

# ST. JOHN'S

## Regular Meeting - City Council Agenda

July 25, 2022

3:00 p.m.

4th Floor City Hall

Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
  - 3.1. Adoption of Agenda
4. ADOPTION OF THE MINUTES
  - 4.1. Adoption of Minutes - July 12, 2022 4
5. BUSINESS ARISING FROM THE MINUTES
  - 5.1. Heritage Designation Amendment By-Law - George Street United Church 16  
By-Law to amend the Heritage Designation of a portion of the George Street United Church.  
Notice of Motion given by Councillor Burton at the July 12th Regular Council Meeting.
6. DEVELOPMENT APPLICATIONS
  - 6.1. Notices Published – 300 Torbay Road - DEV2200085 17
7. RATIFICATION OF EPOLLS
  - 7.1. 2022109 - 2022 Retaining Wall Rehabilitation Program - Contract 2 22
8. COMMITTEE REPORTS
  - 8.1. Committee of the Whole Report - July 13, 2022 24

1.	Regional Water Reserve Fund Purchase – Replacement Southlands Pump	31
2.	Provision of Recycling Carts or Nets	34
3.	188 New Pennywell Road, REZ2200005	39
4.	4 Merrymeeting Road, MPA2200003	53
5.	Driveways in the Residential Reduced Lot (RRL) Zone	104
<b>9.</b>	<b>DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)</b>	
9.1.	Development Permits List July 7 to July 20, 2022	109
<b>10.</b>	<b>BUILDING PERMITS LIST (FOR INFORMATION ONLY)</b>	
10.1.	Building Permits List July 7- July 20	110
<b>11.</b>	<b>REQUISITIONS, PAYROLLS AND ACCOUNTS</b>	
11.1.	Weekly Payment Vouchers for the Week Ending July 13 & July 20, 2022	115
<b>12.</b>	<b>TENDERS/RFPS</b>	
12.1.	2022043 - Alarm Monitoring & Dispatch Services	117
12.2.	2022068 - Supply and Delivery, for Lease, 2 New Current Production Articulating Rock Trucks - Robin Hood Bay	120
12.3.	2022128 - Snow Clearing & Ice Control at Bay Bulls Big Pond Water Treatment Plant and Pump Stations at Ruby Line, Galway & Kenmount	123
12.4.	2022111 - Wayfinding and Signage Program - Supply and Install	125
12.5.	2022097 – Supply and Delivery, for Lease, 2 New Landfill Compactors	127
<b>13.</b>	<b>NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS</b>	
<b>14.</b>	<b>OTHER BUSINESS</b>	
14.1.	Sale of City Land at 30 Penetanguishene Road	128
14.2.	SERC – Summer Events	132
14.3.	Text Amendment – Accessory Building in Various Zones - Adoption	137

14.4.	Report on Revenue and Expenditure for Fiscal 2021	144
14.5.	What We Heard – 2022 Landlord Survey	158
15.	<b>ACTION ITEMS RAISED BY COUNCIL</b>	
16.	<b>ADJOURNMENT</b>	

# ST. JOHN'S

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

July 12, 2022, 3:00 p.m.

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

Regrets: Councillor Ian Froude

Staff: Kevin Breen, City Manager  
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services  
Linda Bishop, Senior Legal Counsel, Acting City Solicitor  
Karen Chafe, City Clerk  
Ken O'Brien, Chief Municipal Planner  
Susan Bonnell, Manager, Communications & Office Services  
Christine Carter, Legislative Assistant

Others: Leanne Piccott, Manager, HR Advisory Services

### Land Acknowledgement

The following statement was read into the record:

**“We respectfully acknowledge the Province of Newfoundland & Labrador, of which the City of St. John’s is the capital City, as the ancestral homelands of the Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Mi’kmaq, Innu, Inuit, and Southern Inuit of this Province.”**



1. **CALL TO ORDER**

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

2. **PROCLAMATIONS/PRESENTATIONS**

2.1 **Healthy City St. John's and Memorial University of Newfoundland and Labrador Creating Inclusive Environments during St. John's Pride Week**

The following individuals were present to speak and raise awareness of the above noted:

- Vanessa Bambrick, Inclusion Coordinator, City of St. John's
- TJ Jones, Inclusion Advisory Committee, 2SLGBTQIA+ Representative
- Dr. Delores Mullings, Vice-provost, Equity, Diversity, Inclusion & Anti-Racism, Memorial University
- Cherry Ralhan-Khanna, Program Manager, Equity, Diversity, Inclusion & Anti-Racism, Memorial University

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2022-07-12/298

**Moved By** Councillor Ravencroft

**Seconded By** Councillor Bruce

That the Agenda be adopted as presented.

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

**MOTION CARRIED (10 to 0)**

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - June 28, 2022**

SJMC-R-2022-07-12/299

**Moved By** Councillor Korab

**Seconded By** Deputy Mayor O'Leary

That the minutes of June 28, 2022, be adopted as presented.

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

**MOTION CARRIED (10 to 0)**

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 **68 Queen's Road Commissioner**

SJMC-R-2022-07-12/300

**Moved By** Councillor Burton

**Seconded By** Deputy Mayor O'Leary

That Council appoint Chantelle MacDonald Newhook, QC, as an independent commissioner to conduct the public hearing and a virtual session for St. John's Municipal Plan Amendment Number 1, 2022 and St. John's Development Regulations Amendment Number 1, 2022.

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

**MOTION CARRIED (10 to 0)**

6. **DEVELOPMENT APPLICATIONS**

6.1 **Notices Published – 90 Duckworth Street - DEV2200080**

SJMC-R-2022-07-12/301

**Moved By** Councillor Korab

**Seconded By** Councillor Ravencroft

That Council approve the Discretionary Use application for a temporary Outdoor Eating Area and Lounge at 90 Duckworth Street and waive two (2) parking space.

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

**MOTION CARRIED (10 to 0)**

6.2 **Request for Crown Land Lease – 899 Northern Pond Road – CRW1900018**

SJMC-R-2022-07-12/302

**Moved By** Councillor Korab

**Seconded By** Councillor Bruce

That Council approve the Crown Land lease for approximately two hectares of land at 899 Northern Pond Road for a proposed telecommunications tower.

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

**MOTION CARRIED (10 to 0)**

**6.3 Re-establish Building Line – 30 Lemarchant Road – INT2200028**

SJMC-R-2022-07-12/303

**Moved By** Councillor Korab

**Seconded By** Councillor Burton

That Council reject the proposal to re-establish the Building Line at 0 metres to allow for construction of a covered parking area at 30 Lemarchant Road due to safety concerns.

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

**MOTION CARRIED (10 to 0)**

**6.4 Notices Published – 33 Cedar Hill Place - DEV2200082**

SJMC-R-2022-07-12/304

**Moved By** Councillor Korab

**Seconded By** Councillor Ravencroft

That Council approve the Discretionary Use application for an Apartment Building with six (6) dwelling units at 33 Cedar Hill Place.

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

**MOTION CARRIED (10 to 0)**

**6.5 Notices Published – 357 Main Road - DEV2200086**

Councillor Korab questioned whether the business has to apply for this annually. The Deputy City Manager of Planning, Engineering and Regulatory Services, Jason Sinyard, advised that for this particular application, it is a permanent installation.

SJMC-R-2022-07-12/305

**Moved By** Councillor Korab

**Seconded By** Deputy Mayor O'Leary

That Council approve the Discretionary Use application for an Outdoor Eating and Lounge Area at 357 Main Road and provide parking relief for four (4) parking spaces.

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

**MOTION CARRIED (10 to 0)**

**6.6 Notices Published – 410 Old Pennywell Road - DEV2200077**

SJMC-R-2022-07-12/306

**Moved By** Councillor Korab

**Seconded By** Deputy Mayor O'Leary

That Council approve the Discretionary Use for a Home Occupation for the hydroponic production of leafy green vegetables at 410 Old Pennywell Road.

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

**MOTION CARRIED (10 to 0)**

**6.7 Notices Published – 47 Harvey Road - DEV2200079**

Deputy Mayor O'Leary noted her support for this application and added that this property has been a mix of commercial and residential, and with this change it will solve many issues for those who want to reside in this property.

SJMC-R-2022-07-12/307

**Moved By** Councillor Korab

**Seconded By** Deputy Mayor O'Leary

That Council approve the Discretionary Use application for a Dwelling Unit on the first storey at 47 Harvey Road. Code requirements shall require 47 and 47A to have their own entryway into the building, wholly contained on their own property.

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

**MOTION CARRIED (10 to 0)**

**7. RATIFICATION OF EPOLLS**

**7.1 Development Committee - Proposed Park and Landscaping in Floodplain and Buffer at 150 Clinch Crescent - DEV2200076**

SJMC-R-2022-07-12/308

**Moved By** Councillor Korab

**Seconded By** Councillor Burton

That Council approve the park (playground) and landscaping in the Floodplain and Floodplain Buffer at 150 Clinch Crescent.

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

**MOTION CARRIED (10 to 0)**

**8. COMMITTEE REPORTS**

**8.1 Committee of the Whole Report - June 29, 2022**

**1. 110 Hebron Way and 15 Verafin Way, REZ2200002**

SJMC-R-2022-07-12/309

**Moved By** Councillor Burton

**Seconded By** Councillor Hickman

That Council consider a text amendment to the Envision St. John's Development Regulations to add an allowance for pedway developments to cross property boundaries and advertise the amendment for public review and comment.

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

**MOTION CARRIED (10 to 0)**

2. **1274 Blackhead Road, REZ2200004**

SJMC-R-2022-07-12/310

**Moved By** Councillor Burton

**Seconded By** Councillor Ridgeley

That Council consider a text amendment to the Envision St. John's Development Regulations to consider rural tourism uses within the Rural Residential (RR) Zone, as prompted by a Nordic spa development at 1274 Blackhead Road; and approve the attached draft terms of reference for a Land Use Report (LUR).

Further, upon receiving a satisfactory Land Use Report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

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

**MOTION CARRIED (10 to 0)**

3. **Bike Lane Pavement Markings**

Councillor Bruce remarked that she is pleased to see this issue come back before Council and pleased that most of the bike lanes in Airport Heights have been repainted. Most residents are aware of the City's Bike Plan and refrain from parking in those areas. This allows children and adults who are just starting to cycle a safe space to do so, encourages other new riders and connects the area with the remainder of the City.

Councillor Korab reiterated that this is separate from the Canada Drive Active Transportation engagement conducted recently. For Canada Drive he supports not having the bike lanes until a final decision is made regarding the shared use or bi-directional plan for Canada Drive.

Deputy Mayor O'Leary noted that communication is at the centre for this initiative to the local residents and the public at large. She added that cyclists travel city wide and safety for them on the roads is paramount and is pleased to see the bike plan moving forward.

SJMC-R-2022-07-12/311

**Moved By** Councillor Burton

**Seconded By** Councillor Bruce

That Council approve painted bike lane pavement marking maintenance recommended in the table as outlined in the Decision Note and communicate with residents as follows.

- Distribute letters to residents on the affected streets explaining why the bike lanes are being repainted or removed, what it means for their parking options and garbage bin placement, and how to reach city staff with questions or concerns.
- Implement a 30-day enforcement grace period after pavement markings are completed, where Parking Services will leave notices/warnings on vehicles instead of issuing tickets.

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

**MOTION CARRIED (10 to 0)**

4. **Built Heritage Experts Panel - Membership**

SJMC-R-2022-07-12/312

**Moved By** Councillor Burton

**Seconded By** Councillor Hickman

That Council approve of the appointment of Tyler Stapleton to the Built Heritage Experts Panel.

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

**MOTION CARRIED (10 to 0)**

5. **Youth Engagement Working Group Membership**

SJMC-R-2022-07-12/313

**Moved By** Councillor Bruce

**Seconded By** Councillor Ellsworth

That Council appoint Saadia Jamila Mary Azam to the Youth Engagement Working Group.

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

**MOTION CARRIED (10 to 0)**

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

**9.1 Development Permits List for June 23 to July 6, 2022**

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

**10.1 Building Permits List - Week ending July 6**

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**11.1 Weekly Payment Vouchers for the Week Ending June 29 & July 6, 2022**

SJMC-R-2022-07-12/314

**Moved By** Councillor Ellsworth

**Seconded By** Deputy Mayor O'Leary

That the weekly payment vouchers for the week ending June 29, 2022 and July 6, 2022, in the amount of \$8,074,424.67 be approved as presented.

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

**MOTION CARRIED (10 to 0)**

**12. TENDERS/RFPS**

**12.1 2022024 – Electronic Vending Units for Fleet Shop Supplies and Consumables**

SJMC-R-2022-07-12/315

**Moved By** Councillor Hickman

**Seconded By** Councillor Ravencroft

That Council approve for award this Open Call to the lowest bidder meeting specifications, Grainger Canada for \$47,279.61 (HST excluded) per year as per the Public Procurement Act.



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

**MOTION CARRIED (10 to 0)**

**12.2 037-22PHM - Supply and Delivery of Winter Salt to the Department of Transportation and Infrastructure Storage Locations and various Municipal Storage Locations throughout the Province of Newfoundland and Labrador**

Mayor Breen asked how this year's price compares to other years, and the Deputy City Manager of Public Works, Lynnann Winsor, advised that a comparison will be circulated to Council.

SJMC-R-2022-07-12/316

**Moved By** Councillor Hickman

**Seconded By** Councillor Burton

That Council approve for award this open call to the lowest and sole bidder for the City of St. John's, A. Harvey & Company Limited, for \$4,007,000.00 per year (HST not incl.) as per the Public Procurement Act.

**Note:** this open call was completed by the Provincial government.

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

**MOTION CARRIED (10 to 0)**

**12.3 2022075 – Supply and Installation of Service Truck Bodies**

SJMC-R-2022-07-12/317

**Moved By** Councillor Hickman

**Seconded By** Councillor Bruce

That Council approve for award this Open Call to the lowest bidder meeting specifications, Action Car and Truck Accessories for \$116,767.38 (HST excluded) per year as per the Public Procurement Act.

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

**MOTION CARRIED (10 to 0)**

**12.4 2022132 - 2022 Bridge Rehabilitation - Contract 3**

SJMC-R-2022-07-12/318

**Moved By** Councillor Hickman

**Seconded By** Deputy Mayor O'Leary

That Council approve for award this open call to lowest and sole bidder meeting specifications, Pyramid Construction Limited, for \$501,026.25 (HST Incl.) as per the Public Procurement Act.

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

**MOTION CARRIED (10 to 0)**

**13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS**

**13.1 Notice of Motion - Removal of Heritage Designation for a Portion of the George Street United Church Building**

Notice of Motion to remove Heritage Designation for a Portion of the George Street United Church Building

Councillor Burton advised that at the next Regular Meeting of Council, that she will move a motion to remove the Heritage Building designation on the annex portion of George Street United Church located at 25 Buchanan Street/130 George Street West.

**14. OTHER BUSINESS**

**14.1 74 Circular Road, Restore Front Entrance, DEC2200071**

SJMC-R-2022-07-12/319

**Moved By** Councillor Burton

**Seconded By** Councillor Ravencroft

That Council approve the front entrance restoration at 74 Circular Road, as proposed.

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

**MOTION CARRIED (10 to 0)**

**14.2 Minor Change to Respectful Workplace Policy**

**14.3 SERC – Tely 10**

SJMC-R-2022-07-12/320

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Bruce

That Council approve the requested road closures for the Tely 10 on July 24, pending confirmation from the organizers that traffic control requirements are met.

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

**MOTION CARRIED (10 to 0)**

**15. ACTION ITEMS RAISED BY COUNCIL**

Councillor Sandy Hickman advised that the Deputy City Manager of Public Works, Lynnann Winsor, has provided an update on the cost comparison of road salt which has increased by 20% from 2021.

**16. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:54 p.m.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BY-LAW NO.**

**ST. JOHN'S HERITAGE DESIGNATION AMENDMENT (GEORGE STREET UNITED CHURCH) BY-LAW**

**PASSED BY COUNCIL ON \_\_\_\_\_, 2022**

---

Pursuant to the powers vested in it under section 355 of the City of St. John's Act, RSNL 1990 c. C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to the heritage designation of the George Street United Church

**BY-LAW**

1. This by-law may be cited as the St. John's Heritage Designation Amendment (George Street United Church) By-Law.
2. The Heritage Building designation is removed from that portion of the George Street United Church known as the Annex – 25 Buchanan Street – Parcel ID #51036.

**IN WITNESS WHEREOF** the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this \_\_\_\_ day of July, 2022.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

# DECISION/DIRECTION NOTE

**Title:** Notices Published – 300 Torbay Road - DEV2200085

**Date Prepared:** July 19, 2022

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 1

---

**Decision/Direction Required:** A Discretionary Use application has been submitted for 300 Torbay Road.

**Discussion – Background and Current Status:** The proposed Use is for a Restaurant and Lounge, which will have a floor area of approximately 142 m<sup>2</sup> and is located on the second level of the building. Hours of operation will be seven (7) days a week from noon to midnight. Parking is provided on-site.

Two submissions were received. Concerns raised include proximity to residential uses, associated noise, traffic and parking concerns, litter and poor behaviour of patrons visiting the site, and concern pertaining to the first floor use of the building.

Currently no specific use is proposed for the first floor of the building. The restaurant and lounge are proposed for the second floor, and both are Discretionary Uses within the Commercial Neighbourhood (CN) Zone. Adjacent uses are commercial and open space, while residential uses are located on the opposite side of Torbay Road. The city's Noise By-Law is applicable, which is in affect from 11pm to 7am. The change of use was reviewed by the Transportation Engineering division and there are no traffic concerns. Sufficient parking is provided on-site for the proposed Use.

## 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:

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

Choose an item.

# ST. JOHN'S

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: St. John's Development Regulations Section 10.5 "Discretionary Use" and Section 10 "Commercial Neighbourhood (CN) Zone".
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 for a Restaurant and Lounge at 300 Torbay 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 - 300 Torbay Road.docx
Attachments:	
Final Approval Date:	Jul 20, 2022

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

**Lindsay Lyghtle Brushett - Jul 19, 2022 - 2:01 PM**

**Jason Sinyard - Jul 20, 2022 - 2:28 PM**

**Karen Chafe**

---

**From:** [REDACTED]  
**Sent:** Sunday, June 26, 2022 8:11 PM  
**To:** CityClerk  
**Subject:** (EXT) A Discretionary Use application for 300 Torbay Road

To the Office of the City Clerk.

We would like to make a few comments on the proposed Restaurant & Lounge for the second level at 300 Torbay Road. Our understanding is that this proposed Restaurant & Lounge will operate 7 days a week from Noon - Midnight. The fact that this will be a Lounge as well as a restaurant leads one to believe there will probably be loud music and other things usually associated with a Lounge. This proposed Lounge will be located very close to an area that is mostly occupied by Senior Citizens and an increase in noise and traffic certainly would not be appreciated. With the number of Restaurants and Businesses located in this area we feel it is not necessary to add an additional restaurant & lounge. Also there was no mention of what is proposed for the first floor of this building. We ask that when you review this application you take our comments into consideration.

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

Sent from my iPad



## Karen Chafe

---

**From:** [REDACTED]  
**Sent:** Monday, June 27, 2022 3:34 PM  
**To:** CityClerk  
**Subject:** (EXT) Re: 300 Torbay Road - proposed use for restaurant and lounge.

I would like to voice my objection to the possibility of a restaurant and lounge being established in close proximity to a residential neighborhood populated by seniors and young families.

Reasons for objection:

1. We already have an abundance of restaurants and lounges in the area, although none actually next to residential homes. With these restaurants and lounge comes noise from loud music blasting all night. It is impossible to enjoy [REDACTED], you need to keep your windows closed and it makes sleeping impossible. [REDACTED] I have on occasion gone to work with little to no sleep. If the noise from existing lounges and restaurants is already disruptive I can only imagine how loud it will be when it is [REDACTED].
1. Presently, [REDACTED] has become a dumping ground for litter, whether put there by people walking by or blown in from the wind. I have concerns that the restaurant will offer take out, and the lounge could see people sneaking out beer bottles (it happens, I was young once) and we will have to deal with garbage from take out food and broken beer bottles.
1. Increase traffic. The only way in and out of the building is on Gleneyre St. Right now there is concerning behaviour from people coming down Gleneyre and making a u-turn at Birchwynd St. The parking lot is very close to the Gleneyre/Torbay Rd intersection, so if patrons are unable to turn left, they may turn right and make a u-turn at Birchwynd with little to no regard for other motorists and pedestrians, something I have witnessed numerous times already.
1. Drunk/disorderly behaviour. With a lounge comes the real possibility that people will drink to excess. Presently I have noticed an uptick in vandalism and criminal behaviour. We have had incidents of people breaking in, or attempting to break into cars, homes, and sheds. There are properties that have been spray painted and people have had their cars keyed. [REDACTED] tires slashed [REDACTED]. There is also the possibility of drunken people being very loud and belligerent.
1. Although there is a parking lot, it does not seem to me to be large enough to accommodate all vehicles using a restaurant and a lounge, leading to the possibility of off street parking. Most people have driveways that can only accommodate one car, so if visitors come, they may have trouble finding a place to park on the street.

In conclusion, I object because it may negatively impact safety and quality of life.

[REDACTED]  
[REDACTED]  
[REDACTED]

--

[REDACTED]  
[REDACTED]

# BID APPROVAL NOTE

**Bid # and Name:** 2022109 - 2022 Retaining Wall Rehabilitation Program - Contract 2  
**Date Prepared:** Friday, July 15, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Planning, Engineering & Regulatory Services  
**Division:** Engineering  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** ENG-2021-052  
**Source of Funding:** Capital

**Purpose:**

Undertaking necessary retaining wall rehabilitation works at the following locations: Duckworth Street and Holloway Street, Duckworth Street Adjacent Trapper John's, and 42 Henry Street to corner of Duckworth Street.

**Results:**     As attached     As noted below

Vendor Name	Bid Amount
WLH Contracting Limited	\$249,918.75
Infinity Construction	\$270,498.97
Carew Services Ltd.	\$304,813.82
Weirs Construction Limited	\$324,242.50

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

**Contract Duration:** Six (6) months

**Bid Exception:** None

**Recommendation:**

That Council approve for award this open call to the lowest bidder meeting specifications, WLH Contracting Limited, for \$249,918.75 (HST Incl.) as per the Public Procurement Act.

**Attachments:**



**Report Approval Details**

Document Title:	2022109 - 2022 Retaining Wall Rehabilitation Program - Contract 2.docx
Attachments:	
Final Approval Date:	Jul 16, 2022

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

**Rick Squires - Jul 15, 2022 - 12:00 PM**

**Derek Coffey - Jul 16, 2022 - 11:22 AM**

# ST. JOHN'S

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

July 13, 2022, 9:30 a.m.

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

Regrets: Councillor Ian Froude

Staff: Kevin Breen, City Manager  
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services  
Lynnann Winsor, Deputy City Manager of Public Works  
Linda Bishop, Senior Legal Counsel & Acting City Solicitor  
Karen Chafe, City Clerk  
Ken O'Brien, Chief Municipal Planner  
Susan Bonnell, Manager - Communications & Office Services  
Christine Carter, Legislative Assistant

Others: Kelly Maguire, Communications & Public Relations Officer

---

### 1. **Regional Water Reserve Fund Purchase – Replacement Southlands Pump**

Councillor Sandy Hickman advised that this replacement pump will be funded through the Regional Water Reserve Fund, as the existing pump has failed and must be replaced.

Deputy Mayor O'Leary questioned the longevity of this type of equipment and was advised by the Deputy City Manager of Public Works, Lynnann Winsor, that

these types of pumps generally last between 20-25 years depending on how they are used.

Recommendation

**Moved By** Councillor Hickman

**Seconded By** Councillor Ellsworth

That Council approve access to funding from the Regional Water Equipment Replacement Reserve Fund to support the purchase of this equipment.

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

**MOTION CARRIED (10 to 0)**

**2. Provision of Recycling Carts or Nets**

Councillor Sandy Hickman referred Council to the information prepared regarding the options to provide recycling carts or nets to residents and asked that the Deputy City Manager of Public Works present the options to Council for discussion.

Ms. Winsor noted that in May of 2022, Staff brought forward some options for Council to consider in order to assist residents with securing blue bags on collection days. These options generated further discussion amongst Council and requested that some further analysis be completed by staff that may incorporate a "hybrid approach" that involved a combination of the options presented.

The previous note discussed the benefits and challenges of using carts or nets for curbside collection of blue bag recycling. The previous note also presented the option of amending the Sanitation Regulations to mandate the use of carts or nets. This note does not incorporate any amendments and assumes that use of carts or nets for blue bags is voluntary participation. This analysis is focused on if Council were to approve a program that incorporated the use of carts or nets, how could it be delivered and what would be the effect for residents of the City.

Three options were identified by Council as potential methodologies to provide residents access to carts or nets for curbside collection of blue bag recycling:

1. Applying an annual fee to all households that receive curbside collection to support and maintain programs such as provision of recycling carts or nets;
2. Allowing households to purchase carts or nets through the City directly at a reduced cost if one were to purchase from a retailer;

3. Partnering with retail to provide households access to carts or nets at a reduced cost from the retailer directly (ie. Coupons).

The Deputy City Manager of Public Works reviewed the pros and cons for each of the options presented.

Ms. Winsor provided Council with another option to consider. As this year was the first year of the mandatory recycling / clear bag program there were a number of “new” recyclers in the City and many people were trying to figure out the logistics of recycling during the first few months. The City was also in another wave of COVID and there were many operational issues during this time which resulted in delayed pick up of both garbage and recycling. Now that residents have had time to get used to these changes and the pandemic is ending the City could monitor this program for another year and revisit the issue next year. During this time the City could also increase communications with residents regarding collections including the curb it app, website and enhanced messaging on windy days.

The Deputy City Manager reiterated that all of the options presented in this note would require communications support to implement.

After a great deal of discussion by members of Council, it was agreed to support the Staff's recommendation to utilize some of the current communications tools in place to help support curbside collection and to continue to monitor the situation to give the new recycling program a full year and then to re-evaluate. Going back to the use of nets or other coverings was not supported by members of Council.

It was also agreed that the downtown core would need to be monitored and that Councillor Ravencroft and Deputy Mayor O'Leary could work together to engage with residents in the downtown to get their feedback on any issues they are experiencing regarding garbage and recyclables collection. Some feedback received from residents of the downtown has included the lack of storage space for a garbage bin on some properties, and that there is not automated garbage collection.

The City's recycling program will continue to be closely monitored and Staff will bring an updated report to Council after the program has been in place for a full year.

#### Recommendation

**Moved By** Councillor Hickman

**Seconded By** Councillor Ellsworth

All of the “hybrid” approaches presented have significant drawbacks specifically in program controls.

Given the current budget situation, staff recommend utilizing some of the communication tools already in use by the city to support curbside collection. Additionally, households are becoming more used to recycling. Staff can monitor collection activities and assess whether these measures alone may reduce situations where blue bags move on windy days.

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

**MOTION CARRIED (10 to 0)**

**3. 188 New Pennywell Road, REZ2200005**

Councillor Burton presented the Decision Note regarding the request for rezoning of the property at 188 Pennywell Road.

The City has received an application from Nidus Development Inc. to rezone property at 188 New Pennywell Road to accommodate a Townhouse Cluster development. The applicant is proposing four Townhouse Clusters/buildings that will contain between 10 to 13 dwelling units in each cluster, for a total of between 40 and 52 units.

The subject property is zoned Residential 1 (R1) where a Townhouse Cluster is not allowed. A rezoning to the Residential 2 Cluster (R2C) would be required to accommodate the proposed development.

It is recommended that Council consider the amendment and set the terms of reference for a Land Use Report. Once the report meets Council's terms of reference, it is recommended to refer the application to a public meeting chaired by an independent facilitator.

Recommendation

**Moved By** Councillor Burton

**Seconded By** Councillor Ravencroft

That Council consider a rezoning from the Residential 1 (R1) Zone to the Residential 2 Cluster (R2C) Zone at 188 New Pennywell Road and approve the attached draft terms of reference for a Land Use Report (LUR).

Further, upon receiving a satisfactory Land Use Report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

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

**MOTION CARRIED (10 to 0)**

**4. 4 Merrymeeting Road, MPA2200003**

Councillor Burton referenced the Decision Note to consider a rezoning to allow two Apartment Buildings at 4 Merrymeeting Road (Mount St. Francis Monastery property, designated Heritage Building).

The City has received an application from Brookfield Plains Inc. for two Apartment Buildings, with a total of twenty-two (22) dwelling units at 4 Merrymeeting Road. The applicant is proposing to renovate the Heritage Building to accommodate six residential units and build a second 4-storey Apartment Building on the property that will house sixteen dwelling units.

The applicant has indicated that they will be requesting a 10% variance on the building height of the new Apartment Building. This will be reviewed and confirmed in the LUR and advertised for public comments prior to Council's consideration.

Should Council decide to consider the amendment, public consultation will be held following acceptance of a satisfactory Heritage and Land Use Report. In addition, as part of the LUR terms of reference, the applicant will be required to consult the neighbouring residents and property owners prior to submitting the first LUR submission. This will allow the applicant to consider concerns from the neighbourhood and try to mitigate any issues through the site design.

Mayor Breen added that this is the first application from the sale of church properties, and it is very positive to see that these very important heritage buildings are maintained, improved, and repurposed. This is an interesting and exciting project.

Deputy Mayor O'Leary noted that it is very important that public engagement happen on these applications coming from church lands as it will be very important for residents to have their say.

Recommendation

**Moved By** Councillor Burton

**Seconded By** Deputy Mayor O'Leary

That Council consider a rezoning from the Institutional (INST) Zone to the Apartment 1 (A1) Zone at 4 Merrymeeting Road and approve the attached draft terms of reference for a Heritage and Land Use Report (LUR).



Further, upon receiving a satisfactory Heritage and Land Use Report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

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

**MOTION CARRIED (10 to 0)**

## **5. Driveways in the Residential Reduced Lot (RRL) Zone**

Councillor Burton spoke to the Decision Note included in today's agenda regarding Driveways in the Residential Reduced Lot (RRL) Zone, which asks for Council to consider a text amendment to the St. John's Development Regulations to revise the maximum driveway width in the Residential Reduced Lot (RRL) Zone. This was prompted by a previous application to rezone land at 670 Kenmount Road.

Staff have reviewed the text amendment request and propose the following wording:

*Residential Reduced Lot (RRL) Zone*

*(3) Notwithstanding Section 7.6, Driveways, together with Hard Landscaping as measured at the property boundary abutting the Street, shall not exceed 3.6 metres in width unless otherwise allowed in a snow storage plan.*

The Public Works Department wanted to ensure that lots in the RRL Zone have enough area in the front yard closest to the street to accommodate snow storage. This has been incorporated into the proposed new regulation. It will allow space for snow storage closest to the street, while also allowing some hard landscaping (pathways) closest to the dwelling. Staff are reviewing internal processes to ensure that, after initial occupancy is approved, requests for driveway expansions are not allowed on lots that cannot meet snow storage requirements.

Councillor Burton added that if the text amendment is approved that Council will advertise the text amendment for public comment.

Deputy Mayor O'Leary questioned whether this amendment would eliminate the previous issues encountered in the Kenmount Terrace area of parking on lawns and impact that issue in the future. The Deputy City Manager of Planning, Engineering and Regulatory Services, Jason Sinyard, advised that if the residential lot is able to have a double wide driveway, it should eliminate the instances of parking on lawns, and have a positive impact in that regard.

Recommendation

**Moved By** Councillor Burton

**Seconded By** Councillor Ellsworth

That Council consider a text amendment to revise Section 3 of the Residential Reduced Lot (RRL) Zone to allow consideration of driveways wider than 3.6 metres, subject to a snow storage plan. Further, that Council advertise the text amendment for public comment.

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

**MOTION CARRIED (10 to 0)**

# DECISION/DIRECTION NOTE

---

**Title:** Regional Water Reserve Fund Purchase – Replacement Southlands Pump

**Date Prepared:** July 4, 2022

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Sandy Hickman, Public Works

**Ward:** N/A

---

**Decision/Direction Required:**

To seek a decision on proceeding with the purchase of a replacement Southlands Pump funded through the Regional Water Equipment Replacement Reserve Fund.

**Discussion – Background and Current Status:**

The Regional Water Equipment Replacement Reserve Fund is being requested to be used for the purchase of a replacement Southlands Pump at the Ruby Line Pump Station. The existing pump failed and must be replaced. The total estimated cost to purchase the equipment is \$93,550.00 (HST Extra).

**Key Considerations/Implications:**

1. Budget/Financial Implications:

The Regional Water System has identified sufficient funds within the Regional Water Equipment Replacement Reserve Fund to support this equipment replacement. The current balance of this program is \$2,150,704.71(i).

Note:

(i) 2022 Contribution of \$400,000.00 has yet to be added to the reserve fund and is not reflected in the balance to date provided.

2. Partners or Other Stakeholders:

The Southlands pumps at the Ruby Line Pump Station supply potable water to a portion of the City St. John's, the City of Mount Pearl, the Town of CBS, the Town of Paradise, and the Town of Portugal Cove-St. Phillips.

3. Alignment with Strategic Directions:

N/A

N/A

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:  
The estimated timeframe for the delivery of this replacement equipment is approximately 34 weeks.
11. Information Technology Implications:  
N/A
12. Other Implications:  
N/A

**Recommendation:**

That Council approve access to funding from the Regional Water Equipment Replacement Reserve Fund to support the purchase of this equipment.

**Prepared by:** Daniel Martin, Manager – Regional Facilities

**Approved by:**

**Report Approval Details**

Document Title:	Regional Water Reserve Fund Purchase - Replacement Southlands Pump.docx
Attachments:	
Final Approval Date:	Jul 4, 2022

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

**No Signature - Task assigned to Andrew Niblock was completed by delegate Lynnann Winsor**

**Andrew Niblock - Jul 4, 2022 - 3:58 PM**

**Lynnann Winsor - Jul 4, 2022 - 7:11 PM**

# DECISION/DIRECTION NOTE

---

**Title:** Provision of Recycling Carts or Nets  
**Date Prepared:** July 6, 2022  
**Report To:** Committee of the Whole  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

---

## **Decision/Direction Required:**

For Council to consider and provide direction on strategies the City can adopt to secure blue bag recycling placed at the curb on collection days.

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

In May 2022, Staff brought forward some options for Council to consider in order to assist residents with securing blue bags on collection days. These options generated further discussion amongst Council and requested that some further analysis be completed by staff that may incorporate a “hybrid approach” that involved a combination of the options presented.

### Analysis

The previous note discussed the benefits and challenges of using carts or nets for curbside collection of blue bag recycling. The previous note also presented the option of amending the Sanitation Regulations to mandate the use of carts or nets. This note does not incorporate any amendments and assumes that use of carts or nets for blue bags is voluntary participation. This analysis is focused on if Council were to approve a program that incorporated the use of carts or nets, how could it be delivered and what would be the effect for residents of the City.

Three options were identified by Council as potential methodologies to provide residents access to carts or nets for curbside collection of blue bag recycling:

1. Applying an annual fee to all households that receive curbside collection to support and maintain programs such as provision of recycling carts or nets;
2. Allowing households to purchase carts or nets through the City directly at a reduced cost if one were to purchase from a retailer;
3. Partnering with retail to provide households access to carts or nets at a reduced cost from the retailer directly (ie. Coupons).

OPTION	PROS	CONS
Annual Fee	<ul style="list-style-type: none"> <li>• Constant source of revenue to support program</li> <li>• Similar to what other local municipalities have set up to support the automated cart programs</li> </ul>	<ul style="list-style-type: none"> <li>• Would need to be a mandatory fee applied to all households that receive curbside waste collection as program will be available to all those households</li> <li>• Current billing software would require customization in order to apply fee to appropriate households</li> <li>• Due to a mandatory two-year upgrade a customization at the current time poses a substantial risk to the City</li> <li>• Increased cost to residents</li> <li>• Would need to identify storage location for inventory of carts/nets and manage that inventory</li> <li>• Additional staff to manage inventory and program</li> </ul>
Purchase of Nets or Carts Through City and sold to residents	<ul style="list-style-type: none"> <li>• “One stop shop” for residents</li> <li>• Leveraging purchasing power of City would allow bulk purchases and lower costs due to no retail markup</li> <li>• With proper costing, program can be self supported</li> <li>• Residents can choose to participate in program</li> </ul>	<ul style="list-style-type: none"> <li>• City would be infringing on retail sector which already provides these materials.</li> <li>• No control of product as it is not required for collection (ie residents can purchase for others, for cabins, etc)</li> <li>• Would need to identify storage location for inventory of carts/nets and manage that inventory</li> <li>• Additional staff to manage inventory and program</li> <li>• Additional duties for Access Centre in taking payment from residents</li> </ul>
Partner with Retail to Provide Discounted Rate on Nets or Carts (Coupons)	<ul style="list-style-type: none"> <li>• No infringement on retail sector</li> <li>• Residents have access to lower priced products</li> <li>• Residents can choose to participate in program</li> <li>• No management of carts/nets inventory involved by City resources</li> </ul>	<ul style="list-style-type: none"> <li>• No control of product as it is not required for collection.</li> <li>• Could be used by non-residents</li> <li>• Potential cost with retail partnership</li> <li>• Defined period program rather than long-term, on-going program</li> <li>• Difficult to assess cost as it depends on partnership details and uptake of program</li> </ul>

		<ul style="list-style-type: none"> <li>• Potentially require some administration of program depending on partnership details.</li> </ul>
--	--	--

From the residents perspective, the greatest impact would be the option that includes the annual fee as it would require that this be applied to all households that receive curbside collection or blue bag recycling. This would also be the “largest” program from the City perspective as it would involve approximately 50,000 households and involve distribution or planning for distribution to all households.

The first two options become more complex if both carts and nets are included in the program. Inventory control of multiple products becomes more challenging as households have the ability to choose one or both options to meet their needs (eg. two carts, one cart plus one net, one cart, two nets, etc.). If Council wants further analysis of any programs that involve management of inventories then staff can present a Decision Note with options on program delivery.

All of the options are distinctively different than the automated cart program. With the automated carts, the City provides carts to properties but maintains ownership of those carts. Those carts are then required to be used for curbside garbage collection. For the fact that the carts are required to be used (ie mandatory), each cart has a unique identifier and the City owns those carts, there are controls in place to manage that inventory.

Without mandatory use of carts or nets, then there is no reasonable method to manage (or control) the distribution of the products. The City simply becomes another retail option for residents (consumers) to obtain a blue cart or a blue net.

**Another Option**

This year was the first year of the mandatory recycling / clear bag program. There were a number of “new” recyclers in the City and many people were trying to figure out the logistics of recycling during the first few months. The City was also in another wave of covid and there were many operational issues during this time which resulted in delayed pick up of both garbage and recycling. Now that residents have had time to get used to these changes and the pandemic is ending the City could monitor this program for another year and revisit the issue next year. During this time the City could also increase communications with residents regarding collections including the curb it app, website and enhanced messaging on windy days.

All of the options presented in this note would require communications support to implement.



**Key Considerations/Implications:**

1. Budget/Financial Implications: Options presented above have estimated capital costs ranging between no additional costs up to \$4 million. Sources of funding for options with a capital requirement would need to be determined. Some options will also require increased operational budget which would need to be included in annual budgets. The cost of billing software upgrades will need to be scoped further.
2. Partners or Other Stakeholders: Residents of the City of St. John's, Local hardware retailers
3. Alignment with Strategic Directions/Adopted Plans: An Effective City, A Sustainable City
4. Legal or Policy Implications: Amendments to the Sanitation Regulations may be required
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: Communications support is required to implement any of the options and educate households on the program
7. Human Resource Implications: Some options may require the hiring of staff.
8. Procurement Implications: Any procurement needs would follow requirements laid out by the Public Procurement Act.
9. Information Technology Implications: N/A
10. Other Implications: It is anticipated that any of these options will result in a blue bags being more secured on collection days.

**Recommendation:**

All of the "hybrid" approaches presented have significant drawbacks specifically in program controls.

Given the current budget situation, staff recommend utilizing some of the communication tools already in use by the city to support curbside collection. Additionally, households are becoming more used to recycling. Staff can monitor collection activities and assess whether these measures alone may reduce situations where blue bags move on windy days.

**Prepared by:** Andrew Niblock, Director, Environmental Services

**Approved by:** Lynnann Winsor, P.Eng, M.A.Sc., Deputy City Clerk of Public Works

**Report Approval Details**

Document Title:	220617 Provision of Carts Nets DC LAW.docx.docx
Attachments:	
Final Approval Date:	Jul 6, 2022

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

**No Signature - Task assigned to Andrew Niblock was completed by delegate Lynnann Winsor**

**Andrew Niblock - Jul 6, 2022 - 3:58 PM**

**Lynnann Winsor - Jul 6, 2022 - 3:58 PM**

# DECISION/DIRECTION NOTE

---

**Title:** 188 New Pennywell Road, REZ2200005

**Date Prepared:** June 15, 2022

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Ian Froude, Planning

**Ward:** Ward 4

---

## **Decision/Direction Required:**

To consider rezoning 188 New Pennywell Road from the Residential 1 (R1) Zone to the Residential 2 Cluster (R2C) Zone to allow a Townhouse Cluster development.

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

The City has received an application from Nidus Development Inc. to rezone property at 188 New Pennywell Road to accommodate a Townhouse Cluster development. The applicant is proposing four Townhouse Clusters/buildings that will contain between 10 to 13 dwelling units in each cluster, for a total of between 40 and 52 units.

The subject property is zoned Residential 1 (R1) where a Townhouse Cluster is not allowed. A rezoning to the Residential 2 Cluster (R2C) would be required to accommodate the proposed development. The property is designated Residential under the Envision St. John's Municipal Plan, so a Municipal Plan amendment is not required.

As per Section 4.9(2)(a) of the Envision St. John's Development Regulations, a Land Use Report (LUR) is required for all applications for amendments or rezonings. Should Council wish to consider the amendment, draft LUR terms of reference are attached for approval. Information on the initial site plan was limited and more will be required prior to advertising the amendment for public review. Elements such as a landscape plan, servicing plan and parking plan are required in the LUR.

The applicant will need additional land to meet the lot area requirements. They have asked to acquire a 3125.2 square metre parcel of land from the City (see attached). Should rezoning proceed, the sale of the land would be subject to final development approval.

From Policy 8.4 of the Envision Municipal Plan, neighbourhoods change over time, and these transitions create well-defined neighbourhoods and a varied housing stock. The challenge is to ensure the stability of developed neighbourhoods while recognizing that they evolve to meet changes in the local population. Accommodating change requires detailed planning and collaboration with local residents. The City's goal is to ensure that residential neighbourhoods are inclusive and support people of differing ages, abilities and socio-economic groups. This

requires a variety of housing options, public amenities and transportation infrastructure, capable of change as neighbourhoods mature.

Policy 8.4(2) states that the City will support the retention of existing house stock, with provision for moderate intensification, in a form that respects the scale and character of the neighbourhood. The proposed development has one-storey buildings, which are similar in building height to the adjacent properties. Policy 8.4(11) further states that the City will promote the development of infill, rehabilitation, and redevelopment projects, making best use of existing infrastructure. The applicant has indicated that they will be marketing the development to seniors, adding a new type of housing to the existing neighbourhood. The proposed development aligns with the policies of the Municipal Plan.

For infill development, the LUR includes a requirement for consultation with the adjacent properties before submitting the report, and a statement on how the development addresses any comments or concerns from the initial consultation. The City has not specified the type of consultation required, leaving it for the applicant to decide. It may be a notice to residents, door-knocking, a neighbourhood meeting, or other methods. The purpose is for the applicant to be aware of the neighbourhood's concerns prior to finalizing their site plan.

It is recommended that Council consider the amendment and set the terms of reference for a Land Use Report. Once the report meets Council's terms of reference, it is recommended to refer the application to a public meeting chaired by an independent facilitator.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: 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: Envision St. John's Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: The development will be required to meet all accessibility requirements at the building permit stage.
6. Legal or Policy Implications: A map amendment to the Envision St. John's Development Regulations is required.

7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public consultation, as required by the Envision St. John's Development Regulations, will be required after a Land Use Report acceptable to staff is submitted. A project page will also be available on EngageStJohns.ca ([www.engagestjohns.ca/planning](http://www.engagestjohns.ca/planning))
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 consider a rezoning from the Residential 1 (R1) Zone to the Residential 2 Cluster (R2C) Zone at 188 New Pennywell Road and approve the attached draft terms of reference for a Land Use Report (LUR).

Further, upon receiving a satisfactory Land Use Report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

**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:	188 New Pennywell Road, REZ2200005.docx
Attachments:	- 188 New Pennywell Road - Attachments.pdf
Final Approval Date:	Jul 7, 2022

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

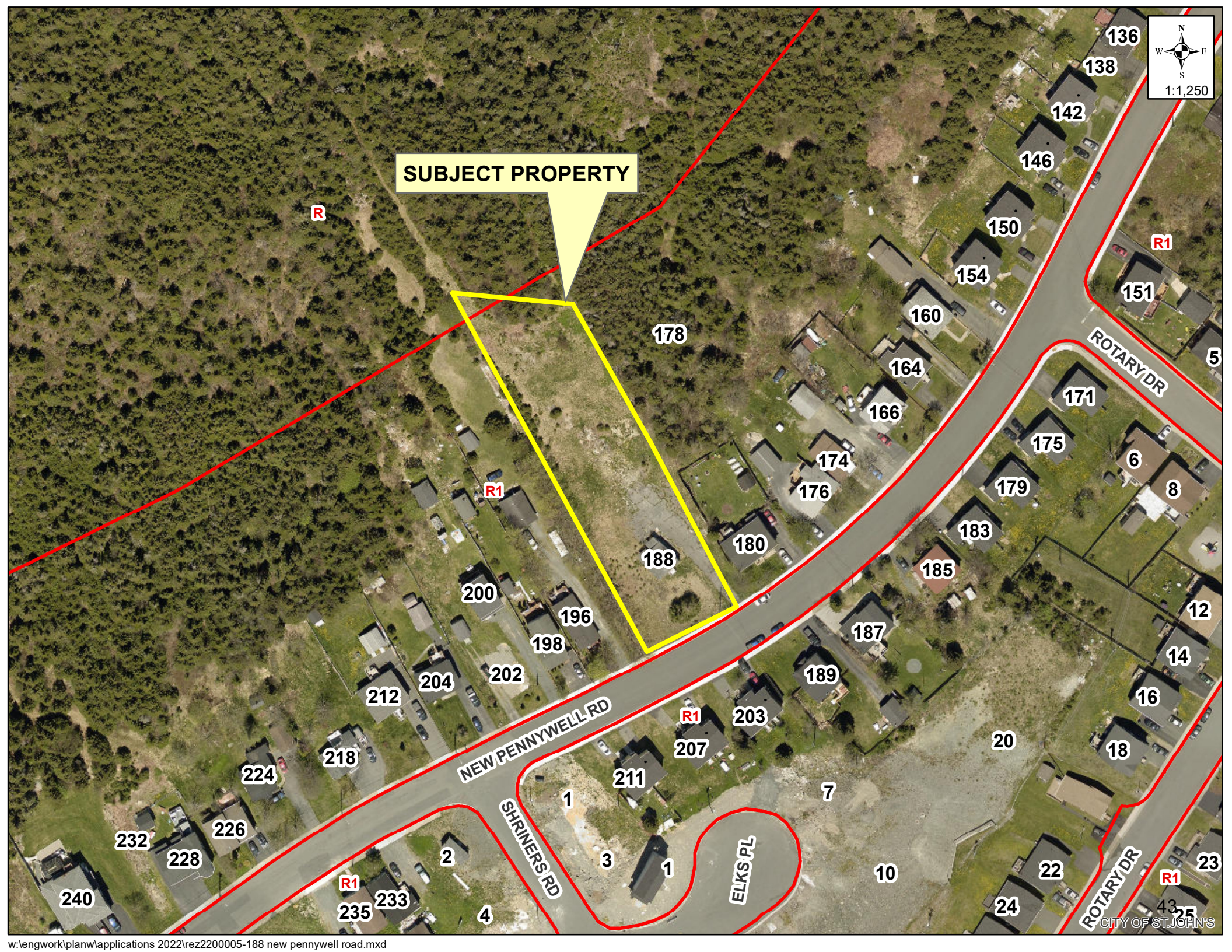
**Ken O'Brien - Jul 7, 2022 - 10:52 AM**

**Jason Sinyard - Jul 7, 2022 - 11:25 AM**





**SUBJECT PROPERTY**





**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.**



**RESIDENTIAL 2 CLUSTER (R2C) ZONE**

**R2C**

**(1) PERMITTED USES**

Accessory Building	Townhouse Cluster
Home Office	

**(2) DISCRETIONARY USES**

Home Occupation	Public Utility
-----------------	----------------

**(3) ZONE STANDARDS FOR TOWNHOUSE CLUSTER**

(a)	Lot Area (minimum)	180 metres square per Dwelling Unit
(b)	Lot Frontage (minimum)	20 metres
(c)	Building Line (minimum)	6 metres
(d)	Minimum Distance Between Townhouse Clusters	1.2 metres
(e)	Side Yard (minimum)	6 metres
(f)	Rear Yard (minimum)	6 metres
(g)	Building Height (maximum)	10 metres
(h)	Landscaping (minimum)	30%

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

**TERMS OF REFERENCE  
LAND USE REPORT (LUR)  
APPLICATION FOR TOWNHOUSE CLUSTER AT  
188 NEW PENNYWELL ROAD  
PROPONENT: NIDUS DEVELOPMENT INC.  
JULY 7, 2022**

---

The proponent shall identify significant impacts and, where appropriate, also identify measures to mitigate impacts on land uses adjoining the subject property. All information is to be submitted under one report in a form that can be reproduced for public information and review. The numbering and ordering scheme used in the report shall correspond with that used in this Terms of Reference and a copy of the Terms of Reference shall be included as part of the report (include an electronic PDF version with a maximum file size of 15MB). A list of those persons/agencies who prepared the Land Use Report shall be provided as part of the report. The following items shall be addressed by the proponent at its expense:

**A. Public Consultation**

- Prior to submitting a first draft of the Land Use Report to the City for review, the applicant must consult with adjacent property owners. The Land Use Report must include a section which discusses feedback and/or concerns from the neighbourhood and how the proposed design addresses the concerns.

**B. Building Use**

- Identify the size of the proposed building by:
  - Number of units in each townhouse cluster;
  - Dwelling size (number of bedrooms) of each dwelling unit; and
  - Lot Coverage
- Identify all proposed uses/occupancies within the building by their respective floor area.

**C. Elevation & Building Materials**

- Provide elevations of the proposed buildings.
- Identify the finish and colour of exterior building materials.

**D. Building Height & Location**

- Identify graphically the exact location with a dimensioned civil site plan:
  - Lot area and frontage;
  - Location of the proposed building in relation to neighbouring buildings;
  - Proximity of the building to property lines and identify setbacks;
  - Distance between townhouse clusters;
  - Identify any stepbacks of higher storeys from lower storeys (if applicable);
  - Identify any encroachment over property lines (if applicable);
  - Identify the height of the building in metres;
  - Information on the proposed construction of patios/balconies (if applicable); and
  - Identify any rooftop structures.
- Provide a Legal Survey of the property and information on the land to be purchased from the City.
- Provide street scape views/renderings of the proposed building from New Pennywell Road (along the frontage of the property) and include adjacent

properties.

#### **E. Exterior Equipment and Lighting**

- Identify the location and type of exterior lighting to be utilized. Identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.
- Identify the location and type of any exterior HVAC equipment to be used to service the proposed building and identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.

#### **F. Landscaping & Buffering**

- Identify with a landscaping plan, details of site landscaping (hard and soft), including percent of lot to be landscaped.
- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.

#### **G. Snow Clearing/Snow Storage**

- The building and parking lot curb shall be set back a minimum of 6 meters from the property line. This must be dimensioned on the site plan.
- Provide information on any snow clearing/snow removal operations. Onsite snow storage areas must be indicated.
  - Areas must be outlined showing City snow storage on the site within the 6-meter setback from public streets and labelled "City snow storage only". The proponent will not be able to store snow from the parking lot in these areas.

#### **H. Off-street Parking and Site Access**

- Identify on a dimensioned site plan the number, location, and size of off-street parking spaces to be provided, including any required accessible stalls.
  - Also include walkways with dimensions and curb ramp locations.
- Identify the number and location of bicycle parking spaces to be provided or considerations for active modes.
- Identify the location of all access and egress points, including pedestrian access.
- An accessible path from the sidewalk in New Pennywell Road to the building entrance(s) must be provided
- A Parking Report may be required if the applicant wishes to provide a different number of parking spaces other than that required by the Development Regulations.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

#### **I. Municipal Services**

- Provide a preliminary site servicing plan.
- Identify points of connection to existing sanitary sewer, storm sewer and water system. The location of all existing sewers must be shown along with any existing or proposed easements.

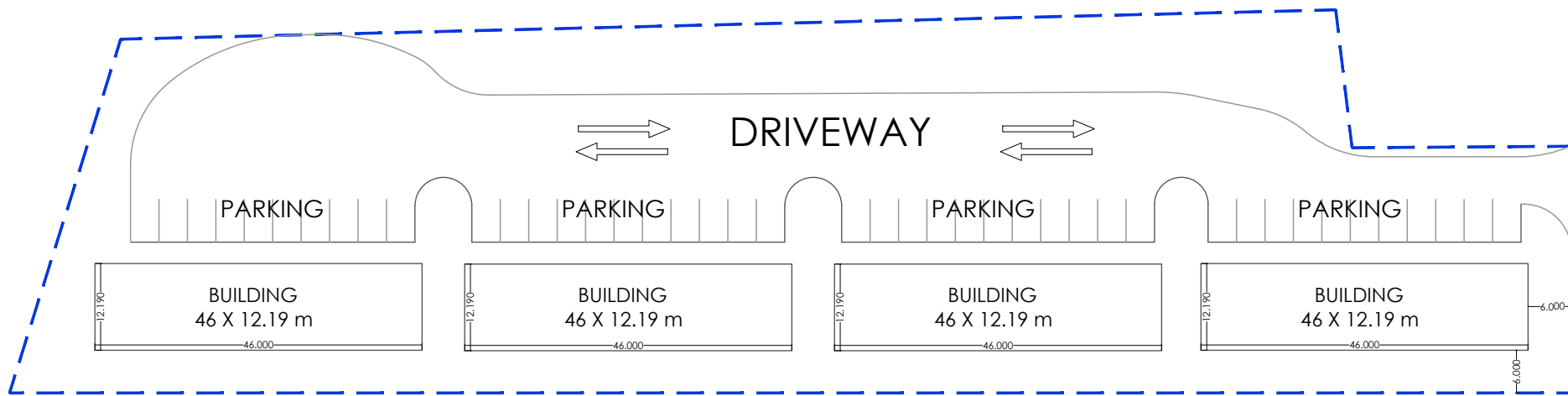
- Identify if the building will be sprinklered or not, and location of the nearest hydrant and siamese connections.
- Provide the proposed sanitary and storm generation rates.
- The proposed development will be required to comply with the City's stormwater detention policy. Stormwater detention is required for this development. Provide preliminary information on how onsite stormwater detention will be managed (indicate how/where detention will be provided).

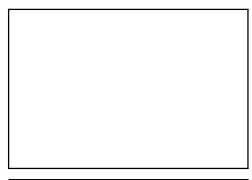
**J. Public Transit**

- Consult with St. John's Metrobus (St. John's Transportation Commission) regarding public transit infrastructure requirements.

**K. Construction Timeframe**

- Indicate any phasing of the project and approximate timelines for beginning and completion of each phase or overall project.
- Indicate on a site plan any designated areas for equipment and materials during the construction period.





NO.	DESCRIPTION	BY	DATE

SHEET TITLE:  
**EXTERIOR  
RENDER**

PROJECT DESCRIPTION:

DRAWINGS PROVIDED BY:

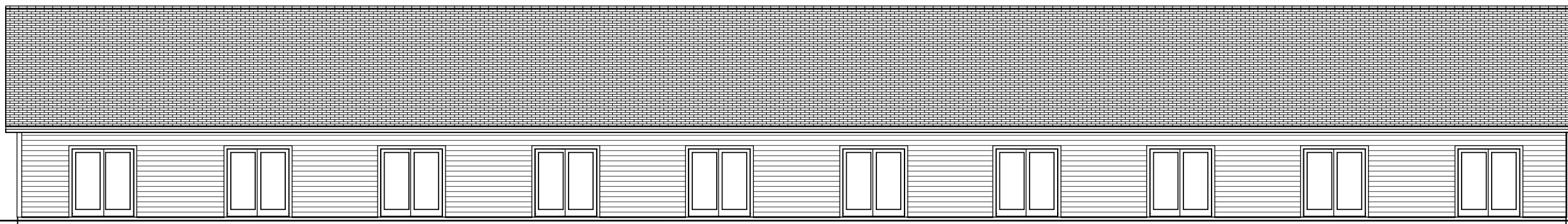
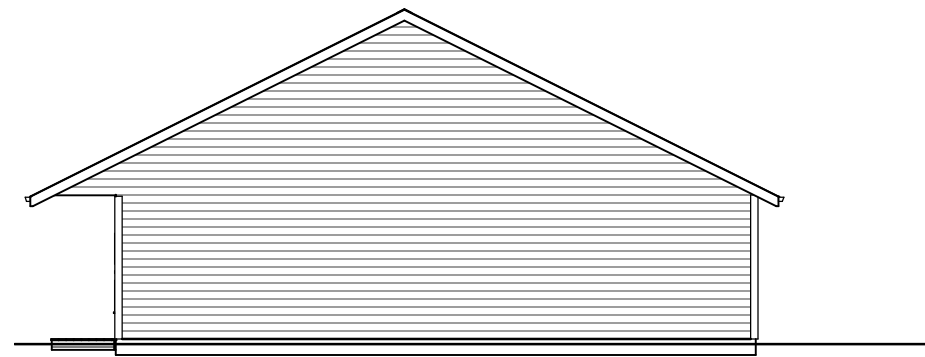
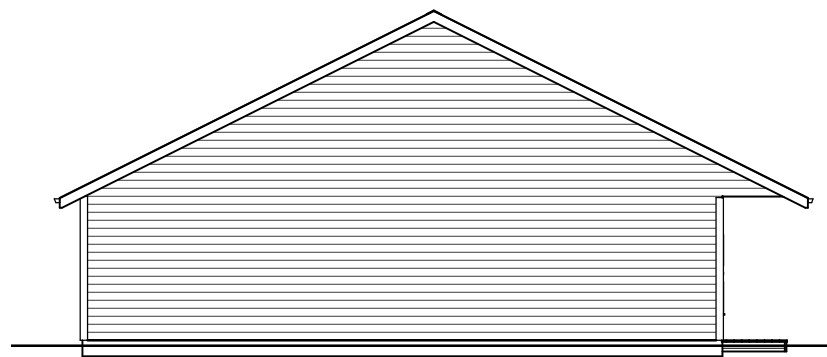
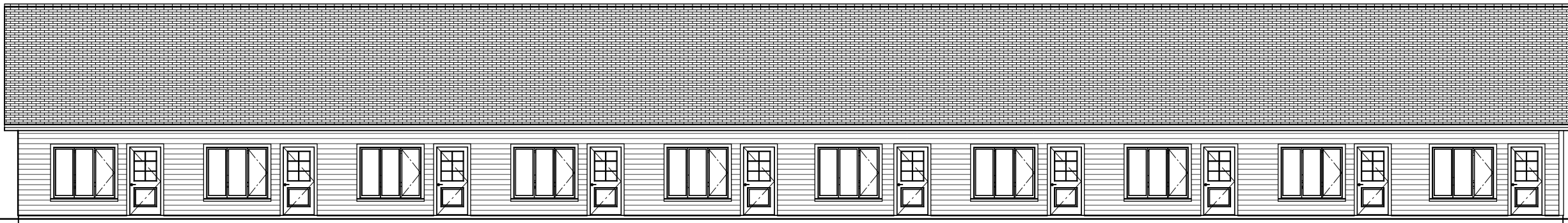
DATE:

3/16/2021

SCALE:

SHEET:

**A-1** 50



NO.	DESCRIPTION	BY	DATE

SHEET TITLE:  
**ELEVATIONS**

PROJECT DESCRIPTION:

DRAWINGS PROVIDED BY:

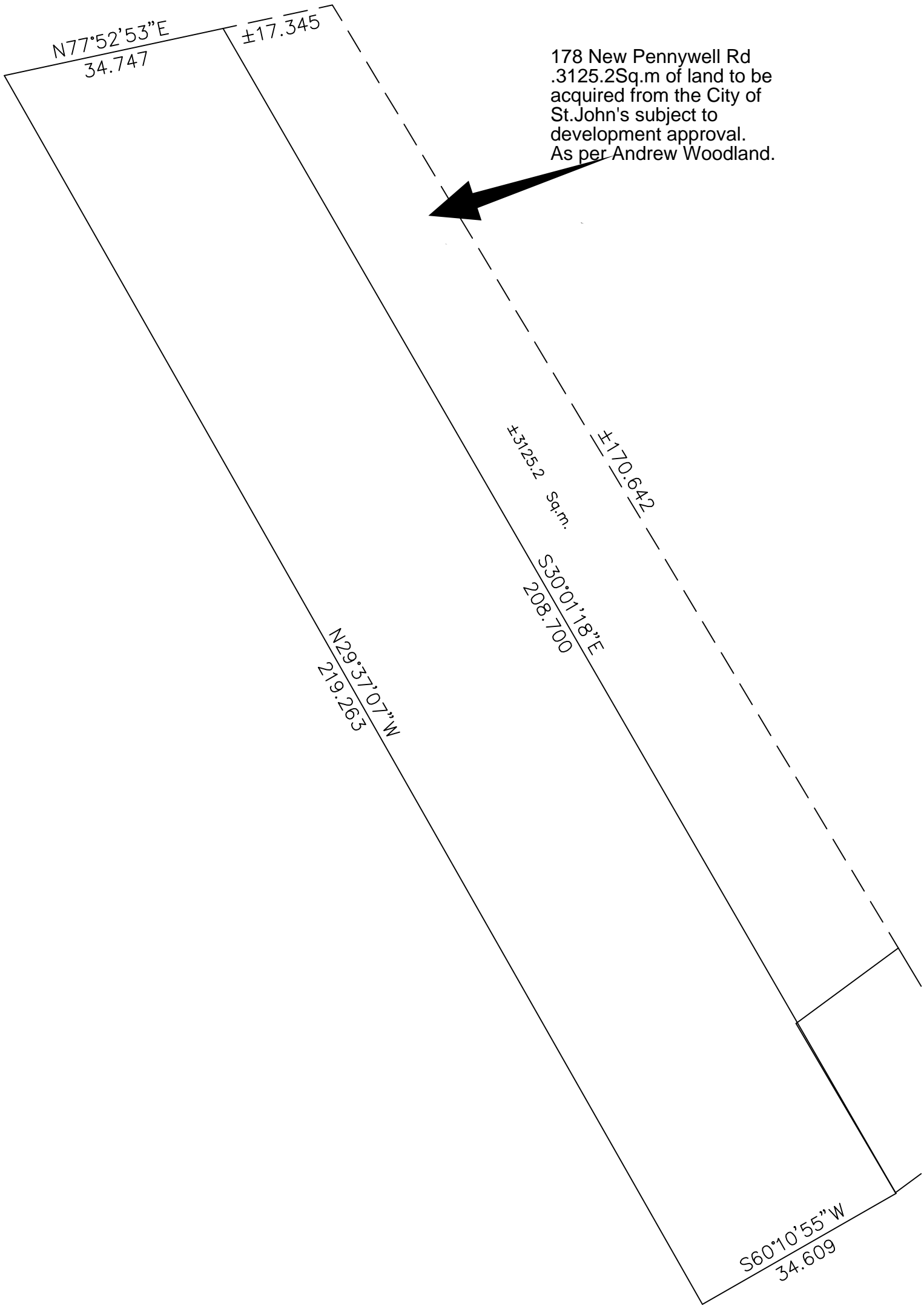
DATE:

3/16/2021

SCALE:

SHEET:

**A-2** 51



178 New Pennywell Rd  
 .3125.2Sq.m of land to be  
 acquired from the City of  
 St.John's subject to  
 development approval.  
 As per Andrew Woodland.





# DECISION/DIRECTION NOTE

**Title:** 4 Merrymeeting Road, MPA2200003  
**Date Prepared:** June 30, 2022  
**Report To:** Committee of the Whole  
**Councillor and Role:** Councillor Ian Froude, Planning  
**Ward:** Ward 2

---

## Decision/Direction Required:

To consider a rezoning to allow two Apartment Buildings at 4 Merrymeeting Road (Mount St. Francis Monastery property, designated Heritage Building).

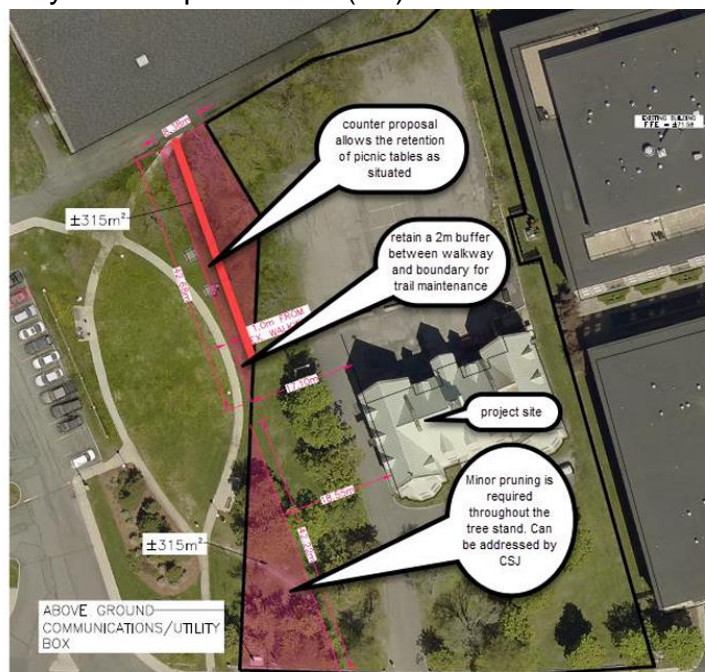
## Discussion – Background and Current Status:

The City has received an application from Brookfield Plains Inc. for two Apartment Buildings, with a total of twenty-two (22) dwelling units at 4 Merrymeeting Road. The subject property is within the Institutional District and Zone, Heritage Area 1, the St. John's Ecclesiastical District and Mount St. Francis Monastery is designated by both the city and province. The applicant is proposing to renovate the Heritage Building to accommodate six residential units and build a second 4-storey Apartment Building on the property that will house sixteen dwelling units.

The Apartment Building within the monastery could be considered a discretionary Heritage Use under the current zone, however the applicant has opted to apply for both buildings under one application. They are seeking to rezone the property to the Apartment 1 (A1) Zone in which Apartment Buildings are a permitted use. Applying for both buildings under the one application presents a clear picture of the overall development, is transparent for public consultation purposes and staff are able to better coordinate comments on the full site development, such as servicing, etc.

### Land Swap

The property at 4 Merrymeeting Road is an irregular shape. At the March 28, 2022 Council meeting, Council approved the land swap between the City and the owners of 4 Merrymeeting Road. This allowed the applicant to square the property to better facilitate development of the site. The property owner is responsible for all required surveys, application to consolidate their property and any required



# ST. JOHN'S

Development approvals and permits. This land swap does not constitute development approval.

### Heritage and Land Use Report

As per Section 4.9 of the St. John's Development Regulations, a Land Use Report (LUR) is required for the property rezoning. Further, as per Section 8(2)(d), a Heritage Report is required for a new development adjacent to a Heritage Building. Staff have drafted a combined Heritage and Land Use Report terms of reference for Council's review.

The applicant is proposing a small extension to the rear of the Heritage Building and the new Apartment Building will be adjacent to the Heritage Building. The impacts of these developments on the Heritage Building, as well as the Heritage Area and Ecclesiastical District will be evaluated in the Heritage Report, and where possibly mitigation measures should be recommended in the report.

The applicants have attended the June 1, 2022 Built Heritage Experts Panel (BHEP) meeting and the Panel provided some initial commentary on the development. The attached renderings of the new Apartment Building are included for scale only. Design details will be required in the Heritage and Land Use Report and will incorporate the Panel's feedback.

The applicant has indicated that they will be requesting a 10% variance on the building height of the new Apartment Building. This will be reviewed and confirmed in the LUR and advertised for public comments prior to Council's consideration.

Should Council decide to consider the amendment, public consultation will be held following acceptance of a satisfactory Heritage and Land Use Report. In addition, as part of the LUR terms of reference, the applicant will be required to consult the neighbouring residents and property owners prior to submitting the first LUR submission. This will allow the applicant to consider concerns from the neighbourhood and try to mitigate any issues through the site design.

### **Key Considerations/Implications:**

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

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: Sy. John's Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Any accessibility requirements from the National Building Code or Service NL will be applied at the building permit stage.
6. Legal or Policy Implications: A map amendment to the St. John's Municipal Plan and Development Regulations is required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public consultation, as required by the St. John's Development Regulations, will be required after a Land Use Report acceptable to staff is submitted.
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 consider a rezoning from the Institutional (INST) Zone to the Apartment 1 (A1) Zone at 4 Merrymeeting Road and approve the attached draft terms of reference for a Heritage and Land Use Report (LUR).

Further, upon receiving a satisfactory Heritage and Land Use Report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

**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:	4 Merrymeeting Road, MPA2200003.docx
Attachments:	- 4 Merrymeeting Road - Attachments(reduced).pdf
Final Approval Date:	Jul 7, 2022

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

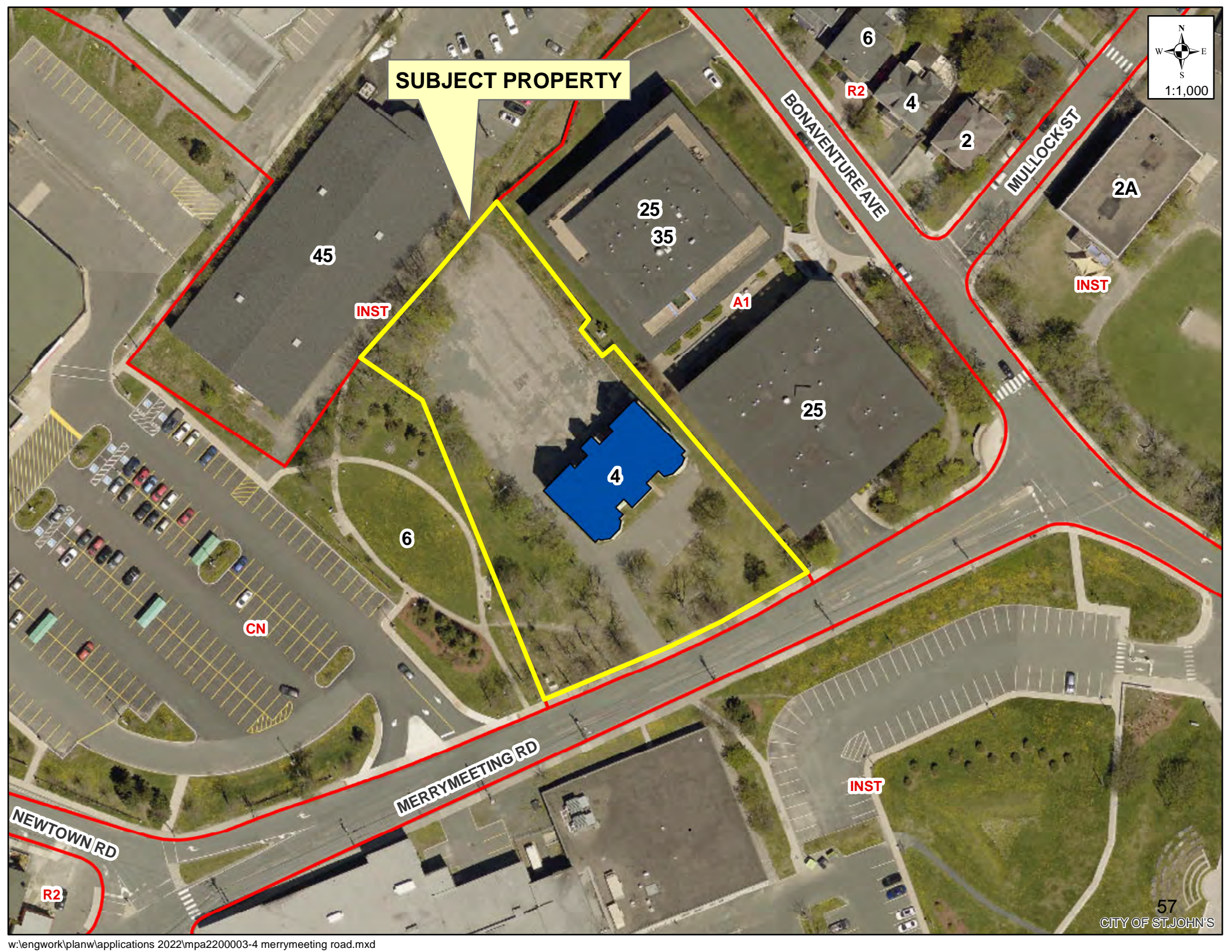
**Ken O'Brien - Jul 6, 2022 - 4:07 PM**

**Jason Sinyard - Jul 7, 2022 - 9:39 AM**





**SUBJECT PROPERTY**





**TERMS OF REFERENCE  
HERITAGE AND LAND USE REPORT  
APPLICATION FOR TWO APARTMENT BUILDINGS AT  
4 MERRYMEETING ROAD  
PROPONENT: BROOKFIELD PLAINS INC.  
JUNE 30, 2022**

---

The proponent shall identify significant impacts and, where appropriate, also identify measures to mitigate impacts on land uses adjoining the subject property. All information is to be submitted under one report in a form that can be reproduced for public information and review. The numbering and ordering scheme used in the report shall correspond with that used in this Terms of Reference and a copy of the Terms of Reference shall be included as part of the report (include an electronic PDF version with a maximum file size of 15MB). A list of those persons/agencies who prepared the Heritage and Land Use Report shall be provided as part of the report. The following items shall be addressed by the proponent at its expense:

**Heritage Report Component**

**A. Introduction to Development Site**

- A location and current site plan of the property;
- A brief description of the property and its location, identifying significant features, buildings, landscapes and vistas;
- A brief description of the context of the property, including adjacent properties and cultural resources, their recognition at the municipal, provincial, and/or federal level, and any as yet unidentified or unrecognized potential heritage resources.

**B. Background Research and Analysis**

- A comprehensive review of the history of the property's development as documented and observed through archival, historical, archaeological, written and visual records;
- A description of the structure, including mention of original construction, and any additions, alterations, removals, conversions etc.
- An evaluation of the heritage significance of the site with emphasis on important architectural/physical features, historical associations within the City, and the situation of the site in local context;
- Reference to, or inclusion of, any relevant research materials including (but not limited to) maps, atlases, drawings, photographs, permit records, land title records, tax assessment rolls, etc.
- Include a copy of the City's and Province's Statement of Significance for 4 Merrymeeting Road.

**C. Assessment of Existing Condition**

- A description of the physical condition of the structures on the site, including their exterior and interior;
- Current photographs of the property including:
  - Views of the area surrounding the property to show it in context with adjacent properties;
  - Exterior views of each elevation of the building;
  - Close-up views of all significant heritage features.

#### **D. Description of the Proposed Development or Site Alteration**

- A description of the proposed development or site alteration;
- Drawings of all building elevations;
  - The description and drawings should note which heritage feature(s) are considered for retention and which are considered for removal or alteration.
  - Building elevations to include current and proposed elevations and:
    1. Identify the height of the buildings;
    2. Identify the finish and colour of exterior building materials;
    3. Provide information on the proposed construction of patios/balconies (if applicable);
    4. Identify any rooftop structures;
    5. Include immediately adjacent buildings and spaces to inform scale/massing/context.
- Potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks;
- A description of how the proposed development aligns with the Heritage Design Standards of the St. John's Heritage By-Law.
- Provide a rendering of the proposed building from the following locations:
  - Merrymeeting Road along the front of the subject property; and
  - Merrymeeting Road near the Sobeys entrance, looking east toward the subject property.

#### **E. Impact of Development on Heritage Features**

- A discussion identifying any impact the proposed development or site alteration may have on the heritage features of the site and character-defining elements of the building;
  - Negative impacts on heritage resources may include, but are not limited to:
    1. The destruction of any, or part of any, significant heritage feature;
    2. Alteration that is not sympathetic to the heritage feature;
    3. Isolation of a heritage feature from its surrounding environment, context, or significant relationship;
    4. Direct or indirect obstruction of significant views or vistas;
    5. A change in land use which negates the property's cultural heritage value;
    6. Land disturbances such as a grade change that alters soils and drainage patterns that adversely affect a cultural heritage resource.

#### **F. Recommendation**

- Provide clear recommendations for the most appropriate course of action for the subject property and any heritage resources within it. This may include, but not limited to:
  - A mitigation strategy;

- A conservation scope of work;
- Lighting, landscaping and signage;
- Interpretation and commemoration.

### **Land Use Report Component**

#### **A. Public Consultation**

- Prior to submitting a first draft of the Land Use Report to the City for review, the applicant must consult with adjacent property owners. The Land Use Report must include a section which discusses feedback and/or concerns from the neighbourhood and how the proposed development/design addresses the concerns.

#### **B. Building Use**

- Identify the size of the proposed building by:
  - Gross Floor Area, and
  - Floor Area Ratio (FAR).
- Identify all proposed uses/occupancies within the building by their respective floor area.
- Identify Apartment Building dwelling sizes (number of bedrooms).

#### **C. Building Location**

- Identify graphically the exact location with a dimensioned civil site plan:
  - Location of the proposed building in relation to neighbouring buildings;
  - Proximity of the building to property lines and identify setbacks, frontage and lot coverage;
  - Identify distance between the buildings;
  - Identify any setbacks of higher storeys from lower storeys (if applicable);
  - Identify any encroachment over property lines (if applicable).
- Provide a Legal Survey of the property.
- Provide information on the proposed land exchange.

#### **D. Exterior Equipment and Lighting**

- Identify the location and type of exterior lighting to be utilized. Identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.
- Identify the location and type of any exterior HVAC equipment to be used to service the proposed building and identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.

#### **E. Landscaping & Buffering**

- Identify with a landscaping plan, details of site landscaping (hard and soft).
  - Consideration should be given to tree preservation and incorporating existing trees into future site development. Indicate through a tree plan/inventory which trees will be preserved.



- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.
- Identify any additional street-level elements, such as weather protection measures at entrances, street furniture, etc.

**F. Snow Clearing/Snow Storage**

- Provide information on any snow clearing/snow removal operations. Onsite snow storage areas must be indicated.

**G. Off-street Parking and Site Access**

- Provide a dimensioned parking plan, including circulation details. Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
- Identify the number and location of bicycle parking spaces to be provided.
- Identify the location of all access and egress points, including pedestrian access.
- Provide a minimum 6.0m buffer between the property boundary and any onsite curb/structure.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

**H. Municipal Services**

- Provide a preliminary site servicing plan.
- Identify if the building will be sprinklered or not, and location of the nearest hydrant and siamese connections.
- Identify points of connection to existing sanitary sewer, storm sewer and water system.
- Provide the proposed sanitary and storm sewer generation rates.
- The proposed development will be required to comply with the City's stormwater detention policy. Provide information on how on-site stormwater detention will be managed.

**I. Public Transit**

- Consult with St. John's Metrobus (St. John's Transportation Commission) regarding public transit infrastructure requirements.

**J. Construction Timeframe**

- Indicate any phasing of the project and approximate timelines for beginning and completion of each phase or overall project.
- Indicate on a site plan any designated areas for equipment and materials during the construction period.

**INSTITUTIONAL (INST) ZONE**

**INST**

**(1) PERMITTED USES**

Accessory Building	Park
Accessory Dwelling Unit	Personal Care Home
Adult Day Centre	Place of Assembly
Clinic	Place of Worship
Community Garden	Public Use
Daycare Centre	Public Utility
Funeral Home	Residential Care Facility
Institutional Use	School
Library	Training School
Long Term Care Facility	

**(2) DISCRETIONARY USES**

Dwelling Unit, which is ancillary to a Permitted or Discretionary Use	Service Shop
Heritage Use	Wind Turbine – Small Scale
Office	

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

(a)	Lot Area (minimum)	900 metres square
(b)	Lot Frontage (minimum)	30 metres
(c)	Building Line (minimum)	6 metres
(d)	Building Height (maximum), except 50 Tiffany Lane (PID #45350)	23 metres
(e)	Building Height (maximum) – 50 Tiffany Lane (PID #45350)	72 metres
(f)	Side Yards (minimum)	Two, 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
(g)	Rear Yard (minimum)	6 metres

- (h) Lot Coverage (maximum)  
**(2022-05-27)** 50%
- (i) Landscaping (minimum) 20%

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

**APARTMENT 1 (A1) ZONE**

**A1**

**(1) PERMITTED USES**

Accessory Building	Home Office
Apartment Building	Park
Community Garden	Personal Care Home
Daycare Centre	Townhouse

**2) DISCRETIONARY USES**

Adult Day Centre	Office
Convenience Store	Parking Lot
Four-Plex	Public Utility
Heritage Use <b>(2022-05-27)</b>	Semi-Detached Dwelling
Home Occupation	Service Shop

**(3) ZONE STANDARDS FOR APARTMENT BUILDING**

- (a) Lot Area (minimum) 750 metres square
- (b) Lot Frontage (minimum) 20 metres
- (c) Building Line (minimum) 7 metres
- (d) Building Height (maximum) 12 metres
- (e) Side Yards (minimum) Two, each equal to 1 metre for every 4 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) 35%
- (h) Landscaping (minimum) 35%

**(4) ZONE STANDARDS FOR TOWNHOUSE**

- (a) Lot Area (minimum) 180 metres square
- (b) Lot Frontage (minimum) 6 metres
- (c) Building Line (minimum) 1.5 metres
- (d) Building Height (maximum) 10 metres
- (e) Side Yards (minimum) 0 metres, except on a Corner Lot where the Side Yard abutting the Street shall be 6 metres and except for the end unit where the Side Yard on the unattached side shall be 1.2 metres
- (f) Rear Yard (minimum) 6 metres

**(5) ZONE STANDARDS FOR PERSONAL CARE HOME**

- (a) Lot Area (minimum) 750 metres square
- (b) Lot Frontage (minimum) 20 metres
- (c) Building Line (minimum) 7 metres
- (d) Building Height (maximum) 12 metres
- (e) Side Yards (minimum) 1 metre per storey, 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) 35%
- (h) Landscaping (minimum) 35%

**(6) ZONE STANDARDS FOR A SEMI-DETACHED DWELLING**

- (a) Lot Area (minimum) 270 metres square per Dwelling Unit
- (b) Lot Frontage (minimum) 18 metres; 9 metres per Dwelling Unit
- (c) Building Line (minimum) 0 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

**(7) ZONE STANDARDS FOR FOUR-PLEX**

- (a) Lot Area (minimum) 750 metres square
- (b) Lot Frontage (minimum) 20 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
- (g) Landscaping (minimum) 40% of the Lot, 30% of the Front Yard

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

## Statement of Significance



### 4 Merrymeeting Rd - Mount St. Francis Monastery

#### **Formal Recognition Type**

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

#### **Description of Historic Place**

Mount St. Francis Monastery is a two-and-one-half storey stone building built in the Gothic Revival style. Built between 1877 and 1880, Mount St. Francis Monastery is located on Merrymeeting Road in the Ecclesiastical District of St. John's, Newfoundland. This designation is confined to the footprint of the building.

#### **Heritage Value**

Mount St. Francis Monastery is designated because of its historic and aesthetic values.

Mount St. Francis Monastery, built between 1877 and 1880 to house the Irish Christian Brothers, is historically valuable for its association with this Roman Catholic community of religious brothers. Founded in 1802 in Ireland by Brother Edmund Rice, the Irish Christian Brothers proceeded with the objective of, "To do and to teach." In 1875, the Irish Christian Brothers accepted an invitation from the Benevolent Irish Society to assume responsibility for Roman Catholic education in St. John's. This decision to come to St. John's was crucial to the development of Roman Catholic education in Newfoundland. The contributions of the Irish Christian Brothers to education in Newfoundland were great and Mount St. Francis Monastery stands as a testament to this influence and contribution. This Monastery is also historically valuable as the first Irish Christian Brothers Monastery in Newfoundland.

Mount St. Francis Monastery is architecturally valuable as an example of Gothic Revival architecture in an institutional building. This style of architecture was common for monasteries built during this period. According to local tradition, Mount St. Francis Monastery is modelled after a monastery in Wexford, Ireland. The Monastery employs many Gothic elements including steeply peaked dormers, arched windows and doors, and quoining on the corners. The double bay windows topped with a steep gable roof flanking each side of the main entrance create a turret-like look for the front façade of the building.

Mount St. Francis Monastery is environmentally valuable for its location in St. John's. The

Monastery is located in the centre of the city and is one of a larger number of buildings that create a complex of ecclesiastical buildings in this area.

Source: City of St. John's Council Meeting, 2000/04/17

### Character Defining Elements

All those elements that are representative of the Gothic Revival style of architecture, including:

- pointed arch windows, quoining etc.
- window style and placement;
- stone construction;
- building height, two-and-one-half storey construction, roof shape and dimensions; and,
- bay windows with steep gabled roof on front façade.

All those features which speak to the environmental values of the historic place, including:

- building setback on the lot; and,
- positioning of the building within the St. John's Ecclesiastical District.

### Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	4 Merrymeeting Road
Construction	1877 - 1880
Style	Gothic Revival
Building Plan	Rectangular Long Façade
Website Link	<a href="http://www.heritage.nf.ca/society/irish_christian_brothers.html">http://www.heritage.nf.ca/society/irish_christian_brothers.html</a>

### Additional Photos





HOME > DISCOVER > Heritage Property Search > Mount St. Francis Monastery Registered Heritage Structure

# Mount St. Francis Monastery Registered Heritage Structure

St. John's, NL

Landmark Registered Heritage Structure

Explore

 Google map



DESCRIPTION

## STATEMENT OF SIGNIFICANCE

### Formal Recognition Type

Registered Heritage Structure

### Heritage Value

Mount St. Francis Monastery was designated a Registered Heritage Structure by the Heritage Foundation of Newfoundland and Labrador in 1999 due to its historic and aesthetic value.

Mount St. Francis Monastery was built to house the Irish Christian Brothers (ICB), who were influential in the development of the Roman Catholic educational system in Newfoundland. Founded in 1802 in Ireland by Brother Edmund Rice, the Irish Christian Brothers sought to educate poor Irish children, with the motto “To Do and Teach.” The order was invited to Newfoundland in the 1840s by Bishop Michael Fleming, to assume responsibility for the education of poor Roman Catholic boys in St. John’s, as the Presentation Sisters had done for girls. This was part of Fleming’s plan to develop an educated Irish middle class in Newfoundland; however, Fleming’s offer was turned down. An 1863 offer by Bishop John Thomas Mullock was likewise rejected, on the grounds that the ICB were too much in demand for Irish schools and could not spare the men. Finally, in 1875, several Irish Christian brothers were sent to teach at the Benevolent Irish Society’s Orphan Asylum School. The consistency of their curriculum and teaching styles made them well-known in the city, and they soon moved to the newly-built St. Patrick’s Hall to accommodate the growing student population. They took over responsibility for nearby St. Bonaventure’s College in 1889 and went on to run Catholic schools across the island.

Mount St. Francis Monastery was the first ICB monastery to be constructed in Newfoundland. It was built on a large plot granted on a 999-year lease from the Archdiocese. This plot once included the nearby Shamrock Field, now occupied by a supermarket and parking lot. Rather than hiring an architect, the brothers used the plans from the ICB monastery in Wexford, Ireland. Construction of the building was supervised by the brothers themselves. The Monastery’s Gothic Revival style was a common one for ecclesiastical and institutional structures during this period. The Monastery’s Gothic elements include steeply peaked dormers, arched windows and doors, and alternating quoining on the corners. The east and west wings feature a double bay window, sitting just below the steep-pitched gable end to create a turret-like appearance. Other than the round gable end windows and the enclosed front porch, Mount St. Francis follows the plans of the Wexford monastery nearly identically. The central St. John’s location of Mount St. Francis Monastery on the outskirts of the ecclesiastical district, reflects the historic prominence of the Irish Christian Brothers as part of the Roman Catholic influence that defined Irish St. John’s in the nineteenth and twentieth centuries.

Source: Heritage Foundation of Newfoundland and Labrador property file “St. John’s – Mount St. Francis Monastery – FPT 1706”

### Character Defining Elements

All those elements that are representative of the Gothic Revival style of architecture, including:

-two-and-a-half storey construction;



- quoining;
- symmetry on front and rear facades;
- size, style and placement of bay windows on front gables of east and west wings;
- size, style, trim and placement of arched windows;
- gable-end trefoil windows on east and west wings;
- size, style, trim and placement of central porch on front façade;
- size, style, trim and placement of exterior doorways;
- exterior colours of building;
- granite foundation, and;
- building height and massing.

All those features which speak to the Monastery's historic prominence, including:

- building setback on the lot ;
- large, sheltered lot with mature trees, and;
- location of the building in relation to the other historic structures that make up St. John's' ecclesiastical district.

### Notes

Mount St. Francis is based on the Christian Brothers' Monastery on Joseph Street in Wexford, Ireland. The original structure can be viewed in the Irish National Inventory of Architectural Heritage at: <http://www.buildingsofireland.ie/niah/search.jsp?type=record&county=WX&regno=15505045>

## LOCATION AND HISTORY

### Community

St. John's

### Municipality

City of St. John's

### Civic Address

4 Merrymeeting Road

### Construction (circa)

1877 - 1880

### Style

Rectangular Long Façade



## 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	<a href="http://www.stjohns.ca/index.jsp">http://www.stjohns.ca/index.jsp</a>

Additional Photos







## **Design Report**

May 05, 2022

**Mount St. Francis Monastery Property Rezoning and Development - 4 Merrymeeting Road**





# Table of Contents

---

<b>Introduction</b> .....	1	<b>5. Engineering</b>	
<b>1. Overview</b>		5.1 Overview .....	19
1.1 Location and Site .....	2	5.2 Civil .....	20
1.2 Main Components .....	3	5.3 Structural .....	20
1.3 Zoning and Application .....	4	5.4 Mechanical .....	22
<b>2. The Monastery</b>		5.5 Electrical .....	23
2.1 Exterior .....	6	<b>6. Summary</b> .....	24
2.2 Interior .....	7	<b>Appendix A</b>	
2.3 Proposed Reuse .....	8	A-1 Building Report from 'Offer to sell'	
2.4 Vertical Circulation .....	9	A-2 Legal Survey	
2.5 Exterior Concept .....	10		
<b>3. New Build Residences</b>			
3.1 Building Use .....	11		
3.2 Parking Level .....	12		
3.3 Form and Imagery .....	13		
<b>4. Site Development</b>			
4.1 Site Plan - Existing .....	14		
4.2 Site Plan - Proposed .....	15		
4.3 Landscape .....	16		
4.4 Building Impact .....	17		
4.5 Views and Streetscapes .....	18		



# Introduction

---

## Preamble

**Brookfield Plains Inc.** has purchased **Mount St. Francis Monastery** and associated land with the objective of redevelopment for residential use.

A Project Team has been appointed to work with the owners to explore the opportunities and constraints, and to fashion a well balanced project.

The Owners and Team recognize the importance and historical context of the area, and the Monastery in particular. We understand that all new projects in the City Centre are sensitive and require an upfront engagement with all stakeholders and in particular the City.

The concepts presented show the design development to a level that supports meaningful review. Additional information, design, technical, and engineering detail will be provided as the project evolves.

The Design Report has two overlapping components, the **Rehabilitation of the Monastery**, and a **New Build Condominium Apartment Building**.

*NOTE: The imagery presented in this report is intended to illustrate the relative scale and overall schematic design that is being considered. In particular, the 3d visuals of the new building will be further developed in conjunction with the City and Heritage review.*

## Project Team

### *Architecture and Planning*

Philip Pratt Architect  
Paul Chafe Architecture + Design  
Mast Project Planning  
Jewczyk Consulting

### *Engineering*

ABCostello Engineering  
MAE Design Ltd.  
DBA Consulting Engineers Ltd.  
RAN Engineering Ltd.



# 1. Overview

## 1.1 Location and Site

This is an important location in the heart of St. John's. In addition to its adjacent amenities, 4 Merrymeeting Road has very significant symbolic and heritage connections to the City.

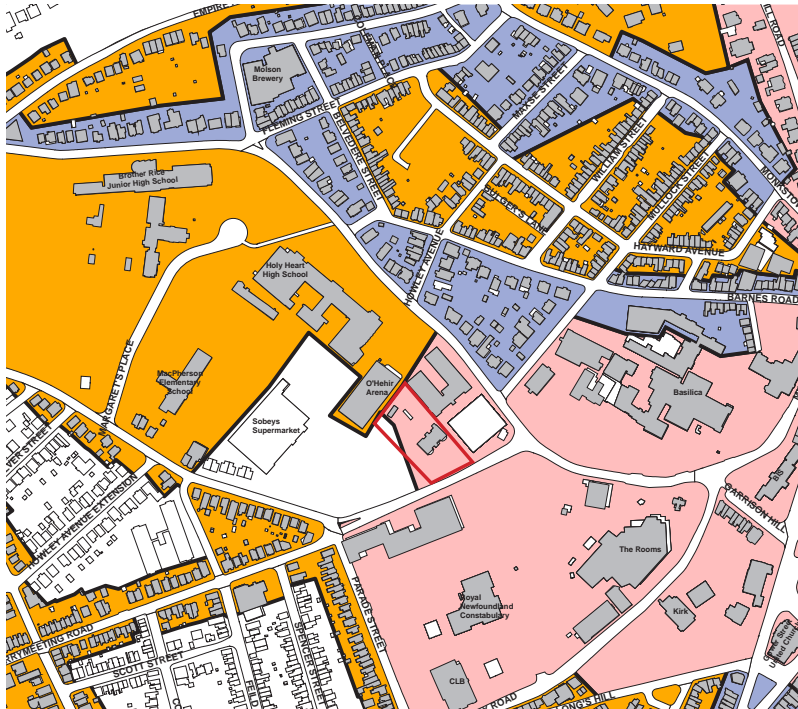
- Heritage Area 1
- Ecclesiastical District
- Institutional Core
- Listed Heritage Building

*Existing Uses:*

- Vacant Monastery
- Untended parking areas
- Residual open space and trees
- Pedestrian thoroughfare

*Surrounding Uses Include:*

- Apartment Buildings
- Arena
- City Open Space
- Commercial, Sobeys
- Institutional, RNC and The Rooms



City of St. John's Heritage Areas



Aerial Photo of Site





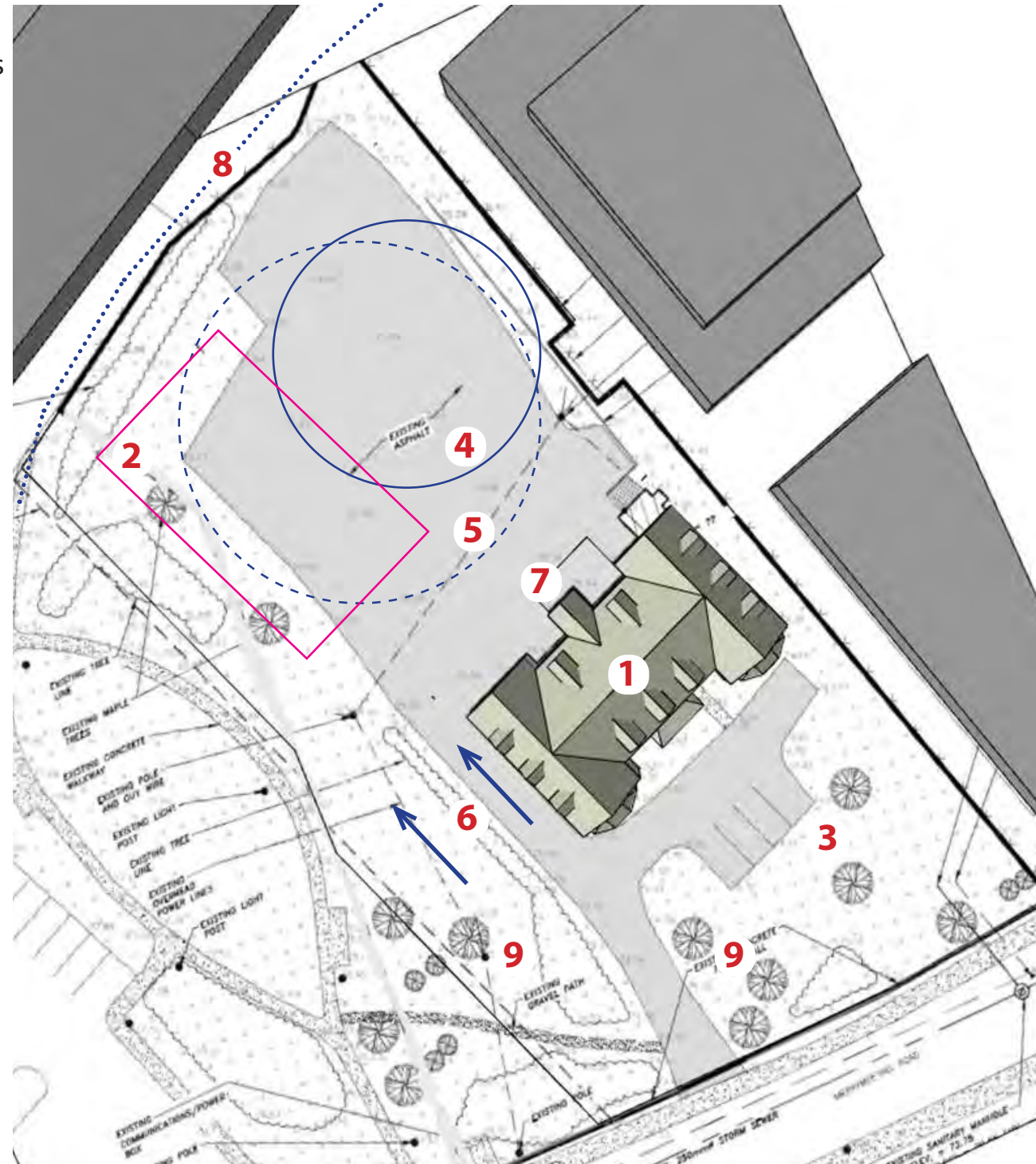
## 1.2 Main Components

### Legend

1. Monastery 6 Condominium Apartments
2. New Build 16 Condominium Apartments
3. Additional Surface Parking
4. Surface Parking
5. Under Ground Parking
6. Access to New Build and UG Parking
7. Access from UGP to Monastery
8. Maintain Pedestrian Route
9. Maintain Trees to Extent Practical
10. Land Swap With City



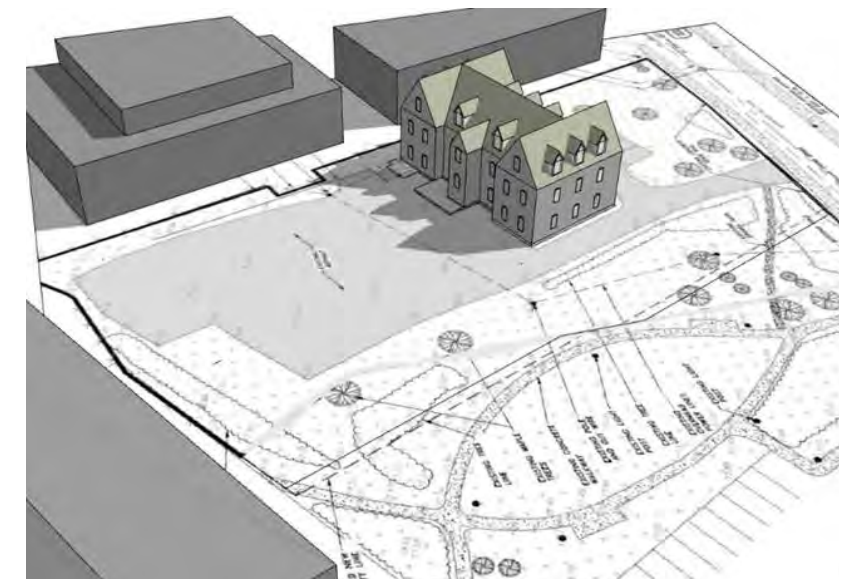
Land swap diagram



Site Plan



Existing buildings



Existing buildings



### 1.3 Zoning and Application

The Property is currently zoned Institutional (INST) and Commercial Neighbourhood (CN) and designated as Institutional (INST) and Commercial (C) in the municipal plan.

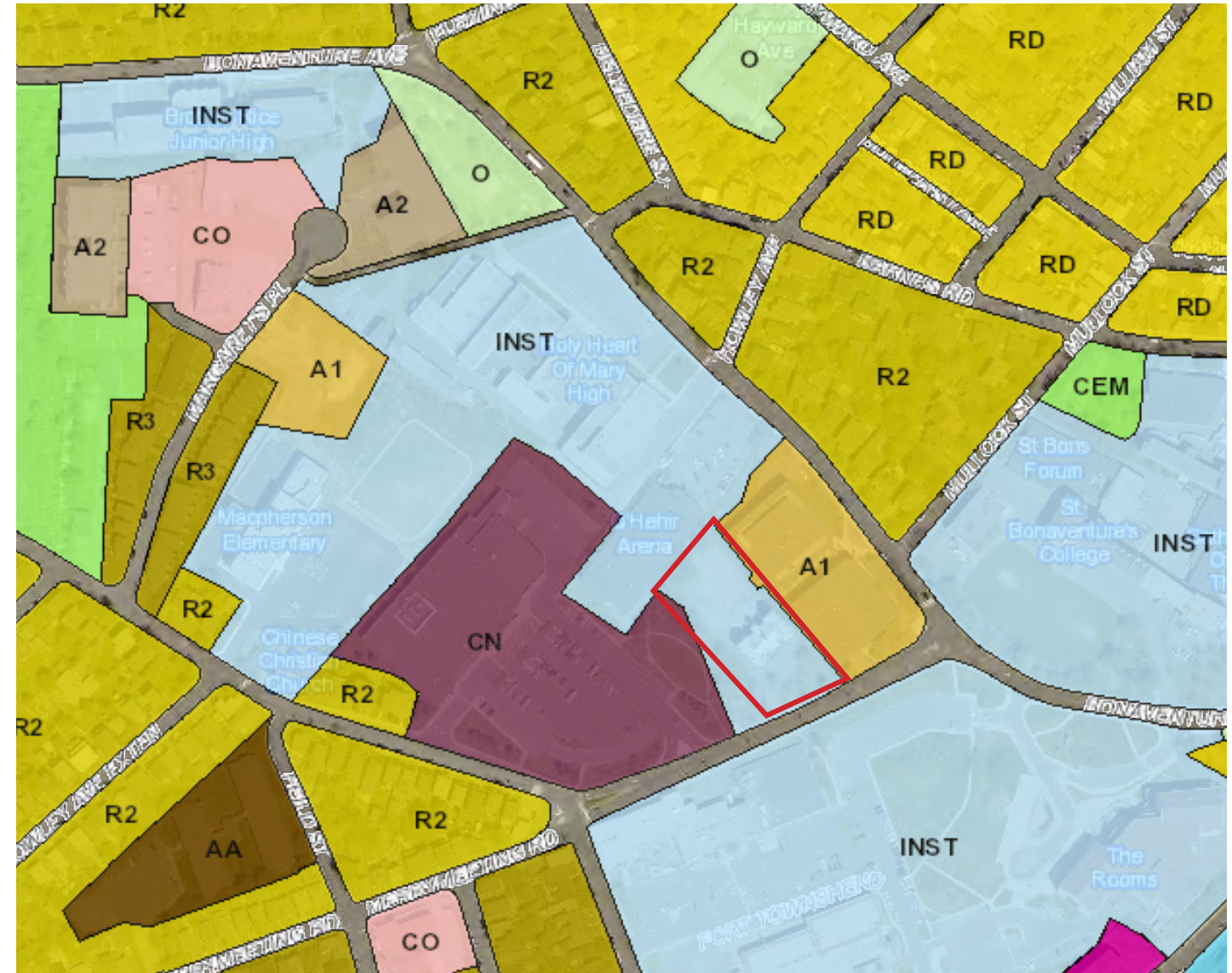
To accommodate the overall development of the property, a rezoning to Apartment (A1) and plan amendment to the Residential (R) district is requested.

The proposed rezoning and district is in keeping with the adjacent residential condominium project at Place Bonaventure.

As part of the development application process, Council's consideration of the following is requested:

- the reuse of the existing monastery building as a discretionary use for the 6 residential apartment units;
- the construction of a new 4 storey - 16 unit apartment building in the existing rear yard of the property; and,
- a building height variance of 10% to the new apartment building in the rear yard.

All other development standards of the proposed Apartment (A1) zone will be met.



City of St. John's - Zoning Map



## Heritage Significance of Monastery Building Site

Property is situated within Heritage Area 1 and the St. John's Ecclesiastical District and is subject to the City's Heritage By-Law in addition to the Municipal Plan and Development Regulations.

The existing building is listed as a heritage building by the City and the designation applies to the building's footprint.

Heritage NL has also identified the property as a St. John's Heritage Site. The Character Defining Elements of the site as identified by Heritage NL relate to the exterior of the building, the building setback on the lot and positioning of the building within the St. John's Ecclesiastical District.

Every effort will be taken to maintain the heritage value of the site, the exterior of the building and to comply with the provisions of the City's Heritage By-Law

### *Character Defining Elements*

All those elements that are representative of the Gothic Revival style of architecture, including:

- pointed arch windows, quoining etc.
- window style and placement;
- stone construction;
- building height, two-and-one-half storey construction, roof shape and dimensions; and,
- bay windows with steep gabled roof on front façade.

Construction (circa) 1877 - 1880



Newfoundland Regiment in formation on the "Barrens" [area of Fort Townshend]. Note Mount St. Francis monastery in background. (1914-1915, The Rooms Archives)



From Benevolent Irish Society (St. John's, NL), Centenary volume, Benevolent Irish Society of St. John's, NL, 1806-1906 (Cork, Ireland: Guy & Co., 1906) 66.



## 2. The Monastery

### 2.1 Existing Exterior

#### In General

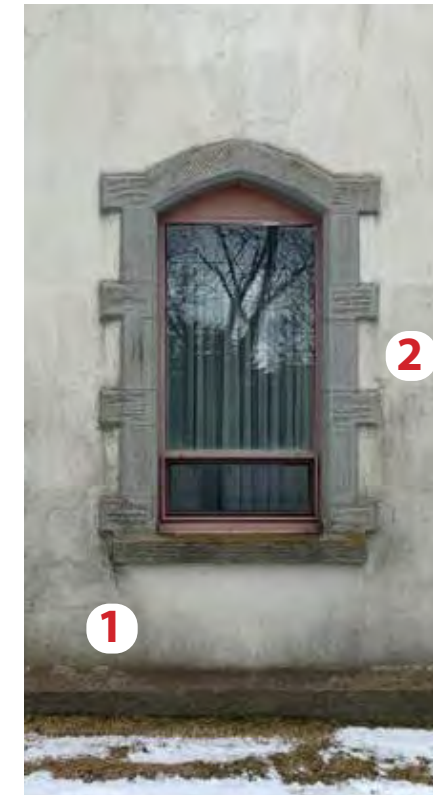
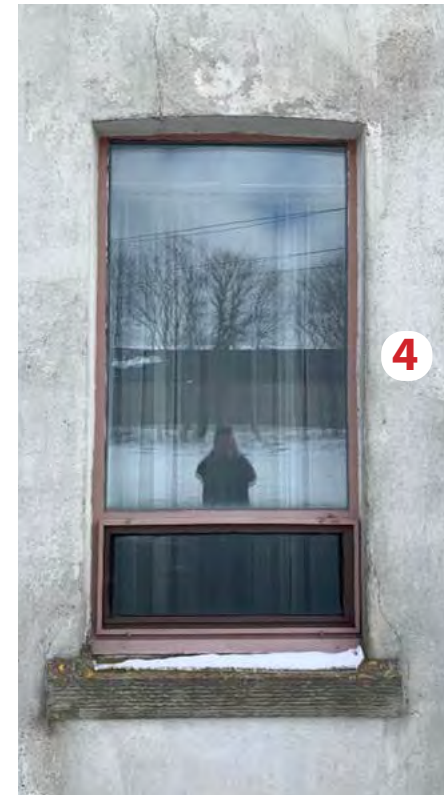
For its age, the building is in fairly good condition, a testament to its original construction. However many of its components are well beyond their useful life and a number of elements have been modernized over the years (ie. windows)

#### Initial Process

- Remove exterior surfaces
- Assess substrates in conjunction with interior removals
- Develop envelope strategy with objective of keeping exterior appearance

#### Exterior

1. Shows parging on masonry/stone structure
2. Masonry/stone quoins
3. Standing Seam Metal roof
4. Windows





## 2.2 Existing Interior

### In General

The following are obsolete or well below current standards

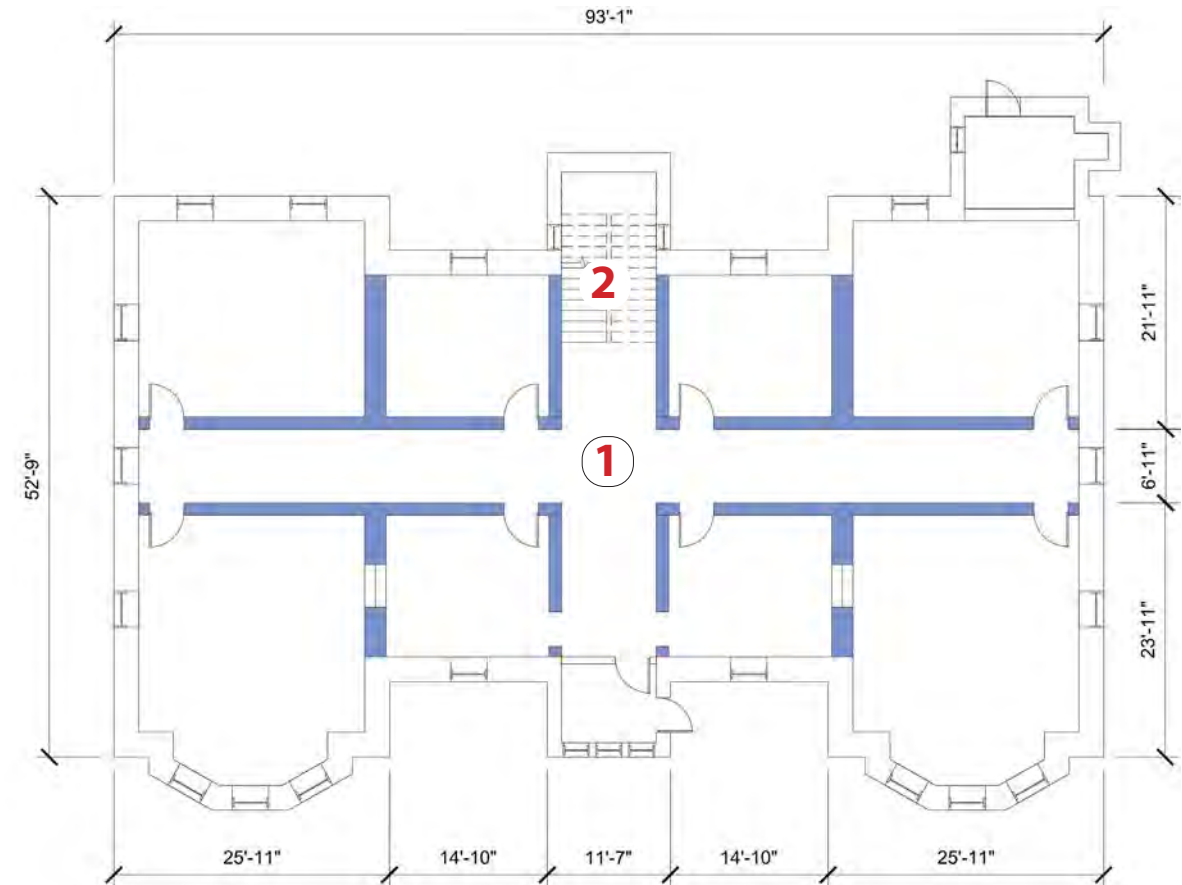
- Interior appointments
- Finishes
- Mechanical and Electrical Systems

### Architectural Features

- To be protected and reused if possible
- Fireplaces
- Selected ceilings, flooring and mouldings
- Stair components

### Initial Process

- Monitored interior demolition
- Access condition of components
- Develop renovation strategy

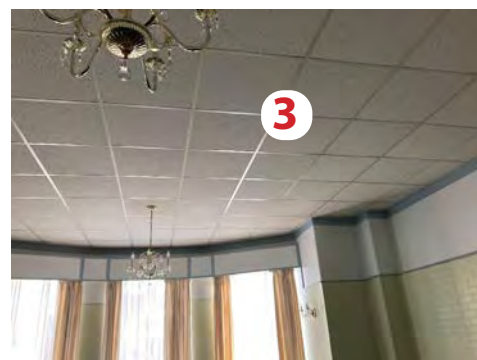


### Interior

- |   |                    |
|---|--------------------|
| 1. Load bearing masonry/stone structure             | 4. M and E systems |
| 2. Existing stair                                   | 5. Architectural   |
| 3. With a few exceptions, typical interior finishes |                    |



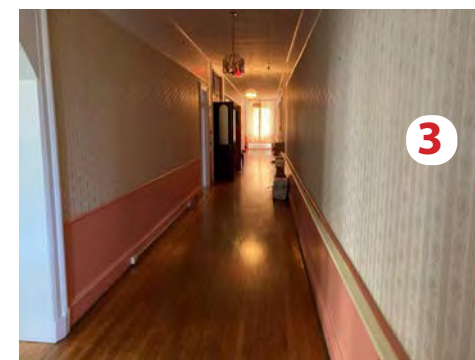
Many rooms originally equipped with fireplaces (no longer in use)



Typical drop ceiling over drywall or plaster



Fairly isolated occurrence of water damage



Typical hallway



Furnace room in basement



Main floor kitchen

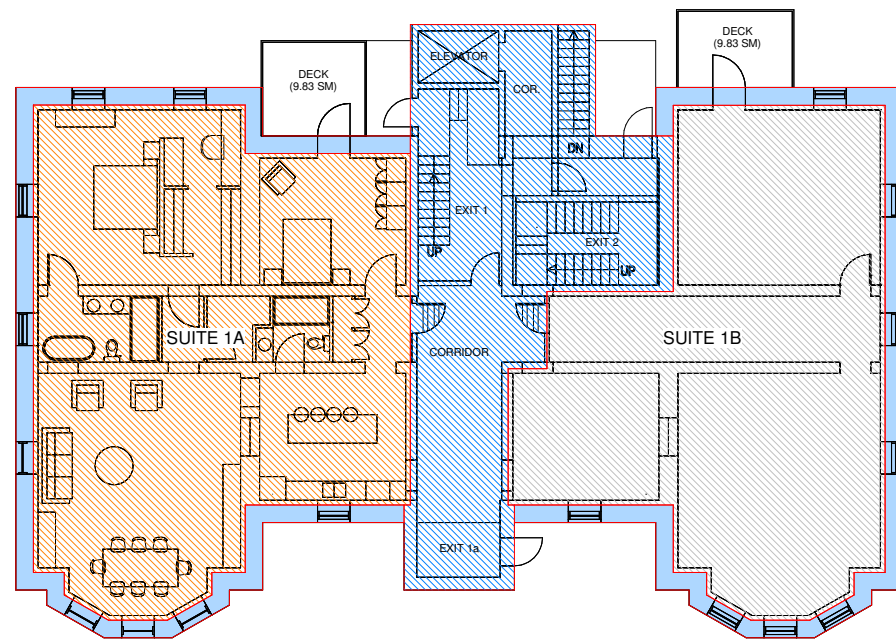
## 2.3 Proposed Reuse

### Objectives

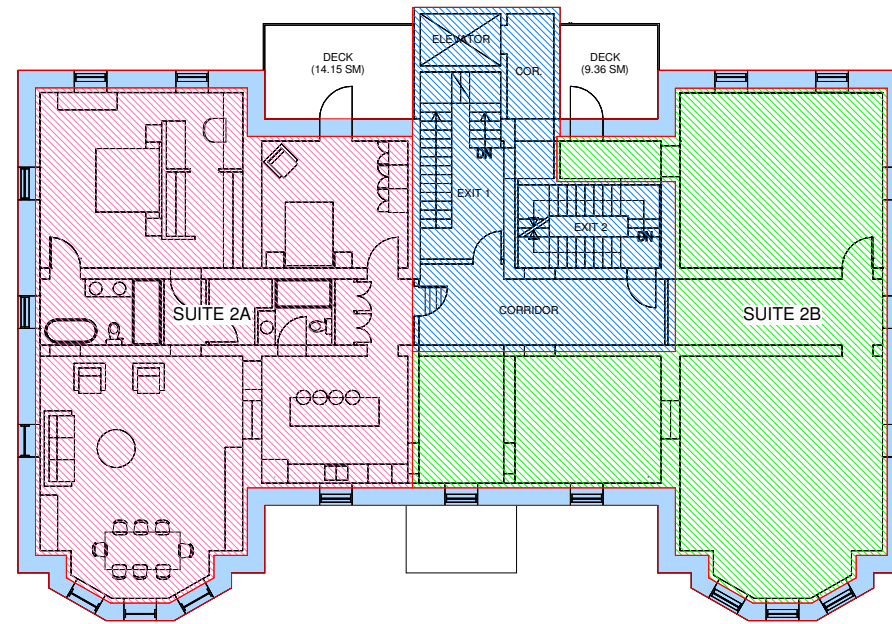
- Work with existing structure including ceilings
- Selective reuse of architectural features
- Establish a new code compliant circulation pattern
- Establish fire separations and other life safety features
- Outdoor access from all units

### As proposed

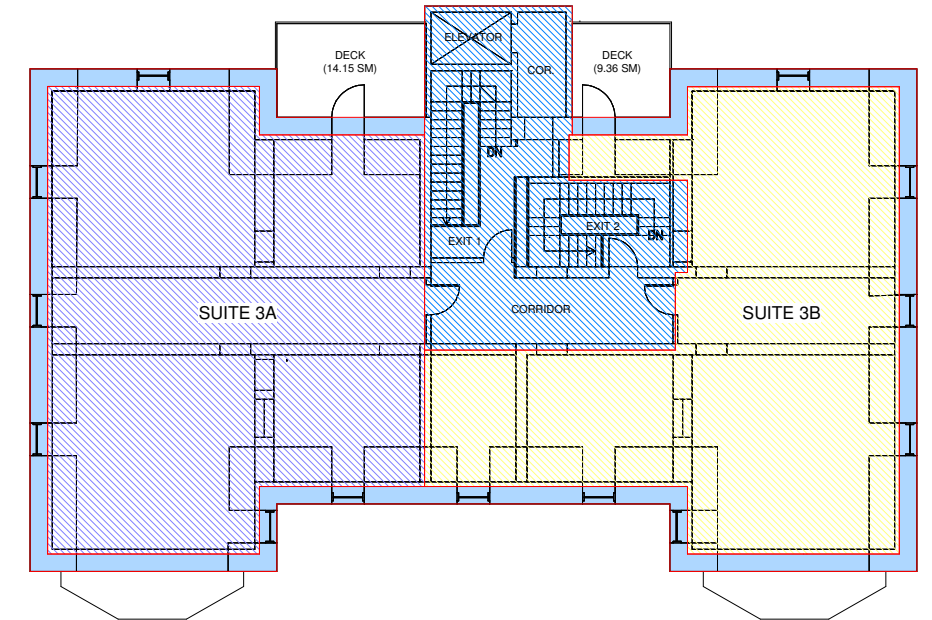
- 6 Condominium Apartments
- Maintain front entrance corridor
- Access to Patios or decks
- Barrier free access to all units
- Direct access to UG Parking
- New vertical circulation system



Level 1



Level 2

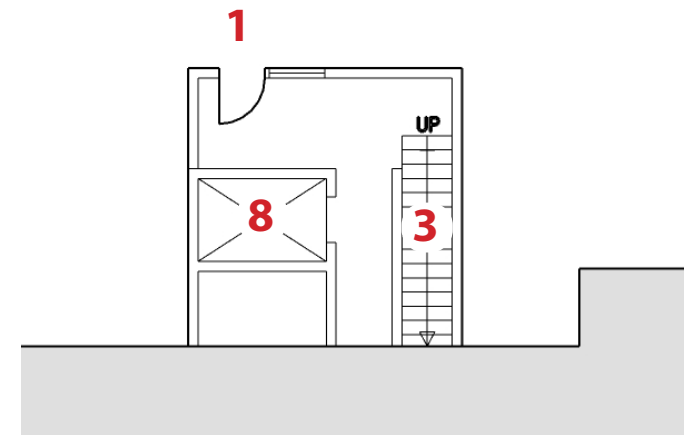
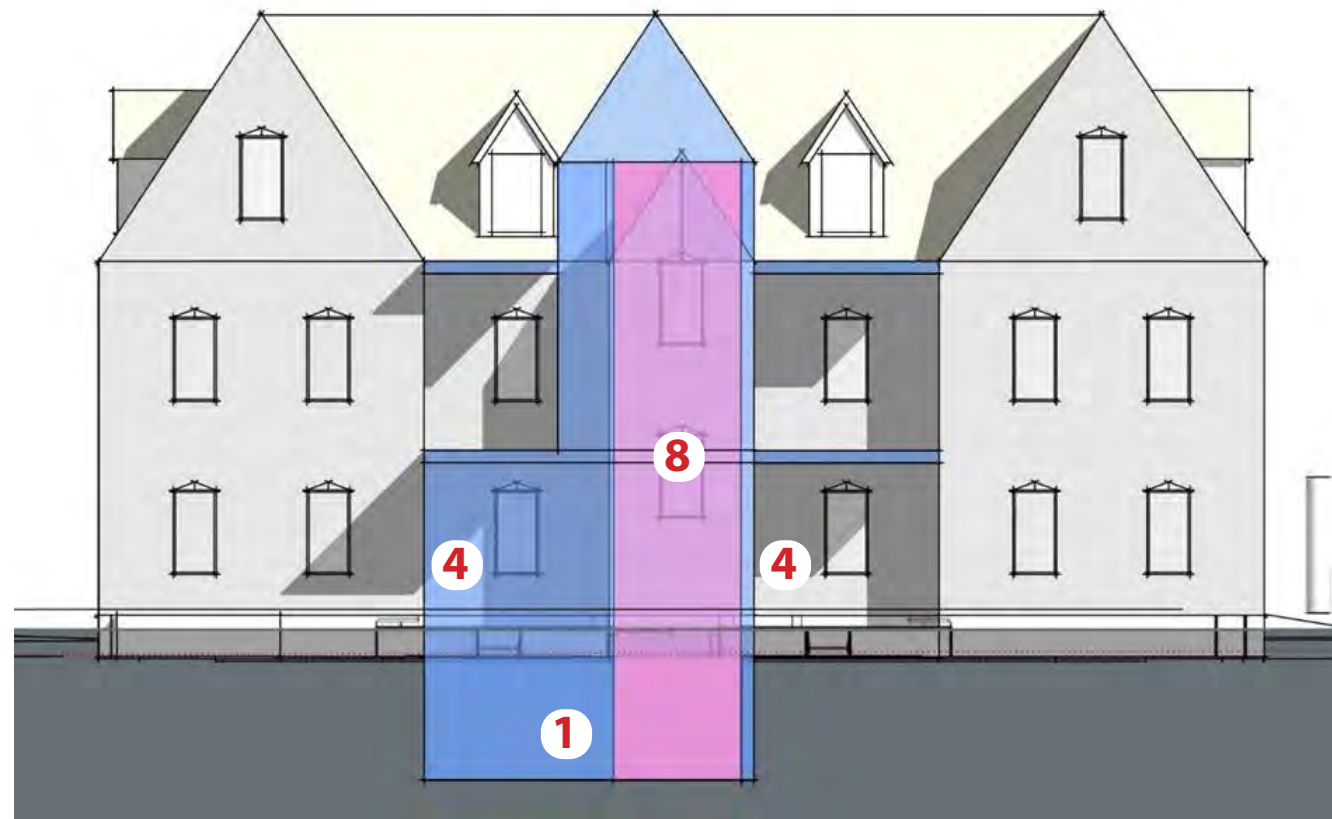
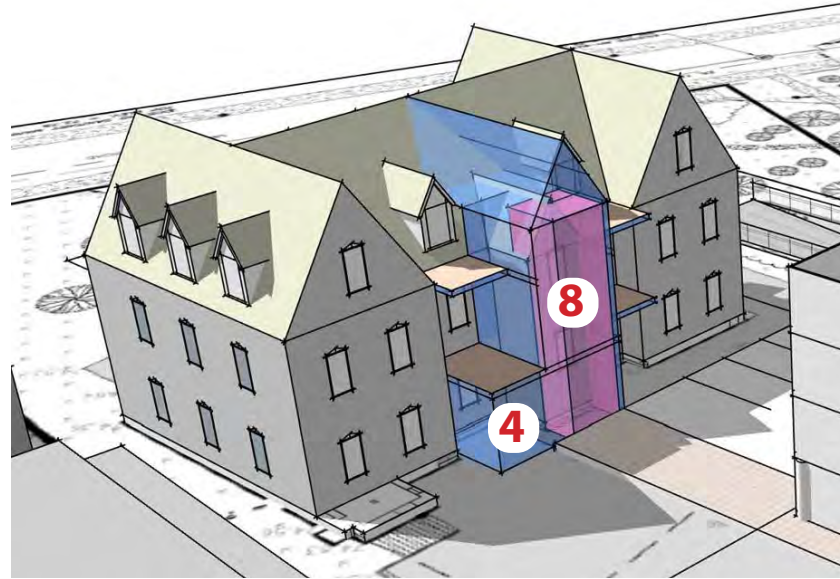


Level 3

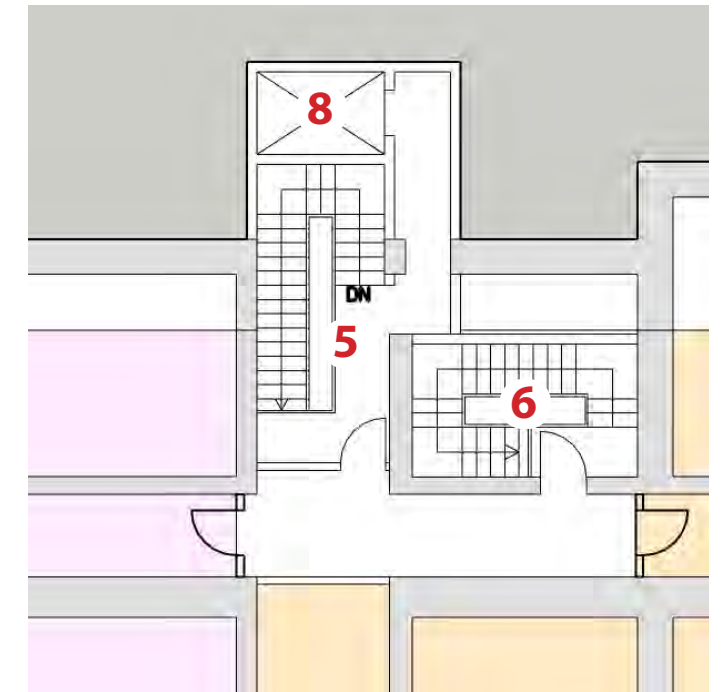


## 2.4 Vertical Circulation

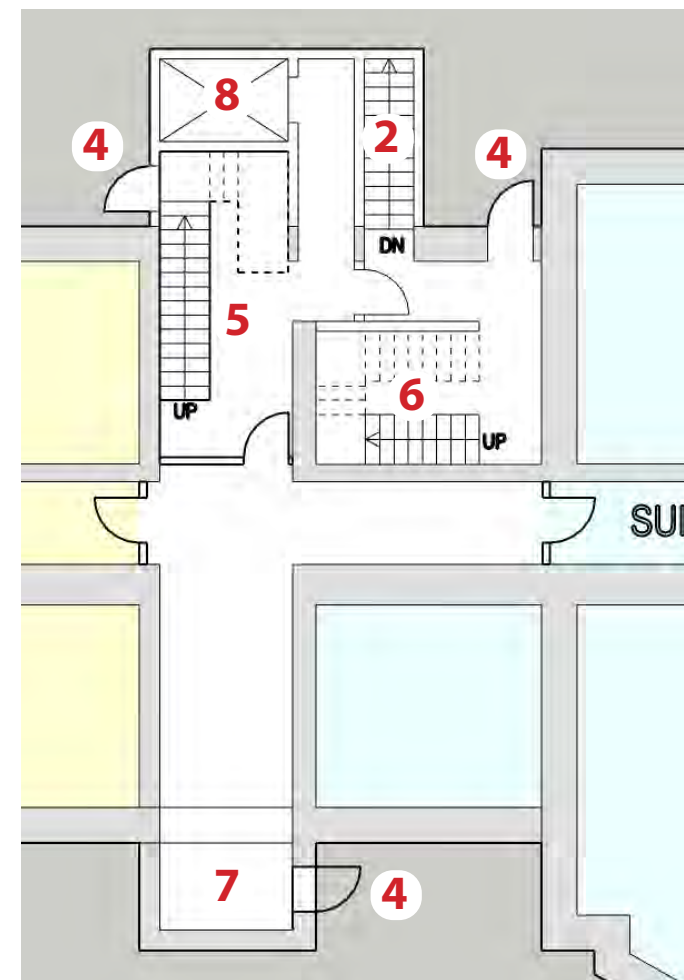
1. Entrance from parking
2. Down to parking
3. Up from parking
4. Exit
5. Exit Stair 1
6. Exit Stair 2
7. Main Entrance
8. Elevator



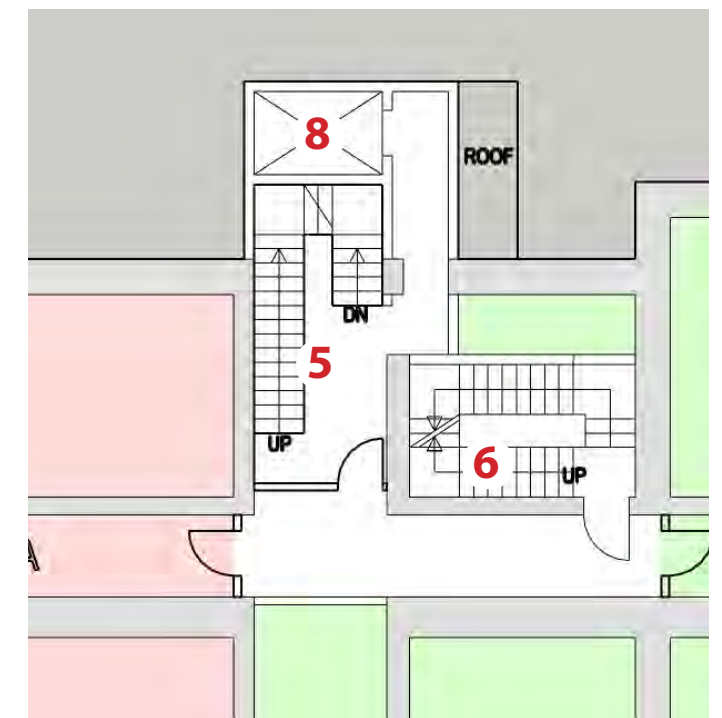
Level P0



Level 3



Level 1



Level 2



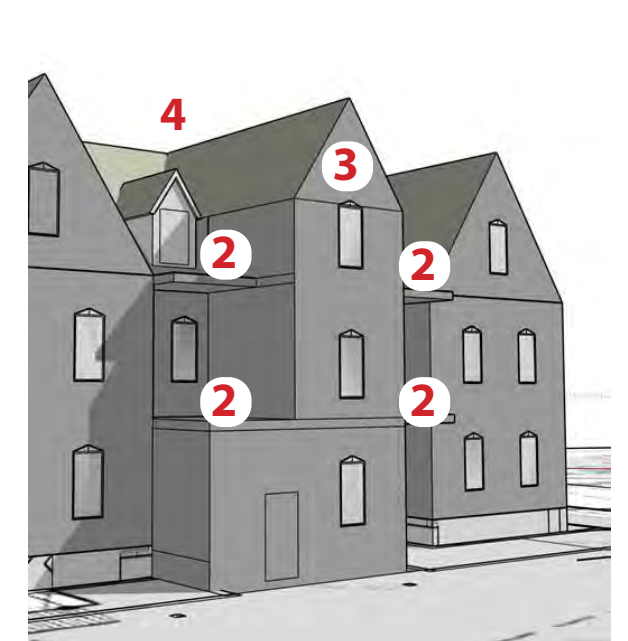
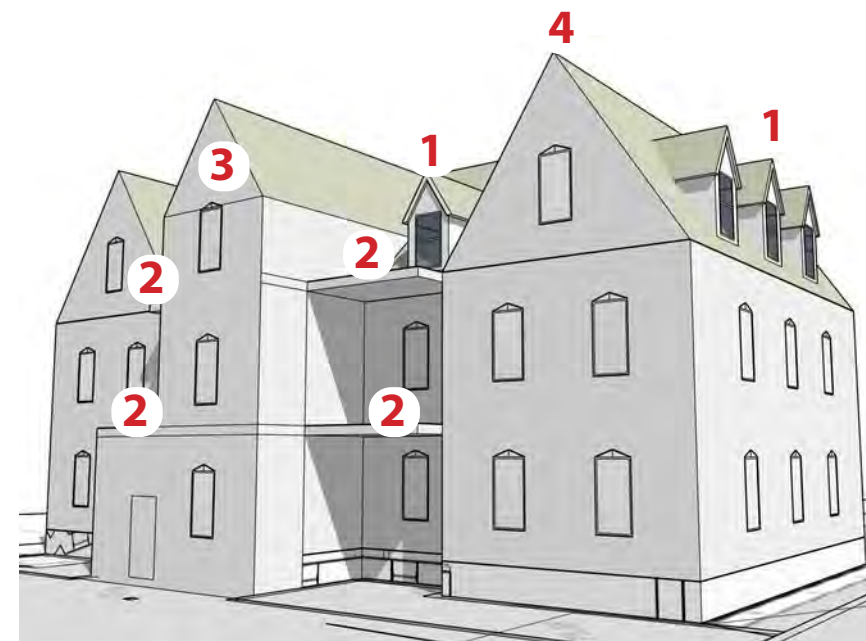
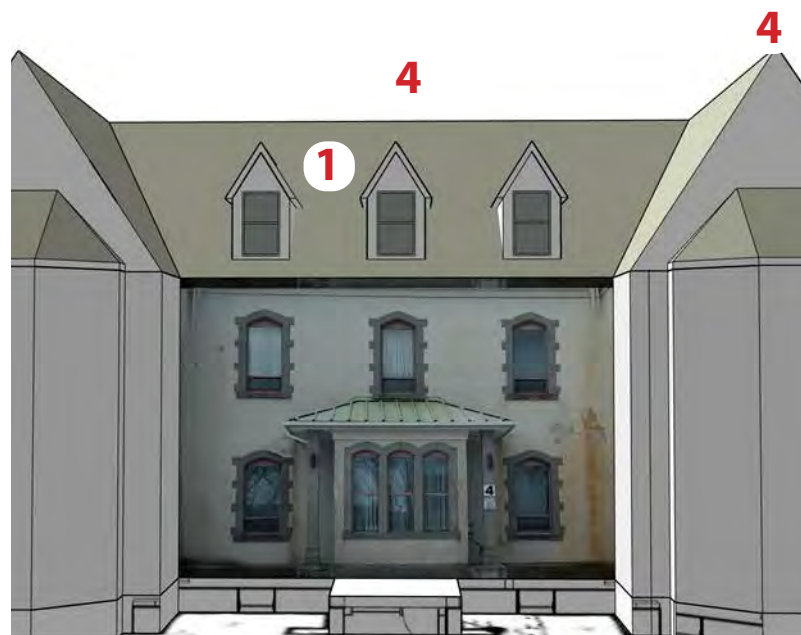
## 2.5 Exterior

### Proposed Exterior

- New parged surface as close to existing as feasible
- New double hung windows
- New roof

### For Discussion

1. Slightly enlarged dormers for egress and function
2. Balconies at rear
3. New elevator and stair enclosure
4. Cupola, crosses and chimneys





# 3. New Building

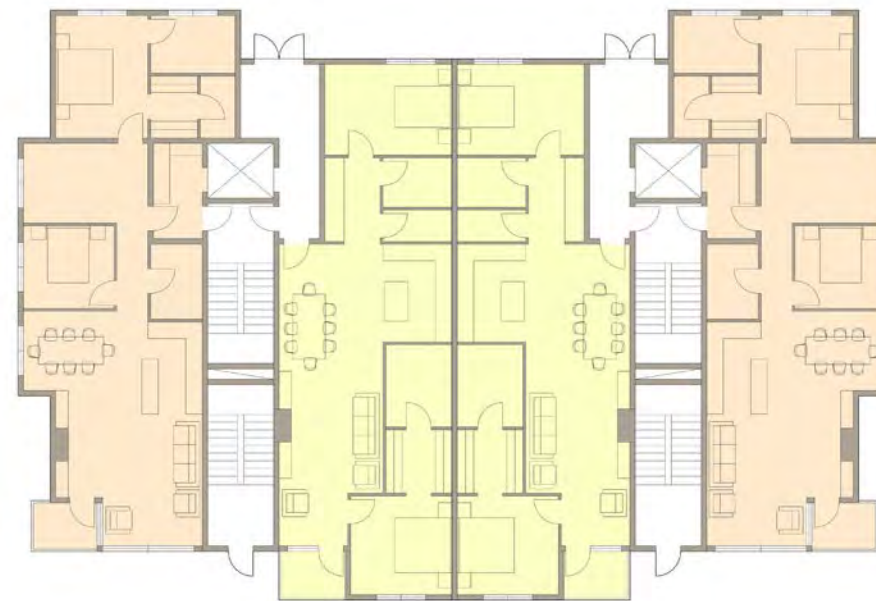
## 3.1 Building Use

### Main Objectives

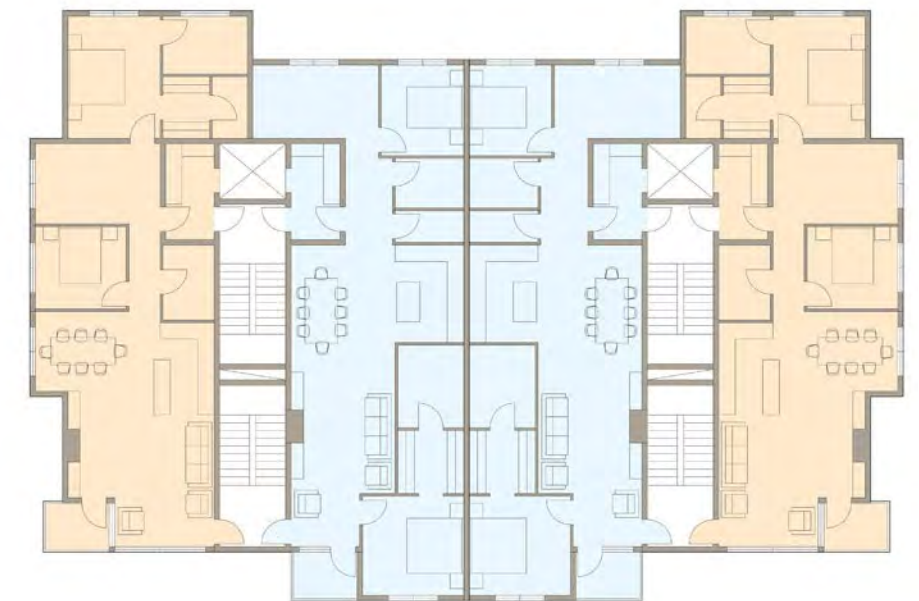
- 16 Condominium Apartments
- Total 'sellable' area, 2000m<sup>2</sup>
- 9' to 10' ceilings
- Balconies or patios
- Maximum exposure to sun and 'view'
- Minimum impact on Bonaventure Place and Monastery

### As Proposed

- 16 Units, 4 floors
- Double Core
- Height 13.2m
- Footprint approx. 700m<sup>2</sup>



Level 1



Levels 2-4



### 3.2 Parking Level

- Resident Parking (covered) 26 Spaces
- Visitor Parking (surface) 21 Spaces
- Total Parking 47 Spaces



Parking minimum dimensions:

- Stall, 5.6x2.74m
- Aisle, 7.32 m
- Accessible 5.6x3.9m
- Van, 7.6x4.6

All parking and accessibility standards will be met or exceeded.





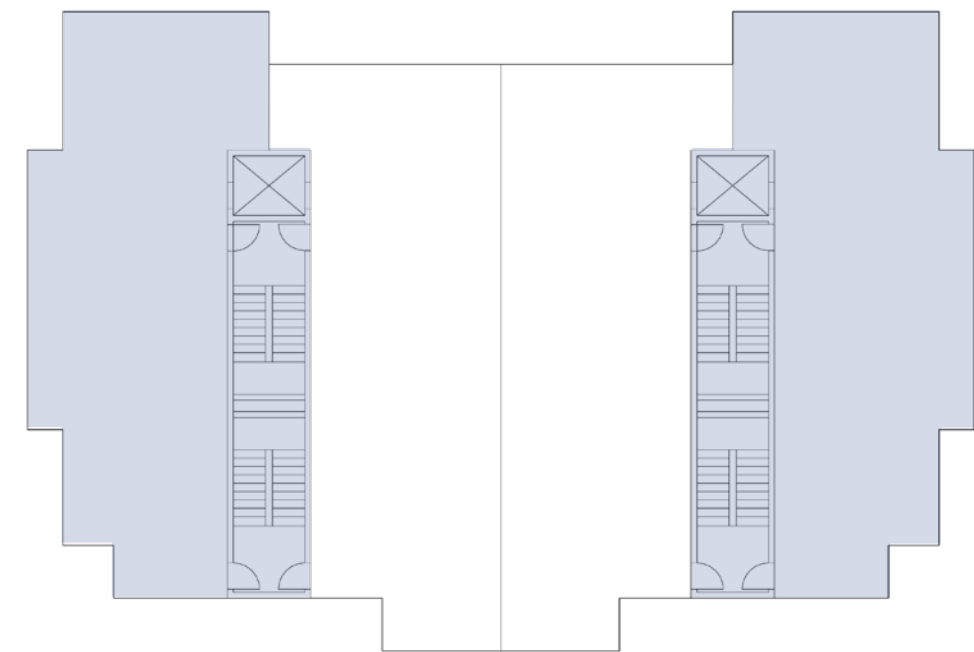
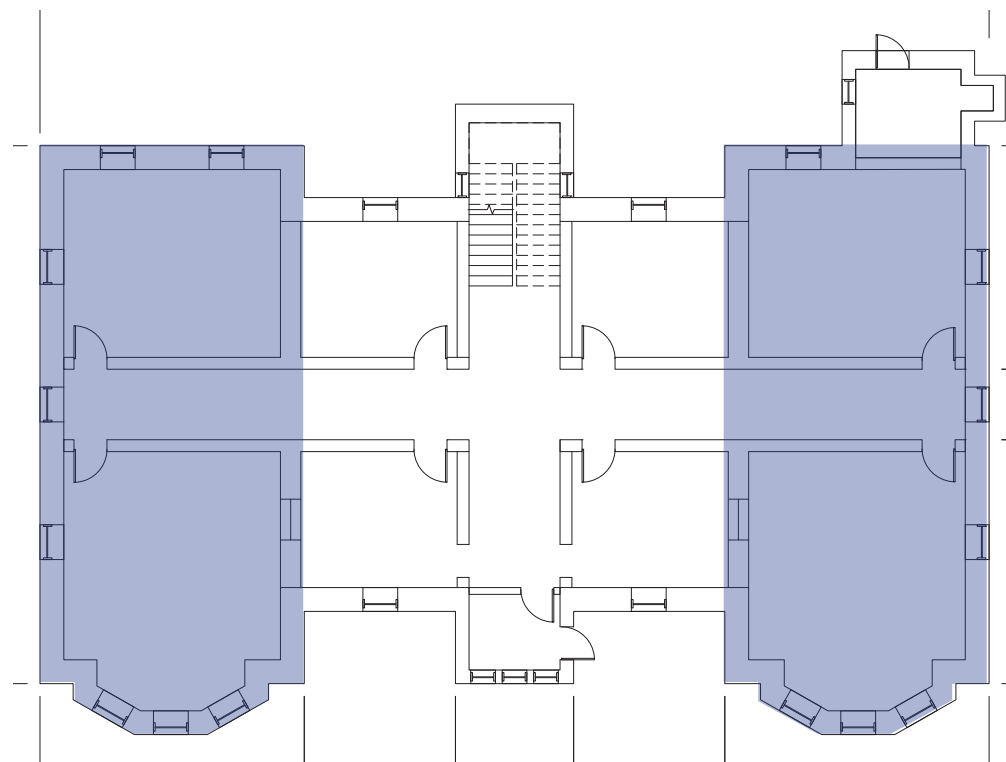
### 3.3 Form and Imagery

*The imagery as presented shows basic form, projections and fenestration. Final design imagery will be developed in conjunction with the City and Heritage review.*

Under development and for discussion, the intent for the new building is a contemporary building in terms of fenestration and materials.

At the same time borrowing form and important elements from the Monastery such as:

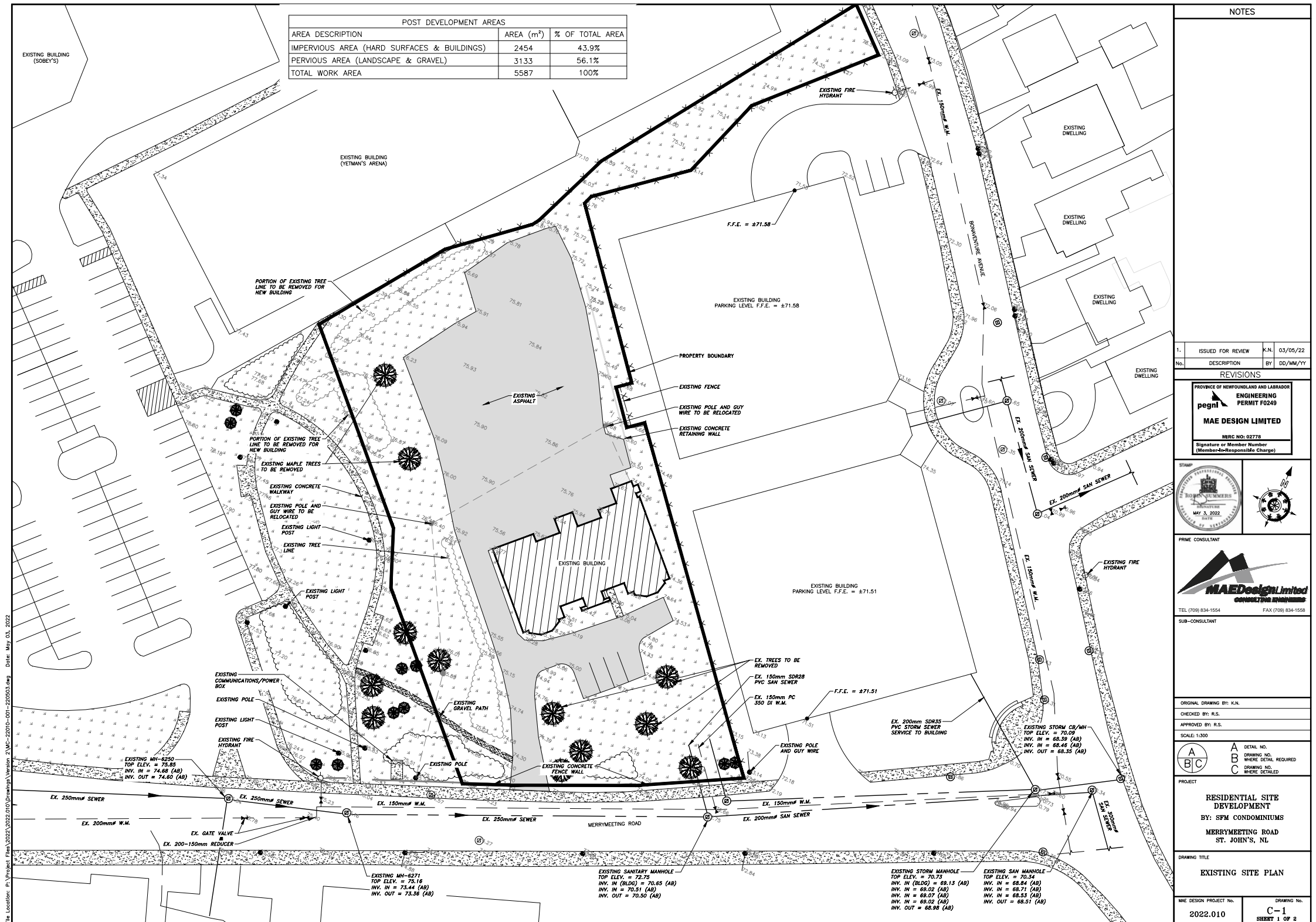
- a. Articulated building form; central element with flanking symmetrical pieces
- b. Projected window bays
- c. Overall massing similar in scale and proportions





# 4. Site Development

## 4.1 Site Plan - Existing



Note: Western development limits of the property includes the areas of the City approved exchange of land between the City and Brookfield Plains

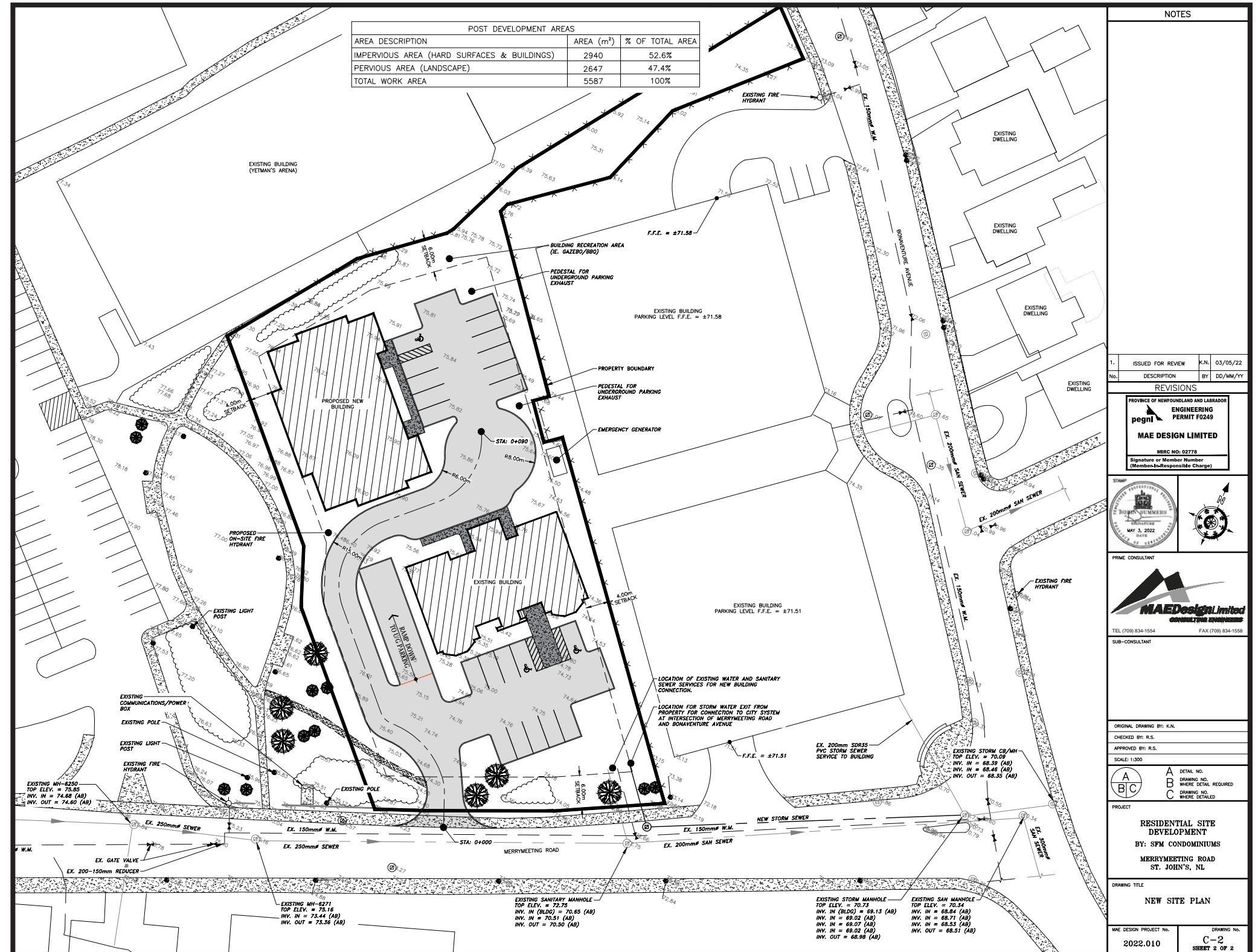
## 4.2 Site Plan - Proposed

### APARTMENT 1 (A1) ZONE

#### ZONE STANDARDS FOR APARTMENT BUILDING

- Lot Area (minimum) 750 metres square
- Lot Frontage (minimum) 20 metres
- Building Line (minimum) 7 metres
- Building Height (maximum) 12 metres
- Side Yards (minimum) Two, each equal to 1 metre for every 4 metres of Building Height, except on a corner Lot where the Side Yard abutting the Street shall be 6 metres
- Rear Yard (minimum) 6 metres
- Lot Coverage (maximum) 35%
- Landscaping (minimum) 35%

[Envision St. John's Development Regulations]

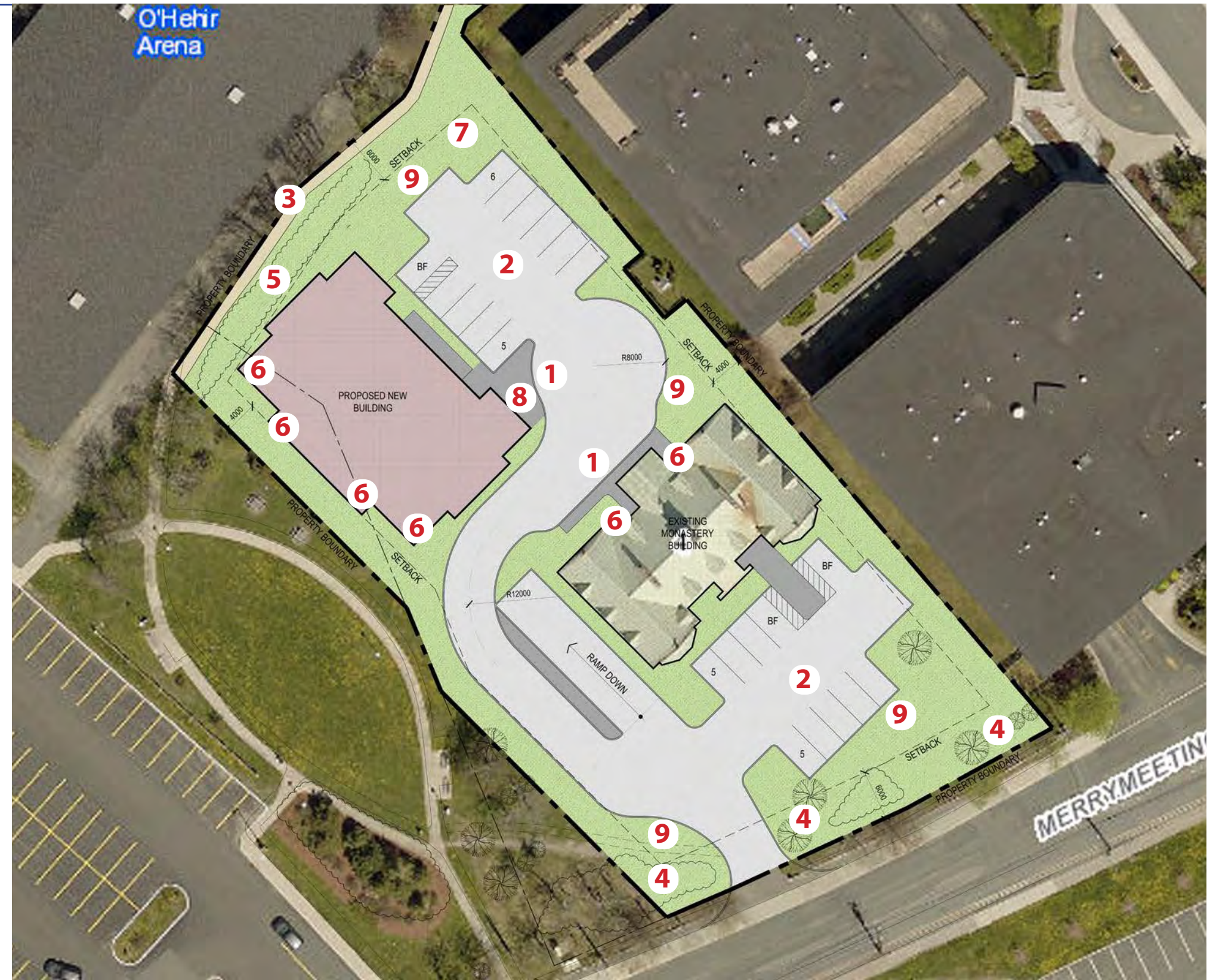




## 4.3 Landscape

### Legend

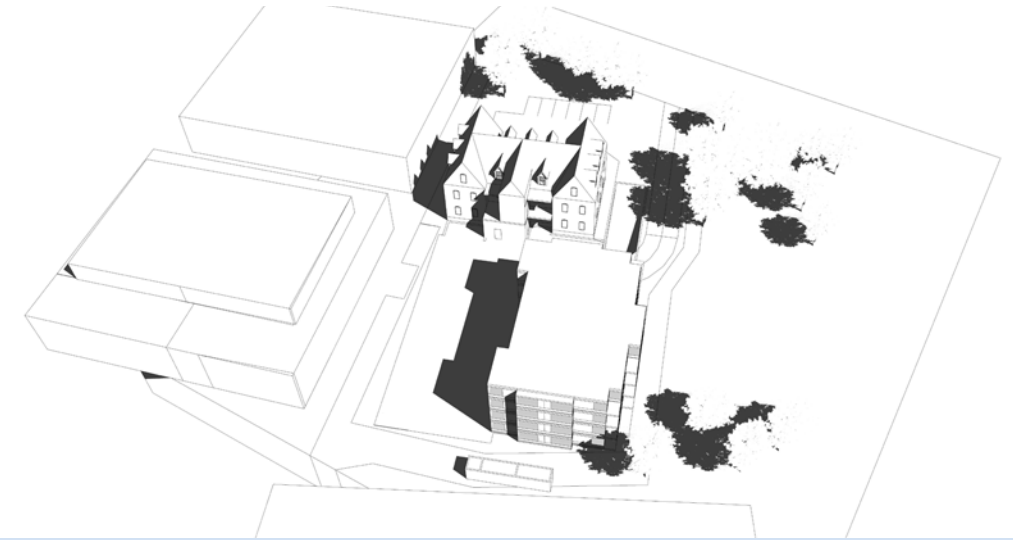
1. Vehicle Drop off
2. Visitor Parking
3. Pedestrian Path
4. Existing Trees to be maintained
5. Coniferous screen planting
6. Private patios and planters
7. Building recreation area (ie Gazedo/BBQ)
8. Bike Racks
9. Snow Storage





## 4.4 Building Impact

- New building positioned along western boundary line to minimize impact on adjacent neighbours
- New building height comparable to Monastery and Place Bonaventure



View from north property boundary looking south



View from west property boundary looking east



## 4.5 Views and Streetscapes



Aerial view of approach from Merrymeeting Road



Aerial view of proposed development with Place Bonaventure in the foreground



View from Merrymeeting Road looking along the access lane to the site



View from Sobeys' parking lot with the public park in the foreground



# 5. Engineering

---

## 5.1 Overview

- a. The Engineering team have been working with the Architects and Owner; to offer fully integrated design solutions.
- b. Municipal and civil engineering components have been advanced quite a bit. A full topographic survey and water hydrant flow test have been completed.
- c. Preliminary meetings with the City engineering department have confirmed preliminary locations and elevations for water, storm and sewerage piping.
- d. Preliminary discussions with the SJRFD have confirmed that the road access proposed is acceptable for fire fighting apparatus. An additional Hydrant with backflow protection will be provided.
- e. Automatic sprinkler systems will be provided in all areas. Standpipes will be provided in all stairwells.
- f. Preliminary meetings and coordination with Newfoundland Power have been carried out. Preliminary site electrical servicing has been determined.
- g. A back up electrical generator will be provided for the three elevators, the parking garage ventilation system, the garage door, and some strategic lighting.
- h. The renovations to the monastery and proposed underground link will be carried out so as to not impair or depreciate the existing heavy masonry structure. Any new penetrations or openings will be duly engineered.
- i. Structural construction methods for the new building will likely be a combination of steel and concrete. Sound and fire proofing between floors and walls are best achieved with concrete and insulation. Great attention will be paid to this in the new and the existing building.
- j. Insulated concrete forms are being considered for the load bearing walls of the new building.
- k. The parking structure will be unheated and will consist of cast-in-place reinforced concrete. The new building will be carried by the parking structure with a common elevator and stair shaft. There will be a link structure between the parking structure and the proposed new building.
- l. Preliminary construction methods have been reviewed. The objective being to provide new and refurbished buildings which meet or exceeds all criteria for energy efficiency and sustainability. And to provide quiet, safe and reduced maintenance living.

---

## 5.2 Civil

### *Site Access*

- Access to the property will be via Merrymeeting Road. There is an existing site access that will be improved and utilized for the site access. Only one access is proposed. The access will be finished with new asphalt surface and will have perimeter curb. Sidewalk will be incorporated into the access to provide pedestrian access to the site.

### *Firefighting Access Provision*

- Fire equipment and emergency vehicle access to the monastery building and the new building will be provided by way of the site access. The emergency vehicle path will be a minimum 6 metres wide with a 12 metre center line radius. The distance to each building will be 90 metres or less. An onsite fire hydrant with backflow prevention and isolation will also be provided to satisfy the regulatory requirement that the building fire department connection be located within 45 metres of a fire hydrant.

### *Sanitary Sewer*

- There is an existing sanitary sewermain in Merrymeeting Road and an existing 150mm sanitary sewer line services the monastery building. A new sanitary sewer service will be provided for the new building and will connect to either the existing monastery building service near Merrymeeting Road or the Merrymeeting Road system along the property frontage.

### *Domestic and Fire Fighting Water Supply*

- There is an existing 150mm watermain in Merrymeeting Road and an existing 150mm water line services the monastery building. A new water service will be provided for the new building and will connect to either the existing monastery building service near Merrymeeting Road or the Merrymeeting Road system along the property frontage.

### *Storm Sewer*

- The existing property does not contain any onsite storm water piping or collection and there is no existing storm water piping in Merrymeeting Road. Preliminary investigative work was completed with the City Outside Services and there is a small diameter storm sewer and manhole available at the intersection of Merrymeeting Road and Bonaventure Avenue. It is proposed to extend the storm sewer from this location up Merrymeeting Road to the property. New storm water infrastructure such as manholes, piping and catchbasins will be installed throughout the site to collect the property storm water and direct it to the City infrastructure. Storm water modelling will be completed in the City XPSWMM storm water model software and the pre and post development flows will be provided to the City for review. If post development flows exceed pre development flows underground storm water detention will be provided if needed to meet City requirements.

### *Parking Lot*

- It is proposed to provide 2 parking spaces per residential unit. There will be underground parking under the building and there will be surface parking both adjacent to the new build and in front of the monastery building. The parking lot will be asphalt surfaced with perimeter curb.

### *Landscape*

- A landscape plan will be developed for the property and will include grassed areas, new tree plantings, preservation of existing trees, planting beds and access connection to the adjacent community park. Areas will be identified for snow storage to protect the landscape features.

---

## 5.3 Structural

- a. The proposed new building structure will be a combination of steel and concrete, designed to meet or exceed NBCC 2015 requirements.
- b. The proposed parking structure will consist of cast-in-place reinforced concrete, designed to meet, or exceed NBCC 2015 requirements. The structure will be designed to carry emergency vehicular load as required by the Authorities having jurisdiction.
- c. The Link structure between the parking structure and the proposed new building and attachment to the existing monastery building will, designed to meet or exceed NBCC 2015 requirements. The Link structure will be designed with careful consideration to not impair the existing monastery structure.



---

## 5.4 Mechanical

- a. The total domestic water and sanitary sewerage load for the development is approximately three hundred (300) fixture units (2.5 litres per second).
- b. Separate water mains will be provided for the automatic sprinkler systems.
- c. Reduced pressure backflow prevention and metering to the City requirements will be provided.
- d. The drainage from the inside parking garage is considered sanitary sewerage. This floor drainage will be collected into a solids interceptor and then directed into a new sanitary yard main.
- e. Sump pumps for elevator pits may be required.
- f. The roof of the new condominium will be flat. Roof drains will be provided to collect rain and snow melt. The expected peak flow is eighteen (18) mm of rain in fifteen (15) minutes as defined by the NBCC; onto a roof area of 700 square meters.
- g. The condominium building and monastery automatic sprinklers will be designed to the requirements of NFPA for dwelling units.
- h. The parking garage will be equipped with a dry sprinkler system. This dry system defines the water required for fire protection for the site. It has been determined that the municipal water supply is adequate and a fire pump is not required.
- i. Water pressure and flow for hose standpipes is more the adequate considering that the City of St. John's uses pumper trucks.
- j. The parking garage will be ventilated to NBCC and ASHRAE. Make up air will be introduced through the louvered garage door. The exhaust air will be discharged into two louvered plenum constructed of concrete and above grade. Acoustic linings will be provided in each plenum.
- k. Each individual dwelling unit will have stand alone, and fully autonomous heating and ventilation systems. Each dwelling unit will also have mechanical cooling.
- l. Fresh air and exhaust air to ASHRAE 62 will be provided through individual energy recovery ventilators (HRVs). Supplemental exhaust fans will be supplied in washrooms.
- m. Each dwelling unit will have a single zone fan coil unit; with a full back up electric resistance heating coil. A high efficiency filter (MERV 14) will be provided in each fan coil unit.
- n. Each dwelling unit will require a dedicated outside unit. These outside units will be ultra quiet; using variable refrigerant flow technology. Additional acoustic attenuation shields will be supplied with each outside unit. In the new building these outside units will be mounted on the roof.
- o. The monastery will have six ground mounted outside units, each with acoustic screening as required. And landscape screening as well.
- p. Laundry drier exhaust will be through the wall. Booster fans and lint traps will be provided.
- q. Kitchen hoods will be ducted through to the outside wall. All range tops will be induction type.
- r. Consideration is been given to installing new wood burning fireplaces in the monastery building; subject to discussions with the Insurer. These new fireplaces will have airtight fireboxes to be consistent with air pollution Code requirements. The existing open fireplaces are not consistent with current standards for urban use.
- s. There are no other processes or equipment which generate noise or odours.

---

## 5.5 Electrical

- a. The building will be equipped with a complete addressable fire alarm system. The system will be installed in full accordance with the National Building Code of Canada, and NFPA 101, the Life Safety Code. Signalling devices located inside of dwelling units will be equipped with a temporary silencing button.
- b. Receptacles inside of dwelling units will be installed as required by the Canadian Electrical Code. Arc-fault circuit interrupting type breakers will be used where required. Ground fault type receptacles will be used in all locations within 1.5m of a source of water.
- c. A lighting layout for each unit will be proposed to tenants, but final lighting arrangements and installations will be modified by tenants during the sales process. All such modifications will be made by qualified electricians, and in line with the Canadian Electrical Code. Common area lighting will include emergency lighting fixtures to provide egress illumination in the event of a power outage.
- d. An access control system will be installed to enable tenants to grant access to visitors. One such device will be located in each main entrance.
- e. All exterior lighting will be designed with full cut-off optics and housings in order to eliminate upward light pollution. Lighting calculations will be performed to ensure that light trespass from the building does not cross property boundaries, except where required for safety reasons. Light will be allowed to spill over the property boundary at entries, exits, and intersections, in order to keep such high traffic areas safe for residents and neighbors. Exterior lighting will be a combination of building and pole mounted. All poles used to support light fixtures will be checked by a Professional Engineer licensed to practice in this Province as meeting the City's required standards for safety.
- f. Preliminary correspondence with the electric power utility have indicated that the building's electrical service will share the pad-mount transformer at the neighboring condominium development. The existing transformer will be removed and replaced by the utility, and our building's service conduits and wires installed from this building's electrical room to the pad-mount location.
- g. Each unit will have a separate metered electrical service, fed from a common meter center in the main electrical room. Each unit's panel will be located in a safe, serviceable location. Along with the electrical panel, a telecommunications conduit from each unit back to the main electrical room. Tenants will be free to have the telecommunications provider of their choice install backbone cabling in this conduit.
- h. The backup generator will be a self-contained diesel fuelled assembly with a sub-base fuel tank that will fit within the footprint of the generator above. The fuel tank will be installed above grade on a structural concrete slab, and the generator will sit on top of the fuel tank. The products of combustion will be vented consistent with CSA for this application. A full height stack will not be required. The generator will be exercised monthly approximately an hour, and four hours once annually. The generator enclosure will be built from powder-coated aluminum or stainless steel, and will be complete with an integral acoustic silencer to limit noise.
- i. It is currently intended that each unit's parking space will be provided with means of connecting an electric vehicle charger. A dynamic charge management system will be installed in order to prevent such charging loads from overloading the building's electrical service.

# 6. Summary

## As drawn/Proposed

### New Building

- 4 Floors, 13.2m high
- 16 Apartments
- Net floor area 2000m<sup>2</sup>
- Gross area 2400m<sup>2</sup>
- Coverage 700m<sup>2</sup>

### Monastery

- 6 units
- Net floor area 800m<sup>2</sup>
- Gross area 1200m<sup>2</sup>
- Coverage 500m<sup>2</sup>

### Parking

- Surface 21 spaces
- Underground 26 spaces
- Total 47 spaces

## Potential Issues

- We anticipate that we will be able to meet all of the objectives for the New Build with A1 Zoning, and Heritage Requirements for the Monastery with the possible exceptions.

### For the Monastery

- Increase size of dormers
- Elevator and stair shaft on back
- Balconies on the back

### For the New Build

- Minor variance for maximum height from 12m to 13.2m (+10%)
- How will exterior form and imagery be arbitrated?

## Rezoning

- For 2 multi-unit residential buildings
- Conditional Use Heritage/Residential for Monastery
- A1 for the property



# DECISION/DIRECTION NOTE

**Title:** Driveways in the Residential Reduced Lot (RRL) Zone  
**Date Prepared:** July 6, 2022  
**Report To:** Committee of the Whole  
**Councillor and Role:** Councillor Ian Froude, Planning  
**Ward:** N/A

---

## **Decision/Direction Required:**

To consider a text amendment to the St. John's Development Regulations to revise the maximum driveway width in the Residential Reduced Lot (RRL) Zone. This was prompted by a previous application to rezone land at 670 Kenmount Road.

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

The City has recently rezoned a portion of the property at 670 Kenmount Road from the Residential 2 (R2) Zone to the Residential Reduced Lot (RRL) Zone. Within the RRL Zone, driveway widths are limited to 3.6 metres regardless of the width of the lot. During the application review for 670 Kenmount Road, the applicant requested a text amendment to allow a larger driveway on wider lots where snow storage can be accommodated. At the time of the request, the public consultation was already completed for the rezoning so it was recommended to bring their request forward as a separate text amendment.

Currently the RRL Zone states that hard landscaping of the front yard shall not exceed 3.6 metres in width (i.e. a single driveway). This was implemented when the RRL Zone was created, to ensure enough landscaped area on narrow lots to accommodate snow storage for a calculated snow cone from City snowblowers. Since that time the City has changed its method of calculating snow storage. The snow cone method is no longer used; rather, calculations are based on the overall lot area. Most lots in the proposed 670 Kenmount Road development are set to the minimum lot standards but there are a few lots that have wider frontage due to the curves in the road layout. It is possible that these lots are wide enough to accommodate a double driveway plus the required snow storage. Should Council decide to proceed with the text amendment, the applicant will be required to provide a snow storage plan for any lots that have a driveway larger than 3.6 metres wide. If snow storage requirements cannot be met, the lot will not be permitted to have a wider driveway.

Staff have reviewed the text amendment request and propose the following wording:

*Residential Reduced Lot (RRL) Zone*

*(3) Notwithstanding Section 7.6, Driveways, together with Hard Landscaping as measured at the property boundary abutting the Street, shall not exceed 3.6 metres in width unless otherwise allowed in a snow storage plan.*

# ST. JOHN'S

The Public Works Department wanted to ensure that lots in the RRL Zone have enough area in the front yard closest to the street to accommodate snow storage. This has been incorporated into the proposed new regulation. It will allow space for snow storage closest to the street, while also allowing some hard landscaping (pathways) closest to the dwelling. Staff are reviewing internal processes to ensure that, after initial occupancy is approved, requests for driveway expansions are not allowed on lots that cannot meet snow storage requirements.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Residents and property owners with property within the RRL Zone.
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 Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: An amendment to the St. John's Development Regulations is required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Should Council consider the text amendment, public notice is required as per the St. John's Development Regulations and a project page will be available on EngageStJohns.ca ([www.engagestjohns.ca/planning](http://www.engagestjohns.ca/planning))
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 consider a text amendment to revise Section 3 of the Residential Reduced Lot (RRL) Zone to allow consideration of driveways wider than 3.6 metres, subject to a snow

storage plan. Further, that Council advertise the text amendment for public comment.

**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:	Driveways in the Residential Reduced Lot (RRL) Zone.docx
Attachments:	- RRL Zone Table.pdf
Final Approval Date:	Jul 7, 2022

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

**Ken O'Brien - Jul 6, 2022 - 2:19 PM**

**Jason Sinyard - Jul 7, 2022 - 9:46 AM**



## RESIDENTIAL REDUCED LOT (RRL) ZONE

**RRL**

### (1) PERMITTED USES

Accessory Building	Single Detached Dwelling
Home Office	

### (2) ZONE STANDARDS

(a)	Lot Area (minimum) <b>(2022-05-27)</b>	250 metres square
(b)	Lot Frontage (minimum) <b>(2022-05-27)</b>	10 metres
(c)	Building Line (minimum) <b>(2022-05-27)</b>	7 metres
(d)	Building Height (maximum) <b>(2022-05-27)</b>	8 metres
(e)	Side Yards (minimum) <b>(2022-05-27)</b>	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) <b>(2022-05-27)</b>	6 metres

**(3) NOTWITHSTANDING SECTION 7, HARD LANDSCAPING OF THE FRONT YARD SHALL NOT EXCEED 3.6 METRES IN WIDTH.**



**Development Permits List  
For the Period of July 7 to July 20, 2022**

<b>Code</b>	<b>Applicant</b>	<b>Application</b>	<b>Location</b>	<b>Ward</b>	<b>Development Officer's Decision</b>	<b>Date</b>
COM	Lindsay Construction	Commercial Warehouse	235 Danny Drive	5	Approved	22-07-12
RES		Subdivision for 1 additional lot – no development approval	3 Alder Place	1	Approved	22-07-14
IND	10718 NFLD Inc.	Regional Stormwater Detention	Galway Industrial Area	5	Approved	22-07-19

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

---

**\* Code Classification:**

<b>RES</b> - Residential	<b>INST</b> - Institutional
<b>COM</b> - Commercial	<b>IND</b> - Industrial
<b>AG</b> - Agriculture	
<b>OT</b> - 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.**

**Building Permits List**  
**Council's July 25, 2022 Regular Meeting**

Permits Issued: 2022/07/07 to 2022/07/20

**Class: Residential**

1 Titania Pl	Site Work	Single Detached Dwelling
10 Bawnmoor St	Accessory Building	Accessory Building
10 Maclaren Pl	Fence	Fence
10 Selfridge Rd Unit 301	Renovations	Single Detached Dwelling
11 Stanford Pl	Site Work	Vacant Land
126 Topsail Rd	Fence	Fence
129 Hamilton Ave	Change of Occupancy	Semi Detached Dwelling
13 Tamarack St	Deck	Patio Deck
139 Castle Bridge Dr	Fence	Fence
16 Fairwood St	Deck	Patio Deck
16 Fairwood St	Site Work	Landscaping
16 Seminole Dr	Fence	Fence
16 Seminole Dr	Accessory Building	Accessory Building
16 Seminole Dr	Deck	Patio Deck
16 Sugar Pine Cres	Fence	Fence
17 Titania Pl	Fence	Fence
18 Caravelle Pl	New Construction	Single Detached w/ apt.
182 Cheeseman Dr	New Construction	Single Detached Dwelling
199 Frecker Dr	Deck	Patio Deck
2 Leonard J. Cowley St	New Construction	Single Detached Dwelling
2 Welland St	Site Work	Vacant Land
2 Welland St	Fence	Fence
20 Cape Pine St	Renovations	Single Detached w/ apt.
20 Doyle St	Renovations	Townhousing
20 Everard Ave	New Construction	Single Detached Dwelling
20 Great Southern Dr	Accessory Building	Accessory Building
20 Pepperwood Dr	New Construction	Single Detached Dwelling
210 Canada Dr	Accessory Building	Accessory Building
22 Silverton St	Deck	Patio Deck
23 Everard Ave	New Construction	Single Detached Dwelling

23 Kieley Dr	New Construction	Single Detached Dwelling
23 Notre Dame Dr	Deck	Patio Deck
24 Parsons Rd	Site Work	Single Detached Dwelling
25 William St	Deck	Patio Deck
25 William St	Fence	Fence
25 William St	Site Work	Landscaping
27 Durham Pl	Renovations	Single Detached Dwelling
27 Maurice Putt Cres	Accessory Building	Accessory Building
28 Harrington Dr	Deck	Patio Deck
29 Canada Dr	Fence	Fence
29 Cochrane St	Fence	Fence
29 Cochrane St	Site Work	Townhousing
29 William St	Fence	Fence
291 Newfoundland Dr	Renovations	Single Detached Dwelling
3 Electra Dr	Deck	Patio Deck
3 Gillies Rd	Accessory Building	Accessory Building
3 Ridgemount St	Accessory Building	Accessory Building
309 Newfoundland Dr	Accessory Building	Accessory Building
31 Frecker Dr	Site Work	Retaining Walls
31 Frecker Dr	Accessory Building	Accessory Building
31 Raleigh St	Deck	Patio Deck
33 Everard Ave	New Construction	Single Detached Dwelling
34 Allandale Rd	Fence	Fence
34 Allandale Rd	Deck	Patio Deck
37 Frampton Ave	Deck	Patio Deck
37 Frampton Ave	Fence	Fence
38 Fagan Dr	Renovations	Single Detached Dwelling
4 Dickinson Pl	Fence	Fence
4 Parkhill St	Deck	Patio Deck
42 Carrick Dr	Deck	Patio Deck
43 Cherrybark Cres	Accessory Building	Accessory Building
43 Cleary Dr	Accessory Building	Accessory Building
43 Mansfield Cres	Site Work	Single Detached Dwelling
43 Newman St	Site Work	Landscaping
46 Salisbury St	Fence	Fence
46 Sugar Pine Cres	New Construction	Single Detached Dwelling

48 Diamond Marsh Dr	Fence	Fence
488 Logy Bay Rd	Site Work	Driveway
5 Berry St	Deck	Patio Deck
50 Tigress St	New Construction	Single Detached Dwelling
52 Ferryland St E	Deck	Patio Deck
55 Brad Gushue Cres	Fence	Fence
55 Valleyview Rd	Deck	Patio Deck
55 Valleyview Rd	Site Work	Swimming Pool/Hot Tub
57 Newtown Rd	Renovations	Accessory Building
58 Doyle St	Renovations	Townhousing
58 Reid St	Renovations	Single Detached w/ apt.
6 Forest Ave	Renovations	Single Detached Dwelling
6 Terry Lane	New Construction	Single Detached Dwelling
6 Trinity St	Site Work	Single Detached Dwelling
64 Beaumont St	New Construction	Townhousing
66 Beaumont St	New Construction	Townhousing
66 Glenlonan St	Accessory Building	Accessory Building
68 Beaumont St	New Construction	Townhousing
69 Cochrane St	Renovations	Apartment Building
7 Lismore Pl	Fence	Fence
7 Walsh's Sq	Renovations	Semi Detached Dwelling
7 Walsh's Sq	Renovations	Semi Detached Dwelling
70 Beaumont St	New Construction	Townhousing
71 Old Bay Bulls Rd	Deck	Patio Deck
73 Diamond Marsh Dr	New Construction	Single Detached w/ apt.
74 Circular Rd	Deck	Patio Deck
76 Diamond Marsh Dr	Accessory Building	Accessory Building
8 Belfast St	Accessory Building	Accessory Building
8 Frampton Ave	Renovations	Single Detached Dwelling
82 Castle Bridge Dr	Fence	Fence
82 Mayor Ave	Renovations	Semi Detached Dwelling
83 Macbeth Dr	Fence	Fence
96 Della Dr	Site Work	Swimming Pool/Hot Tub
96 Pepperwood Dr	New Construction	Single Detached Dwelling

This Week: \$4,587,273.14

**Class: Commercial**

115 Duckworth St	Change of Occupancy	Patio Deck
119 New Cove Rd	Sign	Retail Store
138 Pennywell Rd	Sign	Place Of Assembly
14 George St	Site Work	Other
145 Kelsey Dr	Sign	Office
150 Clinch Cres	Site Work	Hotel
179-183 Duckworth St	Change of Occupancy/Renovations	Eating Establishment
18 East White Hills Rd	Renovations	Office
194 Duckworth St	Change of Occupancy	Patio Deck
30-44 Ropewalk Lane	Change of Occupancy/Renovations	Retail Store
35 Barrows Rd	Change of Occupancy/Renovations	Industrial Use
390 Duckworth St	Site Work	Retaining Walls
45 Ropewalk Lane	Sign	Retail Store
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
50 O'leary Ave	Sign	Retail Of Building Suppli
650 Topsail Rd	Change of Occupancy/Renovations	Retail Store

This Week: \$1,927,000.00

**Class: Government/Institutional**

170 Military Rd	Renovations	Other
-----------------	-------------	-------

This Week: \$350,000.00

**Class: Industrial**

31 Barrows Rd	New Construction	Harbour Use
---------------	------------------	-------------

This Week: \$20,000.00

**Class: Demolition**

4 Ricketts Rd	Demolition	Restaurant
5 Elm Pl	Demolition	Single Detached Dwelling

This Week: \$35,000.00

**This Week's Total: \$6,919,273.14**

Repair Permits Issued 2022/07/07 to 2022/07/20:

\$61,582.00

<b>YEAR TO DATE COMPARISONS</b>			
<b>July 25, 2022</b>			
<b>TYPE</b>	<b>2021</b>	<b>2022</b>	<b>% VARIANCE (+/-)</b>
Residential	\$28,936,586.88	\$44,055,453.77	52
Commercial	\$94,260,758.79	\$51,527,095.58	-45
Government/Institutional	\$1,350,499.00	\$920,288.00	-32
Industrial	\$4,164,500.00	\$51,000.00	-99
Repairs	\$3,266,626.43	\$901,919.44	-72
<b>TOTAL</b>	<b>\$131,978,971.10</b>	<b>\$97,455,756.79</b>	<b>-26</b>
Housing Units (1 & 2 Family Dwelling)	90	144	

Respectfully Submitted,

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending July 13, 2022**

### **Payroll**

<b>Public Works</b>	<b>\$ 472,195.31</b>
<b>Bi-Weekly Casual</b>	<b>\$ 112,220.50</b>
<b>Accounts Payable</b>	<b>\$ 2,288,468.64</b>

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

**Total: \$ 2,872,884.45**

# ST. JOHN'S

DEPARTMENT OF FINANCE

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

# MEMORANDUM

## Weekly Payment Vouchers For The Week Ending July 20, 2022

### Payroll

Public Works	\$ 473,095.16
Bi-Weekly Administration	\$ 858,546.48
Bi-Weekly Management	\$ 866,914.24
Bi-Weekly Fire Department	\$ 942,829.12
Accounts Payable	\$ 2,948,578.90

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

**Total: \$ 6,089,963.90**

# 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:** 2022043 - Alarm Monitoring & Dispatch Services  
**Date Prepared:** Friday, July 15, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

---

**Department:** Public Works  
**Division:** City Buildings  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** Attached  
**Source of Funding:** Operating

**Purpose:**

Alarm Monitoring Services to both protect City assets as well as the safety of staff & the public. Currently, the City cannot provide this service with its current staff and resources.

**Results:**     As attached         As noted below

Vendor Name	Bid Amount
Chudworth Manor Holdings	\$28,968.50
Umbrella Security Services INC	\$37,174.67

**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:**        Two (2) years with two (2) possible one (1) year extensions.

**Bid Exception:**                None

**Recommendation:**

That Council approve for award this open call to lowest bidder meeting specifications, Chudworth Manor Holdings, for \$28,968.50 per year (HST Incl.) as per the Public Procurement Act.

**Attachments:** 2022043 – Budget Codes



**Report Approval Details**

Document Title:	2022043 - Alarm Monitoring and Dispatch Services.docx
Attachments:	- 2022043 - Budget Codes.pdf
Final Approval Date:	Jul 16, 2022

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

**Rick Squires - Jul 15, 2022 - 11:03 AM**

**Derek Coffey - Jul 16, 2022 - 11:20 AM**

1	ANNA TEMPLETON CENTRE	7141	52516
2	BANNERMAN PARK POOL	7134	52516
3	BOWRING PARK AMPHITHEATRE	7225	52516
4	BOWRING PARK BUNGALOW	7225	52516
5	BOWRING PARK CONSERVATORY	7225	52516
6	BOWRING PARK LODGE OFFICE	7225	52516
7	BOWRING PARK MAINTNEANCE GARAGE	7225	52516
8	BOWRING PARK POOL ROOM	7225	52516
9	BOWRING PARK POOL	7225	52516
10	BOWRING PARK NURSERY COMPOUND	7225	52516
11	BOWRING PARK EAST GATE WASHROOM	7225	52516
12	CENTRAL FIRE STATION	2494	52516
13	CITY HALL	1252	52516
14	CITY HALL HOLD UP ALARMS	1252	52516
15	CITY HALL ANNEX	1254	52516
16	PROPERTY ASSESSMENT BUILDING (Conway Bldg on Duckwort	1259	52516
17	GENTERA BUILDING	6624	52516
18	GOULD'S FIRE STATION	2493	52516
19	H.G. MEWS CENTER	7130	52516
20	ANIMAL CARE & ADOPTION CENTER	2932	52516
21	KENMOUNT TERRACE	7142	52516
22	KILBRIDE REC CENTER	7138	52516
23	RAILWAY COASTAL MUSEUM	1257	52516
24	METRO BUS (245 Freshwater Road)	1258	52516
25	MUNICIPAL DEPOT	3241	52516
26	ROBIN HOOD BAY GARAGE	4332	52516
27	ROBIN HOOD BAY	4332	52516
28	ROTARY SUNSHINE PARK	7133	52516
29	SHEA HEIGHTS COMMUNITY CENTER	7136	52516
30	BUCKMASTER REC CENTER	7125	52516
31	QUIDI VIDI VILLAGE PLANTATION	6625	52516
32	MATERIALS RECOVERY FACILITY	4332	52516
33	SOUTHLANDS COMMUNITY CENTRE	7139	52516
34	ARCHIVES (15 Terra Nova Rd)	1260	52516
35	PAUL REYNOLDS POOL	7140	52516
36	RIVERHEAD TOWERS	6361	52516
37	RAWLINGS CROSS APPARTMENTS	6364	52516
38	COCHRANE STREET APARTMENTS	6377	52516
39	CAMPBELL AVENUE APARTMENTS	6378	52516
40	CHARTER APARTMENTS	6380	52516
41	CHURCHILL APARTMENTS	6381	52516
42	GOULDS PUMP HOUSE	4131	52524
43	JENSEN CAMP RD	4131	52524
44	RIVERSIDE DRIVE PUMP STATION	4131	52524
45	RIVERHEAD TREATMENT PLANT	4225	52516
46	WATER TREATMENT PLANT (Bay Bulls Water Treatment	4123	52516
47	NAGELS MANOR (COVENT SQUARE)	6382	52516

# BID APPROVAL NOTE

**Bid # and Name:** 2022068 - Supply and Delivery, for Lease, 2 New Current Production Articulating Rock Trucks - Robin Hood Bay  
**Date Prepared:** Thursday, July 14, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Division:** Fleet  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** 4331-52626  
**Source of Funding:** Operating

**Purpose:**  
The purpose of this open call is for the Supply & Delivery of two new Rock Trucks

**Results:**  As attached  As noted below

Vendor Name	Bid Amount
Wajax Equipment	Disqualified
Strongco	\$1,827,810.00
SMS Equipment Inc	\$1,829,982.12
Toromont Industries Limited – Bid 1	\$1,850,791.14
Toromont Industries Limited – Bid 2	\$1,853,202.00
Brandt Tractor Ltd.	\$2,115,706.98

**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:** The term of the contract shall be in effect from the date of issue to July 1, 2023, to cover the delivery date, plus five (5) years for the lease term.

**Bid Exception:** None

**Recommendation:**  
That Council approve for award this open call to the lowest bidder meeting specifications, Strongco, for \$1,827,810.00 (HST Incl.) as per the Public Procurement Act. Note that this bid



was previously approved for award on SJMC-R-2022-05-30/233 however the vendor has since been disqualified.

**Attachments:**



**Report Approval Details**

Document Title:	2022068 - Supply and Delivery, for Lease, 2 New Current Production Articulating Rock Trucks - Robin Hood Bay - R1.docx
Attachments:	
Final Approval Date:	Jul 16, 2022

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

**Rick Squires - Jul 15, 2022 - 11:59 AM**

**Derek Coffey - Jul 16, 2022 - 11:21 AM**

# BID APPROVAL NOTE

**Bid # and Name:** 2022128 - Snow Clearing & Ice Control at Bay Bulls Big Pond Water Treatment Plant and Pump Stations at Ruby Line, Galway & Kenmount

**Date Prepared:** Wednesday, July 13, 2022

**Report To:** Regular Meeting

**Councillor and Role:** Councillor Sandy Hickman, Public Works

**Ward:** N/A

**Department:** Public Works

**Division:** Water & Wastewater

**Quotes Obtained By:** Sherri Higgins

**Budget Code:** 4123-52951

**Source of Funding:** Operating

**Purpose:**  
The purpose of this open call is for snow clearing and ice control.

**Results:**     As attached         As noted below

Vendor Name	Bid Amount
James R. Eales Equipment Rentals Ltd.	\$223,100.00
JAT Excavating Inc	\$322,000.00

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

**Contract Duration:** Two (2) years with two (2) possible one (1) year extensions.

**Bid Exception:** None

**Recommendation:**  
That Council approve for award this open call to the lowest bidder meeting specifications, James R. Eales Equipment Rentals Ltd., for \$223,100.00 for a two (2) year period (HST Incl.) as per the Public Procurement Act.

**Attachments:**



**Report Approval Details**

Document Title:	2022128 - Snow Clearing and Ice Control at BBBP Water Treatment Plant and Pump Stations at Ruby Line, Galway and Kenmount.docx
Attachments:	
Final Approval Date:	Jul 19, 2022

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

**Rick Squires - Jul 13, 2022 - 11:51 AM**

**Derek Coffey - Jul 19, 2022 - 11:06 AM**

# BID APPROVAL NOTE

**Bid # and Name:** 2022111 - Wayfinding and Signage Program - Supply and Install  
**Date Prepared:** Tuesday, July 19, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Deputy Mayor Sheilagh O'Leary, Community Services  
**Ward:** N/A

**Department:** Community Services  
**Division:** Economic Dev, Culture and Partnerships  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** FIN-2019-952  
**Source of Funding:** Capital

**Purpose:**

The purpose of this procurement is for the fabrication and installation of wayfinding and signage program.

**Results:**     As attached         As noted below

Vendor Name	Bid Amount
WLH Contracting Limited	\$322,680.80
Pyramid Construction Limited	Disqualified
Infinity Construction	Disqualified
Dexter Construction Company Limited	Disqualified

**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:**    Project Completion Date: October 31, 2022.

**Bid Exception:**         None

**Recommendation:**

That Council approve for award this open call to the lowest bidder meeting specifications, WLH Contracting Limited, for \$322,680.80 (HST Incl.) as per the Public Procurement Act.

**Attachments:**



**Report Approval Details**

Document Title:	2022111 - Wayfinding and Signage Program.docx
Attachments:	
Final Approval Date:	Jul 20, 2022

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

**Rick Squires - Jul 19, 2022 - 2:28 PM**

**Derek Coffey - Jul 20, 2022 - 9:21 AM**



# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** 2022097 – Supply and Delivery, for Lease, 2 New Landfill Compactors.  
**Date Prepared:** Monday, July 25, 2022  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Public Works  
**Ward:** N/A

---

**Department:** Public Works  
**Quotes Obtained By:** Blair McDonald  
**Budget Code:** 4331-52626  
**Source of Funding:** Operating

**Purpose:**  
The purpose of this open call is for the Supply & Delivery of two new Landfill Compactors.

**Proposals Submitted By:**

Vendor Name
Saunders Equipment
SMS Equipment Inc
Toromont Industries Limited

**Expected Value:**  \$2,610,720

**Contract Duration:** 4 Years

**Recommendation:**

THAT Council approve for award this open call to SMS Equipment Inc for \$2,610,720 plus Hst, as per the Public Procurement Act.

**Attachments:**

# DECISION/DIRECTION NOTE

---

**Title:** Sale of City Land at 30 Penetanguishene Road

**Date Prepared:** July 19, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Jill Bruce, Ward 1

**Ward:** Ward 1

---

## **Decision/Direction Required:**

Recommendation that Council approve the sale of City land at 30 Penetanguishene Road, as shown in red on the diagram below.

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

The owner of 28 Penetanguishene Road has approached the City requesting to purchase the parcel of land adjacent to their property, as shown in red on the attached diagram. This request was circulated amongst the required City departments with no objections noted.

The purchase price has been established at \$8.50 per square foot plus HST and administrative fees. This takes into account that the property is zoned R1. The purchaser will be required to provide a survey which will show the exact square footage, and the purchase price will reflect same. The property owner will also be required to consolidate this land with his existing property.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: City to receive \$8.50 per square foot plus administrative fees
2. Partners or Other Stakeholders: owners of 28 Penatanguishene Road
3. Alignment with Strategic Directions:  
N/A  
N/A
4. Alignment with Adopted Plans: An Effective City
5. Accessibility and Inclusion: N/A



6. Legal or Policy Implications: A Deed of Conveyance 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 sale of City land at 30 Penetanguishene Road, as shown in red on the diagram below.

**Prepared by:** Linda Bishop, Acting City Solicitor  
**Approved by:** Linda Bishop, Acting City Solicitor



**Report Approval Details**

Document Title:	Sale of 30 Penetanguishene Road.docx
Attachments:	
Final Approval Date:	Jul 19, 2022

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

**Cheryl Mullett - Jul 19, 2022 - 2:06 PM**

**No Signature found**

**Linda Bishop - Jul 19, 2022 - 2:07 PM**

# DECISION/DIRECTION NOTE

**Title:** SERC – Summer Events 3  
**Date Prepared:** July 20, 2022  
**Report To:** Regular Meeting of Council  
**Councillor and Role:** Councillor Debbie Hanlon, Special Events Regulatory Committee  
**Ward:** N/A

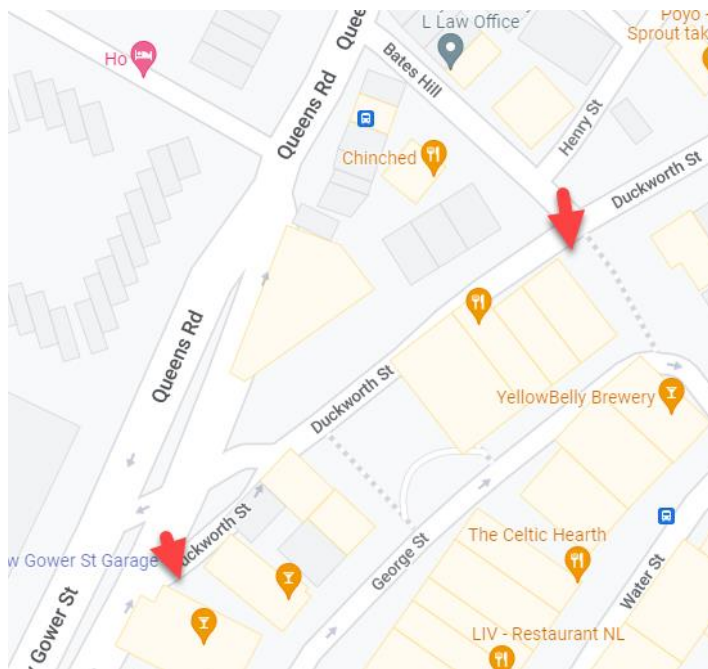
---

**Decision/Direction Required:** Seeking Council approval for road closures and lane reductions associated with the George Street Festival, July 28 – August 3, the Royal St. John’s Regatta, August 3 – 4, and the St. John’s Triathlon, August 7.

## Discussion – Background and Current Status:

**George Street Festival** - The George Street Association are requesting the closure of Duckworth Street, eastbound, from New Gower Street to Bates Hill for the duration of the Festival.

- July 28 – August 3
- 6:00pm – 3:00am daily
- Security would be stationed at barricades



# ST. JOHN'S

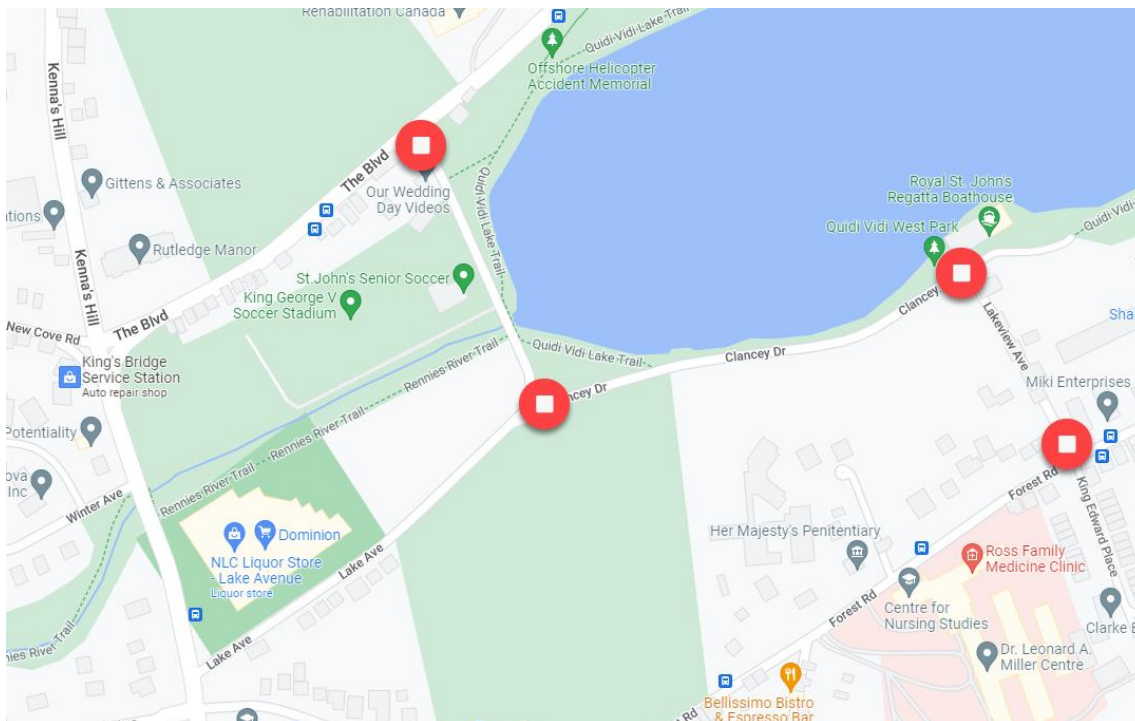


**Royal St. John's Regatta** – Road closures will be implemented by City Parking Enforcement as well as private security.

Regatta Eve Road Closures, Tuesday August 2

**5:00pm to 11:00pm** (times subject to change based on the level of pedestrian activity):

- Carnell Drive
- Lakeview Avenue
- Lake Avenue
- Clancey Drive



Regatta Day Road Closures, Wednesday August 3 (bad weather date is the next suitable day)

**7:00am to 30 minutes after the last race** (or until the level of pedestrian activity allows safe vehicular access):

- Carnell Drive
- Circular Road - Bannerman Street to Empire Avenue
- Clancey Drive
- Empire Avenue - Rennie's Mill Road to Forest Road
- Forest Road
- Kennas Hill
- King's Bridge Road
- Lake Avenue

- Lakeview Avenue
- Quidi Vidi Village Road
- Legion Road
- Pleasantville Avenue - Taylor Place to The Boulevard
- The Boulevard – access to the Legion will be permitted via East White Hills Road only
- Winter Avenue
- New Cove Road – Bristol Street to Kings Bridge Road

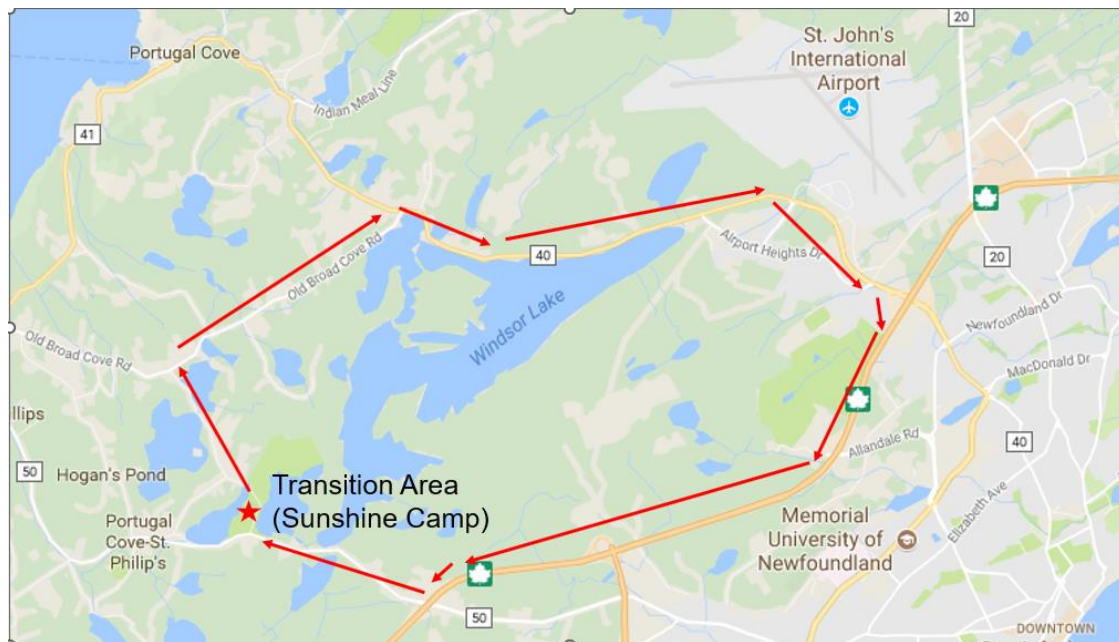
**St. John's Triathlon – August 7, 8:00am – 2:00pm.** Road closures and lane reductions will be implemented by retired RCMP officers.

Road Closures and Rolling Lane Reductions:

- Bennett's Road – road closure from 7:30am – 12:30pm (not City jurisdiction)
- Old Broad Cove Road – lane reduction (not City jurisdiction)
- Portugal Cove Road – lane reduction
- Outer Ring Road – lane reduction (not City jurisdiction)
- Thorburn Road – lane reduction

For the section of roads that fall outside City jurisdiction, the organizer has been advised to contact the Province and local municipalities for approval.

All signage will be removed as last cyclist passes.



**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Royal St. John's Regatta Committee, George Street Association.
3. Alignment with Strategic Directions:  

A Connected City: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.
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: Road closure notifications will occur in advance of the events.
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 the road closures and lane reductions associated with the George Street Festival, the Royal St. John's Regatta, and the St. John's Triathlon.

**Prepared by:** Christa Norman, Special Projects Coordinator

**Approved by:** Erin Skinner, Supervisor of Tourism and Events

**Report Approval Details**

Document Title:	SERC - Summer Events 3.docx
Attachments:	
Final Approval Date:	Jul 20, 2022

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

**Erin Skinner - Jul 20, 2022 - 12:50 PM**

**Tanya Haywood - Jul 20, 2022 - 12:54 PM**

# DECISION/DIRECTION NOTE

**Title:** Text Amendment – Accessory Building in Various Zones - Adoption

**Date Prepared:** July 20, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Ian Froude, Planning

**Ward:** N/A

---

## **Decision/Direction Required:**

That Council adopt St. John’s Development Regulations Amendment 13, 2022, that will add “Accessory Building” to various zones.

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

The City has received an application for an Accessory Building within the Open Space (O) Zone at 65 Bonaventure Avenue. Under the previous Development Regulations, there was a regulation in Section 8 “General Site Requirements” that granted Council the authority to allow an Accessory Building for any permitted or discretionary use listed in the zone tables. Under the Envision Development Regulations, an Accessory Building is a defined use and therefore should also be listed in the zone tables as either a permitted use or a discretionary use, rather than relying on Section 8.

Additional background information is provided in the attached amendment package. It is recommended that Council add Accessory Building as a Permitted Use to the following zones:

- Commercial Downtown (CD) Zone;
- Commercial Downtown Mixed (CDM) Zone;
- Commercial Downtown Mixed 2 (CDM2) Zone;
- Industrial Special (IS) Zone; and
- Add Accessory Building as a Discretionary Use to the Open Space (O) Zone.

Accessory Buildings in the Open Space Zone should be considered on a case-by-case basis, and therefore it is recommended to add the use as discretionary.

At its June 20, 2022 regular meeting, Council voted to consider the amendment and advertise it for public review and comment. The amendment was advertised in *The Telegram* on three occasions and on the City’s website, and notices were mailed to property owners within 150 metres of the site. No submissions were received by the City Clerk’s Office.

## 65 Bonaventure Avenue

This amendment was prompted by an application to develop an Accessory Building at 65 Bonaventure Avenue within the Open Space Zone. Approval of the Discretionary Use at this site will be brought back to Council at a later date following staff review.



Next Steps

Should Council adopt the amendment, the documents will be forwarded to the Department of Municipal and Provincial Affairs for registration. There is no Municipal Plan amendment needed, therefore no commissioner’s public hearing is required.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Residents of St. John’s.
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 Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: A text amendment to the St. John’s Development Regulations is required.
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 adopt St. John’s Development Regulations Number 13, 2022, to add Accessory Building as 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.

**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:	Text Amendment - Accessory Building in Various Zones - Adoption.docx
Attachments:	- DR Amend No.13, 2022 - Accessory Buildings - TEXT (amc).pdf
Final Approval Date:	Jul 21, 2022

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

**Ken O'Brien - Jul 20, 2022 - 4:43 PM**

**Jason Sinyard - Jul 21, 2022 - 11:04 AM**

# City of St. John's Development Regulations, 2021

## St. John's Development Regulations Amendment Number 13, 2022

### Adding "Accessory Building" to Various Zones

July 2022



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO ADOPT**

**CITY OF ST. JOHN'S Development Regulations, 2021**

**Amendment Number 13, 2022**

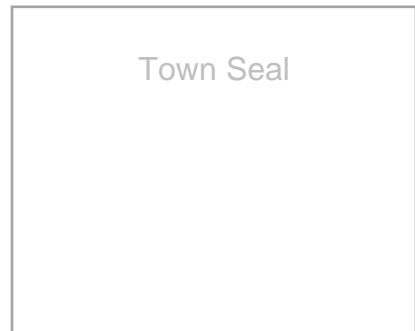
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the City of St. John's Development Regulations Amendment Number 13, 2021.

Adopted by the City Council of St. John's on the 25th day of July, 2022.

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 13, 2022 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: \_\_\_\_\_



## **CITY OF ST. JOHN'S**

### **Development Regulations Amendment Number 13, 2022**

#### **BACKGROUND**

The City of St. John's wishes to add the Accessory Building use to various zones. Under the previous Development Regulations, there was a regulation in Section 8 "General Site Requirements" that granted Council the authority to allow an Accessory Building for any Permitted or Discretionary Use listed in the zone tables. Under the Envision Development Regulations, an Accessory Building is a defined use and therefore should also be listed in the zone tables as either a Permitted Use or a Discretionary Use, rather than relying on Section 8.

In reviewing the Envision Development Regulations zone tables, it is noted that there are some zones which do not list Accessory Building. To allow consideration of Accessory Buildings in appropriate zones, it is recommended to add "Accessory Building" as a Permitted Use in the following zones:

- Commercial Downtown (CD) Zone;
- Commercial Downtown Mixed (CDM) Zone;
- Commercial Downtown Mixed 2 (CDM2) Zone;
- Industrial Special (IS) Zone; and

To add Accessory Building as a Discretionary Use in the following zone:

- Open Space (O) Zone.

Accessory Buildings in the Open Space Zone should be considered on a case-by-case basis, and therefore it is recommended to add the use as discretionary.

This amendment was prompted by an application at 65 Bonaventure Avenue. The applicant proposed an Accessory Building within the Open Space (O) Zone.

#### **PUBLIC CONSULTATION**

The proposed amendment was advertised on three occasions in The Telegram newspaper on June 25, July 2 and July 9, 2022. A notice of the amendment was also mailed to property owners within 150 metres of 65 Bonaventure Avenue and posted on the City's website. There were no submissions received by the City Clerk's Office.

#### **ST. JOHN'S URBAN REGION REGIONAL PLAN**

The proposed amendment is in line with the St. John's Urban Region Regional Plan. An amendment to the St. John's Urban Region Regional Plan would not be required to add the Accessory Building use to Zone.

**ST. JOHN'S DEVELOPMENT REGULATIONS AMENDMENT NUMBER 13, 2022**

The City of St. John's Development Regulations, 2021 is amended by:

- 1) Adding "Accessory Building" as a Permitted Use to the following Zones:
  - a. Commercial Downtown (CD) Zone;
  - b. Commercial Downtown Mixed (CDM) Zone;
  - c. Commercial Downtown Mixed 2 (CDM2) Zone;
  - d. Industrial Special (IS) Zone; and
  
- 2) Adding "Accessory Building" as a Discretionary Use to the following Zone:
  - a. Open Space (O) Zone.

# DECISION/DIRECTION NOTE

---

**Title:** Report on Revenue and Expenditure for Fiscal 2021

**Date Prepared:** July 12, 2022

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Ron Ellsworth, Finance & Administration

**Ward:** N/A

---

## **Decision/Direction Required:**

Adoption of the Executive Summary Report on Revenues and Expenditures for the year ended December 31, 2021.

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

### **Method of Accounting**

The City of St. John's 2021 Executive Summary Report on Revenue and Expenditure is presented and discussed herein. It is important to distinguish between the Executive Summary Report presented in this note and the 2021 Audited Financial Statements that were adopted by Council on June 28<sup>th</sup>, 2022. The Audited Financial Statements are prepared using accrual-based accounting, whereas the Executive Summary Report, while still based on audited information, is presented using cash-based accounting. The City's budget is also prepared using cash-based accounting meaning the financial results presented herein allow the City to be held accountable against its planned operating budget as approved by Council each year. This enforces the City's commitment to openness and transparency.

It is also worth noting, the budget presented in the Executive Summary Report is the City's adjusted budget. The adjusted budget is the original approved budget, adjusted to reflect transfers and changes that occur throughout the year for items not known at the time the budget is approved. These adjustments are reflective of "one-off" transactions, net to zero, and do not result in a permanent increase to the City's budget. These adjustments are made to prevent skewed expenditure or revenue variances that could result, for example, if a program budget were to incur expenses that are funded from an external source (i.e., a Federal or Provincial grant, or a reserve). A summary of adjustments that occurred during 2021 is presented in the table below.



	Revenue	Expenditure	Net
<b>2021 Approved Budget - As approved by Council on December 7, 2020</b>	<b>\$ 312,526,525</b>	<b>\$ 312,526,525</b>	<b>\$ -</b>
<b>Budget Adjustments:</b>			
Transfer from surplus for additional pension contribution to reduce 2022 pension expense	10,609,811	10,609,811	-
Transfer from Robin Hood Bay capital reserves for Gas Collection and Cover Expansion project	5,197,457	5,197,457	-
Transfer Federal Gas Tax revenues to capital reserves	4,843,945	4,843,945	-
Transfer funds from completed or unallocated capital projects to 2021 Capital out of Revenue	4,555,578	4,555,578	-
Transfer from St. John's Regional Fire Department reserve for fire trucks	1,607,925	1,607,925	-
Transfer excess development fee revenues to capital reserves	562,483	562,483	-
Transfers from Water and Wastewater system equipment replacement reserves	520,106	520,106	-
Transfer St. John's Regional Fire Department protective clothing budget from 2020 to 2021	80,628	80,628	-
Transfers from Parks and Open Spaces reserve for various capital projects	71,457	71,457	-
Other miscellaneous transfers and departmental adjustments	52,832	52,832	-
<b>Subtotal - Budget Adjustments</b>	<b>28,102,222</b>	<b>28,102,222</b>	<b>-</b>
<b>2021 Adjusted Budget - As at December 31, 2021</b>	<b>\$ 340,628,747</b>	<b>\$ 340,628,747</b>	<b>\$ -</b>

## 2021 Operating Results

For 2021, the City reports an operating cash surplus of \$3,940,658, which equates to 1.16% of the City's total gross adjusted budget of \$340,628,747. Significant revenue and expenditure variances are summarized below.

### Revenue Variances

Overall, actual revenues exceeded budgeted by \$4.82 million, or 1.42% of the gross adjusted revenue budget of \$340.63 million. Notable variances included:

1. **Commercial Realty:** Favourable variance of \$4.30 million (5.83%) due primarily to lower than estimated vacancy allowance claims and modest growth in the roll. Due to economic uncertainty relating to the pandemic, a conservative estimate was used for the 2021 budget.
2. **Transportation:** Unfavourable variance of \$1.31 million (73.67%) due to lower than budgeted revenues from parking meters, parking permits and parking meter smart cards.
3. **Recreation:** Unfavourable variance of \$429 thousand (22.92%) due to the impact of COVID-19 and related health measures on programs offerings for children, seniors, and aquatics and fitness.
4. **Construction permits:** Favourable variance of \$681 thousand (31.62%) due to greater than budgeted revenue from building & repair permits.
5. **Fines:** Unfavourable variance of \$1.23 million (53.44%) resulting from fewer parking violations than anticipated for 2021.
6. **Rents & Concessions:** Unfavourable variance of \$593 thousand (16.33%) due to less than anticipated Non-Profit Housing rental income.

7. **Investment Interest:** Favourable variance of \$1.56 million (309.32%) due to higher than anticipated interest earned on City bank accounts as well as interest earned on City of St. John's bonds purchased during 2021.
8. **Interest on Tax Arrears:** Favourable variance of \$567 thousand (25.70%). Due to economic uncertainty relating to the pandemic, a conservative estimate was used for the 2021 budget.
9. **Other Grants:** Favourable variance of \$6.07 million (2669.92%) due primarily to the \$5.8 million in Disaster Relief funds received for the 2020 "Snowmageddon".
10. **Transfers From Reserves:** Unfavourable variance of \$6.33 million (20.56%). The 2021 approved budget included the use of \$7.12 million from prior years surpluses as a measure to address forecasted revenue losses due to the impacts of the pandemic. However, due to the City reporting an operating surplus for the year, these funds were not required to be transferred.

For further detail regarding 2021 revenue variances, including a breakdown by revenue category, please see the Revenue section of the attached 2021 Executive Summary Report on Revenue and Expenditure.

### **Expenditure Variances**

For 2021, actual expenditures were greater than budgeted by \$879 thousand, or 0.26% of the gross adjusted expenditure budget of \$340.63 million. By expenditure category, notable variances included:

1. **General Government:** Favourable variance of \$2.70 million (6.92%) comprised of salary savings due to temporarily vacant positions, reduced travel costs, as well as reduced telecoms, electrical supplies, cleaning of facilities, electricity, furnace fuel, legal services, and computer software costs. Unfavourable variances occurred pertaining to costs for employee group insurance, as well as mandatory employer payroll contributions related to City's employee pension plan.
2. **Protective Services:** Unfavourable variance of \$1.74 million (4.85%) due primarily to mandatory employer payroll costs and allowances, including pension plan contributions, in the St. John's Regional Fire Department. Favourable variances occurred under Protective Inspections and Traffic Enforcement to help mitigate overall unfavourable variances in Protective Services.
3. **Transportation Services:** Unfavourable variance of \$1.28 million (2.30%). Snow clearing operations reported an unfavourable variance of 1.34 million (7.57%) due primarily to salt and labour costs. In addition, increased cost of concrete and asphalt

resulted in an unfavourable variance of \$788 thousand (10.82%) under Maintenance of Roads and Sidewalks. The City reported favourable variances totalling \$1.27 million combined under Maintenance of Traffic Lights and Signs, Maintenance of Parking Meters, as well as electricity costs for Street Lighting.

4. **Environmental Health:** Unfavourable variance of \$1.46 million (1.74%) primarily attributable to increased cost of furnace oil and the purchase of land at the Riverhead Waste Water Treatment Facility, as well as increased tipping fee charges under Garbage Collection. Robin Hood Bay's unfavourable variance is offset by transfers from operating reserves, reported under Other Transfers on the revenue section of the report.
5. **Environmental Development:** Favourable variance of \$1.30 million (8.96%) due to reduced expenditures relating to the Tourism and Marketing Levy, expiry of the Federally funded Homelessness Partnership Strategy initiative, as well as reduced labour costs across multiple Tourism and Economic Development programs.
6. **Parks, Recreation & Cultural Services:** Unfavourable variance of \$141 thousand (0.52%). Favourable variances occurred under Parks due to a reduction in required cleaning and maintenance, as well as in Recreation due to reduced labour, bus charters, and recreation supplies and equipment resulting from fewer children's, senior's, and aquatics and fitness program offerings. St. John's Sports & Entertainment operations required an additional \$1.96 million (38.51%) due to lost revenue from events at Mile One and the Convention Centre.
7. **Fiscal Services & Transfers:** Favourable variance of \$1.59 million (2.16%) relating primarily to a \$1.74 million (39.99%) favorable variance under Allowance for Doubtful Accounts. Due to economic conditions relating to the pandemic, a conservative estimate was used for the 2021 budget.
8. **Transfers to Other Departments:** Unfavourable variance of \$1.85 million (17.54%) due additional employer pension plan costs arising from an actuarial valuation of the City's defined benefit pension plan.

Further detail regarding 2021 variances, including a breakdown by functional area and program, can be found in the Expenditure section of the attached 2021 Executive Summary Report on Revenue and Expenditure.

## Cumulative Cash Surplus

The table below summarizes the City's cumulative cash surplus as at December 31, 2021.

<b>City of St. John's Cumulative Cash Surplus</b>	<b>Balance (\$)</b>
<b>Cumulative Cash Surplus - As at December 31, 2020</b>	<b>\$ 27,845,046</b>
<b>Allocated Funds:</b>	
Early payment towards Defined Benefit Pension	(10,450,755)
<b>Cumulative Cash Surplus After Allocated Funds</b>	<b>17,394,291</b>
2021 Operating Surplus	3,940,658
<b>Cumulative Cash Surplus - As at December 31, 2021</b>	<b>\$ 21,334,949</b>

## Summary

In summary, for 2021, the City reports an operating cash surplus of \$3,940,658, which equates to 1.16% of the City's total gross adjusted budget of \$340,628,747. Cumulatively, the City's unallocated surplus as of December 31, 2021 is \$21,334,949. Any potential use of these funds on a go forward basis will be examined over the next number of months as the City assesses results for 2022 and prepares for budget 2023.

## Key Considerations/Implications:

### 1. Budget/Financial Implications:

As presented above.

### 2. Partners or Other Stakeholders:

All residents and business living and operating within the City of St. John's, as well as neighboring municipalities availing of regional water, wastewater, fire protection, and waste management services.

### 3. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

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

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

**Recommendation:**

That Council adopt the Executive Summary Report on Revenues and Expenditures for the year ended December 31, 2021.

**Prepared by:** Kris Connors, Manager – Budget & Treasury

**Approved by:** Derek Coffey, Deputy City Manager – Finance & Administration

**Report Approval Details**

Document Title:	Report on Revenue and Expenditure for Fiscal 2021.docx
Attachments:	- 2021 Executive Summary Report on Revenue and Expenditure.pdf
Final Approval Date:	Jul 21, 2022

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

**Derek Coffey - Jul 21, 2022 - 11:27 AM**



**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>Revenue</b>				
Taxation	208,461,600	214,507,290	6,045,690	2.90%
Grants other governments	36,424,079	41,564,986	5,140,906	14.11%
Grants in lieu of taxes	9,199,785	9,493,995	294,209	3.20%
Sale of goods & services	44,833,938	43,354,485	(1,479,452)	(3.30%)
Other revenue own sources	10,938,840	11,907,297	968,457	8.85%
Other transfers	30,770,505	24,620,677	(6,149,827)	(19.99%)
<b>Total Revenue</b>	<b>340,628,747</b>	<b>345,448,729</b>	<b>4,819,983</b>	<b>1.42%</b>
<b>Expenditure</b>				
General government services	39,043,783	36,342,233	2,701,550	6.92%
Protective services	35,933,796	37,677,139	(1,743,344)	(4.85%)
Transportation services	55,457,831	56,735,597	(1,277,766)	(2.30%)
Environmental health services	84,327,101	85,791,630	(1,464,530)	(1.74%)
Environmental development services	14,507,277	13,206,820	1,300,458	8.96%
Parks recreation & cultural services	27,120,947	27,262,026	(141,079)	(0.52%)
Fiscal services	41,252,901	41,224,705	28,197	0.07%
Transfers to reserves & other funds	32,454,374	30,890,048	1,564,325	4.82%
<b>Total Expenditure before transfers</b>	<b>330,098,011</b>	<b>329,130,199</b>	<b>967,812</b>	<b>0.29%</b>
<b>Transfers to other departments</b>				
Payroll costs	10,530,736	12,329,641	(1,798,905)	(17.08%)
Fleet - mechanical	-	48,232	(48,232)	0.00%
<b>Total transfers to other departments</b>	<b>10,530,736</b>	<b>12,377,873</b>	<b>(1,847,137)</b>	<b>(17.54%)</b>
<b>Total Expenditure</b>	<b>340,628,747</b>	<b>341,508,072</b>	<b>(879,325)</b>	<b>(0.26%)</b>
<b>Net (surplus) deficit</b>	<b>-</b>	<b>3,940,658</b>	<b>3,940,658</b>	

1. The adjusted budget is the original approved budget, adjusted to reflect transfers and changes that occur throughout the year for items not known at the time the budget is approved. These adjustments are reflective of "one-off" transactions, net to zero, and do not result in a permanent increase to the City's budget. Refer to the accompanying Decision Note for further detail regarding the Adjusted Budget.

**City of St. John's  
Executive Summary Report on Revenue and Expenditure  
For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>REVENUE:</b>				
<b>Taxation:</b>				
41112 Residential Realty	93,800,000	94,426,222	626,222	0.67%
41118 Commercial Realty	73,780,000	78,081,546	4,301,546	5.83%
41940 Accommodation Tax	1,400,000	1,586,959	186,959	13.35%
41991 Utility Tax	6,200,000	6,643,633	443,633	7.16%
44410 Water Tax	33,281,600	33,768,930	487,330	1.46%
<b>Taxation: Total</b>	<b>208,461,600</b>	<b>214,507,290</b>	<b>6,045,690</b>	<b>2.90%</b>
<b>Grants In Lieu of Taxes:</b>				
42100 Govt. Of Canada	5,200,000	5,436,302	236,302	4.54%
42200 Govt. Canada Agencies	950,000	1,008,181	58,181	6.12%
42300 Water Tax Grant	3,049,785	3,049,511	(274)	(0.01%)
<b>Grants In Lieu of Taxes: Total</b>	<b>9,199,785</b>	<b>9,493,995</b>	<b>294,209</b>	<b>3.20%</b>
<b>Sales of Goods &amp; Services:</b>				
44100 General Government	3,803,262	4,177,813	374,551	9.85%
44300 Transportation	1,781,000	468,951	(1,312,049)	(73.67%)
44400 Environmental Health	21,800,489	21,468,896	(331,593)	(1.52%)
44435 Tipping Fees	15,064,000	15,091,457	27,457	0.18%
44700 Recreation	1,870,674	1,441,930	(428,744)	(22.92%)
44900 Other General	514,512	705,438	190,926	37.11%
<b>Sales of Goods &amp; Services: Total</b>	<b>44,833,938</b>	<b>43,354,485</b>	<b>(1,479,452)</b>	<b>(3.30%)</b>
<b>Other Revenue Own Sources:</b>				
45120 Business Licenses	154,950	136,615	(18,335)	(11.83%)
45170 Construction Permits	2,153,720	2,834,653	680,933	31.62%
45200 Fines	2,292,500	1,067,285	(1,225,215)	(53.44%)
45300 Rents & Concessions	3,628,504	3,035,914	(592,590)	(16.33%)
45500 Investment Interest	503,298	2,060,089	1,556,791	309.32%
45600 Interest Tax Arrears	2,205,868	2,772,741	566,873	25.70%
<b>Other Revenue Own Sources: Total</b>	<b>10,938,840</b>	<b>11,907,297</b>	<b>968,457</b>	<b>8.85%</b>
<b>Grants Other Governments:</b>				
47100 Other Grants	227,448	6,300,126	6,072,678	2669.92%
47107 CMHC Mortgage Subsidy	23,895	8,384	(15,511)	(64.91%)
47530 Recovery Debt Charges	24,621,392	23,916,005	(705,387)	(2.86%)
47550 Real Program Grants	59,000	48,788	(10,212)	(17.31%)
47555 NPH Subsidy	1,297,466	1,096,787	(200,679)	(15.47%)
47110 Gas Tax Rebate	10,194,879	10,194,896	17	0.00%
<b>Grants Other Governments: Total</b>	<b>36,424,079</b>	<b>41,564,986</b>	<b>5,140,906</b>	<b>14.11%</b>
<b>Other Transfers:</b>				
49200 Assessments	-	176,402	176,402	0.00%
49300 Transfers From Reserves	30,770,505	24,444,276	(6,326,229)	(20.56%)
<b>Other Transfers: Total</b>	<b>30,770,505</b>	<b>24,620,677</b>	<b>(6,149,827)</b>	<b>(19.99%)</b>
<b>REVENUE: TOTAL</b>	<b>340,628,747</b>	<b>345,448,729</b>	<b>4,819,983</b>	<b>1.42%</b>

**City of St. John's  
Executive Summary Report on Revenue and Expenditure  
For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>EXPENDITURE:</b>				
<b>GENERAL GOVERNMENT:</b>				
<b>General Administrative:</b>				
1111 Mayor & Councillors	820,777	728,480	92,297	11.25%
1115 Civic Events & Receptions	76,420	25,415	51,005	66.74%
1212 Admin. Administrative Services	1,099,164	805,353	293,811	26.73%
1213 Human Resources	1,067,364	984,954	82,411	7.72%
1214 Benefits Administration	276,249	231,507	44,742	16.20%
1215 City Manager's Office	411,721	374,853	36,868	8.95%
1216 Employee Wellness	313,402	227,462	85,941	27.42%
1217 Organizational Development	308,104	240,010	68,094	22.10%
1218 HR Advisory Services	1,054,765	1,075,543	(20,778)	(1.97%)
1220 Legal Services	1,807,424	1,590,806	216,619	11.98%
1221 Mgmt. & Admin. Finance & Administration	585,525	546,982	38,542	6.58%
1222 Financial Services	913,509	870,349	43,160	4.72%
1223 Budgetary Services	490,945	461,436	29,509	6.01%
1225 Performance & Strategy	449,391	439,488	9,903	2.20%
1226 Occupational Health & Safety	368,829	396,619	(27,790)	(7.53%)
1231 Assessment	2,155,116	2,032,524	122,593	5.69%
1241 Revenue Accounting	1,122,575	1,048,460	74,115	6.60%
1250 Property Management	2,137,107	2,091,454	45,653	2.14%
1251 Office Services	448,350	444,880	3,471	0.77%
1252 Maint. City Hall	950,905	806,479	144,426	15.19%
1254 Maint. City Hall Annex	179,424	176,800	2,624	1.46%
1257 Maint. Railway Coastal Museum	84,906	87,039	(2,133)	(2.51%)
1258 Maint. 245 Freshwater Road	241,063	202,683	38,380	15.92%
1259 Maint. Conway Building	49,176	56,150	(6,975)	(14.18%)
1260 Maint. Archives Building	48,511	39,635	8,876	18.30%
1261 Purchasing	778,306	798,241	(19,935)	(2.56%)
1262 Materials Management	795,287	741,231	54,056	6.80%
1269 Internal Audit	342,724	318,236	24,487	7.14%
1270 Corporate Communications	992,186	920,269	71,917	7.25%
1272 Information Services	5,183,300	4,640,041	543,259	10.48%
1274 Service Center	1,459,870	1,245,193	214,678	14.71%
1318 Land Information Systems	1,071,312	1,021,671	49,641	4.63%
2498 Maint. East End Storage Facility	5,993	-	5,993	100.00%
<b>General Administrative: Total</b>	<b>28,089,701</b>	<b>25,670,239</b>	<b>2,419,461</b>	<b>8.61%</b>
<b>Pensions &amp; Benefits:</b>				
1290 Pensions & Employee Benefits	1,872,836	2,425,532	(552,696)	(29.51%)
1297 Sick & Severance Liabilities	1,250,000	1,072,662	177,338	14.19%
<b>Pensions &amp; Benefits: Total</b>	<b>3,122,836</b>	<b>3,498,194</b>	<b>(375,358)</b>	<b>(12.02%)</b>
<b>Engineering:</b>				
1311 Mgmt. Planning, Engineering	526,346	465,005	61,341	11.65%
1313 Development Control	1,529,119	1,364,695	164,425	10.75%
1314 Surveying	571,116	534,827	36,289	6.35%
1315 Transportation Engineering	1,903,876	1,647,388	256,488	13.47%
1316 Admin. Planning, Engineering & Regulatory Services	937,747	885,169	52,578	5.61%
1319 Construction Engineering	735,274	829,814	(94,540)	(12.86%)
1320 Facility Engineering	510,795	478,050	32,746	6.41%
<b>Engineering: Total</b>	<b>6,714,275</b>	<b>6,204,948</b>	<b>509,327</b>	<b>7.59%</b>

**City of St. John's  
Executive Summary Report on Revenue and Expenditure  
For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>Other General Government:</b>				
1931 Risk Management & Insurance	766,972	623,979	142,993	18.64%
1995 Municipal General Elections	350,000	344,873	5,127	1.46%
<b>Other General Government: Total</b>	<b>1,116,972</b>	<b>968,852</b>	<b>148,120</b>	<b>13.26%</b>
<b>GENERAL GOVERNMENT: TOTAL</b>	<b>39,043,783</b>	<b>36,342,233</b>	<b>2,701,550</b>	<b>6.92%</b>
<b>PROTECTIVE SERVICES:</b>				
<b>Fire Protection:</b>				
2500 St. John's Fire Protection	29,559,696	31,959,631	(2,399,936)	(8.12%)
<b>Fire Protection: Total</b>	<b>29,559,696</b>	<b>31,959,631</b>	<b>(2,399,936)</b>	<b>(8.12%)</b>
<b>Protective Inspections:</b>				
2921 Mgmt. Regulatory Services	630,177	663,530	(33,353)	(5.29%)
2922 Building Inspection	1,855,817	1,525,839	329,978	17.78%
2923 Electrical Inspection	550,490	528,966	21,524	3.91%
2924 Plumbing Inspection	245,078	217,457	27,621	11.27%
2929 Taxi & By-law Inspections	175,652	184,250	(8,598)	(4.89%)
<b>Protective Inspections: Total</b>	<b>3,457,214</b>	<b>3,120,042</b>	<b>337,172</b>	<b>9.75%</b>
<b>Traffic:</b>				
2141 Traffic Enforcement	1,485,796	1,200,501	285,295	19.20%
2142 Crossing Guard Program	112,833	86,534	26,299	23.31%
<b>Traffic: Total</b>	<b>1,598,629</b>	<b>1,287,035</b>	<b>311,595</b>	<b>19.49%</b>
<b>Humane Services:</b>				
2931 Humane Services	1,230,988	1,224,133	6,856	0.56%
2932 Maint. Animal Control Shelter	87,268	86,298	970	1.11%
<b>Humane Services: Total</b>	<b>1,318,257</b>	<b>1,310,431</b>	<b>7,826</b>	<b>0.59%</b>
<b>PROTECTIVE SERVICES: TOTAL</b>	<b>35,933,796</b>	<b>37,677,139</b>	<b>(1,743,344)</b>	<b>(4.85%)</b>
<b>TRANSPORTATION SERVICES:</b>				
<b>Roads:</b>				
3011 Mgmt. & Admin. Public Works	1,144,972	1,226,750	(81,779)	(7.14%)
3211 Mgmt. & Admin. Streets & Parks	1,716,620	1,745,790	(29,170)	(1.70%)
3221 Maint. of Roads & Sidewalks	7,279,085	8,066,986	(787,901)	(10.82%)
3231 Snow Clearing	17,709,039	19,049,903	(1,340,864)	(7.57%)
3241 Maint. Public Works Depot	1,128,036	1,480,807	(352,772)	(31.27%)
3242 Maint. Asphalt Recycling Facility	10,169	8,088	2,081	20.47%
3252 Maint. Traffic Signs & Lights	1,858,830	1,632,853	225,978	12.16%
3262 Street Cleaning By Hand	253,425	213,373	40,052	15.80%
<b>Roads: Total</b>	<b>31,100,176</b>	<b>33,424,549</b>	<b>(2,324,374)</b>	<b>(7.47%)</b>
<b>Other Transportation Services:</b>				
3521 Parking Meters	1,123,144	372,555	750,588	66.83%
3561 Street Lighting	4,790,775	4,494,224	296,551	6.19%
3591 Metrobus & Para-Transit System	18,443,737	18,444,268	(531)	(0.00%)
<b>Other Transportation Services: Total</b>	<b>24,357,655</b>	<b>23,311,047</b>	<b>1,046,608</b>	<b>4.30%</b>
<b>TRANSPORTATION SERVICES: TOTAL</b>	<b>55,457,831</b>	<b>56,735,597</b>	<b>(1,277,766)</b>	<b>(2.30%)</b>

**City of St. John's  
Executive Summary Report on Revenue and Expenditure  
For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>ENVIRONMENTAL HEALTH:</b>				
<b>Water:</b>				
4111 Admin. Environmental Services	2,268,695	2,176,922	91,772	4.05%
4120 City Share of Regional Water System	5,469,310	5,323,399	145,910	2.67%
4121 Petty Harbor Long Pond Water Treatment Facility	1,221,761	1,164,123	57,637	4.72%
4122 Winsor Lake Water Treatment Facility	12,627,902	12,278,519	349,383	2.77%
4123 Regional Water System	13,815,849	13,706,872	108,976	0.79%
4131 Water & Waste Water Distribution	10,498,779	11,094,636	(595,856)	(5.68%)
<b>Water: Total</b>	<b>45,902,295</b>	<b>45,744,472</b>	<b>157,823</b>	<b>0.34%</b>
<b>Waste Water:</b>				
4225 Riverhead Waste Water Treatment Facility	8,948,919	9,456,931	(508,012)	(5.68%)
<b>Waste Water: Total</b>	<b>8,948,919</b>	<b>9,456,931</b>	<b>(508,012)</b>	<b>(5.68%)</b>
<b>Sanitary:</b>				
4321 Garbage Collection	8,069,731	8,694,579	(624,848)	(7.74%)
4322 Waste Diversion Public Awareness	244,828	228,506	16,322	6.67%
4330 Robin Hood Bay Facility	21,161,327	21,667,143	(505,815)	(2.39%)
<b>Sanitary: Total</b>	<b>29,475,886</b>	<b>30,590,227</b>	<b>(1,114,341)</b>	<b>(3.78%)</b>
<b>ENVIRONMENTAL HEALTH: TOTAL</b>	<b>84,327,101</b>	<b>85,791,630</b>	<b>(1,464,530)</b>	<b>(1.74%)</b>
<b>ENVIRONMENTAL DEVELOPMENT:</b>				
<b>Planning:</b>				
6113 Planning & Development	524,875	532,521	(7,646)	(1.46%)
<b>Planning: Total</b>	<b>524,875</b>	<b>532,521</b>	<b>(7,646)</b>	<b>(1.46%)</b>
<b>Community Development:</b>				
6211 Admin. Community Services	451,304	449,410	1,893	0.42%
6212 Events & Services	816,258	817,658	(1,400)	(0.17%)
<b>Community Development: Total</b>	<b>1,267,562</b>	<b>1,267,069</b>	<b>493</b>	<b>0.04%</b>
<b>Housing &amp; Real Estate:</b>				
6341 Real Estate	17,311	10,992	6,319	36.51%
6342 Rental Housing Projects	789,827	228,070	561,756	71.12%
6343 Tourism Marketing Levy Expenditures	4,302,329	3,470,852	831,478	19.33%
6360 Non-Profit Housing Units	4,881,925	5,393,124	(511,199)	(10.47%)
6391 Admin. Non-Profit Housing	700,573	711,622	(11,049)	(1.58%)
6392 Maint. Non-Profit Housing	655,887	617,924	37,963	5.79%
6401 HFSCF: Coordination Framework	100,000	-	100,000	100.00%
<b>Housing &amp; Real Estate: Total</b>	<b>11,447,852</b>	<b>10,432,584</b>	<b>1,015,268</b>	<b>8.87%</b>
<b>Tourism &amp; Economic Development:</b>				
6612 Tourism Development	179,203	42,420	136,784	76.33%
6613 Visitor's Services	111,409	22,321	89,089	79.97%
6616 Economic Development	645,457	577,867	67,591	10.47%
6624 Maint. Gentara Building	305,864	279,509	26,355	8.62%
6625 Quidi Vidi Visitor's Center	25,055	52,530	(27,475)	(109.66%)
<b>Tourism &amp; Economic Development: Total</b>	<b>1,266,988</b>	<b>974,645</b>	<b>292,343</b>	<b>23.07%</b>
<b>ENVIRONMENTAL DEVELOPMENT: TOTAL</b>	<b>14,507,277</b>	<b>13,206,820</b>	<b>1,300,458</b>	<b>8.96%</b>

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>PARKS, RECREATION &amp; CULTURAL SERVICES:</b>				
<b>Parks:</b>				
7111 Admin. Parks	988,937	1,020,292	(31,355)	(3.17%)
7121 Maint. Municipal Parks	6,240,473	5,871,165	369,308	5.92%
7123 Maint. Sports Parks & Fields	711,577	906,198	(194,621)	(27.35%)
7125 Maint. Buckmasters Community Center	87,628	75,592	12,036	13.73%
7130 Maint. H.G.R. Mews Center	207,481	194,412	13,068	6.30%
7131 Maint. Aquatic Parks	249,715	295,646	(45,931)	(18.39%)
7133 Maint. Rotary Park Chalet	47,234	33,253	13,982	29.60%
7134 Maint. Sports Buildings	299,006	199,711	99,296	33.21%
7135 Snow Clearing Steps and Right Of Way	707,065	707,088	(22)	(0.00%)
7136 Maint. Shea Heights Community Center	61,104	51,207	9,897	16.20%
7138 Maint. Kilbride Community Center	45,657	38,020	7,636	16.73%
7139 Maint. Southlands Community Center	60,739	58,141	2,598	4.28%
7140 Maint. Paul Reynolds Community Center	768,885	651,351	117,534	15.29%
7141 Maint. Anna Templeton Center	38,200	13,517	24,683	64.61%
7142 Maint. Kenmount Terrace Community Center	80,245	76,054	4,191	5.22%
7225 Maint. Bowring Park Buildings	74,739	98,188	(23,449)	(31.37%)
<b>Parks: Total</b>	<b>10,668,686</b>	<b>10,289,836</b>	<b>378,850</b>	<b>3.55%</b>
<b>Recreation:</b>				
7305 Healthy Communities & Inclusion	1,010,229	901,671	108,558	10.75%
7311 Community Development	978,087	858,484	119,603	12.23%
7321 Family, Children & Youth	889,629	694,380	195,248	21.95%
7322 Bowring Park Pool Operations	116,886	91,563	25,323	21.66%
7324 Admin. Recreation Facilities	1,144,715	981,356	163,359	14.27%
7325 H.G.R. Mews Center Operations	748,951	679,758	69,193	9.24%
7329 H.G.R. Mews Center Aquatics & Fitness Programs	560,677	374,147	186,529	33.27%
7330 Goulds Recreation Association	166,250	166,250	-	0.00%
7333 Seniors Programs & Services	203,258	118,036	85,222	41.93%
7334 Bannerman Park Pool Operations	67,554	57,888	9,666	14.31%
7336 Shea Heights Community Center Operations	255,524	210,091	45,433	17.78%
7337 Southlands Community Center Operations	277,144	236,499	40,645	14.67%
7338 Kilbride Community Center Operations	266,373	264,109	2,264	0.85%
7339 Kenmount Terrace Community Center Operations	282,352	255,109	27,243	9.65%
7340 Paul Reynolds Community Center Operations	785,205	696,605	88,600	11.28%
7342 Paul Reynolds Community Center Aquatics and Fitness Programs	1,325,679	1,033,393	292,286	22.05%
<b>Recreation: Total</b>	<b>9,078,511</b>	<b>7,619,339</b>	<b>1,459,172</b>	<b>16.07%</b>
<b>Cultural:</b>				
7445 St. John's Sports & Entertainment	5,101,586	7,066,456	(1,964,870)	(38.51%)
7551 Grants & Subsidies	1,706,900	1,683,225	23,675	1.39%
7553 Local Immigration Partnership Strategy	90,559	91,725	(1,167)	(1.29%)
7910 Cultural Development	188,887	155,012	33,874	17.93%
7911 Municipal Archives	249,618	256,579	(6,961)	(2.79%)
7912 Railway Coastal Museum Operations	36,200	99,853	(63,653)	(175.84%)
<b>Cultural: Total</b>	<b>7,373,750</b>	<b>9,352,850</b>	<b>(1,979,101)</b>	<b>(26.84%)</b>
<b>PARKS, RECREATION &amp; CULTURAL SERVICES: TOTAL</b>	<b>27,120,947</b>	<b>27,262,026</b>	<b>(141,079)</b>	<b>(0.52%)</b>



**City of St. John's  
Executive Summary Report on Revenue and Expenditure  
For the year ended December 31, 2021**

	ADJUSTED <sup>1</sup> BUDGET	ACTUAL	VARIANCE \$	VARIANCE %
<b>FISCAL SERVICES &amp; TRANSFERS:</b>				
<b>Fiscal Services:</b>				
8111 Short-Term Debt Charges	25,000	302	24,698	98.79%
8131 Debenture Debt Charges	41,127,901	41,127,901	(0)	(0.00%)
8191 Other Debt Charges	100,000	96,501	3,499	3.50%
<b>Fiscal Services: Total</b>	<b>41,252,901</b>	<b>41,224,705</b>	<b>28,197</b>	<b>0.07%</b>
<b>Transfers:</b>				
8211 Allowance For Doubtful Accounts	4,350,000	2,610,474	1,739,526	39.99%
8990 Capital Expenditures	28,104,374	28,279,575	(175,201)	(0.62%)
<b>Transfers: Total</b>	<b>32,454,374</b>	<b>30,890,048</b>	<b>1,564,325</b>	<b>4.82%</b>
<b>FISCAL SERVICES &amp; TRANSFERS: TOTAL</b>	<b>73,707,275</b>	<b>72,114,753</b>	<b>1,592,522</b>	<b>2.16%</b>
<b>EXPENDITURE BEFORE TRANSFERS: TOTAL</b>	<b>330,098,011</b>	<b>329,130,199</b>	<b>967,812</b>	<b>0.29%</b>
<b>TRANSFERS TO OTHER DEPARTMENTS:</b>				
<b>Payroll Costs:</b>				
1295 EMPLOYER PAYROLL COSTS	10,530,736	12,329,641	(1,798,905)	(17.08%)
<b>Payroll Costs: Total</b>	<b>10,530,736</b>	<b>12,329,641</b>	<b>(1,798,905)</b>	<b>(17.08%)</b>
<b>Mechanical:</b>				
3111 ADMINISTRATION - MECHANICAL DEPT.	1,667,328	1,794,484	(127,156)	(7.63%)
3121 VEHICLE & EQUIPMENT MAINTENANCE	8,996,533	9,586,950	(590,418)	(6.56%)
3129 VEHICLE FLEET RENTAL	(10,663,860)	(11,333,202)	669,342	(6.28%)
<b>Mechanical: Total</b>	<b>-</b>	<b>48,232</b>	<b>(48,232)</b>	<b>0.00%</b>
<b>TRANSFERS TO OTHER DEPARTMENTS: TOTAL</b>	<b>10,530,736</b>	<b>12,377,873</b>	<b>(1,847,137)</b>	<b>(17.54%)</b>
<b>EXPENDITURE: TOTAL</b>	<b>340,628,747</b>	<b>341,508,072</b>	<b>(879,325)</b>	<b>(0.26%)</b>

# INFORMATION NOTE

---

<b>Title:</b>	<b>What We Heard – 2022 Landlord Survey</b>
<b>Date Prepared:</b>	July 12, 2022
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Ophelia Ravencroft, Housing
<b>Ward:</b>	N/A

---

## **Issue:**

Provide Council with a summary of what was heard through the 2022 Landlord Survey.

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

As part of the 10-Year Affordable Housing Strategy’s commitment to Informing Action and “supporting the involvement of the private sector in affordable housing,” the City of St. John’s has produced a What We Heard report detailing responses to the 2022 Landlord Survey. The purpose of the survey was to understand the impacts of recent changes in the rental properties market, as well as to gauge interest in, barriers to, and build knowledge around providing affordable housing in our city.

The online survey was open from May 9 to June 3, 2022 and received 249 responses with a 64% completion rate. The City promoted the survey via City of St. John’s social media, community partner networks, and during a landlord engagement event held on May 25, 2022.

A number of key findings emerged through the survey responses, including:

- The vast majority of landlords in St. John’s operate on a small scale, holding 1-5 units, the majority of which are basement apartments and single detached homes.
- Of the 249 respondents, only 3 indicated operating accessible units, highlighting a key need.
- According to respondents, the greatest impacts of the COVID-19 pandemic were loss of rental income and increased rental arrears.
- Landlords indicated damages and poor support processes as common challenges experienced throughout a tenancy.
- 57% of landlords indicated dissatisfaction with recent changes to the Residential Tenancies Act.
- 47% of respondents are interested in/able to provide affordable housing based on the Affordable Housing Strategy definition (i.e., housing costs are no more than 30% of a household’s income). However, lack of security regarding recouping costs of missed rent, damages, etc. is cited as a significant barrier.

- Landlords also view cost of living increases as a major barrier to providing affordable rentals.
- Landlord mitigation funds and tax incentives are cited as key incentives that would make affordable housing provision more feasible.

Findings from the 2022 Landlord Survey will be presented to the Affordable Housing Working Group and used to inform working group initiatives and advocacy around increasing the feasibility of affordable market rentals.

### **Key Considerations/Implications:**

1. **Budget/Financial Implications:** The survey was developed and completed inhouse. There was no budget attached to the survey.
2. **Partners or Other Stakeholders:** The City's Affordable Housing Strategy was built upon public and strategic stakeholder engagement, and the implementation continues to be guided and shaped by multi-stakeholder partnerships and processes.
3. **Alignment with Strategic Directions:**  
  
A Connected City: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.
4. **Alignment with Adopted Plans:** The 2022 Landlord Survey aligns with the 10-Year Affordable Housing Strategy's Informing Action strategic direction, as well as items 5.3 and 5.3.1.
5. **Accessibility and Inclusion:** The City's Affordable Housing Strategy emphasizes fostering an inclusive housing sector with options available along the entire housing continuum. This includes investing in, advocating for, and building knowledge around accessible and universally designed housing (i.e., strategic directions 2.3.2, 6.2, 6.2.1, 6.2.2).
6. **Legal or Policy Implications:** No legal or policy implications
7. **Privacy Implications:** The landlord survey was anonymous. Identifying information was not collected and only generalized information was collected to develop a profile of the current rental market.
8. **Engagement and Communications Considerations:**  
  
The survey was communicated through various channels and the What We Heard will be shared on the Affordable Housing project page at EngageStJohns.ca, through City Communications channels, and with the Affordable Housing Working Group.

9. Human Resource Implications: None anticipated at this time.

10. Procurement Implications: None anticipated at this time.

11. Information Technology Implications: None anticipated at this time.

12. Other Implications: None anticipated at this time.

**Conclusion/Next Steps:**

Review the What we Heard report and consider the findings when decisions related to the topic are brought forward for consideration at a future meeting.

**Attachment:** WWH 2022 Landlord Survey 2022-07-26.pdf

### Report Approval Details

Document Title:	IN WWH Landlord Survey 2022.docx
Attachments:	- WWH 2022 Landlord Survey 2022-07-26.pdf
Final Approval Date:	Jul 21, 2022

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

**Judy Tobin - Jul 21, 2022 - 9:21 AM**

**Tanya Haywood - Jul 21, 2022 - 9:24 AM**

# What we Heard

2022 Landlord Survey

June 2022



Affordable Housing  
ST. JOHN'S



## Disclaimer

This document provides a summary of what was heard from participants during this engagement process. It is not meant to reflect the specific details of each submission word-for-word, although attempts have been made to do so when possible.

The City produces a What we Heard document for every city-led public engagement project. This collected commentary is shared with the community to ensure we heard you correctly.

The City protects the privacy of those who provide feedback as per Access to Information and Privacy Legislation.

The full scope of commentary is used by city staff and Council to help inform recommendations and decisions.

## Context

The City's [Affordable Housing Strategy](#) and the affordable housing sector rely on private landlords and property managers as community partners.

Over the past several years, there have been many changes to the rental landscape in St. John's, to our local community sector, and the broader economy. As we adjust to these changes, the City of St. John's, in collaboration with the Affordable Housing Working Group (AHWG), is taking the opportunity to engage with landlords to understand the impacts of these changes on the rental property market. In addition, we hope to gauge interest in, barriers to, and build knowledge around, providing affordable housing in our city.

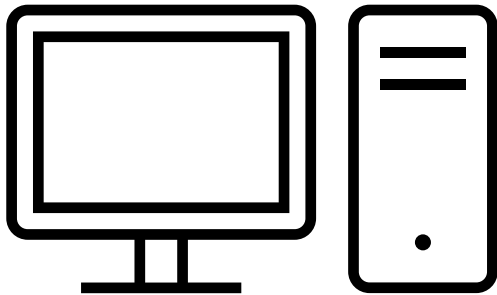
Previous engagement was completed in [2016](#), where 320 landlords and property managers provided input through a survey. This current engagement is informed by the 2016 survey.

# Public Engagement Plan

## Purpose

- To obtain feedback from landlords which will help shape future decisions.
- To provide feedback on how public input influences future decisions.

# Engagement and Communications



- Public Service Announcement issued on May 9
- Survey published through Survey Monkey open from May 9 to June 3
- Landlord Forum on May 25
- Promoted through Social Media Channels: Facebook, Twitter
- Promoted through the Affordable Housing Working Group and End Homelessness St. John's

## Who Engaged



### **Survey Responses:** 249

Estimated completion rate: 64%

### **Landlord Forum:** 19 attendees

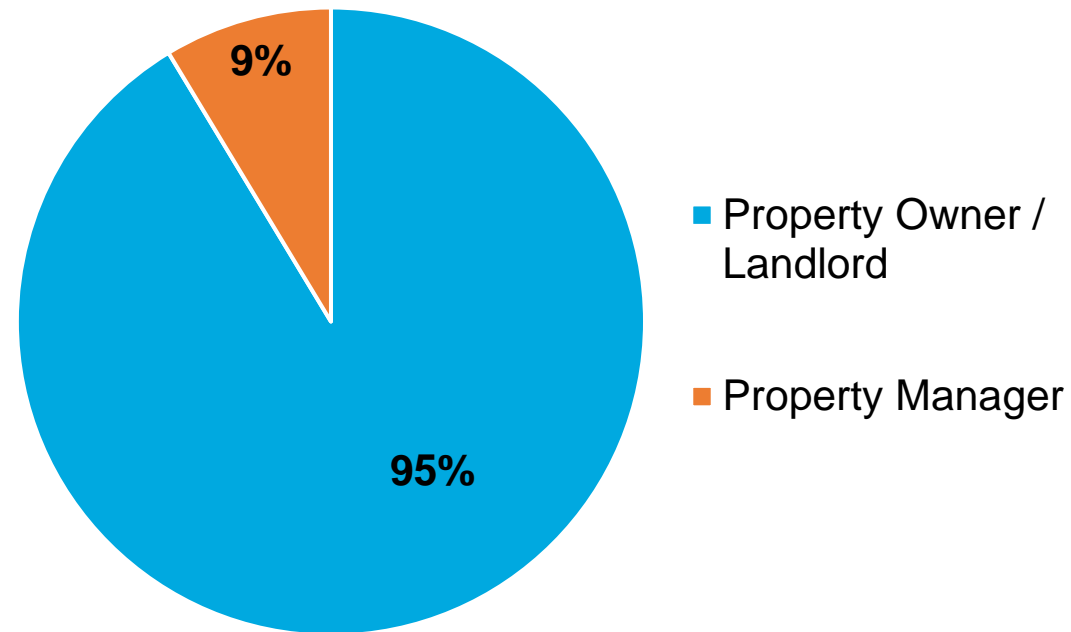
- 15 Landlord/Property Managers
- 4 from the nonprofit sector

### **Social Media Activity:**

- 3 posts each on Twitter and Facebook
- May 9, May 17, June 1
- Public comment themes included
  - Cost of living
  - Tenant experiences

# Feedback from the Survey

Which best describes you? (check all that apply):

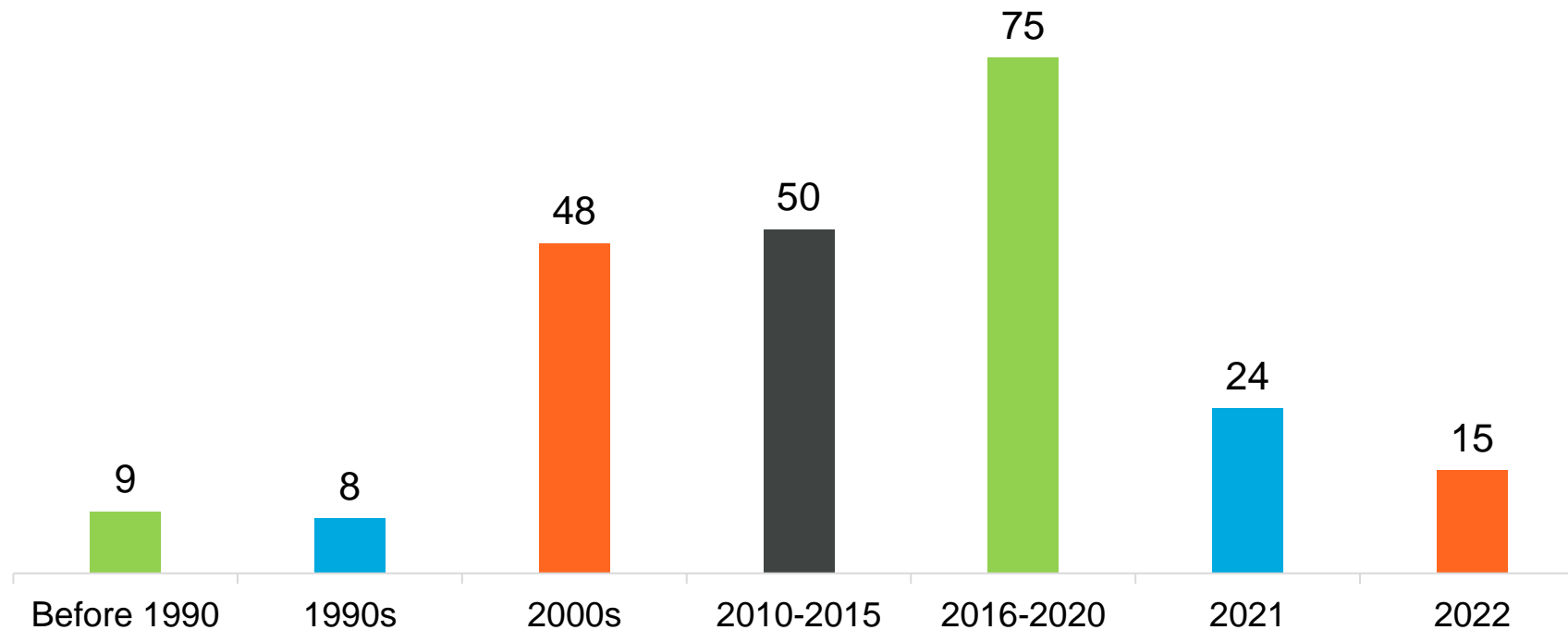


n = 249



# Feedback from the Survey

What year did you become a landlord/property manager?

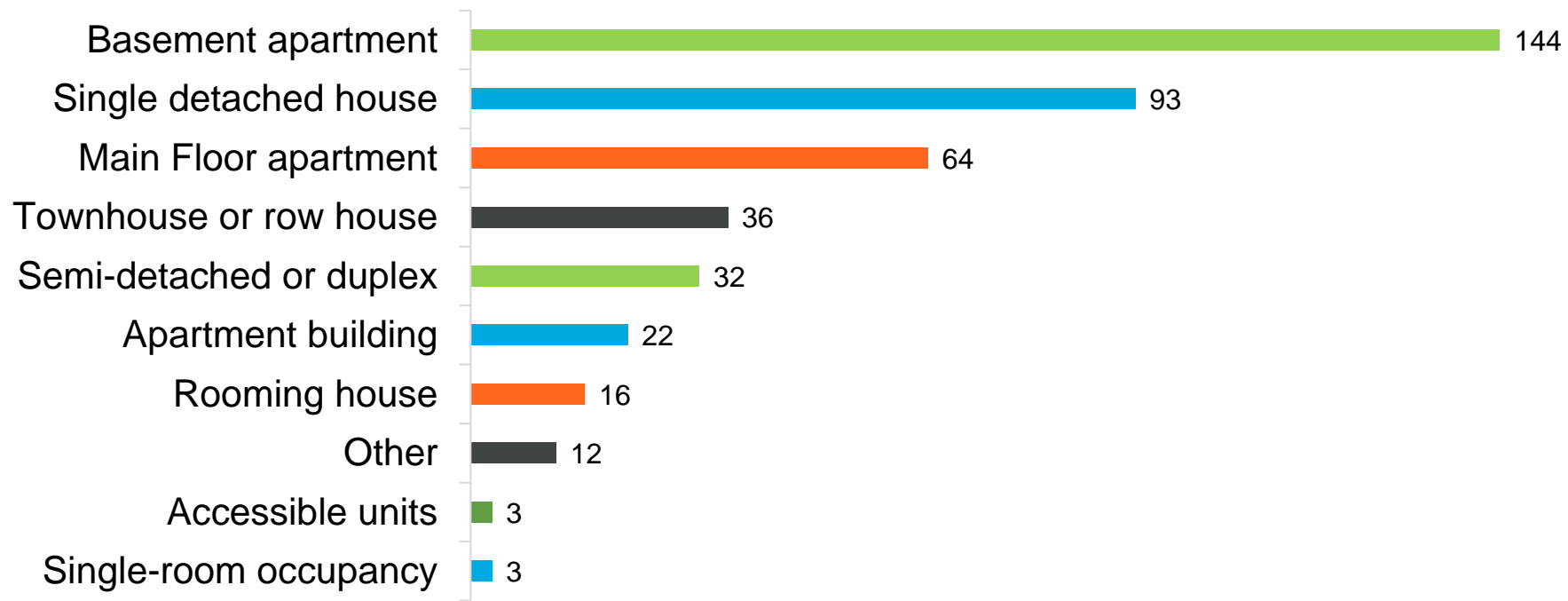


n = 229\*

\*some responses were not included because they were of a general nature

# Feedback from the Survey

What kind of rental properties do you have? (check all that apply):

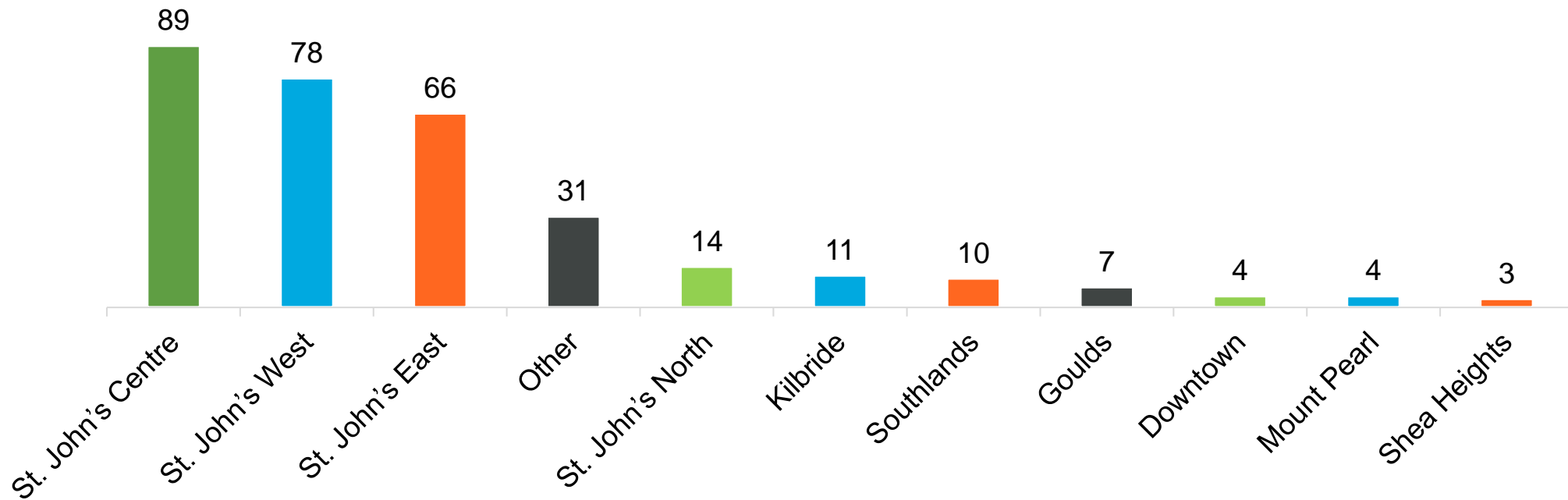


n = 249

“Other”: multiple houses, condos, multiple units, units on other floors, general comments

# Feedback from the Survey

In what area(s) do you currently own or manage rental properties? (check all that apply):

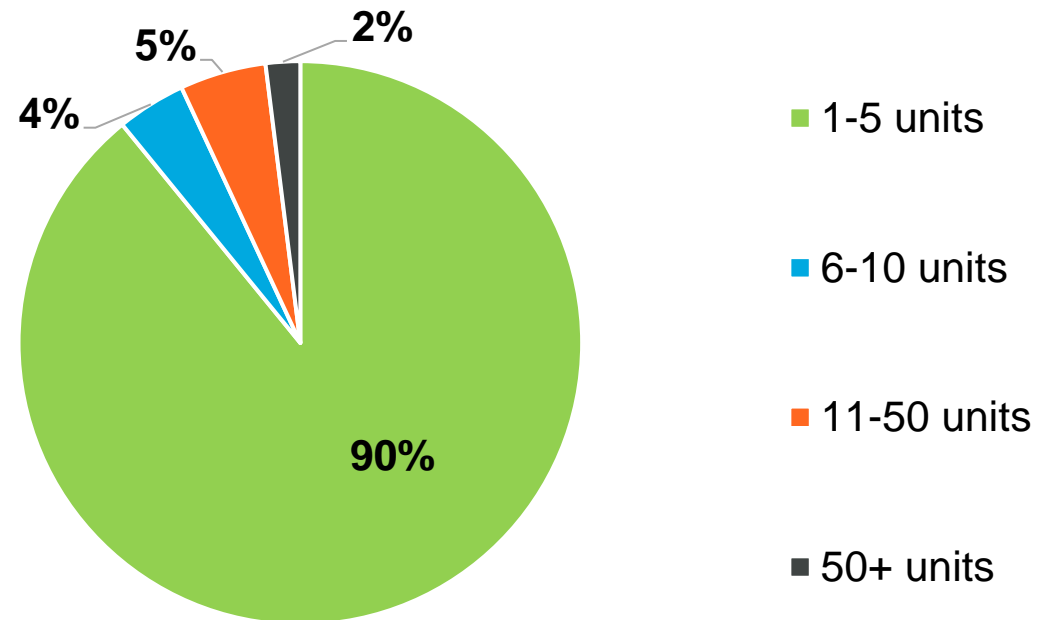


n = 249

“Other”: Paradise (6), CBS (3), Corner Brook, Torbay, Bay Roberts

# Feedback from the Survey

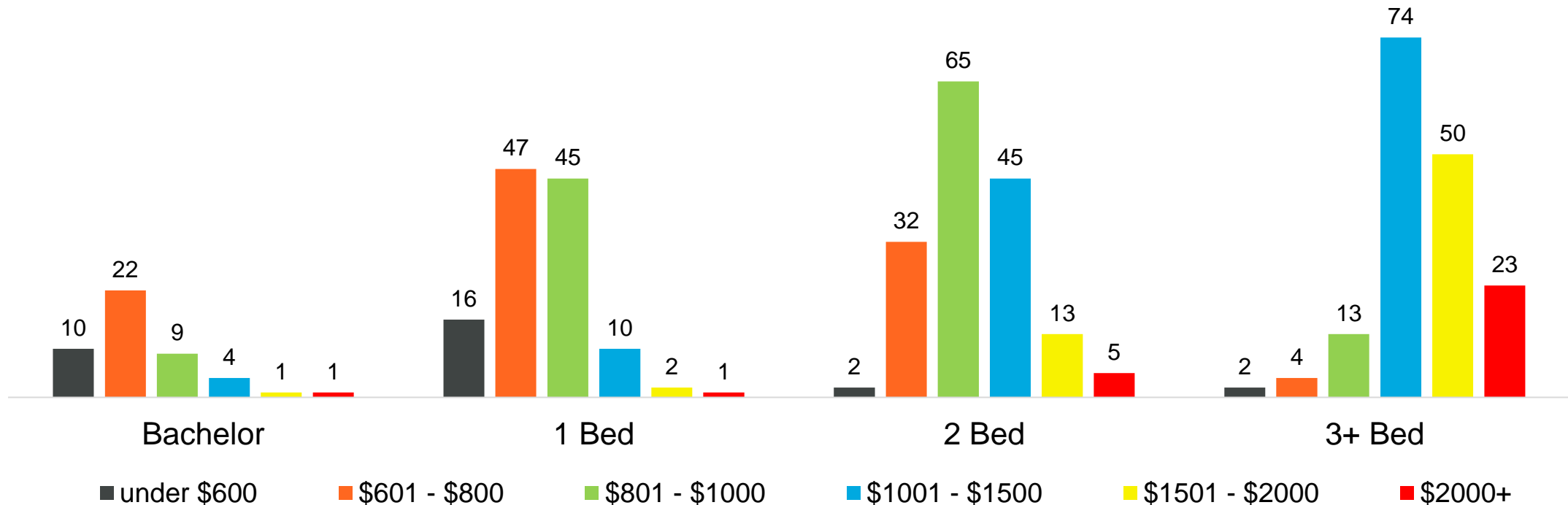
Please help us gather some basic facts about your rental properties (check all that apply)  
NOTE: Rental property includes basement apartment and all rooms available for rent.



n = 249

# Feedback from the Survey

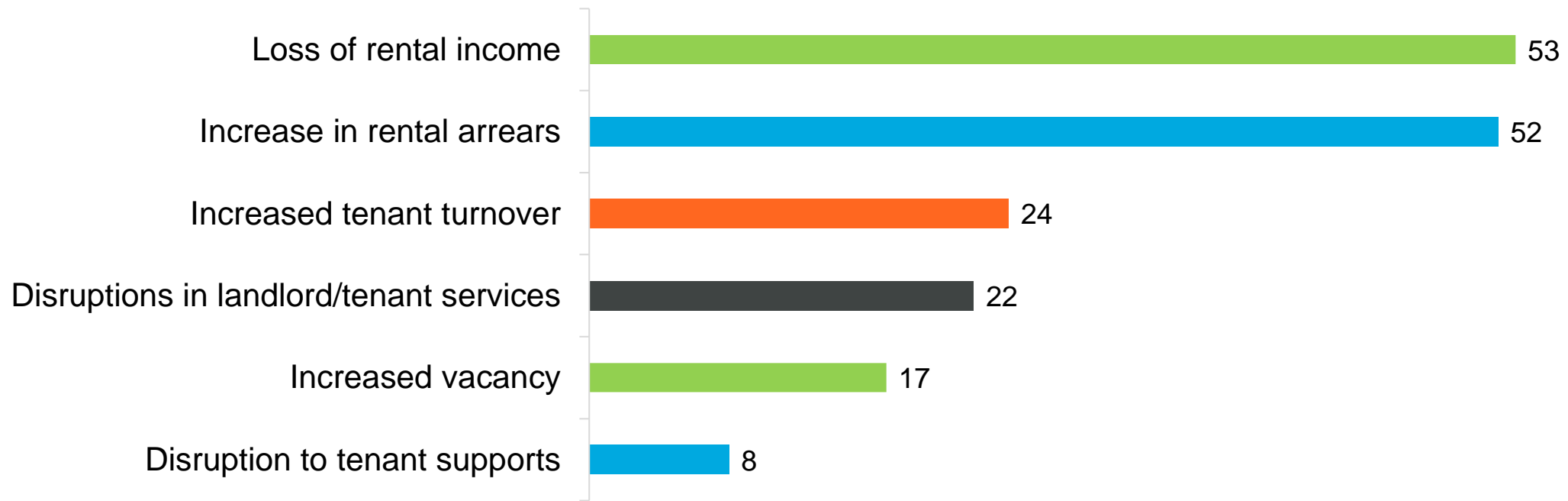
Please describe the average rent WITHOUT utilities (per month):



n = 249

# Feedback from the Survey

How has the Covid-19 pandemic impacted your business as a landlord? (Select all that apply.)



n = 109

# Feedback from the Survey

How has the Covid-19 pandemic impacted your business as a landlord? *Comments*

- Increased maintenance costs: 4
- Decreased amount (or free) rent: 4
- Trouble with tribunal or Residential Tenancies: 3
- Increased living expenses: 2
- Increased volume: 2
- Other: 15 (Tenants moved away, loss of landlord income, more cautious/lockdowns from COVID)

n = 26 In addition, 38 commented there was no change or not applicable.



## Feedback from the Survey

Are you cautious when renting to certain tenants (e.g., students, seniors, income support recipients, individuals with pets)? Please list rental arrangements you are cautious about:

- Pets: 95
- Income support: 61
- Students: 41
- All (cautious of everyone): 13
- None: 12
- Young children: 9
- Reference checks: 6
- Unemployed: 6
- Unrelated groups: 5
- Criminal record: 4
- Young people (non-students): 4
- Seniors: 3
- Single adult males: 3
- Smokers: 3
- People from outside the country: 2
- Non-family: 2
- N/A: 2
- Other (e.g., no car, similar lifestyle to my own, drug use, etc.): 8

n = 170 free-text answers

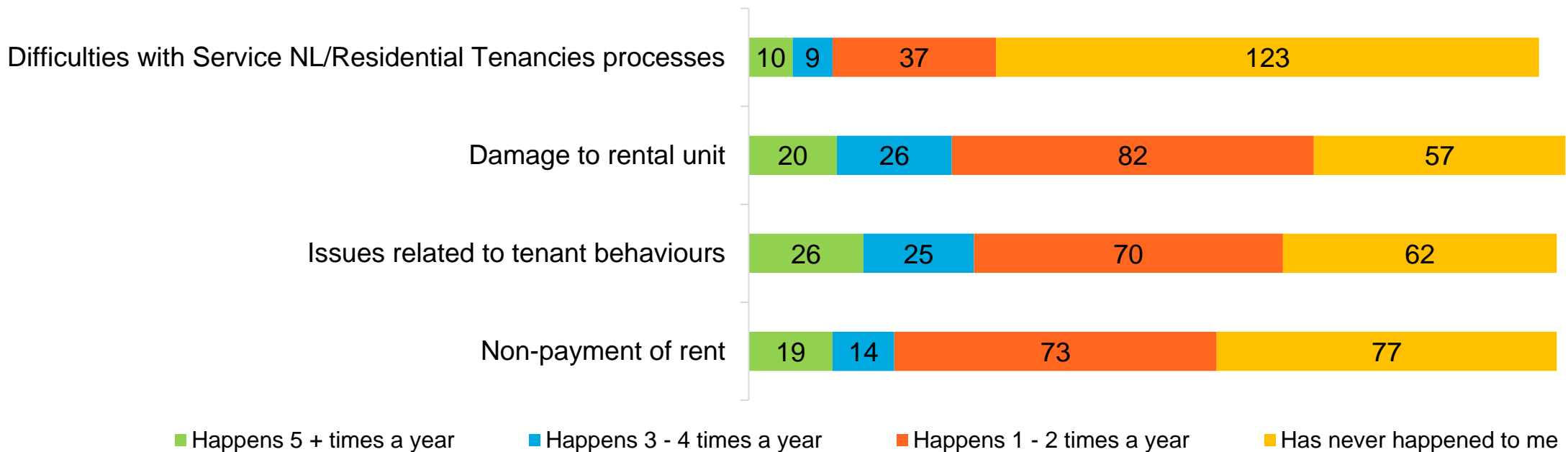
# Feedback from the Survey

Are there specific reasons you are cautious in the above noted rental arrangements?

- Previous issues with damage (81), pets (31), noise (12), breaching lease terms (7), criminal activity (6), mess (4), threatening behaviour (2)
- Financial difficulties in the past (9)
- Not suitable for pets (6)
- Worry about potential issues in the future (11)
- Concerns over systems to protect landlords (18)

## Feedback from the Survey

We know that landlords can face a variety of issues throughout the course of a tenancy. Please indicate below approximately how often you experience the following issues:



n = 187

## Feedback from the Survey

Landlords provided feedback on the issues they deal with throughout a tenancy. *Comments*

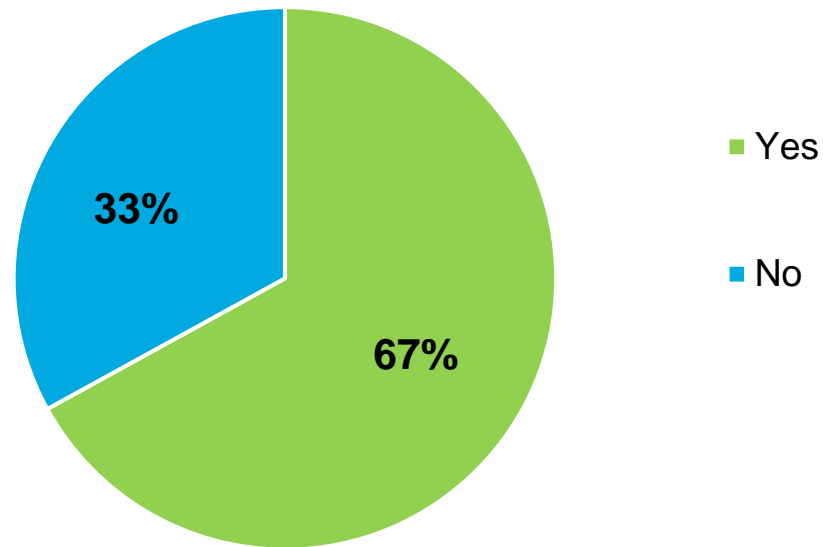
- Damage: 12
- N/A (general comments): 11
- Poor support processes: 10
- Other: 9
- Criminal activity: 6
- Garbage/mess: 5
- Can't collect arrears: 3
- Increased expenses: 3
- Late rent: 3
- Tenant can't pay rent: 2
- Demanding: 2
- No leaving notice: 2
- Noise: 2
- Unauthorized roommates: 2

n = 57 free-text answers

“Other” = items only mentioned once; e.g., won't allow inspection, making unauthorized changes

# Feedback from the Survey

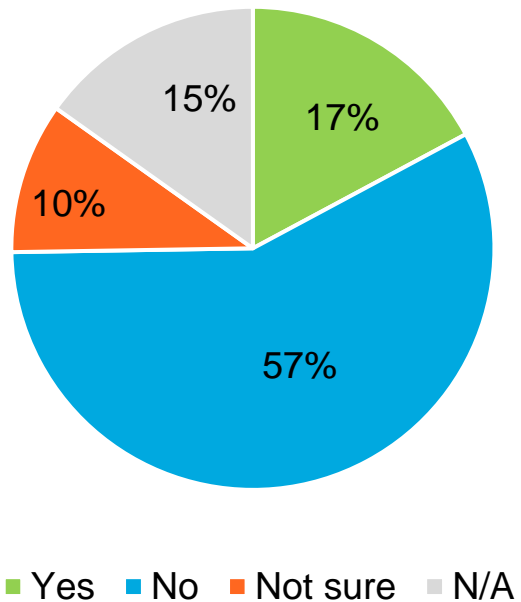
Are you aware of the changes to the Residential Tenancies Act (RTA) since 2018?



n = 189

## Feedback from the Survey

Do the recent RTA changes work for you? Would you recommend additional changes be made?



- Not fair to landlords: 21
- Process is too slow: 21
- More enforcement: 14
- Better rules for pets/pet deposits: 5
- Poor wording/unclear: 4
- Add repair process: 2
- More communications: 2
- Other (use 3<sup>rd</sup> party mediator, specify tenants cover cleaning costs, provide mortgage referrals): 3

n = 105 free-text answers

## Feedback from the Survey

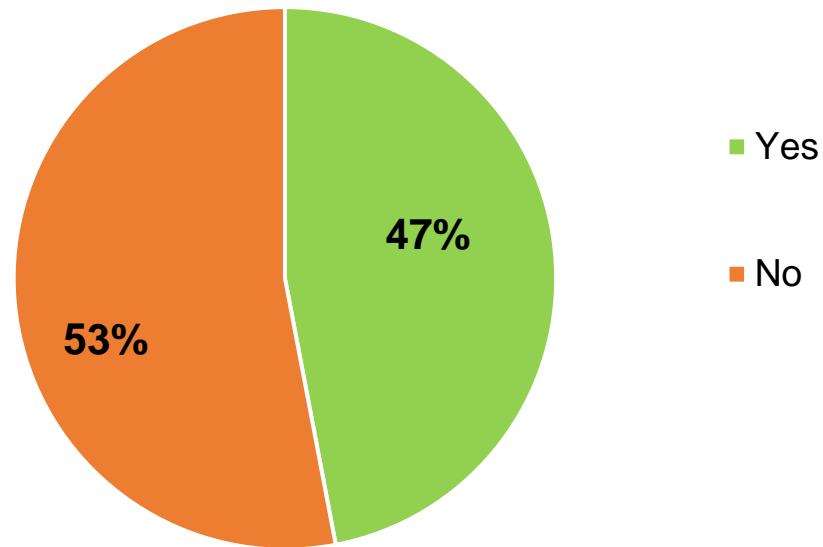
What makes a successful tenant/landlord relationship? Feel free to share a success story!

- Respect: 60
- Good communication: 47
- Timeliness: 29
- Knowledge of/following the rules: 19
- Compatibility (e.g., similar lifestyle): 11
- Flexibility: 9
- Honesty: 8
- Cleanliness: 7
- Kindness: 6
- Responsibility: 6
- Screening: 6
- Inspections: 3
- Fairness: 3
- Proximity: 3
- Trust: 3
- Avoid formal issues: 2



# Feedback from the Survey

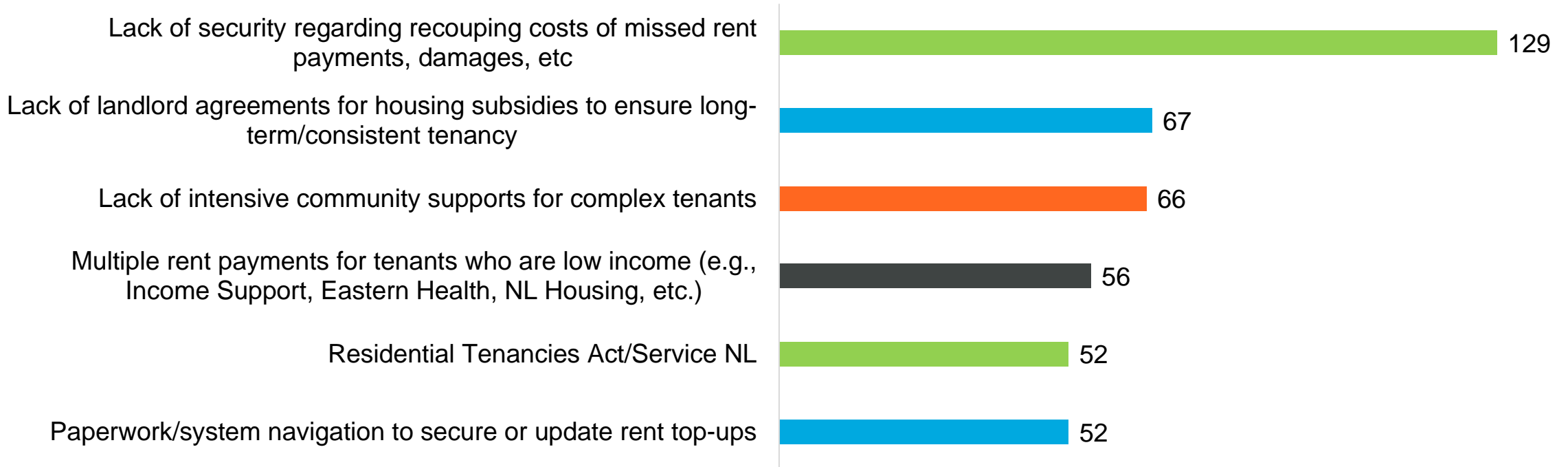
Given the definition of affordable housing provided in the survey introduction, are you interested in/able to provide affordable rentals?



n = 158

# Feedback from the Survey

What do you view as barriers to providing affordable rentals? (Check all that apply.)



n = 147

# Feedback from the Survey

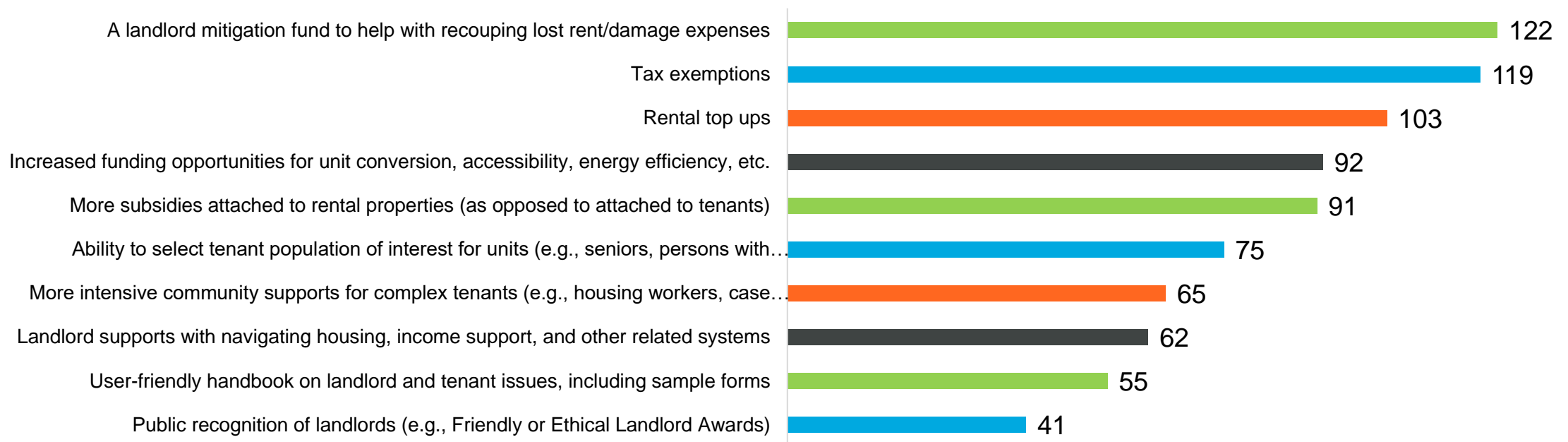
What do you view as barriers to providing affordable rentals? *Comments*

- Cost of living increases: 11
- Issues with the system: 9
- Costs of property/mortgage: 7
- Costs of taxes: 5
- Costs of insurance: 5
- Greed: 3
- Inconvenience: 3
- Definition of “affordable” varies: 2
- Other: 8 (e.g., long-term tenants, tenant knowledge, general comments, etc.)

n = 46 free-text answers

## Feedback from the Survey

What kinds of incentives would make investing in affordable rentals more appealing for you as a landlord? (Check all that apply.)



n = 156

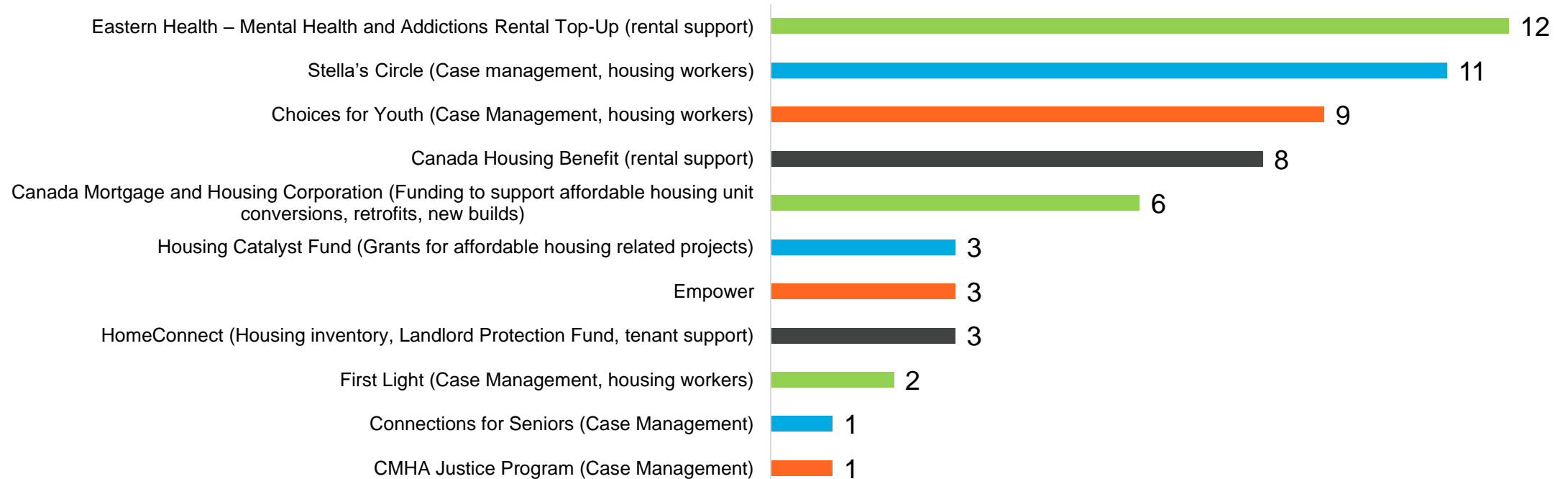
## Feedback from the Survey

What kinds of incentives would make investing in affordable rentals more appealing for you as a landlord? *Comments*

- Added supports: 6
- Enforcement (i.e., if damage occurs): 5
- More help for complex tenants: 2
- Other (e.g., general comments; below list mentioned once each): 15
  - Training
  - Inspections
  - Homelessness programs
  - Cheaper land
  - Accessibility help
  - Smaller home options

## Feedback from the Survey

In order to support landlords and tenants, a number of supports have been established in our community. Please indicate below which supports you have used. (Check all that apply.)



n = 31

## Feedback from the Survey

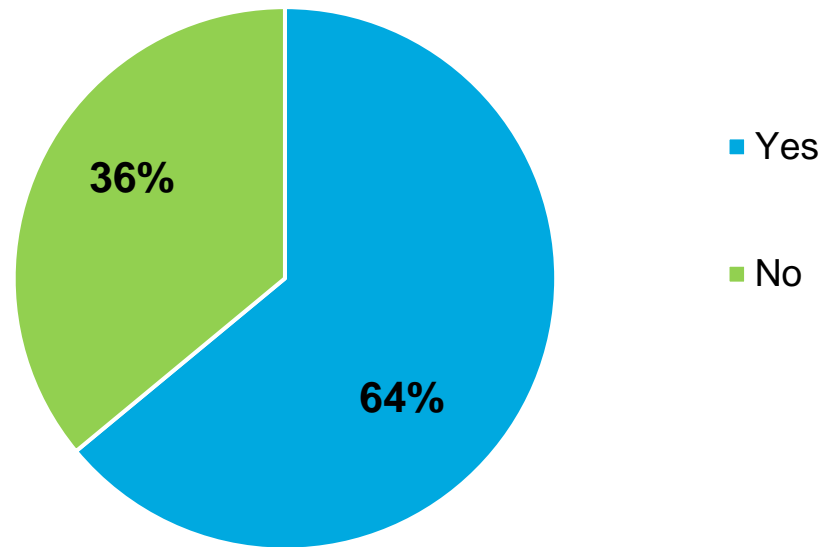
Please select subjects below that you would like to learn more about. (You can select more than one.)

- Energy Efficiency Incentive Programs: 62
- Tenant Responsibilities: 47
- Information on Rent Supplements: 44
- Landlord Responsibilities: 41
- Dealing with conflict: 39
- Residential Tenancies Act: 32
- Providing housing to individuals with barriers: 30
- Policy on Human Rights and Rental Housing: 26
- Duty to Accommodate under the Human Rights Code: 25
- Information on Property Standards By-Law: 25
- Information on Income Support: 24
- Making units more accessible: 24
- Information on programs and supports offered to tenants by community groups: 23
- City of St. John's requirements for adding an apartment to your property: 20
- Fire safety: 19
- Tenant Insights (success stories, etc.): 16



# Feedback from the Survey

Would you participate in future information or networking sessions for landlords?



n = 158

# Feedback from the Forum

- The main point of conversation was the limited CMHC options for private landlords/developers trying to provide Affordable Housing
- Additionally, feasibility concerns with the cost of developing, converting, etc. were discussed.
- No City-specific feedback, aside from some landlords indicating they were pleased to hear about some of the incentives

# What we Heard Summary

- Landlords/property owners feel they are not supported by the system if things go poorly with a rental situation
- There is a perception that landlords/property owners are greedy and seeking profits, yet multiple landlords report they are struggling to recoup costs, particularly in an economy where living costs are increasing
- Many landlords/property owners have had bad experiences with damage to their property and non-payment, and this impacts their outlook towards future tenants
- Some landlords/property owners who have not had bad experiences themselves have heard about bad experiences from others, and this impacts their outlook towards future tenants
- Some landlords/property owners are hesitant towards future tenants from different places and/or lifestyles from their own, and would be more comfortable if there was more protection available
- Some tenants (presumably) also responded to share their views. These are reflected as general comments which will also inform the work of the Affordable Housing Working Group.

# Next Steps



Release What We  
Heard



Council to review  
information note



Share findings to  
inform initiatives

## To Stay Informed

The City of St. John's publishes a regular email newsletter called *New Lease*.

If you'd like to join the more than 300 local landlords and housing professionals already subscribed, please [Sign Up](#).

**ST. JOHN'S**

Sign up to stay in touch!

Are you a Landlord with an interest in affordable housing rental options? Sign up to receive *New Lease*, the newsletter for Landlords, Property Managers and others with an interest in helping people achieve their dream of affordable housing in the City of St. John's. You may unsubscribe to this newsletter at anytime. For more information, contact us at (709) 570-2096 or [affordablehousing@stjohns.ca](mailto:affordablehousing@stjohns.ca).

\* Email Address

\* First Name

\* Last Name

By submitting this form, you are consenting to receive marketing emails from: City of St. John's, P.O.Box 908, St. John's, NL, A1C 5M2 Canada, <http://www.stjohns.ca>. You can revoke your consent to receive emails at any time by using the [SafeUnsubscribe®](#) link, found at the bottom of every email. [Emails are serviced by Constant Contact.](#)

Sign Up