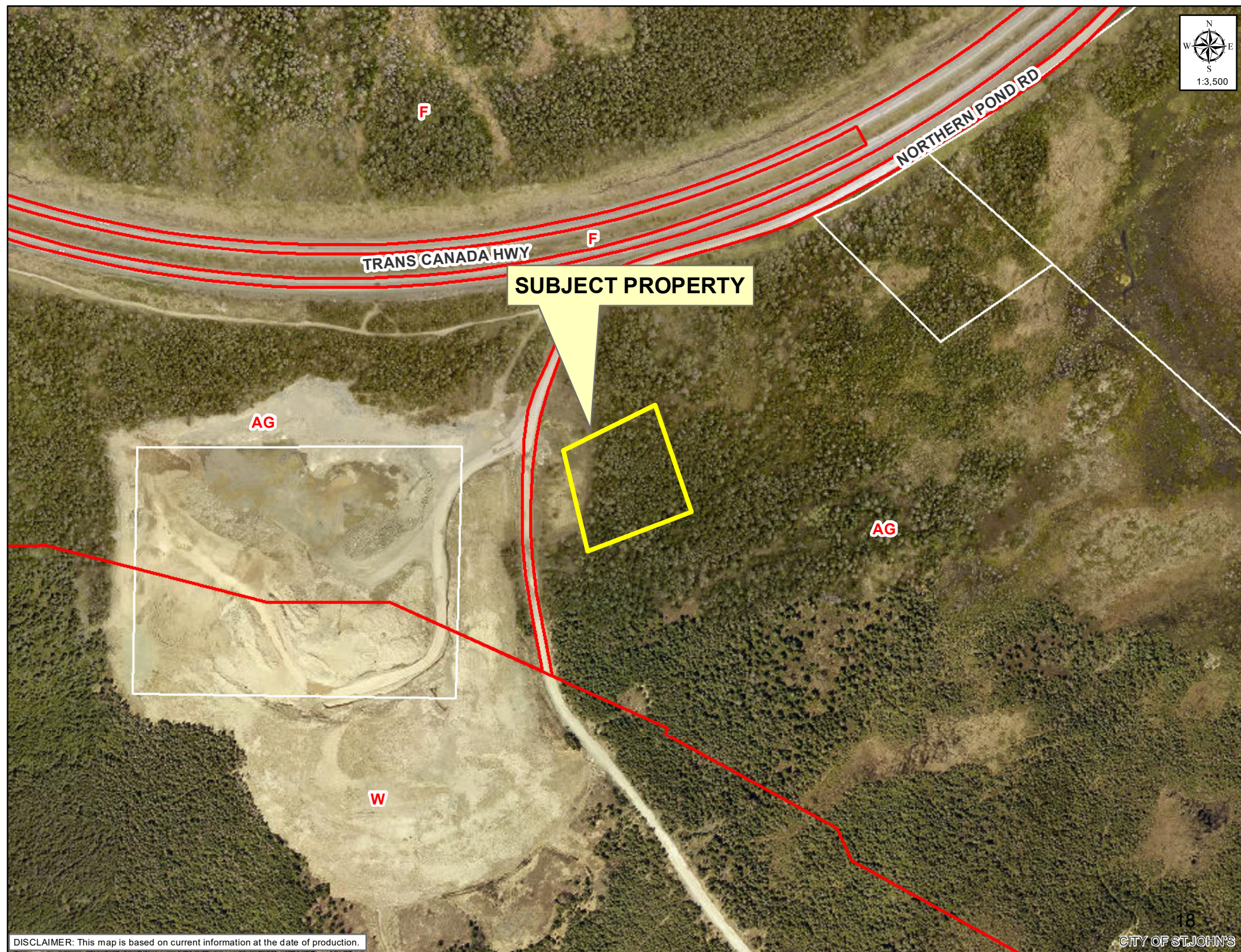
Report Approval Details

Document Title:	Notices Published - 899 Northern Pond Road.docx
Attachments:	- DEV2100067-899 NORTHERN POND ROAD.pdf
Final Approval Date:	Jun 22, 2022

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

Lindsay Lyghtle Brushett - Jun 22, 2022 - 1:25 PM

Jason Sinyard - Jun 22, 2022 - 2:28 PM



SUBJECT PROPERTY

TRANS CANADA HWY

NORTHERN POND RD

AG

AG

W

ST. JOHN'S

Committee of the Whole Report - City Council Council Chambers, 4th Floor, City Hall

June 15, 2022, 9:30 a.m.

Present:	Mayor Danny Breen Deputy Mayor Sheilagh O'Leary Councillor Ron Ellsworth Councillor Sandy Hickman Councillor Jill Bruce Councillor Ophelia Ravencroft Councillor Jamie Korab Councillor Ian Froude
Regrets:	Councillor Maggie Burton Councillor Debbie Hanlon Councillor Carl Ridgeley
Staff:	Kevin Breen, City Manager Derek Coffey, Deputy City Manager of Finance & Administration Cheryl Mullett, City Solicitor Ken O'Brien, Chief Municipal Planner Karen Chafe, City Clerk Christine Carter, Legislative Assistant
Others	Brian Head, Manager, Parks & Open Spaces Randy Carew, Manager, Regulatory Services Kelly Dyer, Communications & Public Relations Officer

1. Revised Cash Handling and Petty Cash Policy

Councillor Ellsworth presented the Decision Note on the Revised Cash Handling and Petty Cash Policy.

The Payment Card Industry Data Security Standard (PCI DSS), administered by Payment Card Industry Security Standards Council, provides industry-wide

standards for credit and debit card processing to enhance data security and reduce fraud risk.

The City has reached the threshold for mandatory compliance with the PCI DSS, based on credit and debit card transaction volume. To facilitate compliance, the City has revised its Cash Handling and Petty Cash policy and developed new Payment Card Industry Data Security Standard procedures. The amended policy and new procedures will provide greater protection in managing personal financial information and will apply to both the City and any third-party payment processing providers contracted by the City.

Recommendation

Moved By Councillor Ellsworth

Seconded By Councillor Hickman

That Council approve the revised Cash Handling and Petty Cash Policy.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

2. Shad Memorial 2022 – Sponsorship of Breakfast

Mayor Breen advised that the City has received a request to sponsor a breakfast at City Hall with the Mayor and Councillors for the Shad Memorial 2022. The event consists of about seventy people in total, with the preferred date of July 27th. This event has traditionally been sponsored by Council over the past number of years.

Memorial University is one of eighteen university campuses in Canada offering the Shad program (www.shad.ca), a nation-wide program designed to offer high-potential high school students the opportunity to be surrounded by other talented youth from across the country. The program strives to hone the skills of tomorrow's potential leaders and provide first-hand access to industry and career options to assist the students in choosing educational and career paths. This year's program runs from July 3rd to July 29th, 2022.

Shad is a not-for-profit organization and relies on the support of public and private sector organizations to provide an expansive and high-quality program.

Councillor Ellsworth suggested that members of Council who are available may want to participate in this event to meet the students that have come from across

the country. Councillor Korab noted that he had attended in the past, and it was a great opportunity to meet students and he is fully supportive of the City's sponsorship of the breakfast.

Recommendation

Moved By Councillor Ellsworth

Seconded By Deputy Mayor O'Leary

That Council sponsor the breakfast for the Shad Memorial 2022 at an approximate cost of \$2000.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

3. 110 Cheeseman Drive – MPA2200002

A request has been received by the property owner of 110 Cheeseman Drive for the land to be rezoned from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone for the purpose of the construction of five Single Detached Dwellings. A Municipal Plan Amendment is also required to re-designate the land from the Commercial District to the Residential District.

Councillor Froude reviewed the Decision Note and the history on the property of 110 Cheeseman Drive with Council, noting that Staff are recommending that Council reject the application to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone so as to retain important commercial lands in the Southlands neighbourhood.

Council discussed the request and expressed concern that if the rezoning were to occur, it will mean a loss of commercial space in this neighbourhood. It was also noted that there still exists a great deal of residential land in the area for future residential development.

Council expressed their support of the recommendation of Staff, even though there is a great need for housing, designated commercial areas need to be maintained and zoned appropriately for future uses.

It was suggested that the proponent could petition the residents in the area regarding the rezoning and bring the petition to Council for consideration.

Recommendation**Moved By** Councillor Froude**Seconded By** Deputy Mayor O'Leary

That Council reject the application to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone so as to retain important commercial lands in the Southlands neighbourhood.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)**4. Membership – Sustainable and Active Mobility Advisory Committee**

Councillor Froude presented Council with the recommendations for membership on the Sustainable and Active Mobility Advisory Committee and outlined the criteria that was used for selection of the members.

It was noted that a para-transit user position is still to be filled on the committee.

SJMC-S-2022-06-13/**Moved By** Councillor Froude**Seconded By** Councillor Ellsworth

That Council approve the following ten individuals to sit on the Sustainable and Active Mobility Advisory Committee and that one additional position be reserved to be filled by a user of public para transit or Go Bus:

- Wiseman, Debbie
- Sunner, Petra
- Lee, Justin
- Roy, Noel
- Green, Ryan
- Lomond, Megan
- Lambert, Anne
- Brake, David
- Grant, Holly
- Binimelis Avila, Makarennna Anna Belen

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Korab, and Councillor Froude

Abstain (1): Councillor Ravencroft

MOTION CARRIED (7 to 0)

5. Environment & Sustainability Experts Panel Membership

Councillor Froude presented the recommendations for membership on the Environment & Sustainability Experts Panel.

Deputy Mayor O'Leary added that she is pleased to see the quality of candidates, but that gender diversity on the City's committees is extremely important and asked that Staff continue to promote any openings on our Committees with related organizations or groups as to encourage more applications.

SJMC-S-2022-06-13/

Moved By Councillor Froude

Seconded By Councillor Ravencroft

That Council approve the renewed commitment of the existing experts and the appointment of Piers Evans and James Blyth to the Environment & Sustainability Experts Panel.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

6. Demolition of Building – 17 Coronation Street

Councillor Ravencroft presented the Decision Note regarding the demolition of 17 Coronation Street.

Deputy Mayor O'Leary asked whether the costs for the demolition be recouped by the City and was advised by the Acting City Manager that the City's costs related to the demolition and repair to the attached dwellings would be recovered.

Recommendation

Moved By Councillor Ravencroft

Seconded By Councillor Bruce

That Council grant the Demolition Order of 17 Coronation Street as the building is in a state of total disrepair and is creating a potential safety concern.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

Mayor

DECISION/DIRECTION NOTE

Title: Payment Card Industry Data Security Standard Compliance

Date Prepared: June 7, 2022

Report To: Committee of the Whole

Councillor and Role: Councillor Ron Ellsworth, Finance & Administration

Ward: N/A

Decision/Direction Required: Approval of Revised Cash Handling and Petty Cash Policy to facilitate compliance with the Payment Card Industry Data Security Standard.

Discussion – Background and Current Status:

The Payment Card Industry Data Security Standard (PCI DSS), administered by Payment Card Industry Security Standards Council, provides industry-wide standards for credit and debit card processing to enhance data security and reduce fraud risk.

The City has reached the threshold for mandatory compliance with the PCI DSS, based on credit and debit card transaction volume. To facilitate compliance, the City has revised its Cash Handling and Petty Cash policy and developed new Payment Card Industry Data Security Standard procedures. The amended policy and new procedures will provide greater protection in managing personal financial information and will apply to both the City and any third-party payment processing providers contracted by the City.

Key Considerations/Implications:

1. Budget/Financial Implications: There are no additional financial implications with the proposed policy changes.
2. Partners or Other Stakeholders: The City's payment card processing vendors will be required to comply with the policy.
3. Alignment with Strategic Directions/Adopted Plans: "An Effective City" Goal: "Work with our employees to improve organizational performance through effective processes and policies"
4. Legal or Policy Implications: The Office of the City Solicitor has reviewed and approved the policy.
5. Privacy Implications: Payment card information is considered to be "personal information" under the Access to Information and Protection of Privacy Act, 2015. The

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draft documents have been reviewed by the City's Access to Information and Protection of Privacy (ATIPP) Coordinator and comply with the Act and the City's Privacy Management Policy.

6. Engagement and Communications Considerations: The Department has contacted the Communications and Office Services Division and Organizational Performance and Strategy Division regarding communications and training requirements.
7. Human Resource Implications: The policy will be implemented with existing human resources.
8. Procurement Implications: Future procurement of payment card processing services will require vendors to be compliant with the standards and to provide supporting documentation periodically to demonstrate ongoing compliance.
9. Information Technology Implications: The Corporate Information Services Division was consulted during the development process. The City's new Information Technology Policy includes requirements for information security, as required by the PCI DSS.
10. Other Implications: Not applicable

Recommendation:

That Council approve the revised Cash Handling and Petty Cash Policy.

Prepared by: Trina Caines, Policy Analyst

Reviewed by: Kris Connors, Manager, Budget and Treasury
Shelley Traverse, Manager, Financial Services

Approved by: Derek Coffey, Acting City Manager
Karen Chafe, City Clerk, Corporate Policy Committee (CPC) Co-Chair;
Leanne Piccott, Manager - HR Advisory Services, CPC Co-Chair

Attachments:

Draft Revised Cash Handling and Petty Cash Policy

Draft Payment Card Industry Data Security Standard Procedures

Report Approval Details

Document Title:	DN Revised Cash Handling and Petty Cash Policy and New PCI DSS Procedures.docx
Attachments:	- Draft Cash Handling and Petty Cash Policy with PCI Edits - For COTW.docx - Draft PCI DSS Procedures - COTW - For Your Information.docx
Final Approval Date:	Jun 9, 2022

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

Karen Chafe - Jun 9, 2022 - 9:04 AM

DRAFT – For Discussion Only

Note: This is an amended draft with a new Payment Card Industry Data Security Standard section. The text for COTW approval is noted in red underlined text.

Last revised 2022-06-07

City of St. John's Corporate and Operational Policy Manual

Policy Title: Cash Handling and Petty Cash Policy	Policy #: 04-12-01
Last Revision Date: N/A	Policy Section: Finance and Accounting > Financial Management
Policy Sponsor: Deputy City Manager, Finance and Administration	

1. Policy Statement

This policy provides Employees involved in Cash handling, including Petty Cash, with direction for the proper controls over (i) the acceptance, custody, and safeguarding of Cash; and (ii) the establishment and administration of Petty Cash funds.

2. Definitions

“Cardholder Data” means the information about a cardholder that is collected for the purpose of processing of a credit or debit card transaction, and may include any of the following: contents of the magnetic stripe and/or chip, Primary Account Number (PAN), cardholder name, expiration date, or Card Verification Value (CVV) number.

“Cash” means coin, currency, cheques, money orders, bank drafts, and/or credit card/debit card transactions.

“Cash Site” means a City location that handles Cash but does not include a Petty Cash Custodian as defined in this Policy.

“Cashier” means any Employee who performs the function of receiving, transmitting, safeguarding, and/or depositing Cash.

“Department Head” means any Employee reporting directly to the City Manager and/or Council.

“Employee” means any person employed by the City of St. John’s as a permanent, term, part-time, casual, contract, seasonal, temporary, or student worker.

“Payment Card Industry Data Security Standard” (PCI DSS) means the official published set of industry standards and requirements that all credit or debit card processing merchants are expected to comply with, as set forth by the Payment Card Industry Security Standards Council.

“Petty Cash” means a small amount of currency to cover payments of low value, low risk, and infrequent purchases.

“Petty Cash Custodian” means an Employee appointed to operate, safeguard, and make disbursements from an individual Petty Cash fund.

“Segregation of Duties” means an internal control to mitigate risk, where no single Employee handles a transaction from beginning to end.

3. Policy Requirements

Cash and Petty Cash shall be managed in accordance with this policy and the **Cash Handling and Petty Cash Procedures**.

3.1 Cash Security

3.1.1 Segregation of Duties

- a) Appropriate Segregation of Duties shall exist at all times in the Cash handling and Petty Cash functions. No individual Employee shall have responsibilities for the entire Cash management process. At a

minimum, the Employee responsible for cash acceptance and deposit preparation shall not be involved with the review and approval of the deposit.

- b) Divisional managers may require additional segregation of duties, as they deem appropriate.

3.1.2 Safeguarding and Transportation

- a) Cash shall be safeguarded at all times, as detailed in the **Cash Handling and Petty Cash Procedures**.
- b) Access to secure areas or safes shall be limited to as few people as is necessary.
- c) Prior to purchasing any new safes or vaults, managers shall consult the Manager, Enterprise Risk and Insurance.
- d) Employees shall not transport Cash (including cheques) via internal mail.
- e) Armoured courier services shall be used to transport Cash to the bank.
- f) Where possible, security cameras shall be in place to monitor all safes.

3.1.3 Certificate of Conduct

Employees having responsibility for the acceptance, custody, and/or safeguarding of Cash, excluding Petty Cash, shall provide the Department of Human Resources (HR) with a Certificate of Conduct:

- a) upon start of employment and every five years; and/or
- b) when transitioning to a position with these responsibilities, and where there is no current Certificate on file.

3.2 Forms of Payment

Cashiers shall only accept the forms of payment for various revenue sources as detailed in **Annex A** of the **Cash Handling and Petty Cash Procedures**.

3.3 Reconciliations and Deposits

- a) Reconciliations of Cash deposits to the accounting records at Cash Sites shall be made daily.
- b) Records shall be kept on all Cash counts and deposits.
- c) Employees shall comply with the requirements in Cash Reconciliations and Deposits section of the **Cash Handling and Petty Cash Procedures**.

3.4 Petty Cash Fund

3.4.1 Petty Cash Use

- a) Employees shall comply with the **Cash Handling and Petty Cash Procedures** for establishing, replenishing, or closing a Petty Cash fund; disbursing Petty Cash funds, changing the Petty Cash fund amount; and/or obtaining approval for a new or changed Petty Cash Custodian.
- b) Employees shall ensure there is appropriate Segregation of Duties, as detailed in Section 3.1.1(a).
- c) Petty Cash Custodians shall be the only Employees with access to their Petty Cash funds.
- d) Petty Cash transactions shall only be used for purchases to the maximum amount specified in the **Cash Handling and Petty Cash Procedures**.
- e) The Petty Cash fund shall not be used to circumvent the City's Procurement Policy and/or procedures, or record keeping requirements and shall only be used when other disbursement methods are impractical or cannot be used.
- f) Petty Cash funds that have been inactive, with no activity during a fiscal year, may be closed.
- g) The DCM, Finance and Administration or designate may evaluate the continued need for a Petty Cash fund and such fund may be closed in their sole discretion.

3.4.2 Petty Cash Eligible Expenditures

- a) Employees shall consult their manager prior to expending any funds if they are unsure a purchase is eligible for petty cash reimbursement.
- b) Division managers may choose to implement restrictions on eligible expenditures as they deem appropriate.

3.5 Loss (Including Theft)

- a) Overages or shortages above the threshold detailed in the **Cash Handling and Petty Cash Procedures** shall be brought to the attention of Cashier's/Petty Cash Custodian's manager.
- b) Overages or shortages above the threshold detailed in the **Cash Handling and Petty Cash Procedures** shall be brought to the attention of the Manager, Financial Services by the Cashier's/Petty Cash Custodian's manager.
- c) For any suspected theft of Cash, Employees and managers shall follow the requirements of the **Fraud Policy**.

3.6 Payment Card Industry Data Security Standard

- a) Employees and third-party service providers shall follow the **Payment Card Industry Data Security Standard (PCI-DSS) Procedures** when handling payment cards (including credit and debit cards) or managing Cardholder Data.

3.7 Oversight

- a) Employees responsible for Cash handling and/or Petty Cash shall sign an acknowledgement form indicating their agreement to comply with the Cash Handling and Petty Cash Policy and Procedures.
- b) The DCM, Finance and Administration; City Internal Auditor; and/or designate(s) may conduct reviews, audits, or checks at any time without notice to ensure compliance with this policy and related procedures.

4. Application

This policy, except for Section 3.6 “Payment Card Industry Data Security Standard”, applies to (i) all Cash Sites, (ii) Petty Cash Funds, and (iii) all Employees involved with Cash handling or Petty Cash Funds; with the exception of the St. John’s Transportation Commission (Metrobus).

Section 3.6 “Payment Card Industry Data Security Standard” and its associated procedures apply to (i) all City Employees and third-party service providers who have access to cardholder data or cardholder data systems, with the exception of the St. John’s Transportation Commission (Metrobus); (ii) all cardholder data; and (iii) all technologies associated with the creation, collection, processing, storage, transmission, analysis, and disposal of cardholder data.

5. Responsibilities

5.1 Cashiers and Petty Cash Custodians shall be responsible for:

- a) complying with this policy and related procedures;
- b) reporting any suspected misappropriation of cash; and
- c) maintaining records for audit.

5.2 Employees involved in the handling or management of Cardholder Data shall be responsible for:

- a) complying with this policy and related procedures.

5.3 Managers supervising Cashiers, Petty Cash Custodians, or other Employees involved in the handling or management of Cardholder Data shall be responsible for:

- a) communicating this policy and related procedures to all appropriate Employees under their supervision;

- b) establishing an effective internal control system that maintains appropriate Segregation of Duties;
- c) ensuring any additional standard operating procedures used by their divisions comply with this policy and associated procedures;
- d) advising HR of changes in cash handling responsibilities;
- e) reviewing and approving receipts and reconciliations;
- f) investigating unusual variations in cash; and
- g) taking appropriate action for any potential contravention of the policy or related procedures, including notifying the Department of Finance and Administration, when appropriate.

5.4 Department Heads shall be responsible for:

- a) ensuring that this policy and related procedures are communicated to all applicable Employees in their departments; and
- b) ensuring their departments comply with this policy and associated procedures.

5.5 The Department of Finance and Administration shall be responsible for:

- a) setting maximum amounts for Petty Cash Funds;
- b) performing timely bank account reconciliations and investigating any discrepancies between internal records and the bank's records;
- c) monitoring deposits to ensure Cash is being deposited and conducting intermittent random checks;
- d) managing armoured car services;
- e) overseeing compliance with the policy, the Cash Handling and Petty Cash procedures, and PCI DSS procedures; and
- f) authorizing any exceptions to the policy requirements.

5.6 The Division of Human Resources shall be responsible for:

- a) ensuring that Certificates of Conduct are provided by employees to HR when required.

5.7 The Office of the City Internal Auditor shall be responsible for:

- a) conducting compliance reviews, audits, or checks as they deem appropriate;
- b) applying the requirements of the **Fraud Policy** for any suspected theft of Cash.

6. References

04-12-01-01 Cash Handling and Petty Cash Procedures

04-12-01-02 Payment Card Industry Data Security Standard Procedures (draft)

7. Approval

- Policy Sponsor: DCM, Finance and Administration
- Policy Writer: Policy Analyst
- Date of Original Approval from Council: January 13, 2020
- Date of Amendment Approval from
 - Corporate Policy Committee: January 17, 2022
 - Senior Executive Committee:
 - Committee of the Whole:
- Date of Amendment Approval from Council:

8. Monitoring and Contravention

The Department of Finance and Administration shall monitor the application of this policy.

Any contravention of the policy shall be brought to the attention of the DCM, Finance and Administration; Division of Human Resources; the Office of the City Solicitor; the Office of the Internal Auditor; and/or the City Manager for further investigation and potential follow up disciplinary or legal action, up to and including dismissal.

9. Review Date

Initial Review: three years; Subsequent Reviews: five years

DRAFT

DRAFT – For Discussion Only

Last revised 2022-01-21

City of St. John's Corporate and Operational Policy Manual

Procedure Title: Payment Card Industry Data Security Standard Procedures	
Authorizing Policy: Cash Handling and Petty Cash Policy	
Procedure #: 04-12-01-02	Last Revision Date: N/A
Procedure Sponsor: Manager, Budget and Treasury	

1. Procedure Statement

The purpose of these procedures is to identify the business rules, roles, and responsibilities to support the City's compliance with the Payment Card Industry Data Security Standard (PCI-DSS).

2. Definitions

“Cardholder Data” means the information about a cardholder that is collected for the purpose of processing of a credit or debit card transaction, and may include any of the following: contents of the magnetic stripe and/or chip, Primary Account Number (PAN), cardholder name, expiration date, or Card Verification Value (CVV) number.

“Credit Card Processing System” means any electronic system or service used for the completion of credit card transactions, collection or storage of Cardholder Data, creation of Cardholder Data receipts or reports, or analysis and/or disposal of Cardholder Data, for City Merchant accounts. This includes any software applications, hardware, or other electronic devices, including those provided by third-party vendors that process, transmit, store, or display Cardholder Data.

“Department Head” means any Employee reporting directly to the City Manager and/or Council.

“Employee” means any person employed by the City of St. John’s as a permanent, term, part-time, casual, contract, seasonal, temporary, or student worker.

“Payment Card Industry Data Security Standard” (PCI DSS) means the official published set of industry standards and requirements that all credit or debit card processing Merchants are expected to comply with, as set forth by the Payment Card Industry Security Standards Council.

“Merchant” means any department, division, or third-party provider acting on behalf of the City that accepts payment cards (credit or debit) as payment.

3. Procedure Requirements

3.1 General

- a) All City credit card Merchant accounts shall be approved by the Department of Finance and Administration.
- b) Any proposal for a new process related to the storage, transmission, or processing of Cardholder Data (including, but not limited to, changes to providers, equipment, or processes) shall be approved by the Department of Finance and Administration.
- c) Access to the Cardholder Data environment shall be restricted to those Employees with a need to access such environments and appropriate physical and technical controls shall be in place to protect the Cardholder Data environment.
 - i. Scanned and printed documents ideally shall not contain any Cardholder Data, and/or if they do, Employees shall redact Cardholder Data from those documents.

- ii. Employees interacting with the public via phone shall exclude discussions of Cardholder data from any recordings.
- iii. The City shall filter incoming emails to quarantine and secure any Cardholder Data.
- d) The City shall require that third-party providers encrypt any Cardholder Data transmitted across open, public networks.
- e) No Credit Card Processing Systems shall use vendor-supplied defaults for system passwords or other security parameters.
- f) Employees shall comply with the Information Technology Policy and Privacy Management Policy, including, but not limited to, reporting any suspected or known breaches of Cardholder Data or personal information.
- g) Employees requiring clarification shall contact the Manager, Budget and Treasury about the interpretation of these procedures.

3.2 Merchant Account Management

Departments with Merchant accounts shall:

- a) identify and document all of the forms of card payment activities that occur in their department and maintain a list of Credit Card Processing Systems used to process these payments;
- b) assign responsibility for the following tasks to Employee(s) in their department:
 - i. inspection of PIN pads, terminals, or payment processing workstations for signs of tampering, unauthorized new accounts, or card skimming devices on a weekly basis; and
 - ii. maintenance of up-to-date lists of (a) all Credit Card Processing Systems including, but not limited to, PIN pads, terminals, and payment processing workstations; and (b) of individuals, including Employees, volunteers, contractors, or consultants, who may access Cardholder Data or Credit Card Processing Systems.

3.3 Storage and Disposal

- a) Cardholder Data shall not be stored on any electronic device, including network servers, workstations, laptops, mobile devices, or local or cloud storage.
- b) Cardholder Data shall not be transmitted electronically outside of Credit Card Processing Systems, including, but not limited to, email, electronic messaging/meeting applications, voicemail, fax, text messaging, or any other method that may store or transmit electronically.
- c) Web payments shall be processed using a PCI-compliant service provider approved by the Department of Finance and Administration.
- d) Any paper documents containing Cardholder Data shall:
 - i. be limited to only information required to transact business,
 - ii. only be accessible to those Employees or third-party vendors who have a business need to have access,
 - iii. be in a secure location with sufficient physical safeguards to protect against loss or theft, unauthorized access, disclosure, copying, use, and/or modification, and
 - iv. be destroyed via secure records disposal methods (for example, placed in a secure shredding box and shredded by a commercial bonded shredding company) once business needs no longer require retention.
- e) All Credit Card Processing Systems shall be programmed to print out only a maximum of the first six characters and the last four of a credit card number.
- f) The full contents of any track for the magnetic strip and/or the three-digit card validation code, shall not be stored in a Credit Card Processing System.

3.4 Third-Party Vendors

- a) The City shall contractually require that all third-party vendors and any of their subcontractors involved in credit card transactions meet all required PCI data security standards.
- b) Third-party vendors shall provide evidence, to the sole satisfaction of the City, of PCI DSS compliance and their efforts at maintaining ongoing compliance.

4. Application

These procedures apply to (i) all City Employees and third-party service providers who have access to Cardholder Data or Credit Card Processing Systems, excluding the St. John's Transportation Commission (Metrobus); (ii) all Cardholder Data; and (iii) all Credit Card Processing Systems.

5. Responsibilities

5.1 The Department of Finance and Administration shall be responsible for:

- a) overseeing the implementation of these procedures;
- b) management and approval of third-party vendor compliance.

5.2 The Corporate Information Services Division shall be responsible for:

- a) filtering incoming emails to quarantine and secure any Cardholder Data.

5.3 Employees involved in the handling or management of Cardholder Data shall be responsible for:

- a) complying with these procedures.

5.4 Managers supervising Employees involved in the handling or management of Cardholder Data shall be responsible for:

- a) communicating these procedures to applicable Employees in their departments; and
- b) having any additional standard operating procedures used by their divisions comply with these procedures and related policies.

5.5 Department Heads shall be responsible for:

- a) communicating these procedures to all applicable Employees in their departments; and
- b) directing their departments to comply with these procedures.

6. References

[01-04-02 Privacy Management Policy](#)

[04-12-01 Cash Handling and Petty Cash Policy](#)

[02-01-18 Information Technology Policy](#)

7. Approval

- Procedure Sponsor: Manager, Budget and Treasury
- Procedure Writer: Policy Analyst / Manager, Budget and Treasury
- Date of Approval from:
 - Corporate Policy Committee: January 17, 2022
 - Senior Executive Committee:

8. Monitoring and Contravention

The Department of Finance and Administration shall monitor the application of these procedures.

Any contravention of the procedures shall be brought to the attention of the Department of Finance and Administration (including the Human Resources Division); the Office of the City Solicitor; the Office of the Internal Auditor; and/or the City Manager for further investigation and potential follow up disciplinary or legal action, up to and including dismissal.

9. Review Date

Review: Concurrent with the review of Cash Handling and Petty Cash Policy

DRAFT

DECISION/DIRECTION NOTE

Title: Shad Memorial 2022 – Sponsorship of Breakfast

Date Prepared: June 9, 2022

Report To: Committee of the Whole

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

Ward: N/A

Decision/Direction Required:

Seeking Council's approval to host a luncheon for the staff and students of Shad Memorial 2022.

Discussion – Background and Current Status:

The City has received a request from the Director of Shad Memorial requesting that the City sponsor a breakfast at City Hall with the Mayor and/or councillors. The event consists of about 70 people in total. The preferred date is July 27th. This event has traditionally been sponsored by Council over the past number of years.

Memorial University is one of 18 university campuses in Canada offering the Shad program (www.shad.ca), a nation-wide program designed to offer high-potential high school students the opportunity to be surrounded by other talented youth from across the country. The program strives to hone the skills of tomorrow's potential leaders and provide first-hand access to industry and career options to assist the students in choosing educational and career paths. This year's program runs from July 3rd to July 29th, 2022.

Shad is a not-for-profit organization and relies on the support of public and private sector organizations to provide an expansive and high-quality program.

Key Considerations/Implications:

1. Budget/Financial Implications: Cost of breakfast for 70 people (\$2000) estimated.
2. Partners or Other Stakeholders: Memorial University of NL
3. Alignment with Strategic Directions:

A Connected City: Increase and improve opportunities for residents to connect with each other and the City.

Choose an item.

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4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: N/A
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council sponsor the breakfast for the Shad Memorial 2022 at an approximate cost of \$2000.

Prepared by:

Approved by:

DECISION/DIRECTION NOTE

Title: 110 Cheeseman Drive – MPA2200002

Date Prepared: June 8, 2022

Report To: Committee of the Whole

Councillor and Role: Councillor Ian Froude, Planning

Ward: Ward 5

Decision/Direction Required:

To consider rezoning land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone for the purpose of five Single Detached Dwellings.

Discussion – Background and Current Status:

The City has received an application from Newfound Mechanical (C&W Holdings) to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone to accommodate five (5) Single Detached Dwellings. A Municipal Plan Amendment is also required to redesignate the land from the Commercial District to the Residential District.

At its May 11, 2020 regular meeting, Council approved the discretionary use of a Daycare Centre at this property. Since then, the applicant decided to develop the land as residential lots and has requested this rezoning. The proposed lots meet the R1 Zone standards, the primary zone in this area.

The overall concept plan for the Southlands area was considered in 2009. It included the existing residential development as well as areas to be zoned as Commercial Neighbourhood (CN), Commercial Regional (CR), Institutional (INST) and Open Space (O). As shown on the attached concept plan, the intersection of Teakwood Drive and Cheeseman Drive has always been proposed as commercial to accommodate the future neighbourhood's needs. The long-term plan is that Cheeseman Drive will extend eastward to connect with Gold Medal Drive and northwestward to connect with Southlands Boulevard. Cheeseman Drive will become one of the main roads within Southlands and is an appropriate location for the CN Zone. Since the 2009 Southlands concept plan, the City has also zoned land east of 96 Cheeseman Drive as CN, recognizing the future need for these commercial spaces.

When large parcels of undeveloped land are opened up for residential development, it is recommended to set nodes near intersections for future commercial and institutional uses. Examples of this in Southlands are 2-8 Great Southern Drive which has been developed as a gas station, take-out and convenience store, as well as 160 Southlands Boulevard which is now home to Westbury Estates, a seniors' retirement facility. While the subject property may not be needed as a commercial use today, it will likely be needed in the future to

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accommodate the neighbourhood's commercial needs. We respect and understand the wishes of the owner, but in this case staff does not recommend rezoning 110 Cheeseman Drive to a residential zone. Once the commercial spaces at key intersections are lost and developed as residential dwellings, the land will not be available for commercial use. Staff assert that there is ample residential land in Southlands already and that the current CN Zone should remain.

Since the Southlands concept plan was prepared, the City has adopted policies in the Municipal Plan which encourage mixed-use, walkable neighbourhoods. The policies include:

- Growth and Development Strategy: The strategy for growth set out in the Envision St. John's Plan attempts to balance growth with a strong diverse economy, environmental stewardship, recognition of heritage and its importance to the culture and economy of the city, and *complete neighbourhoods that have access to amenities such as parks, open space, food and local services*. As the strategy is implemented, overall neighbourhood health will be a key consideration in the development of the built environment.
- 2.4 Urban Design: In new neighbourhoods, development will be planned around the parks and open space network, *with an emphasis on compact, walkable residential neighbourhoods, with a mix of uses* and employment areas along primary transportation corridors.
- Chapter 4 Healthy Communities Goal: To design complete and interconnected, walkable neighbourhoods with efficient infrastructure, facilities and services, including a range of housing options.
- Chapter 9 Land Use Districts Goal: To promote a pattern of growth and land use that will encourage orderly, efficient, and environmentally sound development, and create highly desirable, vibrant, walkable neighbourhoods.
- 8.5(4) Designate lands for commercial use in appropriate locations along main roadways, at intersections and in the downtown, to ensure an adequate supply of suitable land is available to accommodate a range of commercial activity and support commerce.
- 8.5(7) Plan for small local commercial uses that meet the daily needs of residents and are compatible with surrounding uses.
- 8.5(20) Encourage development that accommodates a mixture of uses, various built form and public spaces.

However, should Council decided to consider the amendment, there were no engineering or development concerns regarding the residential lots. If Council considers the amendment, the application would be advertised in accordance with the St. John's Development Regulations.

Key Considerations/Implications:

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

3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.

4. Alignment with Adopted Plans: St. John's Municipal Plan and Development Regulations.

5. Legal or Policy Implications: A map amendment(rezoning) to the St. John's Municipal Plan and Development Regulations is required in order to consider residential lots at this location.

6. Privacy Implications: Not applicable.

7. Engagement and Communications Considerations: Should Council decide to consider the amendment, public consultation will be required.

8. Human Resource Implications: Not applicable.

9. Procurement Implications: Not applicable.

10. Information Technology Implications: Not applicable.

11. Other Implications: Not applicable.

Recommendation:

That Council reject the application to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone so as to retain important commercial lands in the Southlands neighbourhood.

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:	110 Cheeseman Drive - MPA2200002.docx
Attachments:	- 110 Cheeseman Drive - Attachments.pdf
Final Approval Date:	Jun 9, 2022

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

Ken O'Brien - Jun 8, 2022 - 2:04 PM

Jason Sinyard - Jun 9, 2022 - 1:50 PM



SUBJECT PROPERTY

CHESEMAN DR

TEAKWOOD DR

SEQUOIA DR

121

119

117

115

113

111

6

8

2

4

116

96

94

98

100

104

102

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101

98

R1

R1

R1

R1

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R1

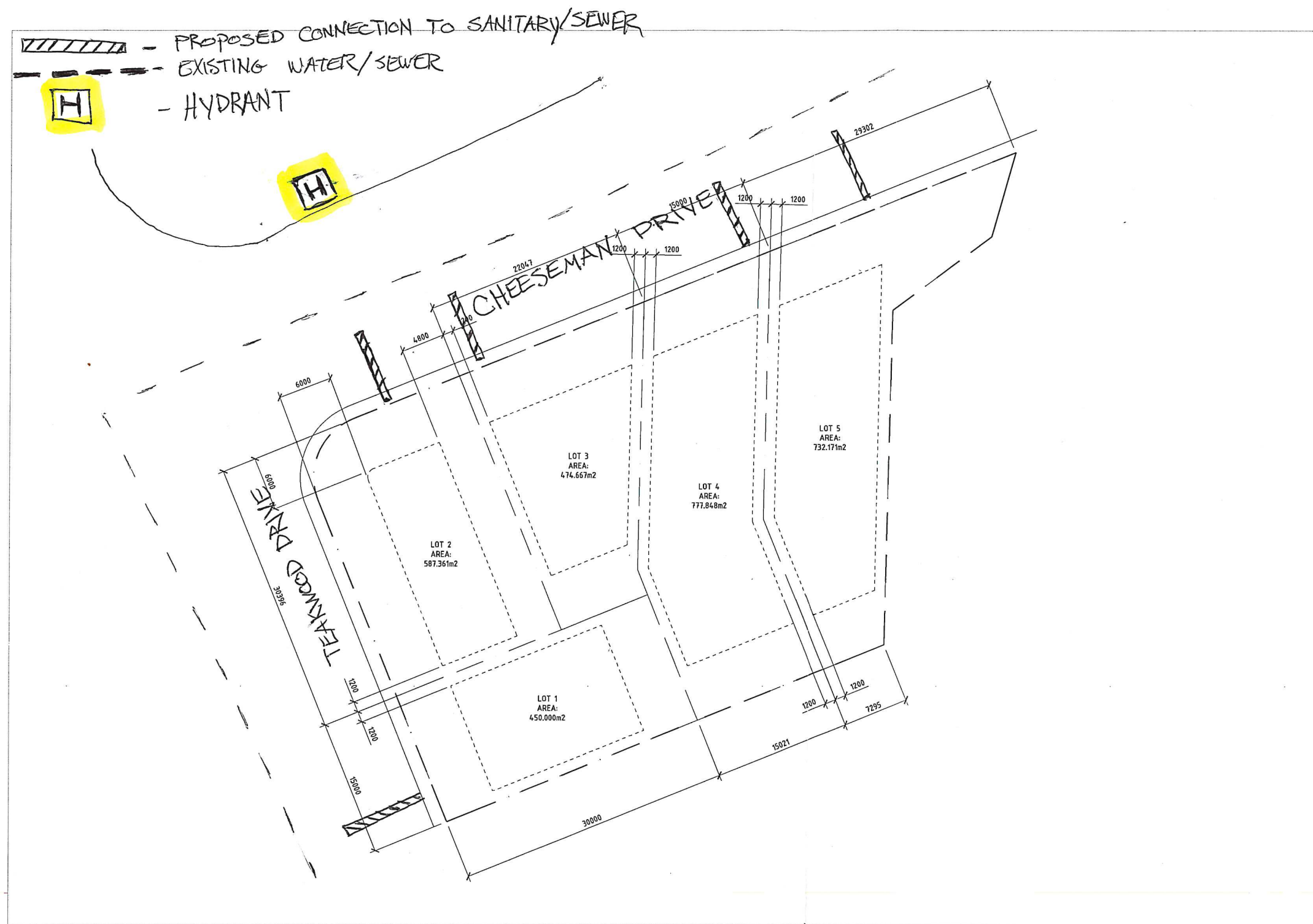
CN

50

CITY OF ST. JOHN'S

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

W:\Engwork\Planw\applications 2022\mpa2200002-110 cheeseman drive.mxd



A01

CHEESEMAN DR.

LOT SUBDIVISION

ZONE: R1

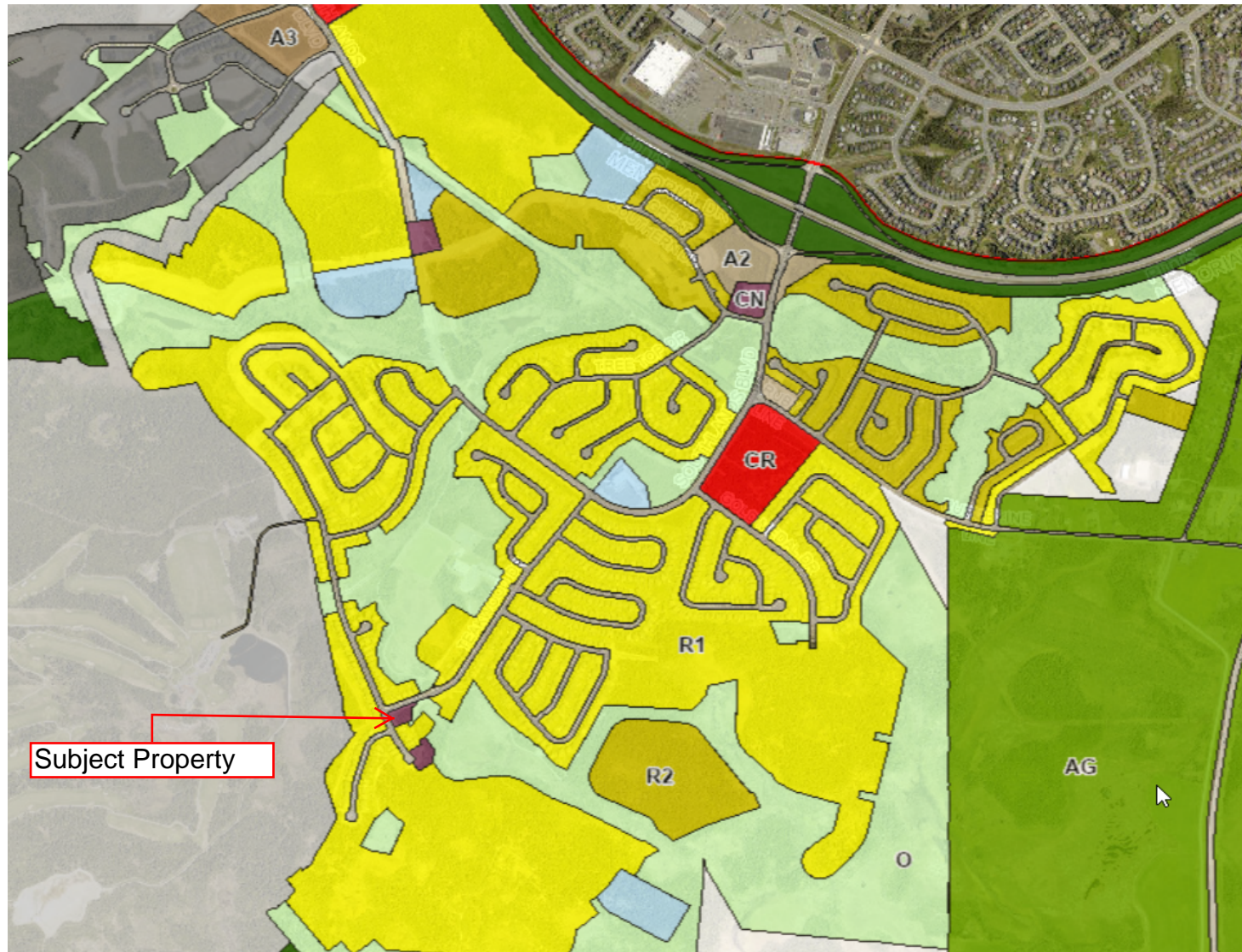
MIN. LOT AREA:	450m²
FRONTAGE MIN.:	15m
BUILDING LINE MIN.:	6m
SIDE YARDS MIN.:	1.2m EA.
REAR YARD MIN.:	6m

SCALE: 1:500
DATE: MAR. 4, 2022

p



Southlands Neighbourhood showing areas currently zoned R1, R2, A2, CN, CR, INST and O



COMMERCIAL NEIGHBOURHOOD (CN) ZONE

CN

(1) PERMITTED USES

Accessory Building	Laundromat
Adult Day Centre	Library
Bakery	Office
Bank	Park
Clinic	Public Utility
Community Garden	Retail Use
Convenience Store	Service Shop
Drive Through	Training School
Dwelling Unit – 2 nd storey or higher	Veterinary Clinic
Health and Wellness Centre	

(2) DISCRETIONARY USES

Car Sales Lot	Pharmacy
Car Wash	Place of Worship
Daycare Centre	Recycling Depot
Dry Cleaning Establishment	Restaurant
Gas Station	Service Station
Lounge	Taxi Stand
Parking Garage	Warehouse
Parking Lot	Wind Turbine – Small Scale

(3) **ZONE STANDARDS EXCEPT PARK, PUBLIC UTILITY, PARKING LOT AND PLACE OF WORSHIP**

(a)	Lot Area (minimum)	900 metres square
(b)	Lot Frontage (minimum)	30 metres
(c)	Building Height (maximum)	14 metres
(d)	Building Line (minimum)	7 metres
(e)	Side Yards (maximum)	2, each equal to 1 metre for every 5 metres of Building Height, except on a corner Lot where the Side Yard abutting the Street shall be 6 metres
(f)	Rear Yard (minimum)	6 metres
(g)	Lot Coverage (maximum) (except Gas Station)	50%
(h)	Landscaping (minimum)	20%

(4) **ZONE STANDARDS FOR PARK, PUBLIC UTILITY, PARKING LOT AND PLACE OF WORSHIP SHALL BE IN THE DISCRETION OF COUNCIL.**

RESIDENTIAL 1 (R1) ZONE

R1

(1) PERMITTED USES

Accessory Building	Park
Community Garden	Single Detached Dwelling
Home Office	Subsidiary Dwelling Unit

2) DISCRETIONARY USES

Adult Day Centre	Home Occupation
Bed and Breakfast	Parking Lot
Daycare Centre	Public Utility
Heritage Use	

(3) ZONE STANDARDS FOR SINGLE DETACHED DWELLINGS

(a)	Lot Area (minimum)	450 metres square
(b)	Lot Frontage (minimum)	15 metres
(c)	Building Line (minimum)	6 metres
(d)	Building Height (maximum)	8 metres
(e)	Side Yards (minimum)	Two of 1.2 metres, except on a Corner Lot where the Side Yard abutting the Street shall be 6 metres
(f)	Rear Yard (minimum)	6 metres

(4) ZONE STANDARDS FOR ALL OTHER USES SHALL BE IN THE DISCRETION OF COUNCIL.

DECISION/DIRECTION NOTE

Title: Membership – Sustainable and Active Mobility Advisory Committee

Date Prepared: June 3, 2022

Report To: Committee of the Whole

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

Ward: N/A

Decision/Direction Required:

Council is requested to approve the recommended membership for the Sustainable and Active Mobility Advisory Committee (SAMAC).

Discussion – Background and Current Status:

Council recently approved the establishment of the Sustainable and Active Mobility Advisory Committee and a call for membership was publicly circulated as a result. A total of thirty applicants applied for the eleven available positions which were selected on the basis of the criteria outlined below as well as ranked on the scope of their diversity, passion and value by a selection committee consisting of PERS staff and Councillor Ian Froude:

- Beginner to avid cyclists and users of other forms of active mobility transportation (2).
- People with Disabilities (2), who have lived experience with either or a combination of a mobility barrier and a vision barrier.
- Pedestrian representatives (2): including one runner and one walker.
- Public transit user representatives (2). A combination of conventional and para transit users would be ideal.
- At least one member is a senior (50 years of age or over.)
- At least one member is a youth (18 – 30)
- At least one member who is a parent/guardian of young children.

With the exception of one category (public transit para-transit user), all areas outlined above were successfully represented by the applicants recommended. The St. John's Transportation Commission has been contacted to ascertain if any Go-Bus/para-transit users would be interested in sitting on this Committee and if so, an additional space is reserved for that representative.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: As listed above

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3. Alignment with Strategic Directions:

A Sustainable City: Work collaboratively to create a climate-adapted and low-carbon city.

A City that Moves: Expand and maintain a safe and accessible active transportation network.

4. Legal or Policy Implications: N/A

5. Privacy Implications: As per Section 7.3 of the Committee's Terms of Reference, all committee members are required to refrain from the use or transmission of any confidential or privileged information while serving with the Sustainable and Active Mobility Committee.

6. Engagement and Communications Considerations: All applicants will be advised of Council's decision to appoint new members.

7. Human Resource Implications: N/A

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

Recommendation:

That Council approve the following ten individuals to sit on the Sustainable and Active Mobility Advisory Committee and that one additional position be reserved to be filled by a user of public para transit or Go Bus:

- Wiseman, Debbie
- Sunner, Petra
- Lee, Justin
- Roy, Noel
- Green, Ryan
- Lomond, Megan
- Lambert, Anne
- Brake, David
- Grant, Holly
- Binimelis, Avila, Makarennna Anna Belen

Prepared by:

Approved by:

DECISION/DIRECTION NOTE

Title: Environment & Sustainability Experts Panel Membership

Date Prepared: May 11, 2022

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton & Councillor Ian Froude, Sustainability

Ward: N/A

Decision/Direction Required:

Approval of Membership for the 2022-2024 Environment & Sustainability Experts Panel (ESEP) based on the recommendations by lead staff.

Discussion – Background and Current Status:

The Environment and Sustainability Experts Panel is responsible for assisting in the progress of environmental and sustainability matters in the City of St. John's. Panel members provide expert opinion on environment and sustainability matters to Council to advance the strategic direction of a sustainable City of St. John's, review environmental requirements for new development or re-development within the City, support the development and implementation of the Resilient St. John's Community Climate Plan, and provide recommendations to Council.

The Term of Appointment is 2 years, as per the Environment and Sustainability Experts Panel Advisory Committee Terms of Reference: "Unless otherwise indicated, the Environment and Sustainability Panel term of appointment is two years. Recognizing the value of experience and the need for continuity, incumbents who are willing to seek reappointment may signify their intent to serve an additional two-year term, for a total of four years. In some cases, members may be encouraged to provide guidance, expertise and participate in a bridging capacity following the end of their term."

Three experts' terms have come to an end as of June 2022.

Due to an early vacancy on the ESEP, a public call was issued in February and extended to March of 2022 looking for one representative with expertise in Sustainable Urban Planning and Economic Growth. The call was advertised in the Telegram, posted on the City's website, shared via social media, and circulated by email to Panel members and the City's Inclusion Network. A total of eleven applications with expertise in Sustainable Urban Planning, Economic Growth, and Natural Environment were received. All applications can be made available at Council's request.

The applications were reviewed by Staff who are recommending two experts are appointed from this applicant pool to cover the expertise gaps in Built Environment, Natural Environment and Sustainable Urban Planning specifically:

ST. JOHN'S

- Piers Evans, MSc - Sustainable Urban Planning & Natural Environment
- James Blyth, MEng – Sustainable Built Environment & Resilience

Summary of Proposed Changes to the ESEP:

Name	Term	Expertise
Joel Finnis, PhD	Renewed (2022-24)	Climate Science & Resilience
Kieran Hanley, MBA	Renewed (2022-24)	Sustainable Economic Growth
Krista Langthorne, BA, SEBT	Renewed (2022-24)	Resilience & Natural Resources
Joseph Daraio, PhD, Peng	Renewed (2022-24)	Sustainable Urban Planning & Resilience
Pablo Navarro	Ending (2020-2022)	Socio-cultural & Quality of Life
Michel Wawrzkow, PEng, PGeo	Ending (2020-2022)	Natural Environment & Resilience
Dennis Knight, MSc, MCIP	Ending (2020-2022)	Sustainable Urban Planning & Economic Growth
Piers Evans, MSc	Beginning (2022-24)	Sustainable Urban Planning & Natural Environment
James Blyth, MEng	Beginning (2022-24)	Sustainable Built Environment & Resilience

An additional has been issued for the remaining opening with the purpose of identifying an expert with a focus on Socio-cultural aspects of sustainability and/or Quality of Life expertise.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Environment & Sustainability Experts Panel
3. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

A Sustainable City: Work collaboratively to create a climate-adapted and low-carbon city.

4. Alignment with Adopted Plans:
Corporate Climate Plan, Resilient St. John's Climate Plan

5. Legal or Policy Implications: N/A
6. Privacy Implications: N/A
7. Engagement and Communications Considerations:
Calls for new members were advertised and promoted by the City's Communications Division.
8. Human Resource Implications: N/A
9. Procurement Implications: N/A
10. Information Technology Implications: N/A
11. Other Implications: N/A

Recommendation:

That Council approve the renewed commitment of the existing experts and the appointment of Piers Evans and James Blyth to the Environment & Sustainability Experts Panel.

Prepared by:

Approved by:

Report Approval Details

Document Title:	Environment and Sustainability Experts Panel - Membership.docx
Attachments:	
Final Approval Date:	Jun 9, 2022

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

No Signature found

Edmundo Fausto - Jun 7, 2022 - 9:54 AM

No Signature - Task assigned to Lynnann Winsor was completed by workflow administrator Karen Chafe

Lynnann Winsor - Jun 9, 2022 - 4:15 PM

Karen Chafe - Jun 9, 2022 - 4:16 PM

DECISION/DIRECTION NOTE

Title: Demolition of Building – 17 Coronation Street

Date Prepared: June 1, 2022

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton, Transportation & Regulatory Services

Ward: Ward 2

Decision/Direction Required:

For consideration of council to grant a Demolition Order of 17 Coronation Street.

Discussion – Background and Current Status:

The building situated at 17 Coronation Street sustained severe damage due to a recent fire which renders the building uninhabitable and is causing a potential safety concern. The structure is damaged well beyond repair and demolition is the only option available.

The property owners are deceased, and the dwelling was previously occupied by family members, of which, we have been unable to communicate with thus far. Inspection Services Division has boarded up dwelling after the fire due to unauthorized access.

In addition, repairs to the adjacent dwelling are unable to proceed due to the extent of damages at the subject property.

Key Considerations/Implications:

1. Budget/Financial Implications:

Should the City proceed with the order and if it is not complied with, a tender document will be developed for the demolition of the property. The cost associated with this demolition and associated repairs to the adjacent attached dwellings will be applied to the subject property.

2. Partners or Other Stakeholders: Not Applicable

3. Alignment with Strategic Directions:

N/A

ST. JOHN'S

N/A

4. Alignment with Adopted Plans: Not Applicable
5. Legal or Policy Implications: Not Applicable
6. Privacy Implications: Not Applicable
7. Engagement and Communications Considerations: Not Applicable
8. Human Resource Implications: Not Applicable
9. Procurement Implications: Not Applicable
10. Information Technology Implications: Not Applicable
11. Other Implications:

As the subject property forms part of row housing, the attached adjacent dwellings will require such repairs to make them weather tight and maybe even structurally sound. The extent of those repairs will not be known until the demolition is complete.

Recommendation:

That Council grant the Demolition Order of 17 Coronation Street as the building is in a state of total disrepair and is creating a potential safety concern.

Prepared by:

Randy Carew, CET – Manager – Regulatory Services

Signature: _____

Approved by:

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

Signature: _____

Report Approval Details

Document Title:	17 Coronation Street.docx
Attachments:	
Final Approval Date:	Jun 7, 2022

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

Jason Sinyard - Jun 7, 2022 - 3:05 PM

ST. JOHN'S

Report of the Audit and Accountability Standing Committee

June 22, 2022

1:30 p.m.

Virtual

Present:

- Boyd Chislett, Citizen Representative - Chair
- Mayor Danny Breen
- Councillor Jill Bruce, Council Lead
- Councillor Ron Ellsworth
- Derek Coffey, Acting City Manager/Deputy City Manager of Finance and Administration
- Sean Janes, City Internal Auditor
- Sean McGrath, Senior Internal Auditor
- Jennifer Squires, Legislative Assistant
- Ana Koren, Citizen Representative
- Julie Critch, Senior Internal Auditor

Others:

- Shelley Traverse, Manager, Financial Services
- Kelsie Montgomery, BDO
- Jillian Rice, BDO
- Kerri-Lynn Morry, BDO

1. BDO - Audited Financial Statements

Kelsie Montgomery, Jillian Rice, and Kerri-Lynn Morry of BDO Canada were in attendance to present the Final Audit Report and the 2021 audited financial statements. The auditors have issued a clean audit report on the statements meaning they present fairly, in all material respects, the financial position of the City and the results of its operations, changes in net debt and cash flows for the year.

Ms. Montgomery then highlighted the upcoming changes to the audit process, which would include increased communication with those in charge of governance. Two additional changes to accounting and auditing standards that may impact the City involve financial instruments & related

standards and public private partnerships. The Chair asked if there were any adjustments made during the audit, and Staff responded that for 2021 there were no adjustments made.

Recommendation

Moved By Jill Bruce

Seconded By Ron Ellsworth

That Council approve the December 31, 2021, audited financial statements

MOTION CARRIED

CHAIR, BOYD CHISLETT

DECISION/DIRECTION NOTE

Title: December 31, 2021 Audited Financial Statements

Date Prepared: June 22, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jill Bruce, Audit & Accountability Standing Committee

Ward: N/A

Decision/Direction Required: Approval of the December 31, 2021 Audited Financial Statements

Discussion – Background and Current Status:

Attached for the approval of Council are the December 31, 2021 audited financial statements. The auditors have issued a clean audit report on the statements meaning they present fairly, in all material respects, the financial position of the City and the results of its operations, changes in net debt and cash flows for the year.

It is important to note that these statements are different from the City's annual budget. Firstly, these statements are prepared on a consolidated basis meaning they represent the results for not only the City itself, but also the financial results of St. John's Sports & Entertainment Limited and St. John's Transportation Commission. The City's budget shows the cash contribution toward the net operating cost of these entities whereas these statements reflect the total revenues, expenses, assets, and liabilities on a gross basis.

Secondly, these statements are prepared using the accrual basis of accounting whereas the City's budget is prepared on a cash basis. The former are prepared in accordance with Public Sector Accounting Standards (PSAS), and the latter on a cash basis as required under provincial legislation. Under these two alternate approaches there are key differences in how significant items such as debt charges, amortization of tangible capital assets, post-retirement benefits, as well as capital contributions from developers and other levels of government are accounted for. Schedule 8 of the financial statements outlines the differences. The cash results will be presented to Council subsequent to the approval of the audited statements.

ST. JOHN'S

Key Considerations/Implications:

1. Budget/Financial Implications: The City's cash-based statements (based on budget) are the statements used by staff to track the results of operations throughout the year. As a result, it is the cash-based statements on which further detailed commentary will be provided once presented to Council.
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

A Sustainable City: Be financially responsible and accountable.
4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: N/A
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council approve the December 31, 2021, audited financial statements.

Prepared by: Shelley Traverse

Approved by: Derek Coffey

Report Approval Details

Document Title:	December 31, 2021 Audited Financial Statements.docx
Attachments:	- 2021.12.31_City of St. John's_Financial Statements_DRAFT for Council Approval (003).pdf
Final Approval Date:	Jun 22, 2022

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

Shelley Traverse - Jun 22, 2022 - 3:44 PM

Derek Coffey - Jun 22, 2022 - 3:51 PM

Consolidated Financial Statements of

CITY OF ST. JOHN'S

December 31, 2021

DRAFT - To be approved by Council

CITY OF ST. JOHN'S

December 31, 2021

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Statement of Responsibility

The accompanying consolidated financial statements are the responsibility of the management of the City of St. John's (the "City") and have been prepared in compliance with legislation, and in accordance with public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

In carrying out its responsibilities, management maintains appropriate systems of internal and administrative controls designed to provide reasonable assurance that transactions are executed in accordance with proper authorization, that assets are properly accounted for and safeguarded, and that financial information produced is relevant and reliable.

The City's Audit Committee met with management and its external auditors to review a draft of the consolidated financial statements and to discuss any significant financial reporting or internal control matters prior to their approval of the finalized consolidated financial statements.

BDO Canada LLP, as the City's appointed independent external auditors, has audited the consolidated financial statements. The auditor's report is addressed to the Mayor and Councillors and appears on the following page. Their opinion is based upon an examination conducted in accordance with Canadian generally accepted auditing standards, performing such tests and other procedures as they consider necessary to obtain reasonable assurance that the consolidated financial statements are free of material misstatement and present fairly the financial position, operations, changes in net debt and cash flows of the City in accordance with Canadian public sector accounting standards.

Mayor

Deputy City Manager, Finance & Administration

Independent Auditor's Report

His Worship the Mayor and Councillors of the City of St. John's

Opinion

We have audited the accompanying consolidated financial statements of the City of St. John's (the "City"), which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statements of operations and accumulated surplus, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2021, and its results of consolidated operations, its consolidated changes in net debt, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in *the Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements, or if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, the future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the City to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.



We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

St. John's, Newfoundland and Labrador
June xx, 2022

DRAFT - To be approved by Council

CITY OF ST. JOHN'S

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2021

	Budget 2021 \$ (Schedule 8)	Actual 2021 \$	Actual 2020 \$
Revenues (Schedule 5)			
Taxation	206,809,715	212,942,742	209,648,466
Grants in lieu of taxes	9,199,785	9,493,994	9,129,980
Grants and transfers	25,689,614	33,870,001	41,962,974
Sales of goods and services	49,497,580	48,775,287	44,476,488
Other revenue from own sources	29,760,819	26,001,708	21,537,668
	320,957,513	331,083,732	326,755,576
Expenditures (Schedule 6)			
General government services	47,593,696	56,872,192	56,000,254
Fiscal services	25,310,441	25,566,049	24,355,861
Transportation services	63,884,759	66,118,095	71,091,251
Protective services	33,476,668	38,169,937	37,146,618
Environmental health services	47,369,027	48,115,227	43,782,769
Recreation and cultural services	29,444,866	29,269,056	26,429,309
Environmental development services	9,663,233	6,496,295	6,832,668
Amortization and allowances	49,522,576	48,828,209	45,995,552
	306,265,266	319,435,060	311,634,282
Excess of revenues over expenditures	14,692,247	11,648,672	15,121,294
Accumulated surplus, beginning of year	782,612,319	782,612,319	767,491,025
Accumulated surplus, end of year (Note 14)	797,304,566	794,260,991	782,612,319

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S
Consolidated Statement of Financial Position
As at December 31, 2021

	2021	2020
	\$	\$
Financial assets		
Cash and cash equivalents (Note 2)	153,245,584	155,020,240
Investments (Note 3)	36,223,631	26,105,768
Accounts receivable - current (Note 4)	44,242,548	56,059,956
Accounts receivable - long-term (Note 5)	327,707	1,475,164
Sinking fund investments (Schedule 2)	201,328,131	193,016,497
	435,367,601	431,677,625
Financial liabilities		
Payables and accruals (Note 6)	70,283,935	60,852,863
Asset retirement obligations (Note 7)	28,384,061	31,962,446
Employee benefits (Note 8)	222,172,349	221,939,060
Debenture debt (Note 9 and Schedule 2)	560,500,000	575,500,000
Long-term debt (Note 10)	5,446,155	7,319,882
	886,786,500	897,574,251
Net debt	(451,418,899)	(465,896,626)
Non-financial assets		
Tangible capital assets (Schedule 1)	1,239,502,198	1,242,391,602
Inventory of materials and supplies	3,889,064	3,694,898
Prepaid expenditures	2,288,628	2,422,445
	1,245,679,890	1,248,508,945
Accumulated surplus (Note 14)	794,260,991	782,612,319

Contingencies and commitments (Note 17)

See accompanying notes to the consolidated financial statements

On behalf of Council

Mayor

Deputy City Manager, Finance & Administration

CITY OF ST. JOHN'S

Consolidated Statement of Changes in Net Debt

Year ended December 31, 2021

	Budget 2021	2021	2020
	\$	\$	\$
Excess of revenues over expenditures	14,692,247	11,648,672	15,121,294
Changes in tangible capital assets			
Acquisition of tangible capital assets and contributed tangible capital assets	(50,924,533)	(42,459,975)	(50,924,533)
Net book value of tangible capital assets disposals/transfers	317,268	1,425,579	317,268
Amortization of tangible capital assets	43,923,800	43,923,800	43,015,234
Decrease (increase) in net book value of tangible capital assets	(6,683,465)	2,889,404	(7,592,031)
Changes in other non-financial assets			
Change in prepaid expenditures	-	133,817	(890,626)
Acquisition of inventory and supplies, net of usage	-	(194,166)	(272,786)
Increase in other non-financial assets	-	(60,349)	(1,163,412)
Decrease in net debt	8,008,782	14,477,727	6,365,851
Net debt, beginning of year	(465,896,626)	(465,896,626)	(472,262,477)
Net debt, end of year	(457,887,844)	(451,418,899)	(465,896,626)

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S
Consolidated Statement of Cash Flows
Year ended December 31, 2021

	2021	2020
	\$	\$
Operating transactions		
Excess of revenues over expenditures	11,648,672	15,121,294
Non-cash charges to operations:		
Amortization of tangible capital assets	43,923,800	43,015,234
Contributed tangible capital assets	(3,408,000)	(4,890,474)
Employee benefits	233,289	7,664,476
Loss on disposal of tangible capital assets	1,248,776	115,837
	53,646,537	61,026,367
Net change in other (Note 15)	17,609,746	(3,614,377)
	71,256,283	57,411,990
Capital transactions		
Acquisition of tangible capital assets	(39,051,975)	(46,034,059)
Proceeds from sale of tangible capital assets	176,803	201,431
	(38,875,172)	(45,832,628)
Financing transactions		
Decrease in long-term accounts receivable	1,147,457	1,455,418
Repayment of debenture debt	(15,000,000)	(7,000,000)
Issuance of debenture debt	-	138,000,000
Repayment of long-term debt	(1,873,727)	(2,345,659)
	(15,726,270)	130,109,759
Investing transactions		
Increase in sinking fund investments	(8,311,634)	(16,628,033)
Increase in investments	(10,117,863)	(19,475,550)
Decrease in investment in rental housing projects	-	15,692
	(18,429,497)	(36,087,891)
(Decrease) increase in cash and cash equivalents	(1,774,656)	105,601,230
Cash and cash equivalents, beginning of year	155,020,240	49,419,010
Cash and cash equivalents, end of year	153,245,584	155,020,240

Supplementary cash flow information (Note 15)

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2021

The City of St. John's (the "City") accounts include revenues and expenses for the City's Urban Living Non-Profit Housing Fund, Regional Fire Department, Regional Waste Water System, Robin Hood Bay Regional Waste Management Facility, and Regional Water Supply System.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards ("PSAS") as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada and reflect the following significant accounting policies:

Basis of consolidation

The consolidated financial statements include all the accounts of the City, St. John's Transportation Commission (the "Commission") and St. John's Sports & Entertainment Ltd., which are wholly-owned and operated by the City. Any inter-company transactions have been eliminated on consolidation.

Revenue recognition

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated amounts.

Other revenue mainly consists of sales of goods and services which are recognized when significant risks and rewards of ownership have been transferred and there are no significant obligations remaining, sales price is fixed and determinable, persuasive evidence of an arrangement exists and collection is reasonably assured. This usually coincides with the provision of the goods and services.

Interest revenue is recognized as revenue when earned.

Government Transfers

When the City is the recipient, government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

When the City is the transferor, government transfers are recognized as an expense in the statement of operations when they are authorized and all eligibility criteria have been met by the recipient.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and cash equivalents

Cash and cash equivalents include cash on hand, balances with banks (net of overdrafts) and short-term deposits with original maturities of three months or less. Bank borrowings are considered to be financing activities.

Inventories

Inventories of material and supplies are carried at the lower of cost and net realizable value.

Investments in rental housing projects

Investments in rental housing projects are recorded at cost.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

	Years
Buildings	25-60
Parking spaces - garage	50-75
Vehicles	
Transit buses	7-12
Vehicles	7-20
Computer hardware and software	5
Other	
Machinery and equipment	5-30
Water and waste plants and networks	
Underground networks	75
Sewage treatment plants and lift stations	45
Water pumping stations and reservoirs	45
Flood stations and other infrastructure	45
Waste management facility and infrastructure	10-40
Transportation	
Roads	10-35
Roadbeds	75
Bridges and structures	50

One-half of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contribution of tangible capital assets

Contributions of tangible capital assets are recorded at fair value at the date of receipt. The contribution is recorded as revenue.

Assessments

Assessments for water and sewer installations and street improvements are recorded when work is completed.

Portfolio investments (sinking funds)

Sinking funds established for the retirement of debentures are held and administered by a third party and accounted for in the City's records at cost.

Reserve for snow and ice management

The City has established a snow and ice management reserve, to a maximum of \$2,000,000, to accumulate funds to be used in years of severe winter conditions.

Reserve for Civic Centre financing

The City has established a Civic Centre financing reserve to accumulate its share of revenue received from the accommodation tax. The accommodation tax, which was legislated effective January 1, 1999, represents a four percent room levy on all fixed roof accommodations in the City of St. John's. The funds in the reserve, which are included in accumulated surplus, are used to reduce the debt related to the construction of the St. John's Convention Centre and to pay for capital improvements for the facility.

Asset Retirement Obligations

A liability for an asset retirement obligation related to Robin Hood Bay Regional Landfill is recognized at an amount that is the best estimate of the expenditure required to settle the present obligation at the balance sheet date. This obligation is subsequently reviewed each fiscal year and adjusted for the passage of time along with any revisions to the timing or amount required to settle the obligation. Upon initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related long-lived asset. This cost is amortized on the same basis as the related asset.

Severance and accrued sick leave benefits

The cost and obligation of severance and accrued non-vesting sick leave benefits earned by employees are actuarially determined using the projected accrued benefit method prorated on service and management's best estimate of assumptions of future service, future benefit usage, salary changes, and retirement ages of those employees.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Severance and accrued sick leave benefits (continued)

The discount rate used for determining the benefit obligation is the City's cost of borrowing.

Past service costs resulting from changes to these benefits are recognized at the date of amendment.

Accrued pension benefits

The cost and obligation of pension benefits, earned by employees and members of Council, are actuarially determined using the accrued benefit method prorated on service and management's best estimate of assumptions of future investment returns for funded plans, salary changes and retirement ages of employees. For the purpose of calculating the expected return on plan assets, those assets are valued at fair value.

The discount rate used for determining the benefit obligation is the expected rate of return on plan assets or the City's cost of borrowing.

Past service costs resulting from plan amendments are recognized at the date of amendment.

The excess of the net actuarial gain (loss) is amortized over the average remaining service period of active employees which is 14 years for the employee plan and 1 year for the Mayor and Councillors' plan.

Employee future benefits

The City provides post-retirement benefits in the form of extended life and health coverage to employees. The cost and obligations of these benefits earned by employees are actuarially determined using the accrued benefit method prorated on service and management's best estimate of assumptions and future claim rates and costs. There is no requirement to fund these future obligations on a current basis.

Use of estimates

In preparing the City's financial statements in conformity with PSAS, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenue and expenses during the year. Items subject to management estimate include allowance for doubtful accounts, useful life of tangible capital assets, impairment of assets, employee future benefits, and closure and post-closure costs related to Robin Hood Bay Landfill. Actual results could differ from these estimates.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Liability for contaminated sites

A contaminated site is a site at which substances occur in concentrations that exceed the maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the organization is directly responsible or accepts responsibility; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries.

2. CASH AND CASH EQUIVALENTS

	2021	2020
	\$	\$
Cash	92,241,422	100,505,347
Restricted cash deposits:		
Robin Hood Bay post closure costs (Note 7)	10,754,214	14,613,038
Robin Hood Bay equipment replacement	9,072,892	8,775,347
Riverhead waste/water equipment replacement	2,949,357	2,888,039
Advance payments from developers	42,671	42,459
Federal gas tax fund	33,756,529	24,551,053
Urban living affordable housing:		
Tenants' security deposits	110,794	104,638
Replacement reserve fund	4,317,705	3,540,319
	61,004,162	54,514,893
	153,245,584	155,020,240

The City has agreements with Canada Mortgage and Housing Corporation ("CMHC") and Newfoundland and Labrador Housing Corporation ("NLHC") which stipulate that cash be set aside for a replacement reserve fund. As at December 31, 2021 the City held cash of \$4,317,705 (2020 - \$3,540,319).

3. INVESTMENTS

	2021	2020
	\$	\$
Government bonds	36,223,631	26,105,768

Government bonds consist of the City of St. John's debentures at coupon rates varying from 2.92% to 4.622% (2020 - 2.92% to 4.622%) with a face value of \$34,446,987 (2020 - \$25,522,987). Maturity dates on the investments in the portfolio range from August 2031 to September 2040.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

4. ACCOUNTS RECEIVABLE - CURRENT

	2021	2020
	\$	\$
Taxes	29,437,169	35,652,330
Other governments	14,702,287	15,986,270
Other	13,475,507	15,361,235
Allowance for doubtful accounts	(13,372,415)	(10,939,879)
	44,242,548	56,059,956

5. ACCOUNTS RECEIVABLE - LONG TERM

	2021	2020
	\$	\$
Government of Newfoundland and Labrador water and sewer projects	-	937,421
Other Civic assessments	327,707	537,743
	327,707	1,475,164

6. PAYABLES AND ACCRUALS

	2021	2020
	\$	\$
Trade	40,172,883	30,093,173
Wages and benefits payable	12,650,848	11,077,218
Deferred revenue	3,095,040	3,540,079
Deposits and prepayments	8,933,971	10,867,326
Accrued interest	5,158,577	5,213,900
Other governments	272,616	61,167
	70,283,935	60,852,863

7. ASSET RETIREMENT OBLIGATION

A liability is recognized for future retirement obligations associated with the City's landfill asset. The amount recognized is the net present value of estimated future expenditures required to fund the closure, decommissioning, and post-closure requirements of its landfill. The obligation is calculated using the current estimated costs to retire the asset inflated to the estimated retirement date and discounted to current present value. The retirement obligation is being provided for over the accreted value from the initial obligation to the end of the useful life of the landfill. Future retirement expenditures will be charged against the accumulated liability as incurred.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

7. ASSET RETIREMENT OBLIGATION (Continued)

Estimating asset retirement obligations require estimation of costs many years into the future, inherent in the calculation are numerous assumptions and estimates, including the expected future costs, inflation factors, discount rates and the timing of settlement of obligations. Future revisions to any of these estimates may result in material changes to the asset retirement obligation.

At December 31, 2021, the estimated total undiscounted inflation-adjusted amount required to settle the asset retirement obligation is \$140,566,740. The cash flows are discounted at the rate of 3.2% (2020 - 3.2%) based on the City's long term cost of borrowing. This is estimated by reference to the average of the past three years of the City's estimated net yield on its debenture debt at the end of the fiscal year. The discount rate will only be adjusted when the estimate using current information results in a difference of more than 25 basis points. The landfill is estimated to close in 2072 with the site continuing to be monitored for an additional 30 years post closure.

	2021	2020
	\$	\$
Beginning of year	31,962,446	26,773,810
Liabilities settled	(5,197,457)	(472,714)
Change in discount rate	-	3,280,269
Change in estimates	596,274	1,443,998
Accretion	1,022,798	937,083
End of year	28,384,061	31,962,446

The tipping fees charged by the City to all users include a provision for closure and post-closure costs which is contributed to an interest-bearing account to accumulate the funds that will be required at each closure and post-closure phase. The balance in the account at December 31, 2021 was \$10,754,214 (2020 - \$14,613,038).

8. EMPLOYEE BENEFITS

	2021	2020
	\$	\$
Accrued pension benefits (Note 11)	(5,505,979)	6,784,128
Employee future benefits (Note 12)	202,448,696	190,255,824
Severance and sick leave benefits (Note 13)	25,229,632	24,899,108
	222,172,349	221,939,060

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

9. DEBENTURE DEBT

	2021	2020
	\$	\$
Debenture debt outstanding (Schedule 2)	560,500,000	575,500,000
Less: debt charges recoverable from the Province of Newfoundland and Labrador	-	937,421
Less: sinking fund investments available (Schedule 2)	201,328,131	193,016,497
	359,171,869	381,546,082

The annual requirements over the next five years and thereafter relating to scheduled sinking funds are as follows:

Year	Sinking fund requirements
	\$
2022	13,806,250
2023	13,600,000
2024	13,012,500
2025	12,475,000
2026	11,937,500
Thereafter	98,450,000

Included in the City's sinking fund investments available are City of St. John's debentures at coupon rates varying between 2.92% to 6.68% (2020 - 2.92% to 7.38%) with a face value of \$174.7M (2020 - \$170.2M). Maturity dates on the investments in the portfolio range from February 2023 to September 2040.

10. LONG-TERM DEBT

	2021	2020
	\$	\$
Long-term debt (Schedule 3)	32,583	77,064
Mortgages - Urban living non-profit housing (Schedule 4)	2,330,572	3,052,818
St. John's Transportation Commission	3,083,000	4,190,000
	5,446,155	7,319,882

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

10. LONG-TERM DEBT (Continued)

Mortgages of the Urban Living Non-Profit Housing Fund are secured by specific rental properties situated in St. John's and an assignment of rental income.

The Commission has access to a \$15,000,000 credit facility, guaranteed by the City, for capital expenditures. Under the terms of its lending arrangements, the Commission issues banker's acceptances. At December 31, 2021 the outstanding banker's acceptances bore interest at 1.46% and matured on January 28, 2022. The credit facility, which was renewed on February 28, 2022, bears interest at 1.71% and matures on March 30, 2022. At December 31, 2021, the Commission has drawn \$3,083,000 (2020 - \$4,190,000) on the credit facility which is included in long-term debt.

Annual principal repayments over the next five years and thereafter relating to retirement of long-term debt are as follows:

Year	Non-profit housing mortgages
	\$
2022	601,576
2023	456,590
2024	427,536
2025	410,811
2026	220,388
Thereafter	213,671

11. ACCRUED PENSION BENEFITS

	2021	2020
	\$	\$
City of St. John's - Employees	(13,787,300)	(333,000)
City of St. John's - Mayor and Councillors	6,524,100	5,717,600
St. John's Transportation Commission	1,757,221	1,399,528
	(5,505,979)	6,784,128

City of St. John's - Employees

The City maintains a defined benefit plan for employees hired before January 1, 2015 which provides pension benefits to its employees, members of council and the employees of St. John's Sports & Entertainment Ltd. The City also maintains a Supplementary Executive Retirement Plan (SERP) for non-union employees in respect to earnings in excess of those on which benefits can be provided under the defined benefit provisions. Both plans provide benefits based on length of service and average earnings. With the exception of the International Association of Firefighters Local 1075, employees hired after January 1, 2015 are enrolled in a defined contribution pension plan.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

11. ACCRUED PENSION BENEFITS (Continued)

An actuarial valuation of the plans was completed as at December 31, 2018 for Council and as at December 31, 2019 for employees and the supplementary plan. All plans were extrapolated to December 31, 2021.

	Employees	Supplementary Plan	2021	2020
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	496,400,400	2,850,400	499,250,800	455,375,100
Current service cost	15,981,600	89,600	16,071,200	15,557,500
Interest cost	24,748,500	76,000	24,824,500	24,941,900
Benefits paid	(18,842,200)	(52,200)	(18,894,400)	(16,290,300)
Actuarial loss (gain)	(52,023,600)	(215,700)	(52,239,300)	19,666,600
Balance, end of year	466,264,700	2,748,100	469,012,800	499,250,800
<i>Plan assets</i>				
Fair value, beginning of year	482,000,000	-	482,000,000	436,618,700
Return on plan assets	32,852,300	-	32,852,300	42,516,200
Benefits paid	(18,842,200)	-	(18,842,200)	(16,238,700)
Employer contributions	27,784,100	-	27,784,100	12,363,800
Employee contributions	6,368,700	-	6,368,700	6,740,000
Fair value, end of year	530,162,900	-	530,162,900	482,000,000
Funded status deficit (surplus)	(63,898,200)	2,748,100	(61,150,100)	17,250,800
Unamortized amounts	47,553,500	(190,700)	47,362,800	(17,583,800)
Accrued benefit liability (asset)	(16,344,700)	2,557,400	(13,787,300)	(333,000)

Significant assumptions used for 2021

Discount rate	5.75%	3.05%
Expected long-term rate of return on plan assets	5.75%	0.00%
Rate of compensation increase	1.00%	1.00%
Average remaining service period of active employees	14 years	12 years

Significant assumptions used for 2020

Discount rate	5.00%	2.65%
Expected long-term rate of return on plan assets	5.00%	0.00%
Rate of compensation increase	1.00%	1.00%
Average remaining service period of active employees	14 years	12 years

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

11. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary Plan	2021	2020
<i>Net benefit expense of the year</i>				
Current service cost	15,981,600	89,600	16,071,200	15,557,500
Interest cost	24,748,500	76,000	24,824,500	24,941,900
Amortization of losses	3,973,400	364,400	4,337,800	4,848,700
Employee contributions	(6,368,700)	-	(6,368,700)	(6,740,000)
Expected return on plan assets	(24,482,800)	-	(24,482,800)	(24,092,800)
Net benefit expense	13,852,000	530,000	14,382,000	14,515,300

City of St. John's - Mayor and Councillors

	2021	2020
	\$	\$
<i>Accrued benefit obligation</i>		
Balance, beginning of year	6,481,500	6,096,200
Current service cost	155,200	140,600
Interest cost	172,100	191,900
Benefits paid	(284,700)	(286,800)
Actuarial loss (gain)	(271,200)	339,600
Balance, end of year	6,252,900	6,481,500
Unamortized amounts	271,200	(763,900)
Accrued benefit liability	6,524,100	5,717,600

Significant assumptions used

Discount rate	3.05%	2.65%
Rate of compensation increase	2.50%	2.50%
Average remaining service period	1 year	1 year

Net benefit expense of the year

Current service cost	155,200	140,600
Interest cost	172,100	191,900
Amortization of losses	763,900	424,300
Net benefit expense	1,091,200	756,800

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

11. ACCRUED PENSION BENEFITS (Continued)

St. John's Transportation Commission ("Commission")

The Commission maintains a defined benefit plan which provide pension benefits to its union and non-union employees hired before May 1, 2016. The Commission also maintains a Supplementary Executive Retirement Plan (SERP) for non-union employees in respect to earnings in excess of those on which benefits can be provided under the defined benefit provisions. Both plans provide benefits based on length of service and average earnings. Employees hired after May 1, 2016 are enrolled in a defined contribution pension plan.

An actuarial valuation of the employee plans was completed as at December 31, 2019 and extrapolated to December 31, 2021. The supplementary plan estimate was prepared using the same actuarial assumptions used for the Non-Union plan with the exception of the discount rate.

	Employees	Supplementary	2021	2020
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	62,132,895	196,286	62,329,181	57,163,782
Current service cost	1,908,397	7,137	1,915,534	1,996,114
Interest cost	3,026,943	5,276	3,032,219	2,991,290
Benefits paid	(2,622,388)	-	(2,622,388)	(2,227,630)
Actuarial (gain) loss	(3,298,381)	(96,271)	(3,394,652)	2,405,625
Balance, end of year	61,147,466	112,428	61,259,894	62,329,181
<i>Plan assets</i>				
Fair value, beginning of year	60,179,292	-	60,179,292	56,001,049
Return on plan assets	6,242,301	-	6,242,301	4,016,489
Benefits paid	(2,622,388)	-	(2,622,388)	(2,227,630)
Employer contributions	1,471,745	-	1,471,745	1,539,902
Employee contributions	721,336	-	721,336	849,482
Fair value, end of year	65,992,286	-	65,992,286	60,179,292
Funded status deficit (surplus)	(4,844,820)	112,428	(4,732,392)	2,149,889
Unamortized amounts	6,422,131	67,482	6,489,613	(750,361)
Accrued benefit liability	1,577,311	179,910	1,757,221	1,399,528
<i>Significant assumptions used</i>				
Discount rate	5.20%	3.06%		5.00%
Expected long-term rate of return on plan assets	5.00%	5.00%		5.35%
Rate of compensation increase	2.00%	2.00%		2.00%
Average remaining service period of active employees	13.5 years	6 years		14.2 years

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

11. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary	2021	2020
	\$	\$	\$	\$
<i>Net benefit expense of the year</i>				
Current service cost	1,908,397	7,137	1,915,534	1,996,114
Interest cost	3,026,943	5,276	3,032,219	2,991,290
Amortization of losses	540,464	4,797	545,261	355,179
Employee contributions	(721,336)	-	(721,336)	(849,482)
Expected return on plan assets	(2,942,240)	-	(2,942,240)	(2,948,499)
Net benefit expense	1,812,228	17,210	1,829,438	1,544,602

12. EMPLOYEE FUTURE BENEFITS

The City and the Commission provide post-retirement health and life benefits to their retired employees.

An actuarial valuation of the plans was completed as at December 31, 2019 for the City and September 30, 2021 for the Commission with both plans extrapolated to December 31, 2021.

	City	Commission	2021	2020
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	192,366,200	19,367,962	211,734,162	199,256,117
Current service cost	6,137,700	803,941	6,941,641	6,583,745
Interest cost	5,122,700	516,011	5,638,711	6,318,346
Benefits paid	(4,250,900)	(142,549)	(4,393,449)	(3,868,580)
Actuarial (gain) loss	(14,192,100)	(4,901,488)	(19,093,588)	3,444,534
Balance, end of year	185,183,600	15,643,877	200,827,477	211,734,162
Funded status - deficit	185,183,600	15,643,877	200,827,477	211,734,162
Unamortized amounts	(68,300)	1,689,519	1,621,219	(21,478,338)
Accrued benefit liability	185,115,300	17,333,396	202,448,696	190,255,824

Significant assumptions used for 2021

Discount rate	3.05%	3.06%
Average remaining service period of active employees	12 years	13.4 years

Significant assumptions used for 2020

Discount rate	2.65%	2.64%
Average remaining service period of active employees	12 years	13.8 years

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

12. EMPLOYEE FUTURE BENEFITS (Continued)

	City	Commission	2021	2020
	\$	\$	\$	\$
<i>Net benefit expense of the year</i>				
Current service cost	6,137,700	803,941	6,941,641	6,583,745
Interest cost	5,122,700	516,011	5,638,711	6,318,346
Amortization of losses	3,620,300	385,669	4,005,969	2,217,300
Net benefit expense	14,880,700	1,705,621	16,586,321	15,119,391

13. SEVERANCE AND SICK LEAVE BENEFITS

	2021	2020
	\$	\$
City of St. John's	23,764,800	23,125,800
St. John's Transportation Commission	1,171,095	1,406,321
St. John's Sports and Entertainment	293,737	366,987
	25,229,632	24,899,108

City of St. John's

The City provides severance for employees hired before December 31, 1979 as a payout of their accumulated sick leave upon retirement or termination. Severance for those hired after December 31, 1979 consists of one week's salary for each year worked and is only paid upon retirement. These employees are also allowed to accumulate sick leave which is non-vesting.

An actuarial valuation of the plan was completed as at December 31, 2019 and extrapolated to December 31, 2021.

	Severance	Sick Leave	2021	2020
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	15,902,600	11,331,400	27,234,000	32,892,400
Current service cost	1,614,400	1,114,500	2,728,900	2,688,100
Interest cost	414,800	299,900	714,700	871,100
Benefits paid	(1,764,100)	(1,147,000)	(2,911,100)	(2,727,700)
Settlement payments	(312,600)	-	(312,600)	(6,961,900)
Settlement gain	(10,600)	-	(10,600)	-
Actuarial (gain) loss	(446,800)	(317,300)	(764,100)	472,000
Balance, end of year	15,397,700	11,281,500	26,679,200	27,234,000
Funded status - deficit	15,397,700	11,281,500	26,679,200	27,234,000
Unamortized amounts	(949,900)	(1,964,500)	(2,914,400)	(4,108,200)
Accrued benefit liability	14,447,800	9,317,000	23,764,800	23,125,800

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

13. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

	Severance	Sick Leave	2021	2020
	\$	\$	\$	\$
<i>Significant assumptions used</i>				
Discount rate			3.05%	2.65%
Average remaining service period of active employees			13 years	13 years
<i>Net benefit expense of the year</i>				
Current service cost	1,614,400	1,114,500	2,728,900	2,688,100
Interest cost	414,800	299,900	714,700	871,100
Amortization of losses	182,100	229,100	411,200	377,100
Recognition of unamortized losses due to settlement	18,500	-	18,500	-
Recognized gain due to settlement	(10,600)	-	(10,600)	-
Net benefit expense	2,219,200	1,643,500	3,862,700	3,936,300

During 2019, members of CUPE Locals 569 and 1289 as well as management employees were given a one-time payout option of their severance accrued up to December 31, 2018 or a portion thereof. Severance benefits continue to accrue to retirement, regardless of whether an employee elected to receive a one-time payout or not. However, CUPE Local 569 members or management employees hired after September 30, 2019 and CUPE Local 1289 members hired after December 4, 2019 are no longer entitled to severance benefits.

St. John's Transportation Commission

As of June 1, 2015, retiring employees of the St. John's Transportation Commission who have completed at least 10 years of service will be paid a severance equal to 1 day for each year of service. The liability at December 31, 2021 is \$139,760 (2020 - \$193,241).

In 2020, employees were given a one-time payout option of their severance accrued up to November 26, 2020. Severance benefits continue to accrue to retirement, regardless of whether an employee elected to receive a one-time payout or not. However, employees hired after November 26, 2020 are no longer entitled to severance benefits.

Sick pay benefits accrue to employees of the St. John's Transportation Commission at the rate of 12 days per year. Employees can accumulate up to 30 days of sick pay benefits to be paid to them upon retirement, termination, or illness. Any excess is paid out to the employee annually. The liability at December 31, 2021 is \$1,031,335 (2020 - \$1,213,080).

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

13. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

St. John's Sports and Entertainment

St. John's Sports and Entertainment provides severance for full time employees and part time box office employees consisting of one week's salary for each year of service and is only paid upon retirement.

Sick leave benefits accrue to employees at the rate of 12 hours per month up to a maximum of 2,080 hours.

An actuarial valuation of the plan was completed as at December 31, 2018 and extrapolated to December 31, 2021.

	Severance	Sick Leave	2021	2020
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	242,655	151,814	394,469	647,877
Current service cost	48,140	24,729	72,869	66,962
Interest cost	3,528	4,072	7,600	20,768
Benefits paid	(134,622)	(21,043)	(155,665)	(321,325)
Actuarial gain	(6,449)	(3,207)	(9,656)	(19,813)
Balance, end of year	153,252	156,365	309,617	394,469
Funded status - deficit	153,252	156,365	309,617	394,469
Unamortized amounts	(6,738)	(9,142)	(15,880)	(27,482)
Accrued benefit liability	146,514	147,223	293,737	366,987
<i>Significant assumptions used</i>				
Discount rate			3.05%	2.65%
Average remaining service period of active employees			13 years	13 years
<i>Net benefit expense of the year</i>				
Current service cost	48,140	24,729	72,869	66,962
Interest cost	3,528	4,072	7,600	20,768
Recognition of unamortized losses due to settlement	-	-	-	61,476
Recognized gain due to settlement	-	-	-	(50,621)
Amortization of losses	1,518	428	1,946	5,920
Net benefit expense	53,186	29,229	82,415	104,505

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

14. ACCUMULATED SURPLUS

	2021	2020
	\$	\$
Accumulated surplus, beginning of year	782,612,319	767,491,025
Excess of revenue over expenditures	11,648,672	15,121,294
Accumulated surplus, end of year	794,260,991	782,612,319
Appropriated surplus		
Reserve for Shoal Bay treatment plant	482,649	437,829
Urban living non-profit housing - replacement reserve	4,317,705	3,540,319
Reserve for snow and ice management	2,000,000	2,000,000
Reserve for salt savings	62,940	62,940
Reserve for convention centre financing	(3,056,434)	(1,255,880)
Reserve for capital	17,170,562	19,919,668
Reserve for employee benefits stabilization fund	1,997,091	1,997,091
Reserve for Robin Hood Bay equipment replacement	9,072,892	8,775,347
Reserve for Riverhead waste/water equipment replacement	2,949,357	2,578,600
	34,996,762	38,055,914
Unappropriated surplus	759,264,229	744,556,405
	794,260,991	782,612,319

15. SUPPLEMENTARY CASH FLOW INFORMATION

	2021	2020
	\$	\$
Changes in other balances:		
Accounts receivable	11,817,408	(10,612,918)
Inventory of materials and supplies	(194,166)	(272,786)
Prepaid expenditures	133,817	(890,626)
Payables and accruals	5,852,687	8,161,953
	17,609,746	(3,614,377)
Interest paid	25,469,548	23,919,253

16. CREDIT FACILITIES

The City has a demand credit facility with the Royal Bank of Canada totaling \$14,500,000 to meet its short-term financing needs. Drawings bear a maximum interest at the Royal Bank prime rate minus 0.50%. Drawings on this facility at December 31, 2021 were nil (2020 - nil).

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

17. CONTINGENCIES AND COMMITMENTS

Expropriation and other claims

In the normal course of business, the City is subject to several legal claims in which it intends to defend and negotiate. As of December 31, 2021, the City recorded an estimated liability of \$2,006,781 (2020 - \$1,952,875) for such claims. This liability only includes those claims in which there is an expectation of loss and the settlement amounts can be reasonably estimated however the exact amounts of each claim will not be known until it is settled.

The Commission is contingently liable for claims below \$50,000 for all incidents prior to December 1, 2010 and claims below \$100,000 after that date which are not covered under its current insurance policy.

Lease and service agreements

Under the terms of long-term operating leases on equipment, the City is required to make annual lease payments for the next five years:

2022	3,441,420
2023	2,862,231
2024	2,375,332
2025	1,349,666
2026	1,222,957
Thereafter	911,180

St. John's Sports and Entertainment entered into a 10-year food service management agreement with Servomation Inc, "Centerplate", to provide food services for the St. John's Convention Centre commencing June 1, 2018. Under this agreement, Centerplate would be paid a management fee of 5% of adjusted gross receipts collected on a monthly basis with an annual fee of not less than \$150,000. In addition, Centerplate would also be paid a share of net operating profits of 10% for the first year of the agreement and up to 10% in subsequent years.

15 Covenant Square

During 2016 the City accepted a donation of land and building which will be redeveloped as affordable housing for seniors. The donation stipulates that if at any time the property is not used for the aforementioned purpose \$1.2 million in compensation will be payable to the donor.

Liability for Contaminated Sites

The City has not recognized a liability for remediation of 245 Freshwater Road, the former location of Metrobus. The contamination exists as a result of two underground fuel tanks that have been removed and environmental monitoring is ongoing.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

17. CONTINGENCIES AND COMMITMENTS (Continued)

Loan Guarantee

The City is acting as a guarantor for the Celtics Centre Hockey Corporation (The Avalon Minor Hockey Association Inc) for a \$2.5 million dollar loan from Roynat Inc. In the event of a default the City may take over the loan payments or move to sell the arena.

18. SEGMENTED INFORMATION

The Consolidated Statement of Operations and Accumulated Surplus has been prepared in accordance with PSAS Handbook Section 2700 (PS 2700) Segment Disclosures. The segments selected enhance the ability to understand the City's major revenue and expense activities.

The City provides a wide range of services to its citizens, including fire, public transit, roads, waste and recycling, water supply and distribution, wastewater treatment, and recreation and cultural services. Segmented information is presented by major functional activities consistent with the Consolidated Statement of Operations.

General Government Services includes activities relating to the overall governance and financial administration of the City. This includes council functions and the following administrative activities: customer service administration, human resources, legal, internal audit, finance, communications, information technology, engineering services, assessment services, and city building maintenance.

Fiscal Services includes activities related to the City's debt.

Transportation Services includes activities related to public transportation including transportation services offered through the City of St. John's Transportation Commission and other transportation activities including road and sidewalk maintenance, traffic operations, parking, snow clearing and street lighting.

Protective Services includes activities related to fire protection, inspection services and animal control.

Environmental Health Services includes activities related to environmentally regulated services including waste collection and disposal as well as the supply and treatment of water and wastewater.

Recreation and Cultural Services includes activities related to the operation and maintenance of the City's recreation facilities including community centres, parks, swimming pools and St. John's Sports and Entertainment Limited. Also includes cultural and community services.

Environmental Development Services includes activities relating to non profit housing administration and maintenance. Also includes tourism and economic development services.

Amortization and Allowances includes activities related to allowances for doubtful accounts and capital contributions.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2021

19. COMPARATIVE FIGURES

Comparative figures have been adjusted to conform to changes in the current year presentation.

DRAFT - To be approved by Council

CITY OF ST. JOHN'S
Consolidated Schedule of Tangible Capital Assets
Year Ended December 31, 2021

Schedule 1

	Land	Buildings & Permanent Improvements	Capital Lease-Parking Spaces	Roads & Underground Networks	Equipment, Vehicles & Moveable Plant	Fire Department Buildings & Equipment	Work in Process	Urban Living Non-profit Housing Buildings	2021 Totals	2020 Totals
	\$	\$		\$	\$	\$	\$	\$	\$	\$
Cost										
Balance, beginning of year	65,455,593	550,304,001	8,452,167	814,747,506	240,610,611	40,440,038	30,837,522	50,719,554	1,801,566,992	1,755,923,596
Add: Additions during the year	276,169	884,971	-	3,408,000	1,834,233	1,705,377	35,523,086	-	43,631,836	51,085,773
Less: Disposals during the year	-	-	-	(2,192,519)	(1,592,136)	(1,267,160)	(1,171,861)	-	(6,223,676)	(5,442,377)
Transfers	-	2,900,140	-	19,510,953	4,523,830	65,661	(27,000,584)	-	-	-
Balance, end of year	65,731,762	554,089,112	8,452,167	835,473,940	245,376,538	40,943,916	38,188,163	50,719,554	1,838,975,152	1,801,566,992
Accumulated amortization										
Balance, beginning of year	-	143,461,601	909,061	237,910,154	134,976,486	15,419,905	-	26,498,183	559,175,390	521,124,025
Add: Additions during the year	-	13,283,970	146,723	15,279,856	12,561,193	1,274,446	-	1,377,612	43,923,800	43,015,234
Less: Disposals during the year	-	-	-	(1,130,496)	(1,537,208)	(958,532)	-	-	(3,626,236)	(4,963,869)
Transfers	-	-	-	-	-	-	-	-	-	-
Balance, end of year	-	156,745,571	1,055,784	252,059,514	146,000,471	15,735,819	-	27,875,795	599,472,954	559,175,390
Net book value of tangible capital assets	65,731,762	397,343,541	7,396,383	583,414,426	99,376,067	25,208,097	38,188,163	22,843,759	1,239,502,198	1,242,391,602

CITY OF ST. JOHN'S
Consolidated Schedule of Debenture Debt
December 31, 2021

Schedule 2

Date of Maturity	Interest Rate	Amount Issued	Amount Outstanding	Sinking Funds Available	2021	Sinking Fund Requirement in 2022	Sinking Funds Available	2020	Sinking Fund Requirement in 2021
					Bond Premium			Bond Premium (Note 19)	
		\$	\$	\$	\$	\$	\$	\$	\$
Dec. 2020	6.840%	-	-	1,107,765	-	-	366,700	-	-
June. 2021	7.380%	15,000,000	-	1,654,665	-	-	15,920,739	171,213	187,500
Apr. 2022	7.250%	16,500,000	16,500,000	16,343,021	135,400	206,250	15,267,090	140,479	412,500
Feb. 2023	6.680%	11,000,000	11,000,000	12,215,181	369,552	275,000	11,223,057	435,027	275,000
Feb. 2024	6.162%	25,000,000	25,000,000	22,743,320	397,282	625,000	20,923,459	449,791	625,000
June 2025	5.534%	18,000,000	18,000,000	15,230,524	316,101	450,000	13,929,919	366,745	450,000
Mar. 2026	5.300%	25,000,000	25,000,000	18,479,600	307,980	625,000	16,882,543	339,933	625,000
Dec. 2026	4.975%	35,000,000	35,000,000	29,957,151	776,208	875,000	27,873,260	749,367	875,000
Dec. 2027	5.400%	15,000,000	15,000,000	7,676,700	-	375,000	6,900,947	-	375,000
Nov. 2029	5.539%	27,000,000	27,000,000	10,738,834	137,645	675,000	9,586,513	153,640	675,000
Aug. 2031	4.622%	70,000,000	70,000,000	22,572,266	493,679	1,750,000	19,870,857	520,870	1,750,000
Dec. 2033	4.500%	60,000,000	60,000,000	14,458,522	845,409	1,500,000	12,487,852	874,789	1,500,000
Mar. 2036	4.215%	120,000,000	120,000,000	15,675,451	923,153	3,000,000	12,048,482	985,387	3,000,000
Sep. 2040	2.916%	138,000,000	138,000,000	3,533,009	4,239,713	3,450,000	-	4,547,838	3,450,000
		575,500,000	560,500,000	192,386,009	8,942,122	13,806,250	183,281,418	9,735,079	14,200,000

Included in the City's sinking funds are City of St. John's debentures at coupon rates varying between 2.92% to 6.68% (2020 - 2.92% to 7.38%) with a face value of \$174.7M (2020 - \$170.2M). Maturity dates on the investments in the portfolio range from February 2023 to September 2040.

The City incurred a premium on bonds purchased in the market; this occurs when the price paid is greater than the settlement amount. Bonds purchased are mainly those of the City and will be held until maturity. As such, the City amortizes the bond premium over the remaining life to bond maturity.

CITY OF ST. JOHN'S

Schedule 3

Consolidated Schedule of Long-Term Debt

December 31, 2021

			2021			2020	
	Date of Maturity	Interest Rate	Amount Issued	Amount Outstanding	Principal Requirement in 2022	Amount Outstanding	Principal Requirement in 2021
			\$	\$	\$	\$	\$
Capital Lease							
Cisco Phone Equipment	Nov. 2022	2.037%	170,560	32,583	32,583	67,440	34,858
Canlease Office Trailer	Nov. 2021	12.975%	39,544	-	-	9,624	9,624
			210,104	32,583	32,583	77,064	44,482

CITY OF ST. JOHN'S

Schedule 4

Consolidated Schedule of Mortgages - Urban Living

Non-Profit Housing

December 31, 2021

	Date of Maturity	Interest Rate	Amount Issued	2021 Amount Outstanding	2020 Amount Outstanding
			\$	\$	\$
Newfoundland & Labrador Housing Corporation					
Hamlyn Road	Aug. 1, 2022	2.040%	2,207,290	79,924	197,015
Infill 1987	Apr. 1, 2023	2.040%	2,070,285	148,229	256,026
Gear Street - Infill 1988	Sept. 1, 2025	2.040%	1,929,560	363,873	455,920
Brookfield Road	Dec. 1, 2025	2.040%	2,203,600	438,245	540,845
Cochrane Street	Nov. 1, 2027	1.710%	745,887	193,696	226,816
Infill 1990	Nov. 1, 2026	1.640%	1,628,008	364,862	436,268
Campbell Avenue	Feb. 1, 2028	1.620%	968,952	279,939	321,500
Infill 1992	Dec. 1, 2028	2.040%	1,682,553	461,804	522,219
Canada Mortgage and Housing Corporation					
Infill 1985	Apr. 1, 2021	2.260%	880,530	-	17,421
Carter's Hill - Sebastian Court	Aug. 1, 2021	1.800%	2,031,175	-	78,788
			16,347,840	2,330,572	3,052,818
Current portion				601,576	725,221

Mortgages are secured by specific rental properties situated in St. John's and assignment of rental income.

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2021

Schedule 5

	2021	2020
	\$	\$
Taxation		
Real property and business	171,805,356	170,569,873
Water	32,906,794	31,504,403
Utility	6,643,633	6,552,158
Accommodation	1,586,959	1,022,032
	212,942,742	209,648,466
Grants in lieu of taxes		
Government of Canada	5,436,302	5,197,512
Government of Canada agencies	1,008,181	956,754
Water tax grant	3,049,511	2,975,714
	9,493,994	9,129,980
Grants and transfers		
Government of Canada		
Capital grant	3,394,589	1,996,656
St. John's Transportation Commission	145,990	179,500
Gas tax funding	9,363,725	11,842,938
Other federal grants	236,528	704,710
Government of Newfoundland and Labrador		
Gas tax funding	831,170	831,153
Municipal capital grant	7,679,596	10,975,103
Capital Grant - Non-Profit Housing	2,346	50,000
Recovery of debt charges	-	110,909
Rental housing projects	1,105,171	1,035,776
Other provincial grants	5,847,882	6,767,761
City of Mount Pearl and Town of Paradise		
Capital contribution	201,014	885,319
City of Mount Pearl and Town of Paradise		
Public transit contribution	1,399,659	1,421,917
Capital contribution from Developers	3,408,000	4,891,567
Other grants	254,331	269,665
	33,870,001	41,962,974
Sales of goods and services		
Environmental health services		
Water sales - commercial and shipping	6,355,388	6,405,079
Tipping fees	12,637,556	10,840,442
Recycling materials	958,731	661,637
Regional Fire recovery	13,366,935	11,687,590

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2021

Schedule 5 (continued)

	2021	2020
	\$	\$
Sales of goods and services (continued)		
Environmental health services (continued)		
Regional Water recovery	8,034,845	7,306,598
Regional Waste Water recovery	893,101	826,463
Other	381,384	1,945,273
General government services	1,263,680	1,134,695
Transportation services		
Parking meters	276,087	102,390
Parking permits	179,089	203,528
Other	13,775	20,836
Third party charges	384,183	169,950
Sale of land	318,323	31,762
Recreation, parks and tourism	1,557,187	1,236,455
St. John's Sports & Entertainment Ltd.	1,544,974	1,153,330
Other general services	610,049	750,460
	48,775,287	44,476,488
Other revenue from own sources		
Interest on tax arrears	2,772,741	333,183
Interest earned on portfolio investments	9,486,777	8,250,908
Fines	1,067,285	1,142,692
Construction and other permits	2,728,432	2,524,349
Interest earned	1,072,802	1,010,606
Business and amusement licenses	136,615	197,795
Rents, concessions and franchises	66,799	59,287
Apartment rentals	2,969,247	2,949,725
St. John's Transportation Commission		
Passenger fares	5,249,702	4,470,328
Charters	162,845	95,478
Transit advertising	7,623	1,902
Sundry	104,438	106,066
Civic assessments	133,425	371,914
Sub - division assessments	42,977	23,435
	26,001,708	21,537,668
Total revenue	331,083,732	326,755,576

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2021

Schedule 6

	2021	2020
	\$	\$
		(Note 19)
General government services		
Legislative	753,895	777,124
General government	23,691,078	23,554,952
Engineering services	7,058,862	7,506,814
Pension Expense	15,473,200	15,272,100
Employee future benefits and other related expenses	8,926,305	8,295,890
Other general government	968,852	593,374
	56,872,192	56,000,254
Fiscal services		
Interest on debenture debt	25,355,838	23,713,557
Non-Profit Housing mortgage interest	56,205	64,197
St. John's Transportation Commission interest	57,203	99,795
Interest on temporary bank loans	302	41,704
Other debt charges	96,501	436,608
	25,566,049	24,355,861
Transportation services		
Road transport		
Administration	2,864,616	3,001,310
Fleet services	511,940	507,058
Snow clearing	17,897,525	25,933,690
Streets, roads and sidewalks	11,904,571	10,788,548
Maintenance depot	1,631,290	1,292,964
Traffic services	1,632,853	1,801,542
Street cleaning	213,373	231,470
Street lighting	4,494,224	4,439,070
St. John's Transportation Commission	24,857,165	22,960,648
Parking meters	110,538	134,951
	66,118,095	71,091,251
Protective services		
Fire protection	32,351,535	31,400,669
Protective inspections	3,243,989	3,244,820
Traffic enforcement	1,263,579	1,237,209
Animal and pest control	1,310,834	1,263,920
	38,169,937	37,146,618

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2021

Schedule 6 (continued)

	2021	2020
	\$	\$
Environmental health services		
Water supply and distribution	17,200,045	17,030,483
Regional Water system	7,376,471	7,053,937
Regional Waste Water system	3,722,503	3,518,448
Regional Robin Hood Bay landfill	14,430,120	12,198,337
Garbage, waste collection and disposal	5,386,088	3,981,564
	48,115,227	43,782,769
Recreation and cultural services		
Parks and open spaces	10,212,739	9,780,964
Recreation	7,713,012	7,783,262
St. John's Sports & Entertainment Ltd.	8,092,678	5,961,034
Destination St. John's	794,522	592,381
Other recreation and cultural services	2,456,105	2,311,668
	29,269,056	26,429,309
Environmental development services		
Environmental planning and zoning	1,802,675	1,560,516
Housing and real estate	3,700,109	4,046,703
Other environmental development services	993,511	1,225,449
	6,496,295	6,832,668
Amortization and allowances		
Allowance for uncollectible accounts	2,798,623	1,561,313
Allowance for obsolete inventory	43,884	(97,114)
Loss on disposal fixed assets	1,248,776	115,837
Amortization	43,923,800	43,015,234
Amortization of Sinking Fund Premium	813,126	1,400,282
	48,828,209	45,995,552
Total expenditures	319,435,060	311,634,282

CITY OF ST. JOHN'S
Consolidated Schedule of Segmented Information
Year ended December 31, 2021

Schedule 7

	General Government Services	Fiscal Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Cultural Services	Environmental Development Services	Amortization and Allowances	Consolidated 2021	2020
									\$	\$
Revenue (Schedule 5)										
Taxation	211,355,783	-	-	-	-	1,586,959	-	-	212,942,742	209,648,466
Grants in lieu of taxes	9,493,994	-	-	-	-	-	-	-	9,493,994	9,129,980
Grants and transfers	31,010,780	72,477	1,545,649	1,532	-	269,378	970,185	-	33,870,001	41,962,974
Sales of goods and services	10,846,380	-	275,442	12,762,940	21,789,051	2,938,688	19,036	-	48,631,537	44,476,488
Other revenue from own sources	14,144,776	-	5,533,186	3,129,464	151,999	-	3,042,283	-	26,001,708	21,537,668
	276,851,713	72,477	7,354,277	15,893,936	21,941,050	4,795,025	4,031,504	-	330,939,982	326,755,576
Expenditure (Schedule 6)										
Personnel	37,611,616	-	33,988,638	35,211,003	16,689,611	17,583,282	2,898,706	-	143,982,856	154,882,656
Contractual Services	6,676,773	-	17,852,341	1,784,687	23,573,999	6,557,429	2,877,485	-	59,322,714	60,369,132
Materials & Supplies	439,419	-	14,273,997	1,034,562	6,216,208	2,075,838	20,427	-	24,060,451	21,933,861
Capital Out of Revenue	69,905	-	3,119	67,063	98,537	32,872	1,584	-	273,080	122,898
Grants & Subsidies	12,074,479	-	-	72,622	-	2,183,240	659,768	-	14,990,109	2,233,575
Financial Charges	-	25,566,049	-	-	-	836,395	1,042	-	26,403,486	25,257,649
Other	-	-	-	-	1,536,872	-	37,283	48,828,209	50,402,364	46,834,511
	56,872,192	25,566,049	66,118,095	38,169,937	48,115,227	29,269,056	6,496,295	48,828,209	319,435,060	311,634,282
Excess of revenues over expenditures	219,979,521	(25,493,572)	(58,763,818)	(22,276,001)	(26,174,177)	(24,474,031)	(2,464,791)	(48,828,209)	11,504,922	15,121,294
Accumulated surplus, beginning of year									782,612,319	767,491,025
Accumulated surplus, end of year (Note 14)									794,117,241	782,612,319

CITY OF ST. JOHN'S
Consolidated PSAB Budget
Year ended December 31, 2021

Schedule 8

	City	St. John's Transportation Commission	St. John's Sports & Entertainment Ltd.	Adopted Budget	Consolidating Entries and PSAB Adjustments (Page 39)	Consolidated Budget
	\$	\$	\$	\$	\$	\$
Revenues						
Taxation	208,461,600	-	-	208,461,600	(1,651,885)	206,809,715
Grants in lieu of taxes	9,199,785	-	-	9,199,785	-	9,199,785
Grants and transfers	31,672,529	17,596,450	4,000,605	53,269,584	(27,579,970)	25,689,614
Sales of goods and services	44,697,737	-	1,680,164	46,377,901	3,119,679	49,497,580
Other revenue from own sources	18,494,874	7,014,850	-	25,509,724	4,251,095	29,760,819
	312,526,525	24,611,300	5,680,769	342,818,594	(21,861,081)	320,957,513
Expenditures						
General government services	41,359,448	-	-	41,359,448	6,234,248	47,593,696
Fiscal services	41,252,903	75,010	-	41,327,913	(16,017,472)	25,310,441
Transportation services	56,562,908	24,536,290	-	81,099,198	(17,214,439)	63,884,759
Protective services	31,856,337	-	-	31,856,337	1,620,331	33,476,668
Environmental health services	77,917,477	-	-	77,917,477	(30,548,450)	47,369,027
Recreation and cultural services	27,372,504	-	5,680,769	33,053,273	(3,608,407)	29,444,866
Environmental development services	14,601,158	-	-	14,601,158	(4,937,925)	9,663,233
Amortization and allowances	21,603,790	-	-	21,603,790	27,918,786	49,522,576
	312,526,525	24,611,300	5,680,769	342,818,594	(36,553,328)	306,265,266
Excess of revenue over expenditures	-	-	-	-	14,692,247	14,692,247

Council approved the City's 2021 budget on December 7, 2020

CITY OF ST. JOHN'S**Schedule 8 (continued)****Consolidating Entries and PSAB Adjustments**

Year ended December 31, 2021

	\$
Revenues	
1. Eliminate transfers from reserves	(5,211,682)
2. Eliminate grants to SJSE	(5,101,586)
3. Eliminate grants to SJTC	(18,443,737)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(661,745)
6. Eliminate water revenue paid by City entities	(5,469,310)
7. Eliminate tipping fees paid by City entities	(2,182,575)
8. Eliminate general government charges	(2,914,133)
9. Eliminate debt charges recoverable	(24,621,391)
10. Record provincial capital grants	13,529,824
11. Record federal capital grants	3,394,589
12. Record other capital grants	254,331
13. Record capital contribution from developers	3,408,000
14. Record recovery of fire protection services	12,377,234
15. Record interest earned on sinking funds	9,486,777
16. Record gain on sale of capital assets	318,323
	<u>(21,861,081)</u>
Expenses	
1. Eliminate transfers from reserves	(3,223,877)
2. Eliminate grants to SJSE	(5,101,586)
3. Eliminate grants to SJTC	(18,443,737)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(661,745)
6. Eliminate water revenue paid by City entities	(5,469,310)
7. Eliminate tipping fees paid by City entities	(2,182,575)
8. Eliminate general government charges	(2,914,133)
9. Eliminate debt charges recoverable	(24,584,918)
10. Eliminate capital expenditures	(13,221,165)
11. Eliminate sinking fund payments	(15,717,472)
12. Eliminate principal payments on LTD	(809,379)
13. Eliminate recovery of fire protection services	12,377,234
14. Record amortization of capital assets	43,923,800
15. Record employee post retirement benefits	(500,465)
	<u>(36,553,328)</u>
Excess of revenues over expenditures	<u>14,692,247</u>

ST. JOHN'S

Minutes of Built Heritage Experts Panel

June 1, 2022

12:00 p.m.

Virtual

Present: Dawn Boutilier, Planner
John Hancock, Chair, Architecture
Mitchell O'Reilly, Contractor
Michelle Sullivan, Other Category

Regrets: Rachel Fitkowski, Landscape Architect
Katherine Hann, Historian/Archival Expert/ Historic Preservation

Staff: Ken O'Brien, Chief Municipal Planner
Ann Marie Cashin, Heritage and Urban Planner
Rob Schamper, Technical Advisor
Jennifer Squires, Legislative Assistant

Others: Ron Fougere, Fougere Menchenton
Bunty Sambhi, Fougere Menchenton
Adam Minty, Sable Building & Design Limited
Charles Robertson, Homeowner
Paul Chafe, Chafe Architecture
Stephen Jewczyk, Planner
Rodney Marsh, MAST Project Planning

1. 70 Circular Road, Designated Heritage Building Retaining Wall, SIT2200028

Staff provided additional clarification on the Decision Note, noting that the existing retaining wall was concrete with a wooden fence on top, running along the length of the property on Empire Avenue. The proposed design is based on an existing historic wall, as pictured in the agenda. The

applicant would like to replicate the wall using gravity retaining wall blocks with column caps at the top (crenellation) and a gate with stairs leading to the property. A door was found on the property belonging to the gatehouse, and the applicant will attempt to reuse or replicate the materials in the design of the retaining wall gate. The existing retaining wall has failed, and they would like to use the existing elements of the property in the design of the retaining wall.

Adam Minty of Sable Building and Design, spoke to the Panel on the application, and noted that the plan was to replace the retaining wall with something that was both economically feasible and historically balanced. There are additional upgrades planned for the estate, including landscaping and renovation of the carriage house, and the replacement of the wall is the first step in the process. There is a steep slope to the property, and as such grading and footing would need to be addressed before moving forward with any additional work.

The amount of soil that would be retained had a direct impact on the choice of materials, as the cost of both concrete and stone for the project were prohibitive. They are proposing prefabricated structural retaining wall block in a rustic finish, with custom made crenulations to echo walls existing on other points of the property. The wall will also incorporate shrubbery and ivy, which will eventually turn into a green wall. The landscaping plan has not yet been completed.

Once the delegation retired from the meeting, the BEHP continued their discussion of the application. The elevation of the site and the height required would prohibit the use of many materials, such as dry-stone wall construction. The failed retaining wall would require fixing, and the wall block would be a feasible solution, while still respecting the integrity of the property and the architectural features. While the material is not ideal, it would be an improvement over the current concrete slab and fence. As the entire property is designated, all additional work would require Council's approval.

An e-poll was sent to the BHEP recommending approval of the replacement of a retaining wall at 70 Circular Road as proposed. A majority vote could not be reached.

JOHN HANCOCK, CHAIR

DECISION/DIRECTION NOTE

Title: 70 Circular Road, Designated Heritage Building Retaining Wall, SIT2200028

Date Prepared: June 23, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Heritage

Ward: Ward 2

Decision/Direction Required:

To approve an application to repair/replace a retaining wall at the rear of 70 Circular Road, a designated Heritage Building.

Discussion – Background and Current Status:

The City has received an application to repair/replace a retaining wall at the rear of 70 Circular Road, a designated Heritage Building (Sunnyside); the rear of the property overlooks Empire Avenue.. The subject property is within the Residential District of the Envision St. John's Municipal Plan, zoned Residential Special 1 (RA1), within Heritage Area 2, and is designated by Council as a Heritage Building. This is one of the few properties in St. John's where the entire property is designated, not just the footprint of the building. Therefore, changes to the retaining wall require approval by Council. The Statement of Significance is attached for your reference. The property is also designed provincially as a Registered Heritage Structure. The application was referred to Heritage NL and they have no concerns.

From the St. John's Heritage By-Law, Heritage Design Standards for Heritage Buildings:

- Retaining walls shall be compatible with the building's architectural characteristics. Decorative walls shall be a design acceptable to Council.
- Modern materials are permitted provided the appearance replicates the building's period/architectural characteristics.

The retaining wall is located at the rear of the property and fronts Empire Avenue. It has been designed to mimic a concrete wall in the back yard of the property, which appears to be original (see photos). The applicant is proposing gravity retaining wall blocks with column caps at the top (crenellation) and a gate with stairs leading to the property. There was an original gate found on the property and the applicant is aiming to reuse whatever components they can from that gate and match the retaining wall gate to the original design. The area around the stairs will also have lighting. Drawings of the retaining wall as well as samples of the products to be used are attached for your review.

The contractor and property owner attended the June 1, 2022 meeting of the City's Built Heritage Experts Panel (BHEP). There were no major concerns raised, however there were

ST. JOHN'S

70 Circular Road, Designated Heritage Building Retaining Wal, SIT2200028

not enough members present for a quorum. Following the meeting, the decision note was sent to the BHEP as an e-vote, but we did not receive a quorum at the e-vote deadline. In the interest of time, staff are recommending that Council approve the retaining wall as proposed. The BHEP voted 3 in favour of the new retaining wall, 1 against, and 1 abstaining from the vote due to a conflict of interest.

70 Circular Road
Designated Heritage Building





The retaining wall to be replaced (fronting Empire Avenue)



The old retaining wall used as inspiration for the new design.



An original gatehouse door used as inspiration for the retaining wall door.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner; neighbours; Heritage NL.
3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

Choose an item.

4. Alignment with Adopted Plans: St. John's Heritage By-Law.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: Not applicable.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Not applicable.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

Recommendation:

That Council approve the retaining wall at 70 Circular Road, 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

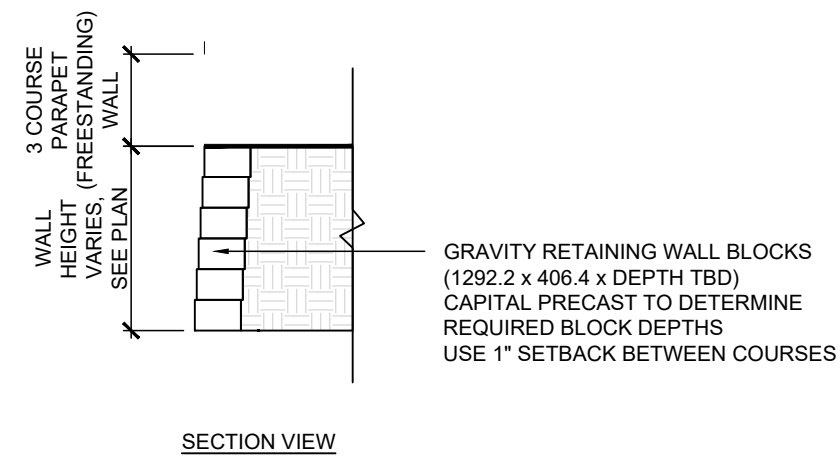
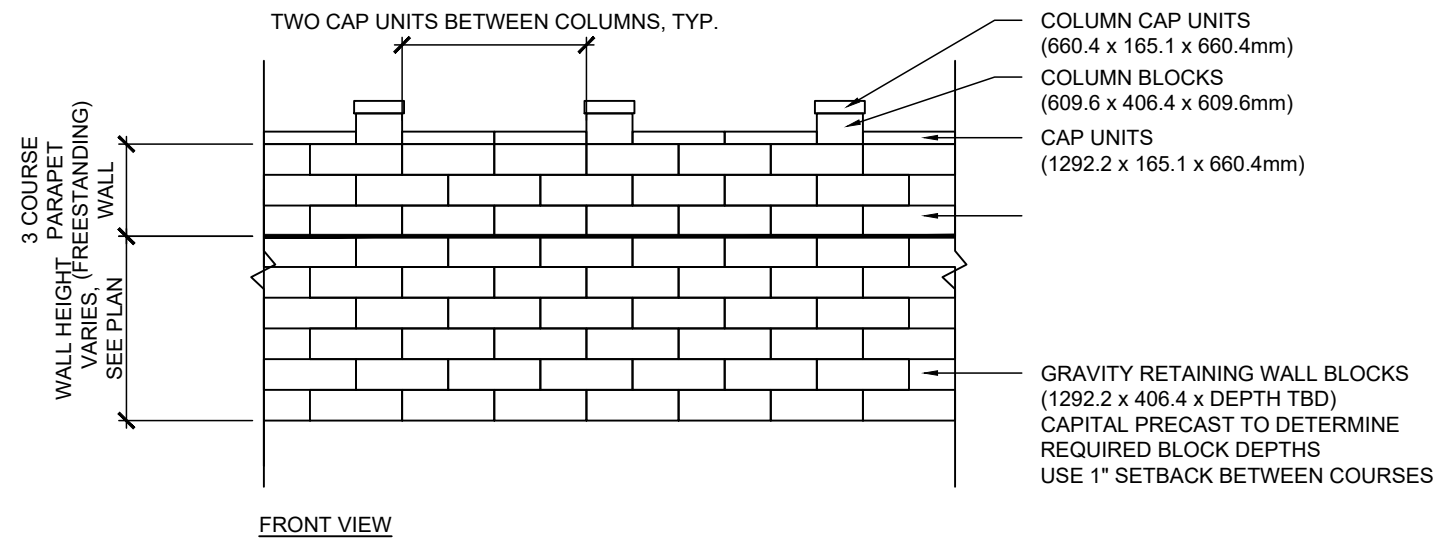
Document Title:	70 Circular Road, Designated Heritage Building Retaining Wall, SIT2200028 (Council).docx
Attachments:	- 70 Circular Road - Attachments.pdf - Built Heritage Experts Panel Report - June 1, 2022 - English.docx
Final Approval Date:	Jun 23, 2022

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

Ken O'Brien - Jun 23, 2022 - 10:19 AM

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Karen Chafe

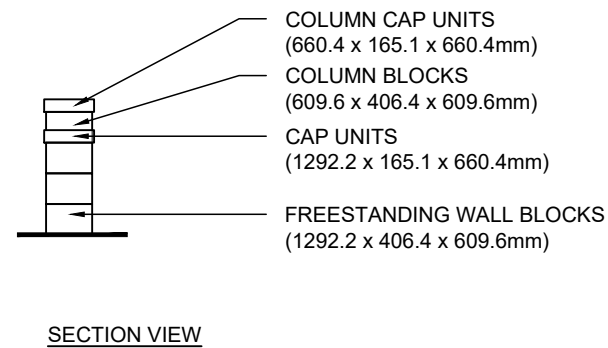
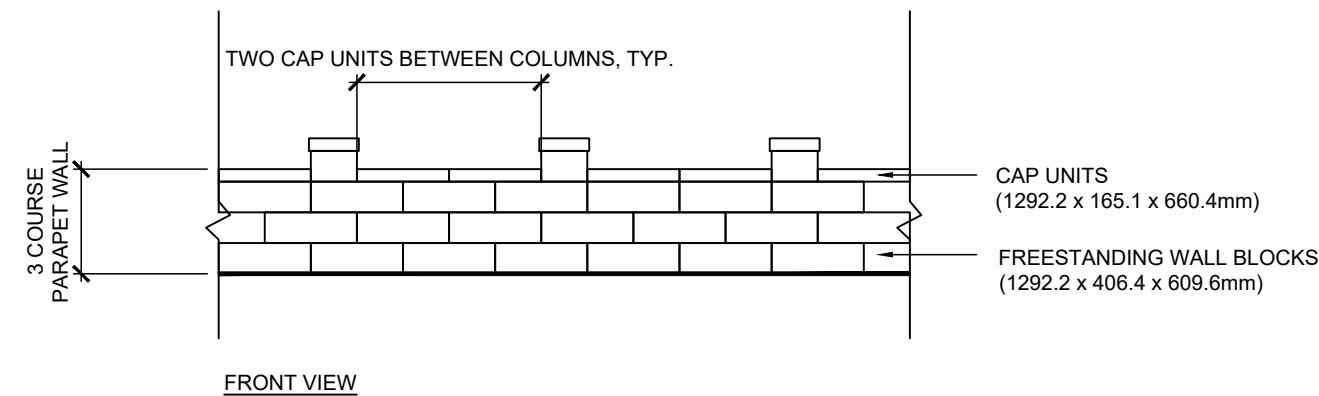
Jason Sinyard - Jun 23, 2022 - 4:18 PM



1
L2

WALL WITH PARAPET WALL DETAIL

SCALE: 1:100



2
L2

PARAPET WALL WITHOUT RETAINING WALL DETAIL

SCALE: 1:100

MILLS & WRIGHT
LANDSCAPE ARCHITECTURE

95 LeMarchant Road
Suite 202
St. John's, NL A1C 2H1
(709) 770-5035
(709) 770-8381
millsandwright.ca

PROJECT

70 CIRCULAR ROAD

DRAWING

WALL DETAILS

CLIENT

CHARLES ROBERTSON
AND DEBRA BERGSTROM

DESIGNED

R.FITKOWSKI

DRAWN

R.FITKOWSKI

PROJECT NO.

21-39-BERG

DATE

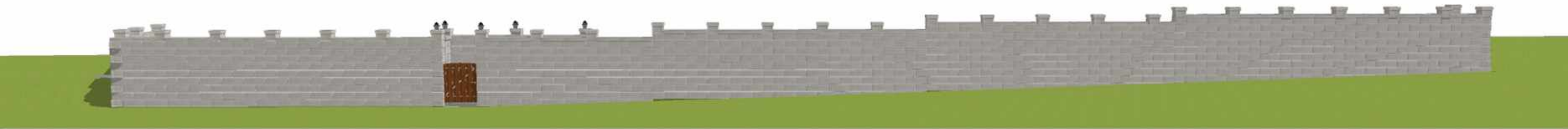
03-21-22

SCALE

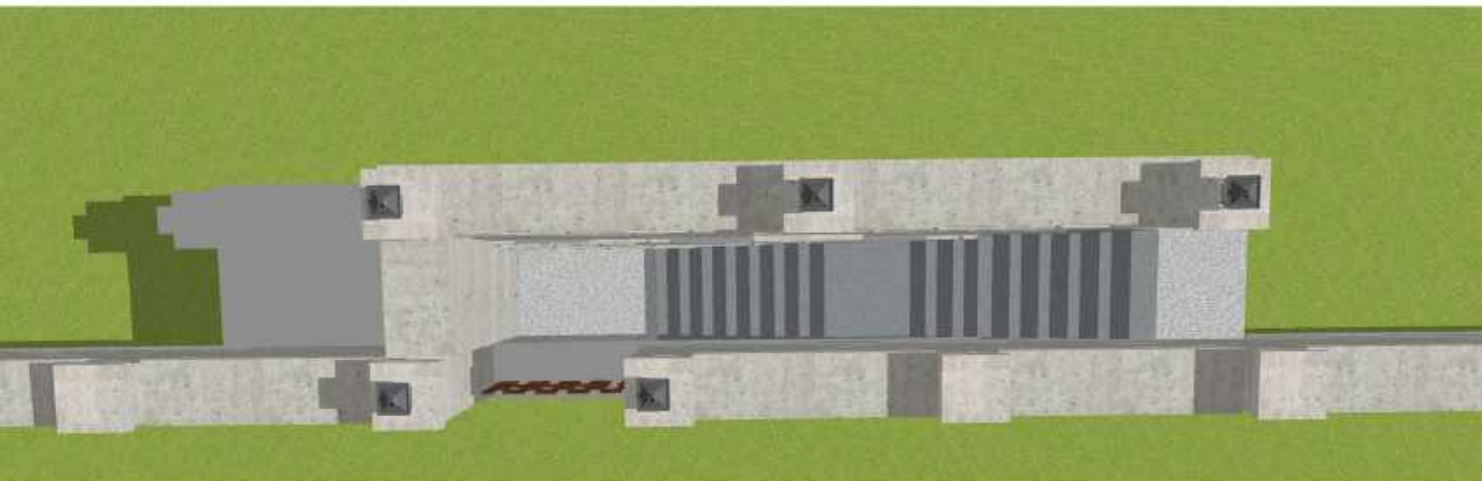
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SHEET NO.

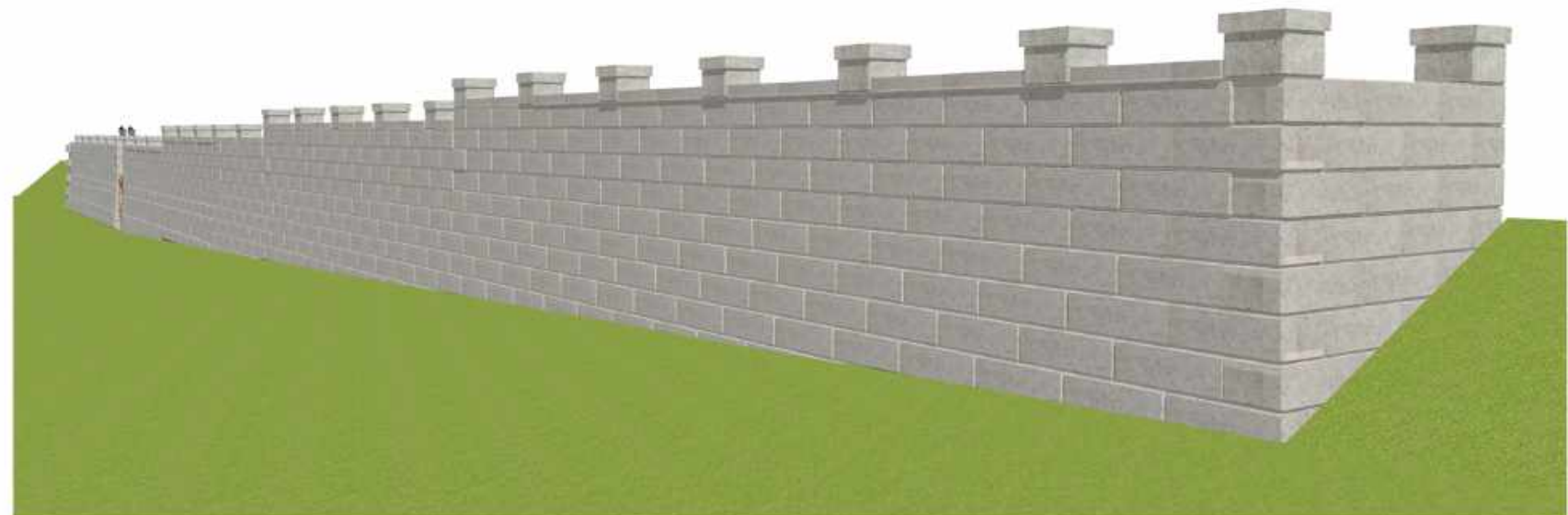
L2



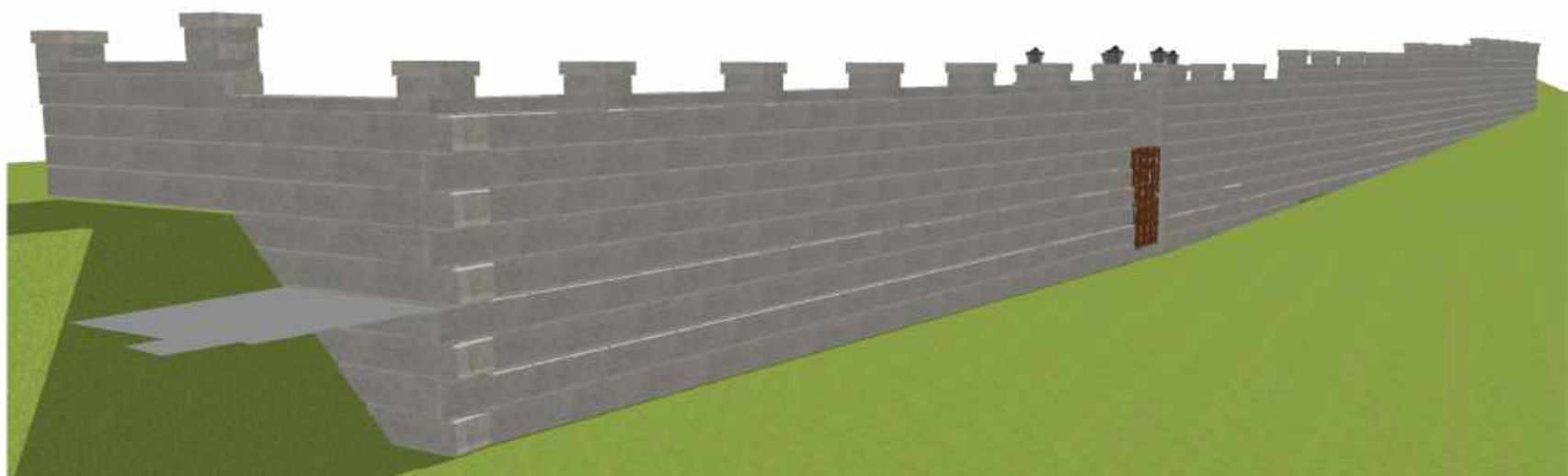
Front View - top of wall steps to match dropping grade, average height of wall is 5-6 courses, with an additional 3 courses for the freestanding parapet wall (for a total of 8-9 courses when viewing from Empire)



Step View - updated layout to turn right (16 total risers required), showed a decorative guard as there will likely be a walkway on the other side of the guard, making the guard necessary, showed a railing instead of a parapet wall, as the wall may make the steps feel claustrophobic



View of West Corner - retaining wall dies in to slope, will meet existing fence



View of East Corner - retaining wall dies in to slope, parapet wall continues to meet ice house

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Capital Precast manufactures structural retaining wall block under a license agreement with Recon Retaining Walls. Led by a team of engineers and quality control technicians, coupled with on-site testing laboratories, we produce only top-quality products and can meet the demands of any client.



Rustic



Limestone

* available in 24", 39", 45", 60", 66", 72" and 84"

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Statement of Significance



70 Circular Road - Sunnyside

Formal Recognition Type

City of St. John's Heritage Building, Structure, Land or Area

Description of Historic Place

70 Circular Road, St. John's, known locally as Sunnyside, is an excellent extant example of a 19th century estate with a house, gardens and outbuildings. Located on historic Circular Road, Sunnyside is surrounded on all sides by merchant and upper class houses in old St. John's. The designation encompasses the entire property, including the Victorian Gothic house, Coach House and surrounding land with mature trees, delineated by a fence.

Heritage Value

70 Circular Road, Sunnyside, has been designated a Municipal Heritage Site because it holds aesthetic, historic and environmental values.

70 Circular Road, Sunnyside is aesthetically valuable because it is an excellent surviving example of a mid to late 19th century estate located in old St. John's. This property, consisting of a dwelling house and a coach house are situated on a large country-like piece of land with mature trees. The buildings are constructed of wood and feature typical Victorian Gothic elements. The dwelling house, located at 70 Circular Road at the western end of the property, was built in three parts. The central portion is a gable roofed building with a 5-sided porch at the main entrance, and it was built first in 1846. The next owners extended this building by adding east and west wings in the 1880s. This house maintains most of its original fabric and features wooden, double hung, multi-paned windows, peaked dormer windows and glass roof bay windows, as well as multiple chimneys.

Sunnyside Coach House resembles the dwelling house very closely and it is situated directly behind the house at 070 Circular Road. The coach house, constructed to hold the horses and coach of the original owners, is designed in the Victorian Gothic style of architecture. The steeply pitched gable roof is punctuated by a central front peak, dormer windows and a peaked cupola. The front of this large building has several sets of wide barn doors with transoms. The central gable bay has a rectangular window, an upper loft door and the eaves are decorated with bargeboard. This building is quite decorative for a utilitarian structure.

Sunnyside has historical value because of its associations with its notable owners. The original owner, John O'Mara, came to Newfoundland sometime between 1831-1845 from Waterford, Ireland, and established an extensive mercantile firm. At his main premises on Water Street he dealt in general merchandise, including liquor. As a ship owner he was involved primarily in the seal fishery and like many other merchants he was active in politics. A Liberal, he was at one time the campaign secretary for John Kent. Concerned for the welfare of the poor he worked through the Benevolent Irish Society. In 1847 O'Mara was Commissioner of Roads for St. John's and District Health Warden. He was Justice of the Peace for the central district of the city in 1853.

Sunnyside was purchased by Scottish born James Murray in 1872 and it was Murray who made additions to the property as it stands today. James Murray operated one of the largest fishery supply firms in Newfoundland, was involved in Island politics and was known as "an exceedingly clever writer". Murray died at his St. John's residence, Sunnyside, on January 16, 1900. He was the father of Andrew H. Murray who eventually became an influential fisheries supplier and who formed a commission agency and importing firm. Sunnyside is owned and lived in by members of the Murray family today.

Sunnyside has environmental value because the property consists of a large area surrounded by mature trees. The neighbourhood has evolved over time and most properties have much smaller lots as land was gradually subdivided and sold for building lots. Sunnyside has maintained its original country-like setting in the heart of old St. John's and it takes up nearly an entire city block. It is bordered at the front and rear by the city streets Empire Avenue, which was the former Newfoundland Railway track, and Circular Road and on each end by private property.

Source: Designated at a regular meeting of the St. John's Municipal council held April 25, 2006, minutes SJMC2006-04-25/252R.

Character Defining Elements

All those elements that define the Victorian Gothic dwelling house, including:

- steeply pitched gable roofs;
- multiple chimneys;
- bay windows with fascia boards;
- 5-sided porch;
- narrow, wooden clapboard;
- glass-roofed ground level bay windows;
- all trim, pilasters, corner boards;
- peaked dormer windows;
- double hung windows with mullions; and
- all window and door openings.

All those elements that define the Victorian Gothic Coach House, including:

- steeply pitched gable roof with central gable bay;
- large barn doors with transoms;
- loft door in gable bay;
- all windows;
- peaked cupola;
- narrow wooden clapboard;
- bargeboard; and
- location behind main dwelling house.

All those elements that define the property as a whole estate, including:

- location on a large parcel of land in original configuration;
- spatial relation of house to outbuildings; and
- large mature lot with trees.

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	070 Circular Road
Construction	1846 - 1872
Style	19th Century Vernacular
Building Plan	Rectangular Long Façade

Additional Photos



Sunnyside House Registered Heritage Structure

St. John's, NL

Registered Heritage Structure

Explore

 Google map



DESCRIPTION

Located on the remnants of a nineteenth century country estate, the sheltered Sunnyside House property sits in the company of many other historic upper class houses on Circular Road in St. John's, NL. The designation is confined to the footprint of the main dwelling house.

STATEMENT OF SIGNIFICANCE

Formal Recognition Type

Registered Heritage Structure

Heritage Value

Sunnyside House was designated a Registered Heritage Structure by the Heritage Foundation of Newfoundland and Labrador in 2007 due to its aesthetic and historic value.

Sunnyside House, located on the western end of the former Sunnyside property, was built in two parts. The central part of the structure, with its steep side-gabled roof, was the original 1846 building. The front-gabled east and west wings were added in the 1870s by local builder John Score. Many of the house's features from the 1870s reconstruction remain intact, such as the multiple chimneys, the double hung, multi-paned windows, peaked dormer windows, two front sunrooms and bay windows on the east and rear facades.

Sunnyside House has been owned by two prominent Newfoundland merchant families. The original owner, John O'Mara, came to Newfoundland sometime between 1831-1845 from Waterford, Ireland and established an extensive mercantile firm. Like many merchants of the time, he also entered politics. In 1847, O'Mara was Commissioner of Roads for St. John's and also served as the District Health Warden. He was Justice of the Peace for the city's central district in 1853. Sunnyside was purchased by Scottish-born merchant James Murray in 1872. It was Murray who made the additions to the property as it stands today. James Murray operated one of the largest fishery supply firms in Newfoundland and wrote on fishery and economic matters for St. John's newspapers and periodicals. Like O'Mara, James Murray was influential in Newfoundland politics, serving as MHA for Burgeo and La Poile. His son, Andrew H. Murray, went on to

establish the Murray Premises at St. John's Harbour. James Murray died at Sunnyside, on January 16, 1900.

Sunnyside House is the heart of what was once a large 19th-century estate. The house is located on a spacious property which once extended south to Kelly's Brook (below what is now Empire Ave) and east to the Lodge gatehouse at 60 Circular Road. Two of the estate's historic outbuildings, the Lodge and Stable, still stand today. The Sunnyside buildings are representative of a time when this neighbourhood was on the outskirts of town. They speak to the English-style estate living emulated by the city's prosperous merchants.

Source: Heritage Foundation of Newfoundland and Labrador property file "St. John's – Sunnyside House – FPT 3128"

Character Defining Elements

All those elements that define the Victorian vernacular house, including:

- steeply pitched gable roofs with fascia and bargeboard;
- size, style and placement of peaked dormers;
- size, style, trim and placement of 6/6 dormer windows;
- size, number and location of multiple chimneys;
- narrow wooden clapboard;
- all wooden trim, pilasters and corner boards;
- 5-sided porch on front facade;
- size, style and placement of 2 sunrooms on the front facade;
- two storey bay window on east wing;
- one storey bay on rear facade;
- size, style, trim and placement of double hung, 6/6 wooden windows;
- size, style, trim and placement of wooden storm windows, and;
- size, style, trim and placement of exterior wooden doors;

-size, style, trim and placement of exterior wooden doors,

All those elements that reflect its environmental setting,
including:

- location on a large parcel of land in original configuration;
- spatial relation of house to outbuildings, and;
- large mature lot with trees.

LOCATION AND HISTORY

Community

St. John's

Municipality

City of St. John's

Civic Address

70 Circular Road

Construction (circa)

1846 - 1846

Style

Rectangular Long Façade

**Development Permits List
For the Period of June 16 to June 22, 2022**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES	Fairview Investments Limited	44 Lot Subdivision – Diamond Marsh Stage 3	Even 4-46, Odd 3-47 Dragonfly Place	5	Approved	06-16-22
COM	The Shoppes at Galway Limited Partnership	Proposed Building for Restaurant – Building A5	8 Danny Drive (Master Parcel 16 Danny Drive)	5	Approved	06-06-22
RES		Demo/Rebuild for Single Detached Dwelling	61 Jordan Place	5	Approved	06-22-22

*** Code Classification:**

RES - Residential	INST - Institutional
COM - Commercial	IND - Industrial
AG - Agriculture	
OT - Other	

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

**Lindsay Lyghtle Brushett
Supervisor – Planning & Development**

Building Permits List

Council's June 28, 2022, Regular Meeting

Permits Issued: 2022/06/16 to 2022/06/22

Class: Residential

11 Heavy Tree Rd	Accessory Building	Accessory Building
117 Topsail Rd	Deck	Patio Deck
12 Electra Dr	Deck	Patio Deck
125 Old Bay Bulls Rd	Fence	Fence
13 Hussey Dr	Renovations	Mobile Home
13 Maurice Putt Cres	New Construction	Single Detached Dwelling
14 Frampton Ave	New Construction	Single Detached Dwelling
14 Lilac Cres	Accessory Building	Accessory Building
15 Goldstone St	Sign	Clinic
15 Kitchener Ave	Renovations	Single Detached Dwelling
16 Strawberry Marsh Rd	Accessory Building	Accessory Building
17 Leonard J. Cowley St	Renovations	Single Detached Dwelling
17 Raleigh St	Site Work	Single Detached Dwelling
20 Electra Dr	New Construction	Single Detached Dwelling
21 Malka Dr	Fence	Fence
21 Winnipeg St	Renovations	Single Detached Dwelling
22 Castle Bridge Dr	Fence	Fence
22 Pepperwood Dr	New Construction	Single Detached w/ apt.
26 Durham Pl	Renovations	Single Detached Dwelling
310 Brookfield Rd	Accessory Building	Accessory Building
334 Blackmarsh Rd	Change of Occupancy	Single Detached Dwelling
34 Victoria St	Renovations	Townhousing
4 Claddagh Rd	New Construction	Single Detached Dwelling
41 Great Southern Dr	Renovations	Semi Detached Dwelling
42 Diamond Marsh Dr	Accessory Building	Accessory Building
45 Diamond Marsh Dr	New Construction	Single Detached Dwelling
5 Colonial St	Site Work	Semi Detached Dwelling
5 Colonial St	Fence	Fence
5 Musgrave St	Fence	Fence
5 Rowsell Pl	Renovations	Single Detached Dwelling

51 Horlick Ave	Fence	Fence
57 Liverpool Ave	Renovations	Single Detached w/ apt.
68 Codroy Pl	Fence	Fence
75-77 Sunset St	Accessory Building	Accessory Building
84 Oxen Pond Rd	Fence	Fence
91 Waterford Bridge Rd	Site Work	Driveway

This Week: \$1,474,059.50

Class: Commercial

103 Mount Scio Rd	Accessory Building	Accessory Building
145 Kelsey Dr	Renovations	Office
15 Goldstone St	Change of Occupancy	Clinic
152 Water St	Change of Occupancy/Renovations	Retail Store
196 Water St	Renovations	Office
201 Water St	Change of Occupancy	Patio Deck
303-305 Hamilton Ave	Change of Occupancy	Service Shop
35 Major's Path	Sign	Office
391 Duckworth St	Change of Occupancy	Patio Deck
402 Logy Bay Rd	Accessory Building	Accessory Building
411 Torbay Rd	Renovations	Eating Establishment
48 Kenmount Rd	Change of Occupancy/Renovations	Eating Establishment
48 Kenmount Rd	Change of Occupancy/Renovations	Restaurant
63 Brookfield Rd	Renovations	Convenience Store
648 Topsail Rd	Site Work	Other

This Week: \$270,941.50

Class: Government/Institutional

This Week: \$0.00

Class: Industrial

This Week: \$0.00

Class: Demolition

This Week: \$0.00

This Week's Total: \$1,745,001.00

Repair Permits Issued 2022/06/16 to 2022/06/22:

\$9,000.00

YEAR TO DATE COMPARISONS			
June 28, 2022			
TYPE	2021	2022	% VARIANCE (+/-)
Residential	\$23,740,984.20	\$34,603,399.19	46
Commercial	\$88,196,084.54	\$47,869,694.58	-46
Government/Institutional	\$1,149,941.00	\$570,288.00	-50
Industrial	\$4,147,500.00	\$31,000.00	-99
Repairs	\$3,015,242.50	\$730,100.69	-76
TOTAL	\$120,249,752.24	\$83,804,482.46	-30
Housing Units (1 & 2 Family Dwelling)	74	110	

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending June 22, 2022

Payroll

Public Works	\$ 457,940.82
Bi-Weekly Administration	\$ 819,424.43
Bi-Weekly Management	\$ 876,573.06
Bi-Weekly Fire Department	\$ 856,831.67
Accounts Payable	\$ 6,250,442.00

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

Total: \$ 9,261,211.98

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: 2022121 – Supply and Delivery of Trackless Parts
Date Prepared: Thursday, June 16, 2022
Report To: Regular Meeting
Councillor and Role: Councillor Ron Ellsworth, Finance & Administration
Ward: N/A

Department: Finance and Administration
Division: Supply Chain
Quotes Obtained By: Kim Barry
Budget Code: 0000-15101
Source of Funding: Operating

Purpose:

The purpose of this Open Call is to provide trackless parts. These parts will be stocked at our Central Stores location.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Parts for Trucks	\$2,994.37 - Disqualified
Saunders Equipment	\$159,810.01

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 (1) Year + Two (2) One (1) Year Terms

Bid Exception: None

Recommendation:

That Council approve for award this Open Call to the lowest bidders meeting specifications, Saunders Equipment for \$159,810.01 (HST excluded) per year as per the Public Procurement Act.

Attachments:

ST. JOHN'S

Report Approval Details

Document Title:	2022121 - Supply and Delivery of Trackless Parts .docx
Attachments:	
Final Approval Date:	Jun 20, 2022

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

No Signature - Task assigned to Rick Squires was completed by assistant Chris Davis

Rick Squires - Jun 20, 2022 - 9:25 AM

Derek Coffey - Jun 20, 2022 - 9:28 AM

BID APPROVAL NOTE

Bid # and Name: 2022120 - Supply and Delivery of Fire Department Supplies and Equipment
Date Prepared: Thursday, June 16, 2022
Report To: Regular Meeting
Councillor and Role: Councillor Ron Ellsworth, Finance & Administration
Ward: N/A

Department: Finance and Administration
Division: Supply Chain
Quotes Obtained By: Kim Barry
Budget Code: 0000-15101
Source of Funding: Operating

Purpose:

The purpose of this Open Call is to provide fire department supplies and equipment to various City locations. Fire department supplies and equipment will be stocked at our Central Stores location.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Martin's Fire Safety	\$86,033.95 – Disqualified
K&D Pratt	\$133,176.68

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 (1) Year + Two (2) One (1) Year Terms

Bid Exception: None

Recommendation:

That Council approve for award this Open Call to the lowest bidders meeting specifications, K&D Pratt for \$133,176.68 (HST excluded) per year as per the Public Procurement Act.

Attachments:

ST. JOHN'S

Report Approval Details

Document Title:	2022120 - Supply and Delivery of Fire Department Supplies and Equipment.docx
Attachments:	
Final Approval Date:	Jun 20, 2022

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

No Signature - Task assigned to Rick Squires was completed by assistant Chris Davis

Rick Squires - Jun 20, 2022 - 9:32 AM

Derek Coffey - Jun 20, 2022 - 9:50 AM

BID APPROVAL NOTE

Bid # and Name: 2022108 - Miscellaneous Asphalt Repairs
Date Prepared: Monday, June 20, 2022
Report To: Regular Meeting
Councillor and Role: Councillor Sandy Hickman, Public Works
Ward: N/A

Department: Public Works
Division: Roads
Quotes Obtained By: Sherry Kieley
Budget Code: 3221-52479
Source of Funding: Operating

Purpose:

This open call was issued to establish a standing offer agreement for miscellaneous asphalt repairs on roads and sidewalks.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Parsons Paving Ltd.	\$978,218.75
Farrell's Excavating Ltd.	\$1,441,410.00
Modern Paving Limited	\$2,123,618.75
Pyramid Construction Limited	\$2,180,083.75
Weirs Construction Limited	\$4,270,093.75

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: July 1 to December 31, 2022, plus the possibility of two (2) one (1) year extensions

Bid Exception: None

Recommendation:

That Council approve for award open call 2021108 – Miscellaneous Asphalt Repairs to the lowest bidder meeting specification, Parsons Paving Ltd for \$978,218.75 HST included, as per the Public Procurement Act.

ST. JOHN'S

Attachments:

Report Approval Details

Document Title:	2022108 - Miscellaneous Asphalt Repairs.docx
Attachments:	
Final Approval Date:	Jun 21, 2022

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

No Signature - Task assigned to Rick Squires was completed by assistant Chris Davis

Rick Squires - Jun 21, 2022 - 11:26 AM

Derek Coffey - Jun 21, 2022 - 12:47 PM

BID APPROVAL NOTE

Bid # and Name: 2022106 - 2022 Bridge Rehabilitation Program - Contract 1 - Dredging
Date Prepared: Thursday, June 23, 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: ENG-2020-051
Source of Funding: Capital

Purpose:

Undertake necessary dredging works for the bridges as outlined, as well as extending the culvert at Portugal Cove Rd/Virginia River to address a recurring embankment/shoulder erosion issue

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Talon Energy Services Inc.	\$608,476.50
Dexter Construction Company Limited	\$716,674.25
Coady Construction & Excavating Limited	\$802,470.00
Pyramid Construction Limited	\$1,984,445.75

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: July-October 28 for Construction substantial completion, plus the 1-year warranty period.

Bid Exception: None

Recommendation:

That Council approve for award open call 2022106 – 2022 Bridge Rehabilitation Program – Contract 1 to the lowest bidder meeting specification, Talon Energy Services Inc, for \$608,476.50 (HST included), as per the Public Procurement Act.

ST. JOHN'S

Attachments:

Report Approval Details

Document Title:	2022106 - 2022 Bridge Rehabilitation Program - Contract 1 - Dredging.docx
Attachments:	
Final Approval Date:	Jun 23, 2022

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

Rick Squires - Jun 23, 2022 - 9:11 AM

Derek Coffey - Jun 23, 2022 - 9:28 AM

DECISION/DIRECTION NOTE

Title: 68 Queen's Road (Apartment Building), Adoption, MPA1900002

Date Prepared: June 21, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ian Froude, Planning

Ward: Ward 2

Decision/Direction Required:

Following provincial release of the proposed amendments for 68 Queen's Road, Council may now adopt St. John's Municipal Plan Amendment Number 1, 2022 and St. John's Development Regulations Amendment Number 1, 2022.

Discussion – Background and Current Status:

The City has received an application from Parish Lane Development Inc. to rezone the property at 68 Queen's Road. When the application was initially made in 2019, the property contained the former Cathedral Parish Hall, a house attached to the west end of the hall, a gravel parking lot and treed area at the rear of the building. Since that time Council has removed the heritage designation from the Cathedral Parish Hall and has granted demolition of the hall. The house at the west end of the lot, built in 1893, has been refurbished, is occupied, and remains a designated Heritage Building.

Initially the applicant proposed a 40-unit residential development with two Apartment Buildings (on Queen's Road and Harvey Road) sharing a parking garage between. Following a public meeting on November 27, 2019, plus additional consultation, the applicant revised the design by proposing three townhouses on Queen's Road, keeping the 1893 house. The building proposed on Harvey Road was rotated 90 degrees, so it is narrower on the road and goes back deeper into the property. The overall proposal is still for 40 residential units.

At its February 9, 2021, regular meeting, Council voted to split the application for the Townhouses along Queen's Road and the application for the Apartment Building on Harvey Road into two amendment packages and directed staff to prepare a site-specific zone for the upper portion of the property, using an adopted site plan to control the development of the proposed Apartment Building. The amendments for the Townhouses have been approved and the front portion of the lot is now designated Residential and zoned Residential Downtown (RD). There is an active subdivision and development application for the Townhouses.

At its regular meeting on November 22, 2021, Council decided to proceed with the proposed amendments and asked that the NL Department of Municipal and Provincial Affairs review and release them. A copy of the amendments with additional background information is attached for your review.

ST. JOHN'S

To consider the proposed development, a St. John's Urban Region Regional Plan amendment is required, to redesignate the land from "Public Open Space" to "Urban Development". St. John's Urban Region Regional Plan Amendment No.1, 2020 has been adopted by the Minister of Municipal and Provincial Affairs. Provincial release has also been issued for the municipal amendment and it is now in order for Council to proceed with the next steps: consider adopting the amendments and setting a Commissioner's public hearing.

Given that public health restrictions related to the COVID-19 pandemic have been lifted, the public hearing must adhere to the requirements outlined in the Urban and Rural Planning Act, including the requirement to hold an in-person public hearing. Should Council decide to adopt the amendments, the tentative date for the public hearing is Wednesday, July 20, 2022, in the Foran/Greene Room of City Hall. There will be a concurrent hearing for the Minister's Regional Plan amendment, with the same commissioner as for the City amendments.

The commissioner for the public hearings has not been selected yet and will be brought forward for Council's approval at a later date. The commissioner selected by the City will also be appointed by the Minister of Municipal and Provincial Affairs.

Next Steps

Following the hearing, the amendments will be brought back to Council with the commissioner's report for consideration of approval. The associated Land Use Report was already adopted by Council during approval of the Townhouse amendment.

Should the amendments proceed, the applicant's request for a 10% variance on the building height will also be brought to Council for consideration. The proposed maximum building heights in the zone have been set lower than the applicant's requested building height so that a variance could be applied. In doing so, additional building height could not be requested at a later date, as 10% is the maximum variance that can be applied to each lot. The City is aware of the sensitivities of the building height and the views from The Rooms, so we have chosen this approach to ensure a maximum building height that does not intrude further than modelled.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residential and property owners.
3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

An Effective City: Ensure accountability and good governance through transparent and open decision making.

4. Alignment with Adopted Plans: St. John's Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Should the development proceeds, it will be required to meet all accessibility building code requirements.
6. Legal or Policy Implications: A amendment to the St. John's Municipal Plan and Development Regulations is required. City has proposed a site-specific zone for the development.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: The public hearing will be advertised in accordance with the Urban and Rural Planning Act and St. John's Development Regulations.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

Recommendation:

That Council adopt the attached resolutions for St. John's Municipal Plan Amendment Number 1, 2022 and St. John's Development Regulations Amendment Number 1, 2022. The proposed date for the in-person public hearing is Wednesday, July 20, 2022, at 7 p.m in the Foran/Greene Room of City Hall.

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:	68 Queen's Road (Apartment Buidling), Adoption, MPA1900002.docx
Attachments:	- 68 Queen's Road - Apartment Adoption Attachments.pdf
Final Approval Date:	Jun 22, 2022

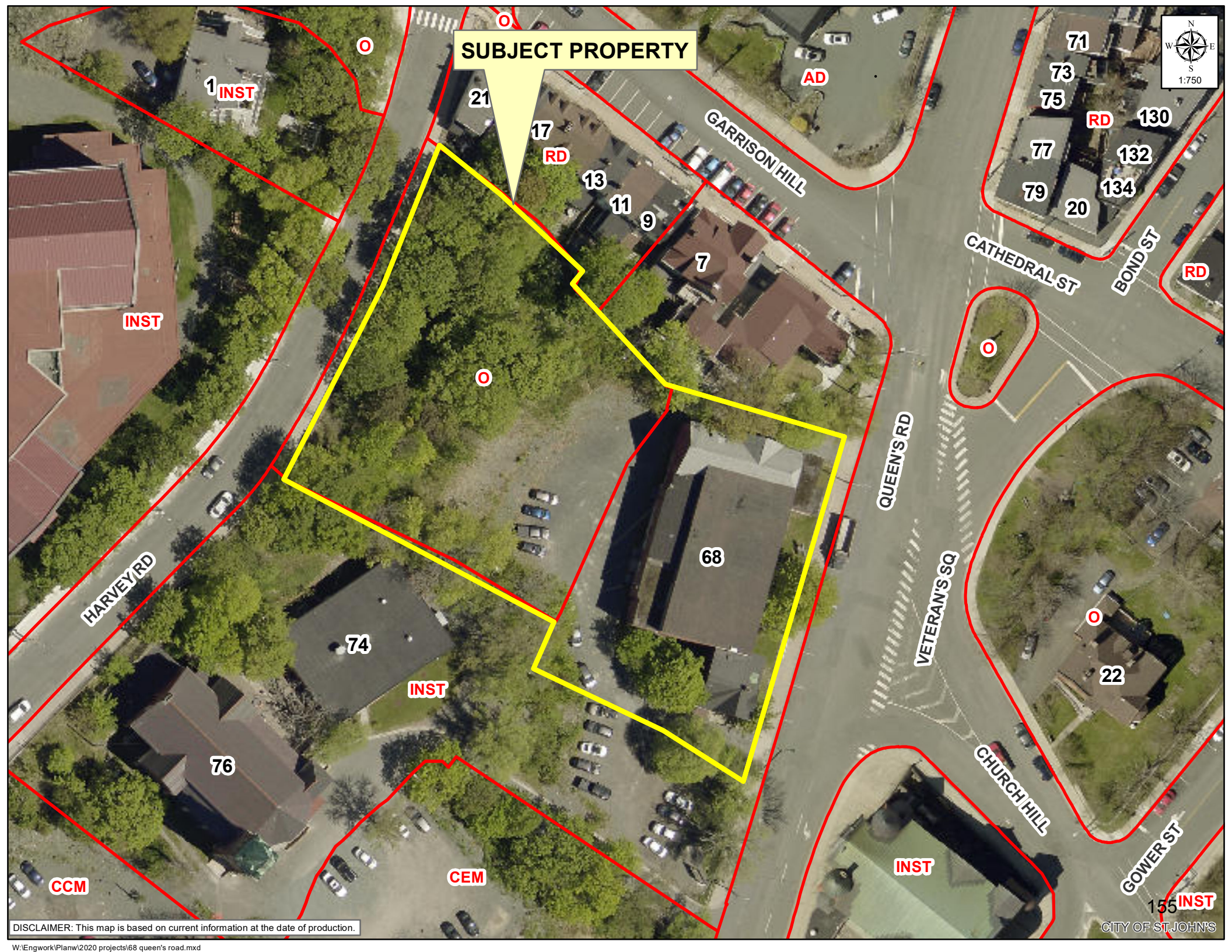
This report and all of its attachments were approved and signed as outlined below:

Ken O'Brien - Jun 22, 2022 - 9:50 AM

Jason Sinyard - Jun 22, 2022 - 11:15 AM



SUBJECT PROPERTY



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

W:\Engwork\Planw\2020 projects\68 queen's road.mxd

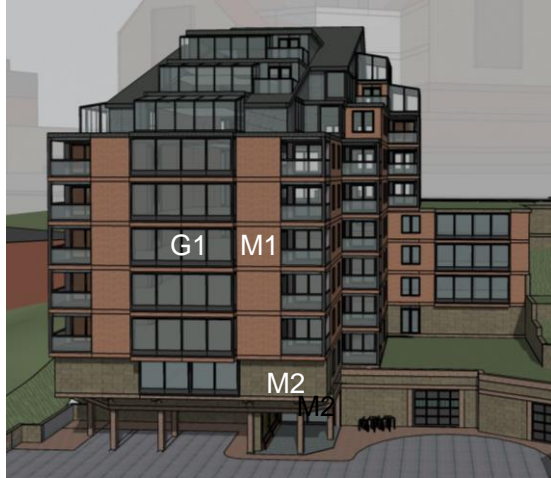
CITY OF ST. JOHN'S



Main Concept Components

- Up to 40 residences: one in the existing residence; three new townhouses; and a new residence building (to be known as The Parish Lane Residences).
- Protection and reuse of the Parish Residence.
- Vehicular and pedestrian access from Queen's Road and pedestrian access from Harvey Road.
- Tree and property protection.
- Fully landscaped.
- Primarily covered parking and accessible visitor parking.





Phase 3: Parish Lane Residence's Materials

The building structure will be concrete.

Cladding is masonry, glass, and machine coated aluminum. Colours and textures of exterior materials will be selected to blend with and complement the development.

Glass window wall and punched windows

Machine coated aluminum.

Patios and balconies will be integral with the structure, and recessed into corners versus projected from the corner. Railings will be glass and aluminum.

Roof: standing seam metal roof, muted colour. Other than dormers, there are no roof top structures

Materials

M1 Calcium silicate rain screen, Aris Clip 'Merlot'

M2 Calcium silicate full bed stone, Arriscraft 'Montecito'

C1 Composite Rainscreen

G1 Clear glass

A1 Machine coated aluminum

R1 Standing Seam metal



City of St. John's Municipal Plan, 2021

St. John's Municipal Plan Amendment Number 1, 2022

**Open Space Land Use District to
Residential Land Use District for an Apartment Building
68 Queen's Road**

June 2022



URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO ADOPT

ST. JOHN'S Municipal Plan, 2021

Amendment Number 1, 2022

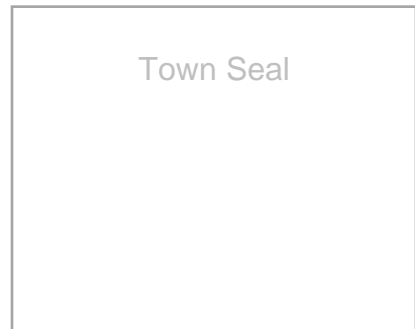
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the St. John's Municipal Plan Amendment Number 1, 2022.

Adopted by the City Council of St. John's on the 28th day of June, 2022.

Signed and sealed this ____ day of _____.

Mayor: _____

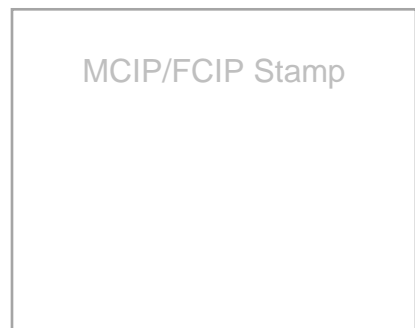
Clerk: _____



Canadian Institute of Planners Certification

I certify that the attached St. John's Municipal Plan Amendment Number 1, 2022 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: _____



URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO APPROVE

St. John's Municipal Plan, 2021

Amendment Number 1, 2022

Under the authority of sections 16, 17 and 18 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's:

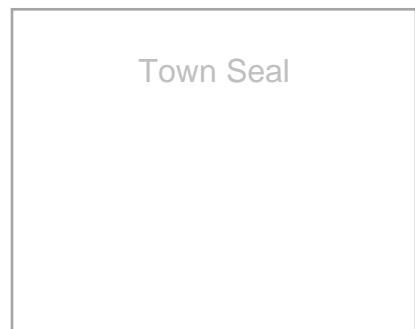
1. Adopted the St. John's Municipal Plan Amendment Number 1, 2022 on the 28th day of June, 2022;
2. Gave notice of the adoption of the St. John's Municipal Plan Amendment Number 1, 2022 by way of an advertisement inserted in the Telegram newspaper on the ____ day of Click or tap to enter a date., on the ____ day of Click or tap to enter a date.,; and
3. Set the ____ day of Click or tap to enter a date. at 7:00 p.m. virtually via Zoom for the holding of a public hearing to consider objections and submissions.

Now, under section 23 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's approves the St. John's Municipal Plan Amendment Number 1, 2022 on the ____ day of Click or tap to enter a date. as _____.

Signed and sealed this ____ day of _____.

Mayor: _____

Clerk: _____



Canadian Institute of Planners Certification

I certify that the attached City of St. John's Municipal Plan Amendment Number 1, 2022 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: _____

MCIP/FCIP Stamp

CITY OF ST. JOHN'S

Municipal Plan Amendment Number 1, 2022

BACKGROUND

The City of St. John's wishes to allow an Apartment Building at 68 Queen's Road. A Municipal Plan Amendment to redesignate land from the Open Space Land Use District to the Residential Land Use District is required to accommodate the development.

Initially this amendment also included rezoning land at the front of the property from the Institutional (INST) Zone to the Residential Downtown (RD) Zone for the purpose of developing three (3) Townhouses. Following the public meeting, at the February 9, 2021, Council meeting, Council directed to split the amendments into two separate amendments. On August 20, 2021, the front of the property was re-designated to the Residential Land Use District and rezoned to the RD Zone. St. John's Municipal Plan Amendment Number 1, 2022 and Development Regulations Amendment Number 1, 2022 only applies to the rear of the property (area currently designated and zoned Open Space (O)).

Heritage Area

The subject property is located in Heritage Area 1 and is within the St. John's Ecclesiastical District National Historic Site, which was proclaimed several years ago by the Historic Sites and Monuments Board of Canada. Nearby buildings include The Rooms provincial museum, art gallery and archives to the north, houses along Garrison Hill to the east, Gower Street United Church and hall and the Sergeant's War Memorial and Peacekeepers Monument across Queen's Road to the south, and St. Andrew's Presbyterian Church and hall off Long's Hill to the west. There is also a disused Roman Catholic cemetery in front of St. Andrew's. The Catholic Basilica and the Anglican Cathedral are nearby.

The associated Land Use Assessment Report, available from the Planning Division upon request, was reviewed by the Built Heritage Experts Panel and recommended changes, such as building materials and window design, have been incorporated into the Apartment Building design.

Changes to the Proposal

In 2019, Council decided to consider rezoning the subject property and set terms of reference for a Land Use Assessment Report. The initial application for this property proposed two Apartment Buildings with a total of 40 units, one fronting Harvey Road and one fronting Queen's Road. The required public meeting for the proposed development and rezoning was held on November 27, 2019 and was attended by approximately 135 people. Many concerns were raised during the meeting about the size and scale of the proposed building. Following the meeting the applicant decided that they would conduct independent consultation and revise the plans. The additional

consultation included a public session at The Rooms with stakeholders; and in partnership with Happy City St. John's and Heritage NL, the applicant carried out an online survey, a focus group meeting with stakeholders, and a design charrette lead by ERA Partners.

The applicant updated the required Land Use Assessment Report to propose a new development. In the revised design, 40 residential units remain, but the Apartment Building on Queen's Road was changed to three Townhouses. The building on Harvey Road has been rotated 90 degrees so it is narrower along the road and goes back deeper into the property. The Townhouses have since been rezoned to allow development.

The land at the rear of the lot rises steeply to Harvey Road in a treed area that has no formal use. While this portion of the lot is zoned Open Space, it is privately owned and is used informally by some area residents. Staff believe that this zone is a hold-over from the first zoning map for St. John's in 1955. At that time, there were only a handful of zones used. Parks were zoned Open Space, as well as all churches, churchyards, and cemeteries. As the Institutional Zone was later introduced, it was likely that this portion of the lot was left as Open Space because it was vacant land and only the building portion of the lot was zoned Institutional.

Given the concerns raised during the public consultation, in February 2021 Council directed staff to prepare a site-specific zone for the proposed Apartment Building. This zone is intended to apply in a situation where a general zone might not give Council enough control. This property is a sensitive site with many public concerns. In the proposed amendment, a site plan is adopted as the zone standards, so that if the property is developed, the development will have to match the adopted site plan. The building form would be developed exactly as proposed. Any changes to the site plan would require an amendment to the zone. Once this amendment is approved and the land is designated Residential, as long as the proposed use of the site remains residential a Municipal Plan amendment would not be required to accommodate building design changes.

PUBLIC CONSULTATION

The revised submission and proposed amendment and associated public meetings were advertised on three occasions in The Telegram newspaper on October 31, November 7, and November 14, 2020. A notice of the amendment was also mailed to property owners within 150 metres of the application site and posted on the City's website and social media. Two virtual public meetings were held on November 17 and 18, 2020. Submissions received are included in the November 22, 2021 Regular Council Meeting Agenda (Decision Note dated November 17, 2021).

At the public meetings and in the many emails received, opinions were divided. Some thought that the proposed development would be an improvement to the currently neglected hall, retain the heritage character of the area, increase residential density,

encourage more people to come downtown, retain some green space, and be a good addition to the neighbourhood.

Others do not want to see the trees cut down and thought the proposed building is too large and out of scale with the historic area. Concerns were raised from neighbouring properties that removing trees, developing a large building, and installing light fixtures will block their natural light and affect privacy of houses along Garrison Hill. There were concerns that blasting or drilling for the underground parking could affect the adjacent properties. The objections include a petition with over 4,000 signatures.

In addition to residents, the board of directors of The Rooms and three adjacent places of worship (Gower Street United Church, St. Andrew's Presbyterian Church, and the Catholic Basilica of St. John the Baptist) also cited significant objections to the proposed development.

Concerns have been raised about potential negative impacts on the St. John's Ecclesiastical District National Historic Site designation. There was an appeal to not allow the development of the proposed apartment building, as it could jeopardize the work of a group of volunteers who seek to nominate the Ecclesiastical District as a World Heritage Site with UNESCO. Information from Parks Canada does not affirm that level of jeopardy to a potential future UNESCO designation.

ST. JOHN'S URBAN REGION REGIONAL PLAN AMENDMENT

A portion of land at the rear of 68 Queen's Road is designated "Public Open Space" under the St. John's Urban Region Regional Plan. The proposed amendment would require a Regional Plan amendment to redesignate the land to "Urban Development".

St. John's Urban Region Regional Plan Amendment 1, 2020 was advertised concurrently with the municipal amendment. Notices were also mailed to municipalities within the urban region. Submission received are included in the November 22, 2021 Regular Council Meeting Agenda (Decision Note dated November 17, 2021).

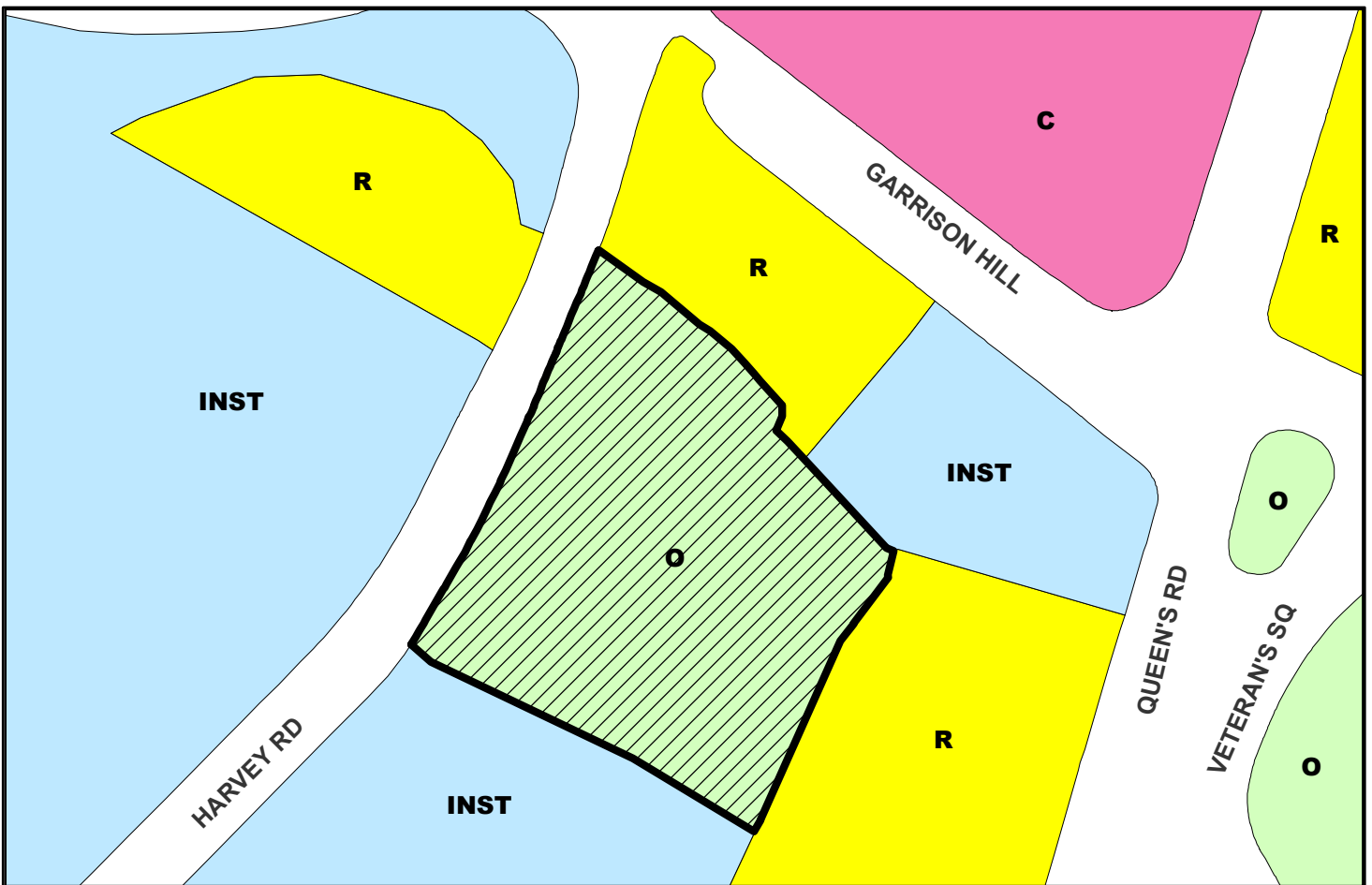
AMENDMENT REFERENCE NUMBER

During the initial provincial review to consider the Regional Plan Amendment, the city supplied the Department of Municipal and Provincial Affairs with a draft reference number for the proposed amendment. Since that time, the City has adopted a new Municipal Plan and Development Regulations, and therefore this amendment will be referenced as Municipal Plan Amendment Number 1, 2022.

ST. JOHN'S MUNICIPAL PLAN AMENDMENT NUMBER 1, 2022

The St. John's Municipal Plan is amended by:

- 1. Redesignating land at the rear of 68 Queen's Road [Parcel ID# 45901] from the Open Space (O) Land Use District to the Residential (R) Land Use District as shown on Future Land Use Map P-1 attached.**

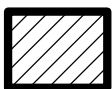


CITY OF ST. JOHN'S MUNICIPAL PLAN Amendment No. 1, 202&

[Future Land Use Map P-1]

2021 11 17 Scale: 1:1000
City of St. John's
Department of Planning, Development
& Regulatory Services

**I hereby certify that this amendment
has been prepared in accordance with the
Urban and Rural Planning Act.**



AREA PROPOSED TO BE REDESIGNATED FROM
OPEN SPACE (O) LAND USE DISTRICT TO
RESIDENTIAL (R) LAND USE DISTRICT

**68 QUEEN'S ROAD
Parcel ID 45901**

M.C.I.P. signature and seal

Mayor

City Clerk

Council Adoption

Provincial Registration

City of St. John's Development Regulations, 2021

St. John's Development Regulations Amendment Number 1, 2022

**Open Space (O) Land Use Zone to
Apartment Harvey Road (AHR) Land Use Zone for
an Apartment Building
68 Queen's Road**

June 2022



URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO ADOPT

ST. JOHN'S Development Regulations, 2021

Amendment Number 1, 2022

Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the St. John's Development Regulations Amendment Number 1, 2022.

Adopted by the City Council of St. John's on the 28th day of June, 2022.

Signed and sealed this ____ day of _____.

Mayor: _____

Clerk: _____

Town Seal

Canadian Institute of Planners Certification

I certify that the attached St. John's Development Regulations Amendment Number 1, 2022 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: _____

MCIP/FCIP Stamp

URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO APPROVE

St. John's Development Regulations, 2021

Amendment Number 1, 2022

Under the authority of sections 16, 17 and 18 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's:

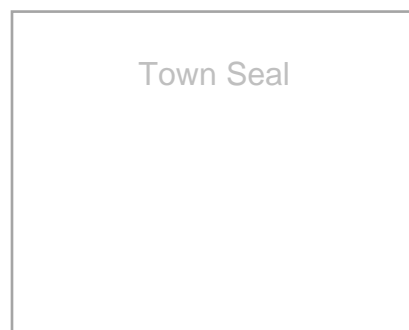
1. Adopted the St. John's Development Regulations Amendment Number 1, 2022 on the 28th day of June, 2022;
2. Gave notice of the adoption of the St. John's Development Regulations Amendment Number 1, 2022 by way of an advertisement inserted in the Telegram newspaper on the ____ day of Click or tap to enter a date., and on the ____ day of Click or tap to enter a date.; and
3. Set the ____ day of Click or tap to enter a date. at 7:00 p.m. virtually via Zoom for the holding of a public hearing to consider objections and submissions.

Now, under section 23 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's approves the St. John's Development Regulations Amendment Number 1, 2022 on the ____ day of Click or tap to enter a date. as _____.

Signed and sealed this ____ day of _____.

Mayor: _____

Clerk: _____



Canadian Institute of Planners Certification

I certify that the attached City of St. John's Development Regulations Amendment Number 1, 2022 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: _____

MCIP/FCIP Stamp

CITY OF ST. JOHN'S

Development Regulations Amendment Number 1, 2022

BACKGROUND

The City of St. John's wishes to allow an Apartment Building at 68 Queen's Road. A Development Regulations amendment to rezone the land from the Open Space (O) Zone to a new Apartment Harvey Road (AHR) Zone is required to accommodate the development.

Initially this amendment also included rezoning land at the front of the property from the Institutional (INST) Zone to the Residential Downtown (RD) Zone for the purpose of developing three (3) Townhouses. Following the public meeting, at the February 9, 2021, Council meeting, Council directed to split the amendments into two separate amendments. On August 20, 2021, the front of the property was re-designated to the Residential Land Use District and rezoned to the RD Zone. St. John's Municipal Plan Amendment Number 1, 2022 and Development Regulations Amendment Number 1, 2022 only applies to the rear of the property (area currently designated and zoned Open Space (O)).

Heritage Area

The subject property is located in Heritage Area 1 and is within the St. John's Ecclesiastical District National Historic Site, which was proclaimed several years ago by the Historic Sites and Monuments Board of Canada. Nearby buildings include The Rooms provincial museum, art gallery and archives to the north, houses along Garrison Hill to the east, Gower Street United Church and hall and the Sergeant's War Memorial and Peacekeepers Monument across Queen's Road to the south, and St. Andrew's Presbyterian Church and hall off Long's Hill to the west. There is also a disused Roman Catholic cemetery in front of St. Andrew's. The Catholic Basilica and the Anglican Cathedral are nearby.

The associated Land Use Assessment Report was reviewed by the Built Heritage Experts Panel and recommended changes, such as building materials, and window design, have been incorporated into the Apartment Building design.

Changes to the Proposal

In 2019, Council decided to consider rezoning the subject property and set terms of reference for a Land Use Assessment Report. The initial application for this property proposed two Apartment Buildings with a total of 40 units, one fronting Harvey Road and one fronting Queen's Road. The required public meeting for the proposed development and rezoning was held on November 27, 2019 and was attended by approximately 135 people. Many concerns were raised during the meeting about the size and scale of the proposed building. Following the meeting the applicant decided that they would conduct independent consultation and revise the plans. The additional

consultation included a public session at The Rooms with stakeholders; and in partnership with Happy City St. John's and Heritage NL, the applicant carried out an online survey, a focus group meeting with stakeholders, and a design charrette lead by ERA Partners.

The applicant updated the required Land Use Assessment Report to propose a new development. In the revised design, 40 residential units remain, but the Apartment Building on Queen's Road was changed to three Townhouses. The building on Harvey Road has been rotated 90 degrees so it is narrower along the road and goes back deeper into the property. The Townhouses have since been rezoned to allow development.

The land at the rear of the lot rises steeply to Harvey Road in a treed area that has no formal use. While this portion of the lot is zoned Open Space, it is privately owned and is used informally by some area residents. Staff believe that this zone is a hold-over from the first zoning map for St. John's in 1955. At that time, there were only a handful of zones used. Parks were zoned Open Space, as well as all churches, churchyards, and cemeteries. As the Institutional Zone was later introduced, it was likely that this portion of the lot was left as Open Space because it was vacant land and only the building portion of the lot was zoned Institutional.

Given the concerns raised during the public consultation, in February 2021 Council directed staff to prepare a site-specific zone for the proposed Apartment Building. This is intended to apply in a situation where a general zone might not give Council enough control. This property is a sensitive site with many public concerns. In the proposed amendment, a site plan is adopted as the zone standards, so that if the property is developed, the development will have to match the adopted site plan. The building form would be developed exactly as proposed. Any future changes to the site plan would require an amendment to the zone. This ensures that there will be no deviation from the approved building standards.

PUBLIC CONSULTATION

The revised submission and proposed amendment and associated public meetings were advertised on three occasions in The Telegram newspaper on October 31, November 7, and November 14, 2020. A notice of the amendment was also mailed to property owners within 150 metres of the application site and posted on the City's website and social media. Two virtual public meetings were held on November 17 and 18, 2020. Submissions received are included in the November 22, 2021 Regular Council Meeting Agenda (Decision Note dated November 17, 2021).

At the public meetings and in the many emails received, opinions were divided. Some thought that the proposed development would be an improvement to the currently neglected hall, retain the heritage character of the area, increase residential density, encourage more people to come downtown, retain some green space, and be a good addition to the neighbourhood.

Others do not want to see the trees cut down and thought the proposed building is too large and out of scale with the historic area. Concerns were raised from neighbouring properties that removing trees, developing a large building, and installing light fixtures will block their natural light and affect privacy of houses along Garrison Hill. There were concerns that blasting or drilling for the underground parking could affect the adjacent properties. The objections include a petition with over 4,000 signatures.

In addition to residents, the board of directors of The Rooms and three adjacent places of worship (Gower Street United Church, St. Andrew's Presbyterian Church, and the Catholic Basilica of St. John the Baptist) also cited significant objections to the proposed development.

Concerns have been raised about potential negative impacts on the St. John's Ecclesiastical District National Historic Site designation. There was an appeal to not allow the development of the proposed apartment building, as it could jeopardize the work of a group of volunteers who seek to nominate the Ecclesiastical District as a World Heritage Site with UNESCO. Information from Parks Canada does not affirm that level of jeopardy to a potential future UNESCO designation.

ST. JOHN'S URBAN REGION REGIONAL PLAN AMENDMENT

A portion of land at the rear of 68 Queen's Road is designated "Public Open Space" under the St. John's Urban Region Regional Plan. The proposed amendment would require a Regional Plan amendment to redesignate the land to "Urban Development".

St. John's Urban Region Regional Plan Amendment 1, 2020 was advertised concurrently with the municipal amendment. Notices were also mailed to municipalities within the urban region. Submission received are included in the November 22, 2021 Regular Council Meeting Agenda (Decision Note dated November 17, 2021).

AMENDMENT REFERENCE NUMBER

During the initial provincial review to consider the Regional Plan Amendment, the City supplied the Department of Municipal and Provincial Affairs with a draft reference number for the proposed amendment. Since that time, the City has adopted a new Municipal Plan and Development Regulations, and therefore this amendment will be referenced as Development Regulations Amendment Number 1, 2022.

ST. JOHN'S DEVELOPMENT REGULATIONS AMENDMENT NUMBER 1, 2022

The St. John's Development Regulations is amended by:

- 1. Rezoning land at the rear of 68 Queen's Road [Parcel ID# 45901] from the Open Space (O) Zone to the Apartment Harvey Road (AHR) Zone as shown on City of St. John's Zoning Map attached.**

2. Adding the following to Section 10 – Zones
“APARTMENT HARVEY ROAD (AHR) ZONE

(1) For the purpose of this Zone, Building Height shall be defined as the vertical distance measured in metres from the established elevation of Harvey Road to the highest point of the roof surface and shall include mechanical structures, smokestacks, steeples, parapets, purely ornamental structures above the roof and any other rooftop elements.

(2) PERMITTED USES

**Accessory Building
Apartment Building
Community Garden
Daycare Centre in Residential Use
Home Office
Park**

(3) DISCRETIONARY USES

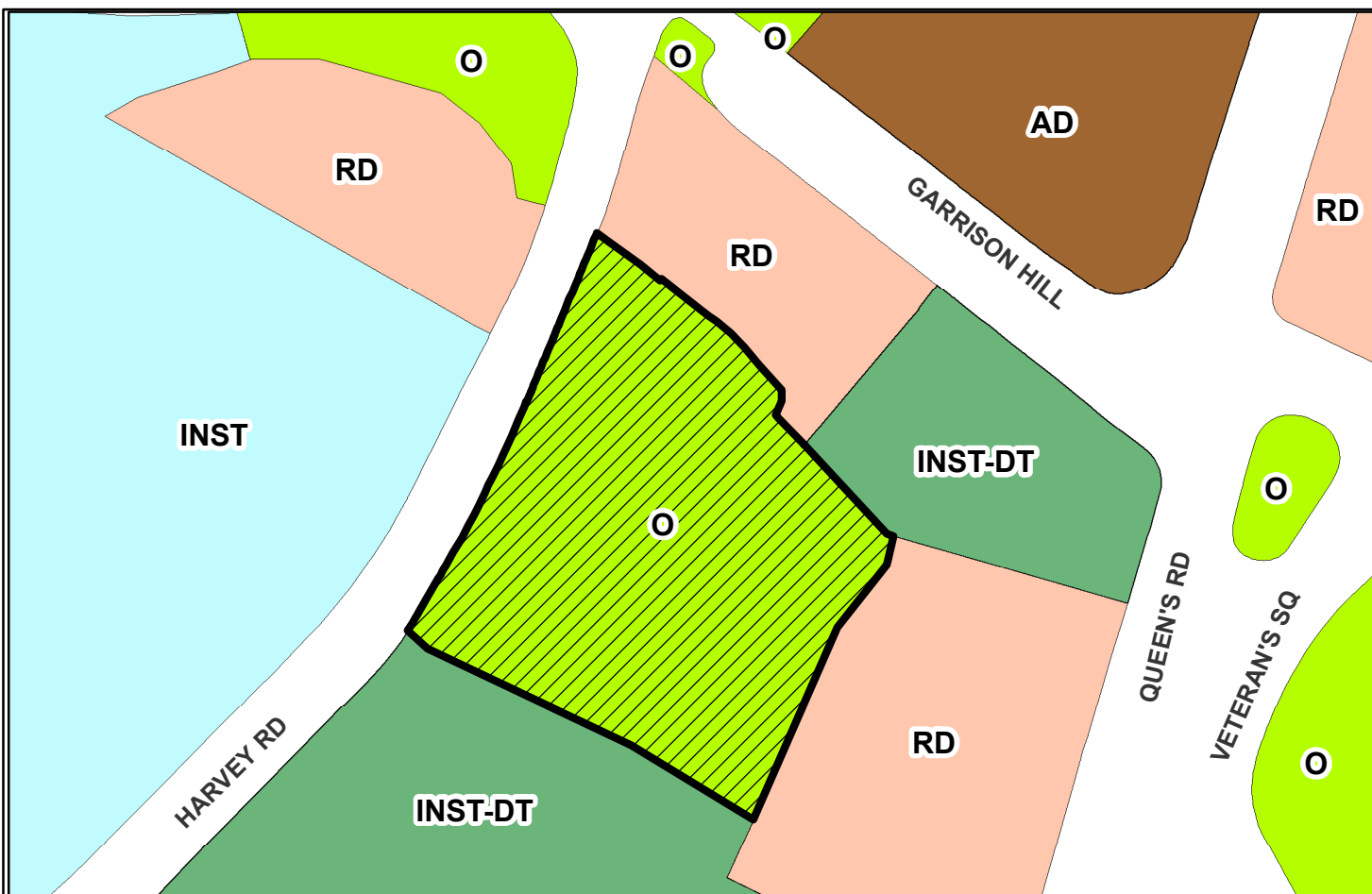
**Home Occupation
Public Utility**

(4)

(a) THE FOLLOWING DOCUMENTS SHALL FORM PART OF THE ZONE REQUIREMENTS FOR THE APARTMENT HARVEY ROAD ZONE (APPENDIX AHR)

- i. Parish Lane Development Figure A: Floor to Floor Heights**
- ii. Parish Lane Development Figure B: Building Setbacks**
- iii. Parish Lane Development Figure C: Building Profiles**
- iv. Parish Lane Development Figure D: Relative Heights**

(5) ZONE STANDARDS FOR ALL OTHER USES SHALL BE IN THE DISCRETION OF COUNCIL”

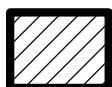


CITY OF ST. JOHN'S DEVELOPMENT REGULATIONS Amendment No. 1, 2022

[City of St. John's Zoning Map]

2021 11 17 Scale: 1:1000
City of St. John's
Department of Planning, Development
& Regulatory Services

I hereby certify that this amendment
has been prepared in accordance with the
Urban and Rural Planning Act.



AREA PROPOSED TO BE REZONED FROM
OPEN SPACE (O) LAND USE ZONE TO
APARTMENT HARVEY ROAD (AHR) LAND USE ZONE

**68 QUEEN'S ROAD
Parcel ID 45901**

M.C.I.P. signature and seal

Mayor

City Clerk

Council Adoption

Provincial Registration

Figure A: Floor to Floor Heights

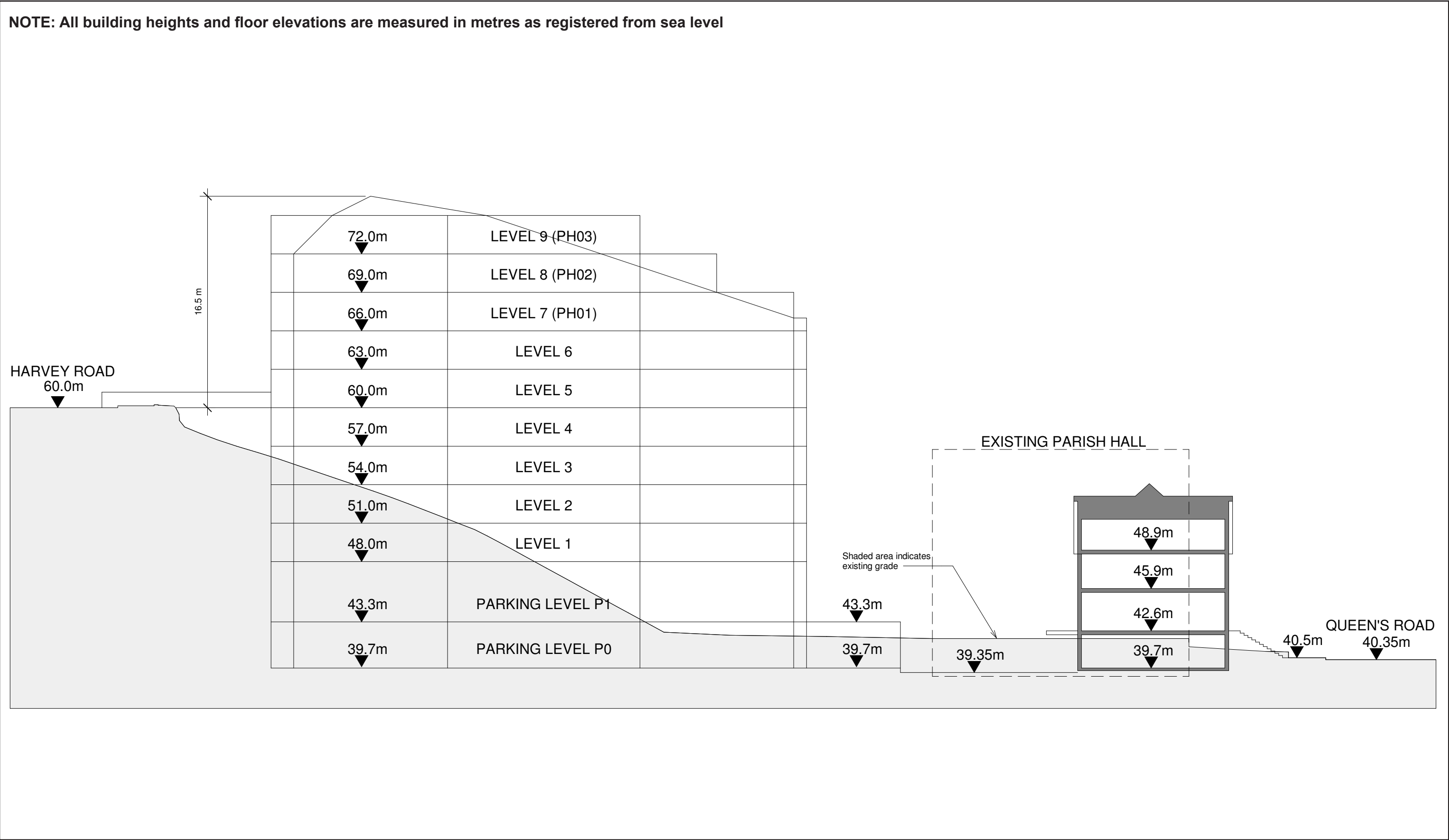


Figure B: Building Setbacks

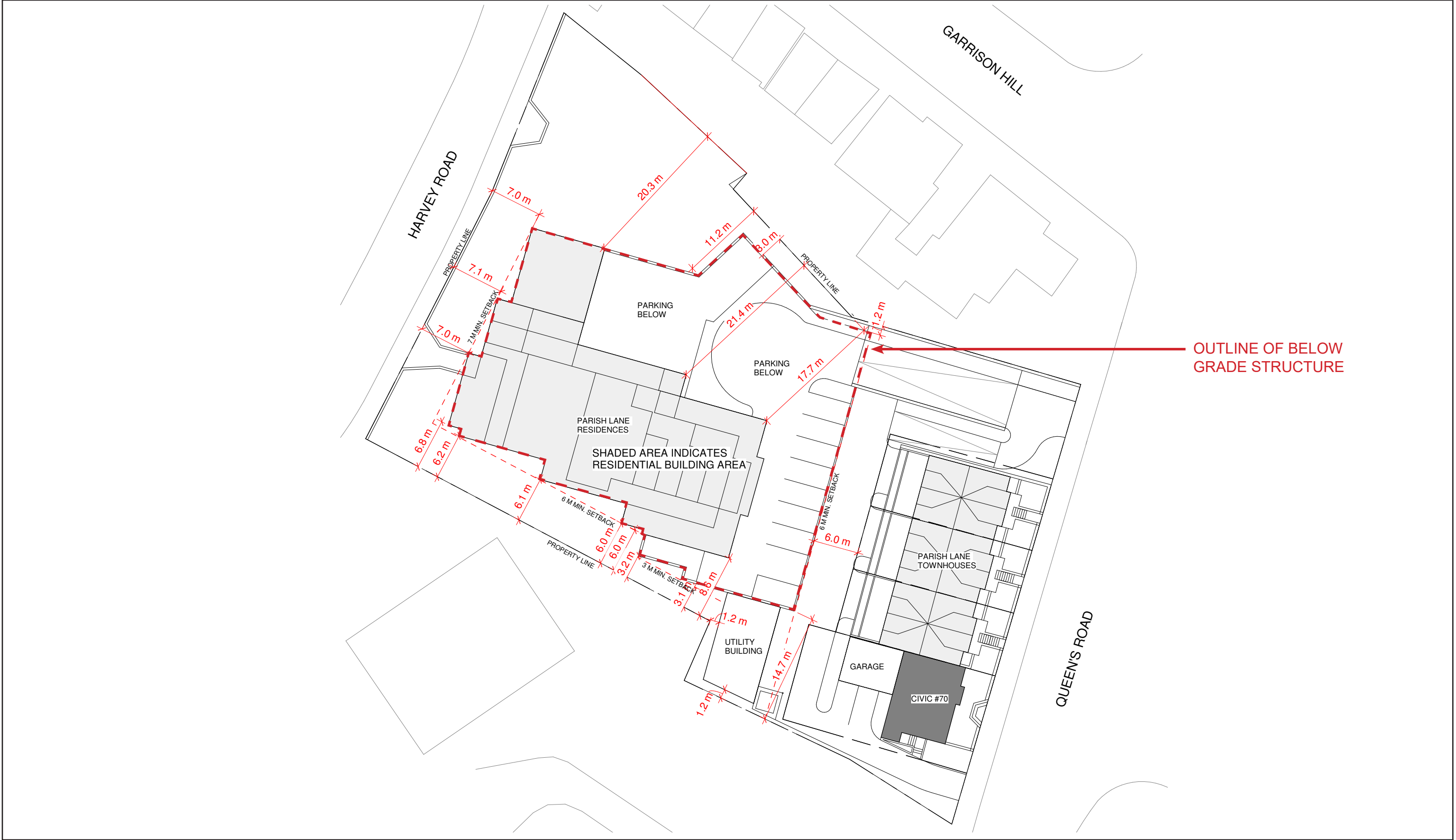


Figure C: Building Profiles

NOTE: All building heights and dimensions are measured in metres. The established elevation of Harvey Road has been set as 60.0m as registered above sea level. This was determined by averaging the elevations across the property along Harvey Road. The building heights shown are measured from that established elevation registered from sea level.

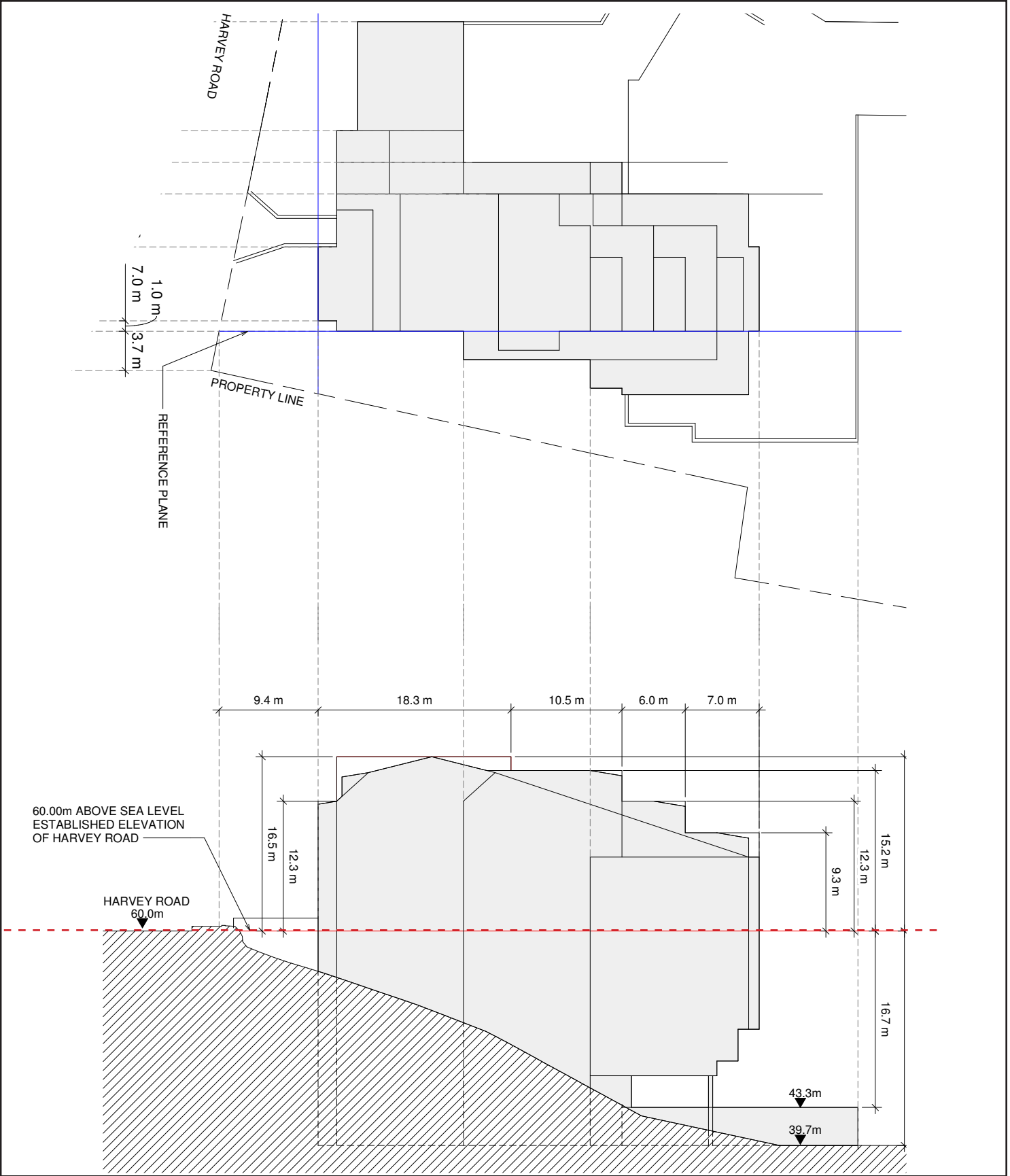
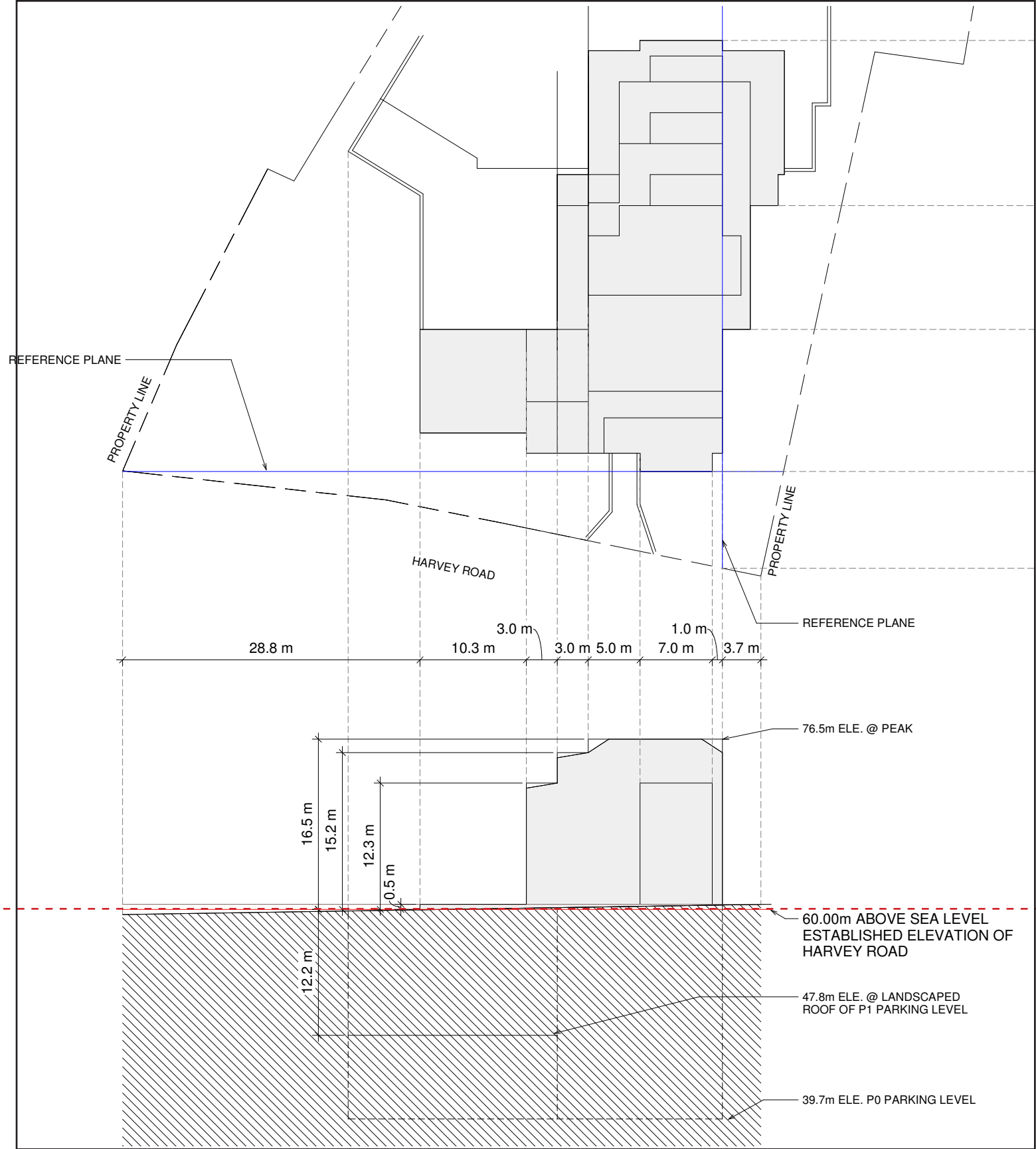


Figure C1: North Elevation - Harvey Road

Figure C2: West Elevation

Figure D: Relative Heights

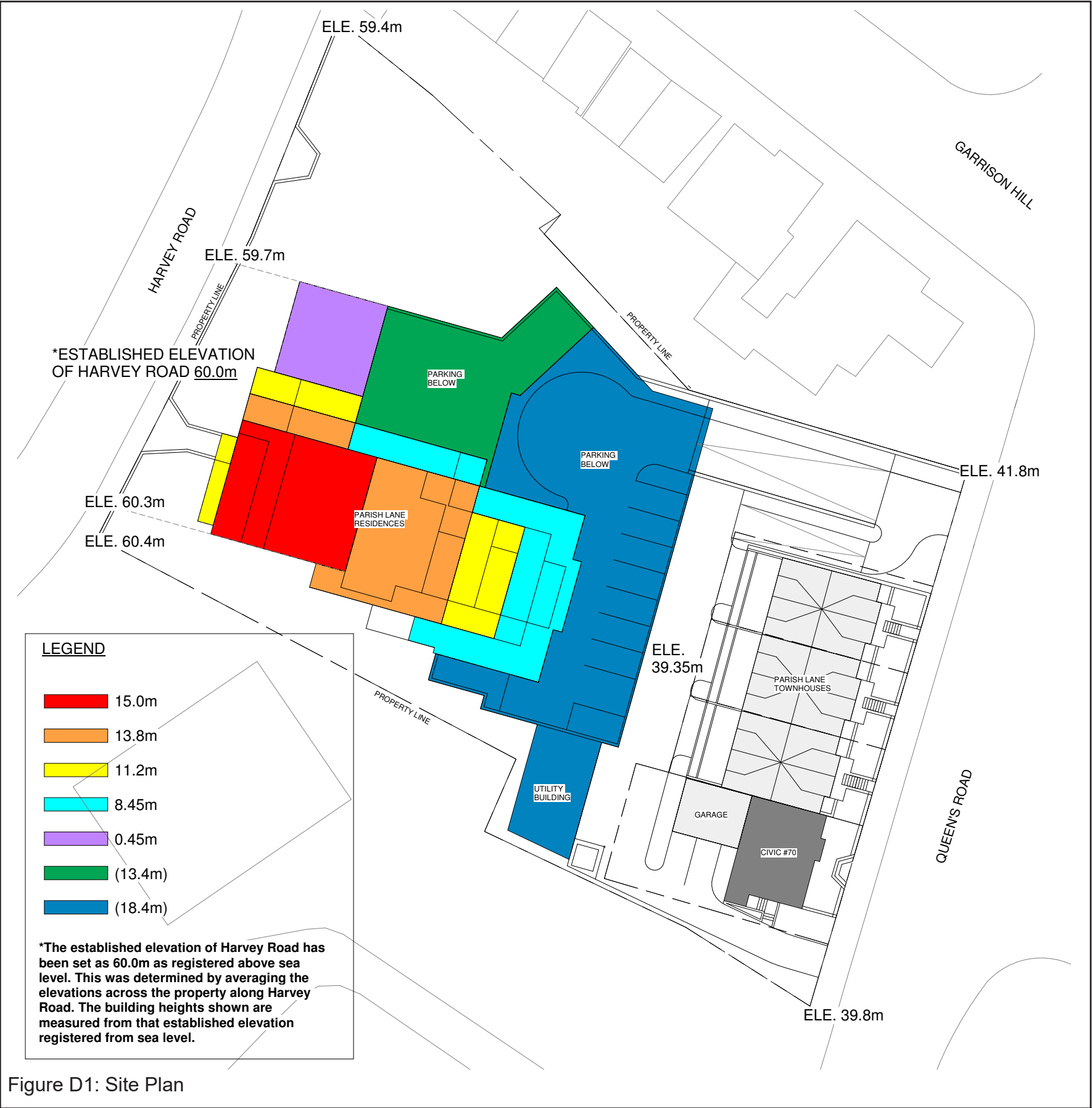


Figure D1: Site Plan

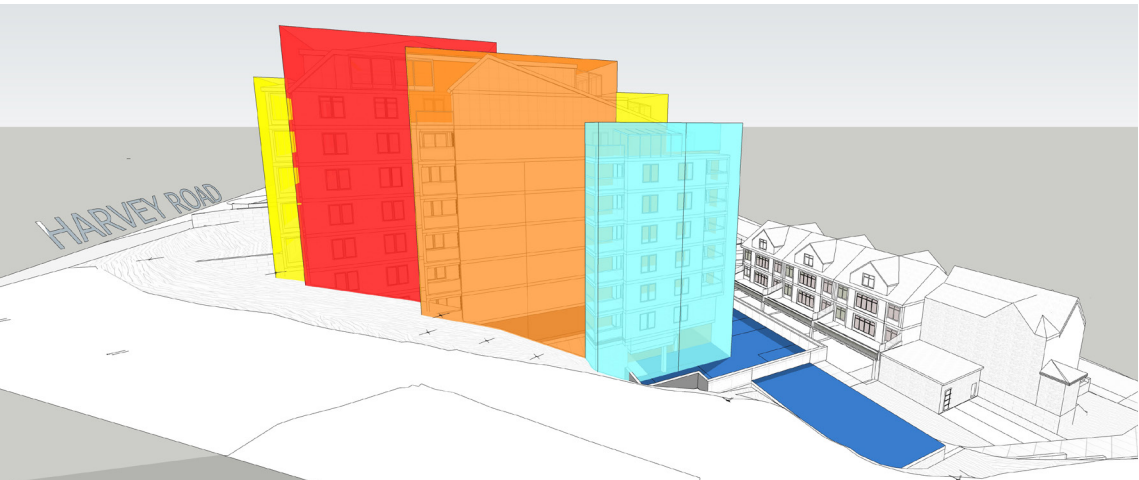


Figure D2: West Elevation

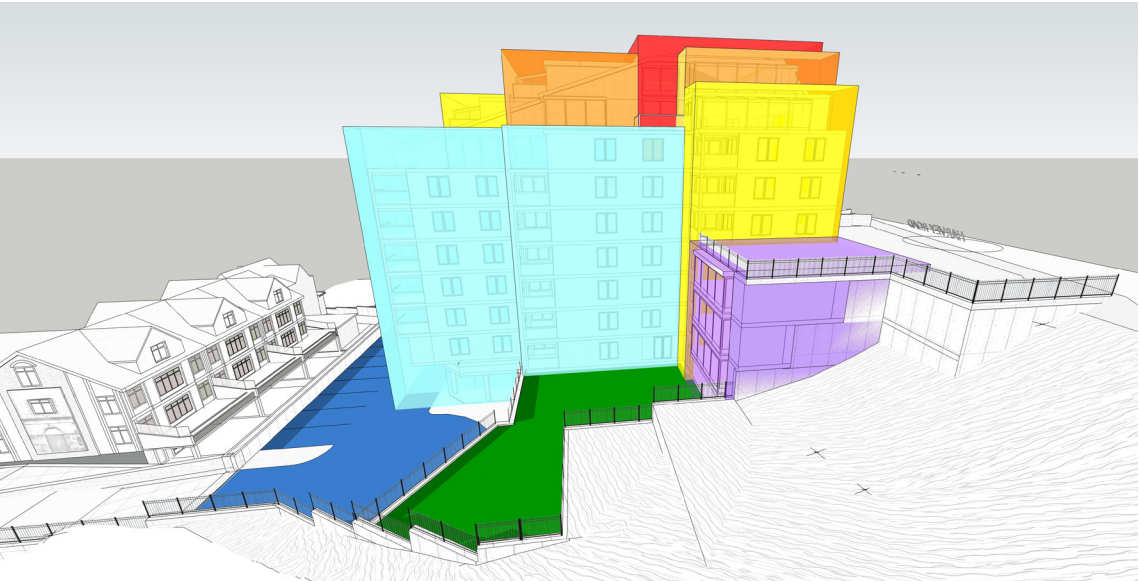


Figure D3: East Elevation

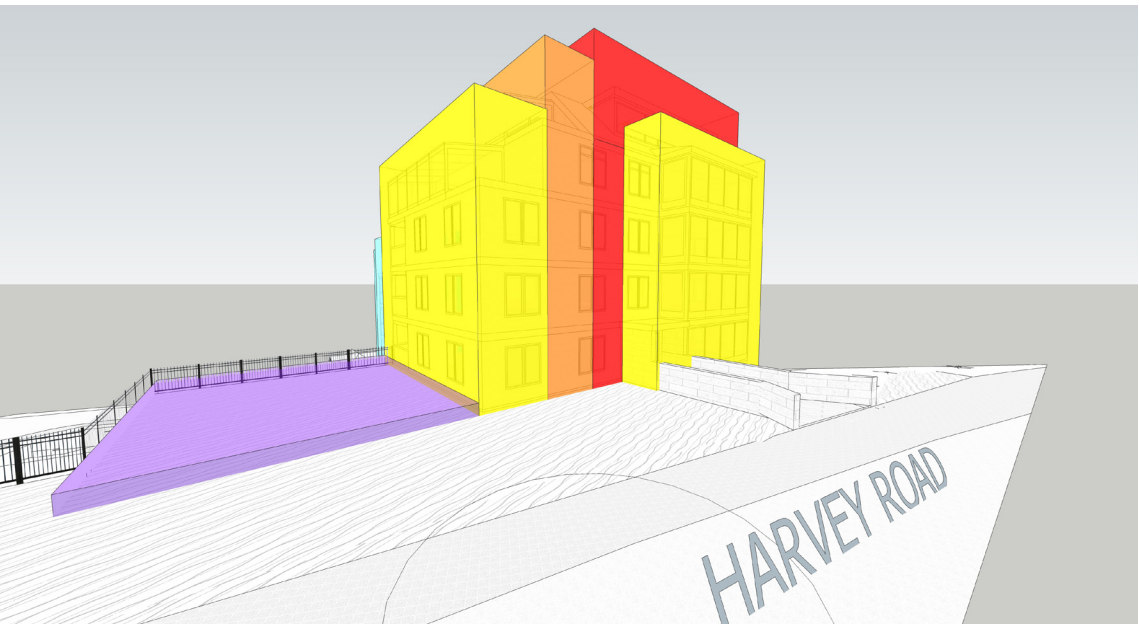
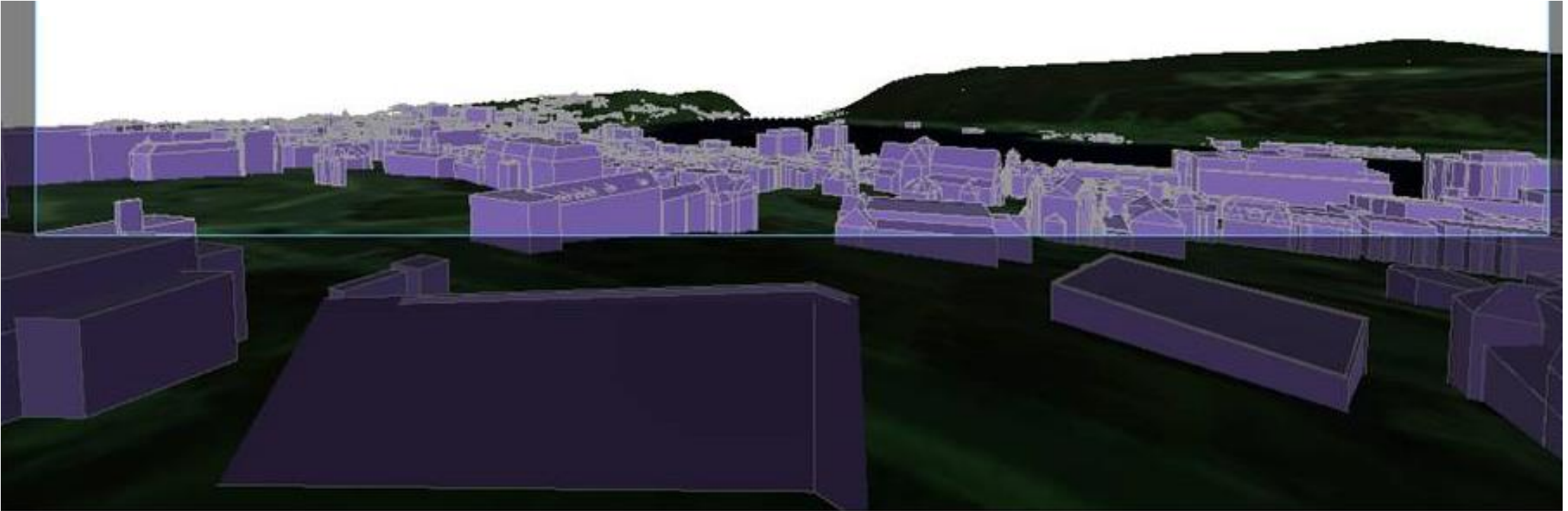
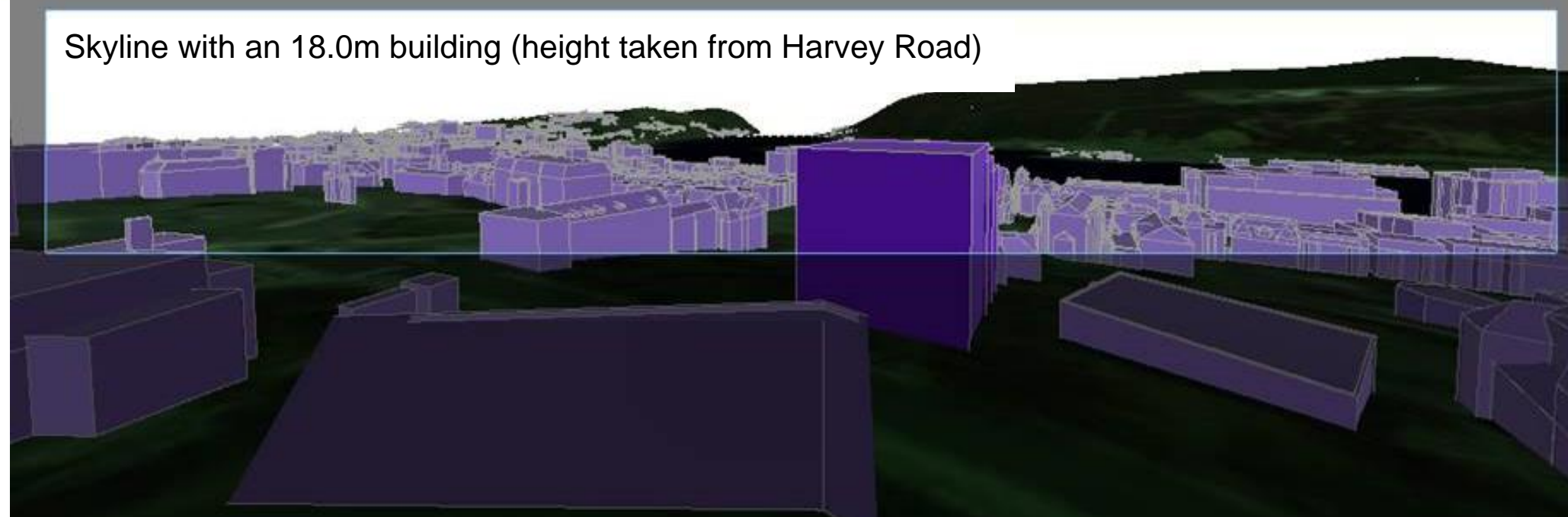


Figure D4: North Elevation - Harvey Road

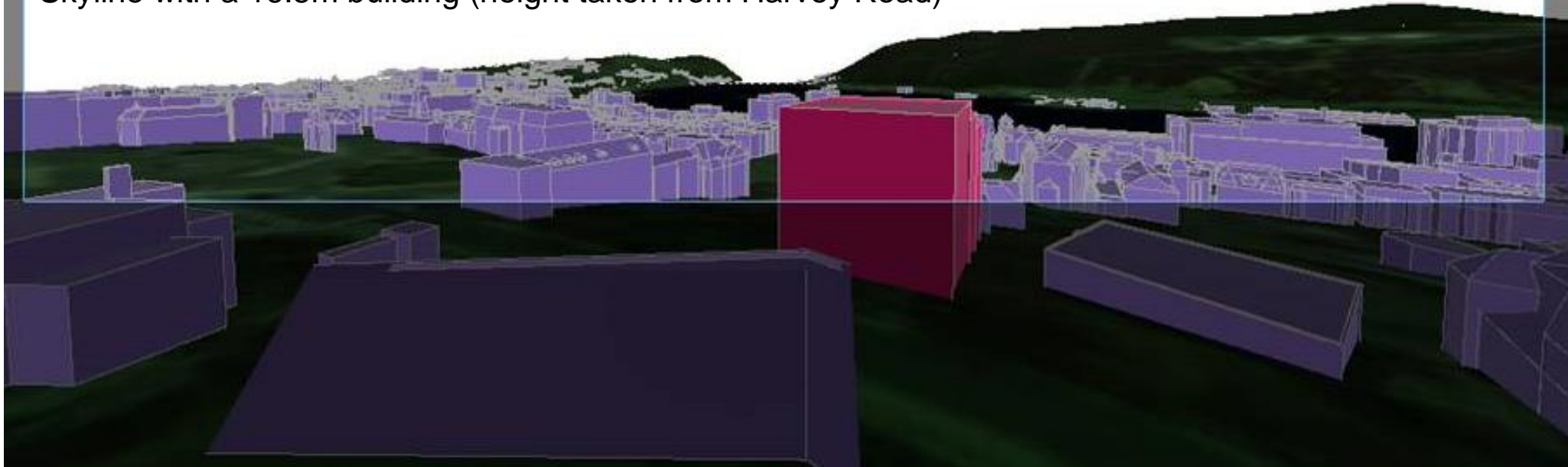
Skyline with no development



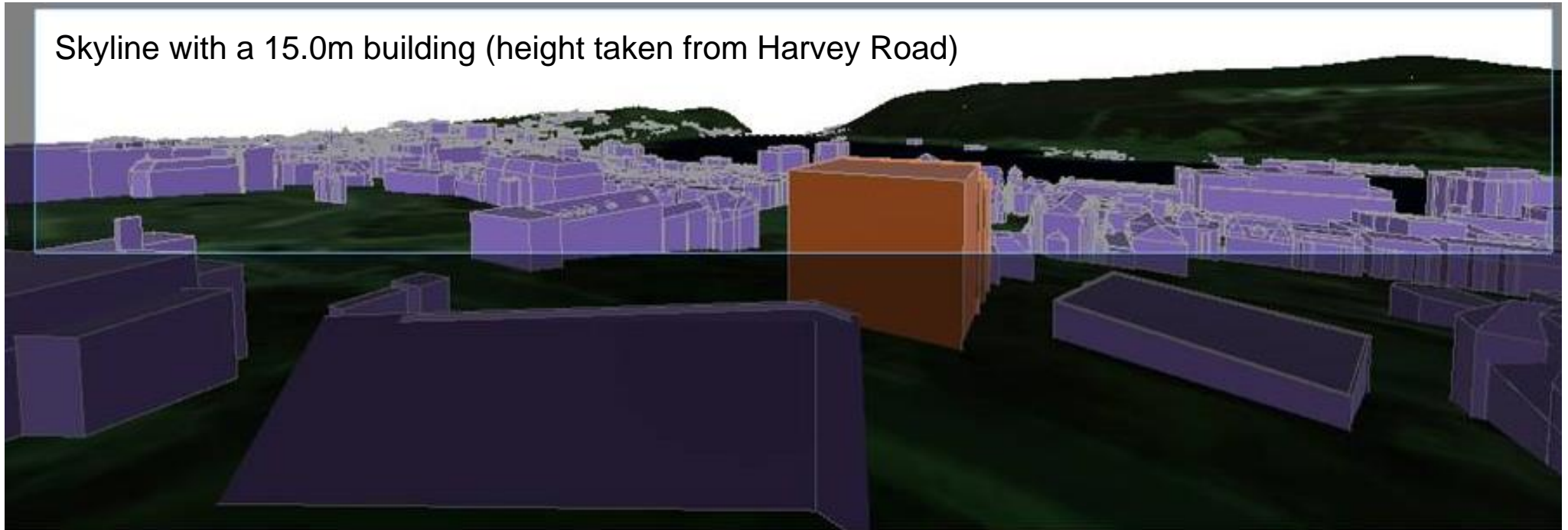
Skyline with an 18.0m building (height taken from Harvey Road)



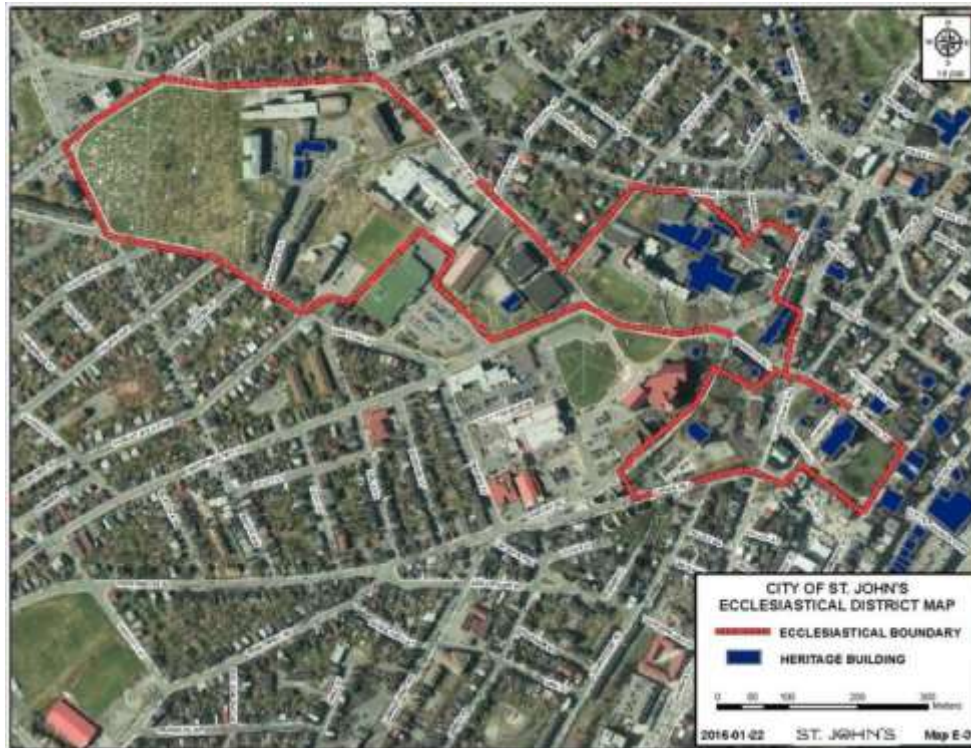
Skyline with a 16.5m building (height taken from Harvey Road)



Skyline with a 15.0m building (height taken from Harvey Road)



Statement of Significance



Aerial view of St. John's Ecclesiastical District outlined in red

St. John's Ecclesiastical District

Formal Recognition Type

City of St. John's Heritage Building, Structure, Land or Area

Description of Historic Place

The St. John's Ecclesiastical District is a large, linear shaped parcel of land located in the center of St. John's, in the one of the oldest sections of town. This district includes churches, convents, monasteries, schools, fraternal meeting houses and cemeteries and evokes a visual panorama of imposing masonry buildings of varying architectural styles. Within this organically patterned landscape and generous open spaces are some of the province's most important 19th century "mother churches", including representatives from most major denominations prevalent in Newfoundland and Labrador. The buildings vary in size, scale and formality and the district exemplifies its strong educational thrust through the continued uses of many of the buildings for their intended purposes, such as the schools and churches. The district spans an area of more than 61 acres. The natural evolution of the area is evident through its architecture and mature green space and newer buildings included within the district boundaries have been designed to be sympathetic to the styles of the original buildings. The designation is purely commemorative and includes all buildings, lands, landscape features, structures and remains within the boundaries.

Heritage Value

The St. John's Ecclesiastical District has a strong historic association with religion and education for Newfoundland and Labrador. The collection of ecclesiastical and fraternal buildings, which

comprise the district, represents the pivotal role of the churches in St. John's society in matters spiritual, educational, charitable, political and recreational for more than 175 years. Although many of these historic functions have been taken over by the provincial government, the area continues to contribute strongly to the community through the various schools and the churches whose facilities serve many cultural and social needs and expressions. It is the spiritual center of St. John's and of the founding religions and it is used by many groups and faiths for ongoing cultural and social activities.

The St. John's Ecclesiastical District is also historically valuable because of its associations with the religious leaders who were the overseers of daily operations. In a town whose population was once divided along religious lines, individual buildings and clusters thereof are associated with personalities who sat in the seats of religious power and the people who found themselves under their guidance. The denominational clusters of buildings serve to emphasize both the differences and similarities of each religious group at the same time. The buildings remain as imposing, lasting reminders of the institutions responsible for their construction and the contribution of these religious institutions to the community, both positive and negative.

The St. John's Ecclesiastical District achieves aesthetic value through the formal styles, scales and placements of buildings, landscape features and structures, which show the roles and dominance of religion in the history and development of the capital city. The overall visual impact of the area is achieved through the uses of varying materials, architectural styles, open spaces and statuary whereas today areas like the Ecclesiastical District are no longer being built. Where religion played a crucial and fundamental role in developing the community, these buildings stand as physical testaments to this influence. Also aesthetically valuable is the use of natural, enduring materials which dominate the district landscape. The buildings, constructed in stone and brick, reach skyward with their spires and towers, yet remain solidly firm on their well-built foundations. The varied ornamentations, statuary, grave markers, monuments and fencing, paired with the mature trees and generous use of green space, all combine in a cohesive and organic manner.

The St. John's Ecclesiastical District achieves environmental value in several ways. The district is a visual landmark for fishermen. Situated on upwards-sloping land the brick and granite buildings rise above the harbour, marking the way for fishermen returning from the fishing grounds as they enter St. John's harbour. This visual landmark continues to be used to this day, and the views of the district from the harbour, as well as the views of the harbour from the district are considered valuable to the community. Other environmental values include the footpaths, the close proximity of the buildings to each other and the back alleyways reminiscent of 19th century St. John's; a trend that doesn't exist in newer parts of the city. The area was intentionally picked by early church leaders to emphasize the dominant position of the churches. The big stone churches held the leaders of society who, in their infinite wisdom, could peer down on the masses of common folk and pass down their laws and rules. The physical location of the church buildings deliberately forced the less-enlightened to look up to the church: a literal reaction to a figurative idea.

Source: St. John's Ecclesiastical District Ward 2, Recognition in the St. John's Municipal Plan, St. John's Municipal Plan Amendment No. 29, 2005 CD R2005-04-26/11

Character Defining Elements

All those elements that relate to the variety and the uses of formal architectural styles and designs often typical of each denomination, including but not limited to:

- Gothic Revival, Classic, Romanesque, Second Empire and Georgian masonry buildings; -high quality of craftsmanship;
- the uses of architectural features typically found on specific architectural styles such as arched window and door openings on the Gothic Revival Anglican Cathedral and the Latin cross layout of the Romanesque Catholic Basilica;
- use of symbols and inscribed identifications such as those found on the BIS (Benevolent Irish Society) building in the forms of carved stonework and statuary on the exterior façade of the building;
- decorative elements which reflect the grandness of the buildings, including stained glass windows, towers, spires, belfries, the Basilica Arch and grand entryways with generous open green space;
- dominating nature of spires in an area where they stand out among primarily low buildings; and
- various roof shapes, windows and door openings, massing, size and orientation.

All those elements that relate to the predominant use of high quality, durable materials, and to the variety of these materials, including:

- use of locally quarried granite and bluestone incorporated into masonry buildings;
- use of imported stone incorporated into masonry buildings; and
- use of slate and other durable materials.

All those elements that relate to the physical location of the district, including:

- prominent location on a hill/ slope making it visible and symbolic;
- existing major views to and from the district;
- informal organic layout and the ability to read the natural land use patterns and circulation routes;
- relationship of major religious institutional buildings to their immediate setting and surroundings; and
- interrelationship of buildings and denominational clusters, such as the Roman Catholic cluster of its convent, monastery, church and school.

All unique and special elements that define the district's long and religious/educational history, including:

- formal landscape elements such as walls, fencing, statuary, grave markers, Basilica Arch and monuments;
- the interrelationship between buildings, such as the nearness of the Presentation Convent, the Basilica, the Monastery and St. Bon's School, and the ability to access each by footpaths marked out for more than 175 years, and through back doors and alleyways;
- non-formal and traditional treed footpaths and monuments, including unmarked trails through cemeteries; and
- openness of landscape;

All those elements that reflect the continuing uses of the district, including:

- religious, educational and community uses for cultural purposes.

Location and History

Community	St. John's
Municipality	City of St. John's
Construction (circa)	1826 - 1923
Style	Other
Website Link	http://www.stjohns.ca/index.jsp

Additional Photos



DECISION/DIRECTION NOTE

Title: Expropriation of 7 Gleneyre Street

Date Prepared: June 22, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jill Bruce, Ward 1

Ward: Ward 1

Decision/Direction Required:

Approval of the expropriation of 7 Gleneyre Street for the upgrades and replacement of the headwall as shown on the attached diagram.

Discussion – Background and Current Status:

The Legal Department has sent a registered letter to the owner of 7 Gleneyre Street who resides in Vancouver, B.C. This letter was delivered on June 8, 2022, however we have not yet heard from the property owner. This project is currently underway on a separate parcel of land and will be moving to the front portion of 7, as shown in red on the attached diagram, in the coming weeks.

The purchase price for the required portion has been established at \$2.30 per square foot, as this property is located within the floodplain and development potential is limited, resulting in compensation in the amount of \$5,273.23.

By acquiring the required portion of land in the attached survey, the City will be rendering the remainder portion as shown in blue on the attached diagram, inaccessible. As such, the City will have to purchase this land as well. The City has this land assessed at \$48,500.00 which includes the land required in the attached survey.

Key Considerations/Implications:

1. Budget/Financial Implications: City to pay approximately \$48,500 for the land in the attached diagram, plus reasonable legal fees
2. Partners or Other Stakeholders: property owners of 7 Gleneyre Street
3. Alignment with Strategic Directions:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

Choose an item.

ST. JOHN'S

4. Alignment with Adopted Plans: An Effective City
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: A Notice of Expropriation will have to be prepared
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council approve the expropriation of the entirety of 7 Gleneyre Street as shown on the attached diagram.

Prepared by: Linda Bishop, Senior Legal Counsel
Approved by: Cheryl Mullett, City Solicitor



Report Approval Details

Document Title:	Expropriation of 7 Gleneyre Street.docx
Attachments:	
Final Approval Date:	Jun 22, 2022

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

Cheryl Mullett - Jun 22, 2022 - 11:28 AM

DECISION/DIRECTION NOTE

Title: SERC – Summer Events 2

Date Prepared: June 22, 2022

Report To: Regular Meeting of Council

Councillor and Role: Councillor Debbie Hanlon, Special Events Regulatory Committee

Ward: N/A

Decision/Direction Required: Seeking Council approval of the Shea Heights Folk Festival on July 15 – 17 and the St. John's Pride Parade on July 24.

Discussion – Background and Current Status:

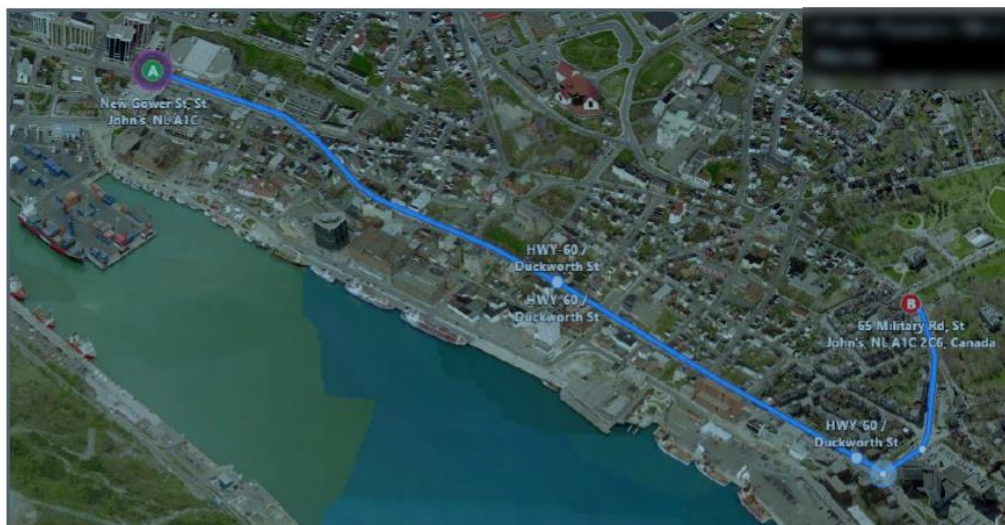
Shea Heights Folk Festival – Taking place in the Richard Power Memorial Field on July 15, 16, and 17. Event includes activities for children and families, musical performances, beer garden, etc.

- Organizers are requesting an extension of the Noise By-Law until 12:00am on the Saturday evening event, July 16.
- Organizers are requesting approval to have “back yard” fireworks at their event on July 16. As per the Fireworks By-Law, Special Event approval must be obtained. SJRFD have approved this request from a Special Events perspective.

St. John's Pride Parade – Sunday July 24, 2:00pm – 4:00pm. Parade beginning at City Hall and making their way to Bannerman Park via Duckworth Street and Cavandish Square.

- Organizers are requesting the following road closures for this event beginning at 12pm:
 - New Gower Street East Bound at Waldegrave Street
 - New Gower Street West Bound from City Hall to Carter's Hill
 - Duckworth from Bates Hill to New Gower Street
 - Adelaide at George
- Parade Route starting at 2pm
 - New Gower Street, Duckworth Street, Cavandish Square, Military Road, Bannerman Road, ending at Bannerman Park.
 - There will be a rolling closure of the above noted streets.
- A traffic control company has been secured to implement all road closures for this event.
- The organizers have not yet submitted details on any possible post parade activities, therefore submitting approval for parade only at this time.

ST. JOHN'S

**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions:

A Connected City: Increase and improve opportunities for residents to connect with each other and the City.

4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: N/A
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council approve the Shea Heights Folk Festival from July 15 – 17, and the St. John's Pride Parade on July 24.

Prepared by: Christa Norman, Special Projects Coordinator

Approved by: Erin Skinner, Supervisor – Tourism and Events

Report Approval Details

Document Title:	SERC - Summer Events 2.docx
Attachments:	
Final Approval Date:	Jun 22, 2022

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

Erin Skinner - Jun 22, 2022 - 2:48 PM

Tanya Haywood - Jun 22, 2022 - 4:05 PM