

# ST. JOHN'S

## Regular Meeting - City Council Agenda

December 12, 2023

3:00 p.m.

4th Floor City Hall

### Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
  - 2.1 Salvation Army Week 4
3. APPROVAL OF THE AGENDA
  - 3.1 Adoption of Agenda
4. ADOPTION OF THE MINUTES
  - 4.1 Minutes of November 28, 2023 5
5. BUDGET 2024 PRESENTATION
6. BUSINESS ARISING FROM THE MINUTES
7. DEVELOPMENT APPLICATIONS
  - 7.1 Establish Building Line Setback – 84 Petty Harbour Road – DEV2300091 20
  - 7.2 Request for Parking Relief – 210 Kenmount Road – INT2300069 24
  - 7.3 Variance Request for Front Yard Landscaping – 35 Shriners Road – INT2300038 28
  - 7.4 Notices Published - 353 Main Road - DEV2300158 33
  - 7.5 Notices Published – 77 Blackmarsh Road - DEV2300143 39
  - 7.6 Notices Published – Northern Pond Road - DEV2300106 & CRW2300009 51

7.7	Request for Parking Relief – 38 Gear Street – SUB2000036	56
<b>8.</b>	<b>RATIFICATION OF EPOLLS</b>	
<b>9.</b>	<b>COMMITTEE REPORTS</b>	
9.1	Committee of the Whole Report	61
1.	292 Water Street – Roof Sign	64
2.	51 Hazelwood Crescent – MPA2300006	68
3.	City of St. John’s 2024-2026 Accessibility Plan	73
<b>10.</b>	<b>DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)</b>	
10.1	Development Permits List November 23 to December 6, 2023	129
<b>11.</b>	<b>BUILDING PERMITS LIST (FOR INFORMATION ONLY)</b>	
11.1	Building Permits List	130
<b>12.</b>	<b>REQUISITIONS, PAYROLLS AND ACCOUNTS</b>	
12.1	Weekly Payment Voucher November 29, 2023	135
12.2	Weekly Payment Voucher December 6, 2023	136
<b>13.</b>	<b>TENDERS/RFPS</b>	
13.1	102205002 - 14770 - National War Memorial Centennial Project, St. John's, NL	137
13.2	2023158 – Supply and Delivery of Light Duty Vehicles	140
13.3	Lease of 2 New Waste Collection Trucks	141
13.4	Storm Sewer Upgrades – University Avenue, Whiteway Street and Westerland Road	142
13.5	2023175 – Re-Imagine Churchill Square Detailed Design	144
<b>14.</b>	<b>NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS</b>	
<b>15.</b>	<b>NEW BUSINESS</b>	



15.1	SERC – New Year’s Eve Events 2023	146
15.2	Canadian Capital Cities Organization - Annual Winter Meeting	150
15.3	146 Hamilton Avenue – Designated Heritage Property – Tree Removal	152
15.4	214 Waterford Bridge Road – Public Consultation – MPA2200006	163
15.5	Expropriation of City owned/claimed land on Cook’s Hill	166
15.6	Lease - City Land at the front of 807 Water Street	170
16.	<b>OTHER BUSINESS</b>	
17.	<b>ACTION ITEMS RAISED BY COUNCIL</b>	
18.	<b>ADJOURNMENT</b>	

# **Proclamation**

## **Salvation Army Week**

Whereas: The Salvation Army is the largest non-governmental provider of social services in Canada, providing food, clothing, and shelter in St. John's and throughout Newfoundland and Labrador; and

Whereas: During the Holiday Season, The Salvation Army hosts its Kettle Campaign raising awareness about homelessness, poverty, and raising much needed funds to continue the organization's vital work in the City of St. John's; and

Whereas: This week, December 11th to December 17th, marks a critical week of The Salvation Army's Christmas Kettle Campaign for 2023, raising funds to support the organization's mission to end poverty in St. John's.

THEREFORE: I, Mayor Danny Breen, do hereby proclaim December 11th to December 17th, 2023 as Salvation Army Week throughout St. John's, and I encourage all citizens to recognize The Salvation Army for the significant impact they have made, and continue to make, in supporting vulnerable individuals in our communities.

Dated at St. John's, NL this 12<sup>th</sup> day of December, 2023.

---

Danny Breen, Mayor

# **ST. JOHN'S**

---

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

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

**November 28, 2023, 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
- Derek Coffey, Deputy City Manager of Finance & Administration
- Tanya Haywood, Deputy City Manager of Community Services
- Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
- Lynnnann Winsor, Deputy City Manager of Public Works
- Cheryl Mullett, City Solicitor
- Ken O'Brien, Chief Municipal Planner
- Karen Chafe, City Clerk
- Stacey Corbett, Legislative Assistant
- Jackie O'Brien, Communications & Public Relations Officer

## **Land Acknowledgement**

**The following statement was read into the record:**

**"We respectfully acknowledge the Province of Newfoundland & Labrador, of which the City of St. John's is the capital City, as the ancestral homelands of the Beothuk. Today, these lands are home to a diverse population of indigenous and**

other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Mi'kmaq, Innu, Inuit, and Southern Inuit of this Province.”

1. **CALL TO ORDER**
2. **PROCLAMATIONS/PRESENTATIONS**
3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2023-11-28/529

**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 **Minutes of November 14, 2023**

SJMC-R-2023-11-28/530

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Hanlon

That the Minutes of November 14, 2024, be accepted 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**

**6. DEVELOPMENT APPLICATIONS**

**6.1 Proposed Fence in the Floodplain Buffer – 12 Gallipoli Street – INT2200068**

SJMC-R-2023-11-28/531

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Hickman

That Council approve the construction of a residential fence in the Floodplain Buffer at 12 Gallipoli Street, with the condition that no additional clearing of the land is permitted except what is required for construction of the fence.

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 Notices Published - 10 Blue Jacket Place – DEV2300151**

SJMC-R-2023-11-28/532

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Bruce

That Council approve the Discretionary Use application for a Home Occupation at 10 Blue Jacket Place for a spa.

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 Notices Published – 24 Lemarchant Road – DEV2300148**

SJMC-R-2023-11-28/533

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Ravencroft

That Council approve the Discretionary Use application at 24 Lemarchant Road for a Dwelling Unit on the 1st storey. It is recommended that parking relief for one parking space also be approved to accommodate the new Dwelling Unit.

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 - 47 Smith Avenue - DEV2300150**

Councillor Ellsworth declared a conflict of interest and abstained from voting.

Councillor Ravencroft discussed the concerns voiced by the residents of the neighbourhood, but advised that the applicants are taking every step to mitigate those concerns.

- The biggest concern was the 4 am start time. It was advised that this is the earliest possible time the dawn prayer can occur. It typically occurs around sunrise and therefore it will not be often that the building will be in use at this time. The applicant also understands there are concerns about noise at this time and will communicate with their members to ensure that they be mindful of sleeping neighbours.
- Lack of parking was also a concern. The applicants have advised that many attendees are students of MUN and CNA and do not have vehicles. Most attendees will walk, use public transportation or carpool.
- There were also concerns raised that the applicant would operate this building as a shelter, which is incorrect.

SJMC-R-2023-11-28/534

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Burton

That Council approve the change of Non-Conforming Use application at 47 Smith Avenue, to allow the revised hours of use from 4 a.m. to 12 a.m.

(midnight), seven (7) days per week in relation to the existing Place of Worship.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Ridgeley

Abstain (1): Councillor Ellsworth

**MOTION CARRIED (9 to 0)**

**7. RATIFICATION OF EPOLLS**

**7.1 2023189 - Snow Removal Trucking**

SJMC-R-2023-11-28/535

**Moved By** Councillor Korab

**Seconded By** Councillor Bruce

THAT Council approve for award this open call to the Top Ranked Proponent, as determined by the City's evaluation committee, Bishop's Cranes Ltd. for \$1,049,720.00 a year (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)**

**8. COMMITTEE REPORTS**

**8.1 Committee of Whole Report - November 21, 2023**

**1. 39 Battery Road – DEV2200159 – New Dwelling**

SJMC-R-2023-11-28/536

**Moved By** Councillor Burton

**Seconded By** Councillor Ravencroft

That Council, as per Section 8(3) of the St. John's Heritage By-Law, accept the staff report on 39 Battery Road as the Heritage Report for a proposed Single Detached Dwelling.

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. 34 New Cove Road – MPA2300005 – Terms of Reference**

SJMC-R-2023-11-28/537

**Moved By** Councillor Ravencroft

**Seconded By** Councillor Bruce

That Council consider redesignating 34 New Cove Road from the Institutional District to the Residential District, and consider rezoning 34 New Cove Road from the Institutional Zone to the Apartment 3 (A3) Zone.

Further, that Council approve the attached draft terms of reference for a land use report.

Further, upon receiving a satisfactory land use report, that Council refer the application to public notification, as the application will require a commissioner's public hearing later in the amendment process.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Ellsworth, Councillor Hanlon, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Ridgeley

**MOTION CARRIED (9 to 0)**

**3. Wetland Study Phase 2A**



Councillor Ellsworth declared a conflict of interest and abstained from voting.

Discussion took place and concerns were raised regarding raising the staff recommendation from 5 to 6. It was advised that the balance between protection of wetlands with development is essential and due to sustainability and climate change, some council members wanted to encourage the acceptance of the original staff recommendation of 5.

SJMC-R-2023-11-28/538

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Korab

That Council approve the recommendation as follows: Adopt the Phase 2A Wetland Study; Protect Lundrigan's Marsh and all Wetlands within this study and future studies with a WESP-AC score of 6 or greater in accordance with Envision St. John's Development Regulations Section 4.10; and Maintain the existing Wetland Buffers as outlined in Envision St. John's Development Regulations Section 4.10(1) as 15m, with the exception of Synod Lands West Wetland, Long Pond Marsh, and George's Pond.

For (5): Mayor Breen, Councillor Hickman, Councillor Hanlon, Councillor Korab, and Councillor Ridgeley

Against (4): Deputy Mayor O'Leary, Councillor Burton, Councillor Bruce, and Councillor Ravencroft

Abstain (1): Councillor Ellsworth

**MOTION CARRIED (5 to 4)**

**4. Downtown and Churchill Square Parking Reserves**

SJMC-R-2023-11-28/539

**Moved By** Councillor Hickman

**Seconded By** Councillor Hanlon

That Council approve the change in the funding transfer process to the Downtown parking reserve, which will be implemented effective the 2024 fiscal year.

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 November 9 - 22, 2023**

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

**10.1 Building Permits List**

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**11.1 Weekly Payment Vouchers for Week Ending November 15, 2023**

SJMC-R-2023-11-28/540

**Moved By** Councillor Ellsworth

**Seconded By** Deputy Mayor O'Leary

That the weekly payment vouchers, for the week ending November 15, 2023, in the amount of \$2,431,870.08, 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)**

**11.2 Weekly Payment Vouchers for Week Ending November 22, 2023**

SJMC-R-2023-11-28/541

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Ravencroft

That the weekly payment vouchers, for the week ending November 22, 2023, in the amount of \$8,830,584.65, 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 2023196 – Supply and Delivery of Larue Parts**

SJMC-R-2023-11-28/542

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Korab

That Council approve for award this limited call to the sole source bidder meeting specification, Provall Parts Limited, for \$47,238.75 per year (HST not included) 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 2023198 – Supply and Delivery of Trackless Parts**

SJMC-R-2023-11-28/543

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Hanlon

That Council approve for award this limited call to the sole source bidder meeting specification, Saunders Equipment Ltd., for \$170,035.95 per year (HST not included) 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**

**14. NEW BUSINESS**

**14.1 Council Meetings – Christmas Schedule**

SJMC-R-2023-11-28/544

**Moved By** Councillor Hickman

**Seconded By** Councillor Hanlon

That Council approve the suspension of the Regular and Committee of the Whole meetings for the period beginning Wednesday, December 20, 2023 and resuming Tuesday, January 9, 2024.

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 Water Tax Policy Rescission**

It was advised that, after a review of the water tax exemption policy and the City of St. John's Municipal Taxation Act, Council does not have discretion to impose tax exemptions on properties. A rescission of this policy is necessary so that the rules are applied fairly.

Discussion took place and concerns were raised regarding the impact this decision will have on residents. It was advised that if residents had any questions to contact Inspection Services to find the most cost-effective way to handle the necessary changes so that they are not charged a water tax for a second unit.

The Deputy City Manager of Finance and Corporate Services advised that although there is a timeline on the letter received by residents, if residents can get the required changes done within the first six months of 2024, an exemption will be provided.

SJMC-R-2023-11-28/545

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Hanlon

That Council repeal policy 04-03-07 Water Tax – Vacant Apartments passed by Council on October 16, 2000.

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

Against (2): Councillor Korab, and Councillor Ridgeley

**MOTION CARRIED (8 to 2)**

**14.3 Expropriation of the bulb on Fort Amherst Road**

SJMC-R-2023-11-28/546

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Ellsworth

That Council approve the expropriation of a portion of the bulb on Fort Amherst Road, as shown on the attached plot plan.

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)**

**14.4 Expropriation of easement at 156 and 157 Main Road**

SJMC-R-2023-11-28/547

**Moved By** Councillor Ridgeley

**Seconded By** Councillor Ravencroft

That Council approve the expropriation of an easement for a storm sewer at 156 and 157 Main Road as shown on the attached plot plan.

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)**

**14.5 Travel Authorization**

SJMC-R-2023-11-28/548

**Moved By** Councillor Ellsworth

**Seconded By** Councillor Hanlon

That Council approve the costs associated with Deputy Mayor O'Leary's travel to the Federation of Canadian Municipalities Board of Directors Meeting and Advocacy Days in Ottawa, and Councillor Bruce's travel to Charlottetown, PE for the 2024 Event Atlantic Conference.

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)**

**14.6 40 Quidi Vidi Road – Adoption – REZ2200010**

Councillor Hanlon declared a conflict of interest and abstained from voting.

Councillor Ellsworth expressed concerns regarding the parking relief request. It was advised that the applicant provides their own shuttle service and they are also working on a parking agreement with Miller Centre for events that may take place on evenings and weekends.

SJMC-R-2023-11-28/549

**Moved By** Councillor Ravencroft

**Seconded By** Deputy Mayor O'Leary

That Council:

1. Adopt Envision St. John's Development Regulations Amendment Number 27, 2023, to rezone land at 40 Quidi Vidi Road from the Residential 3 (R3) Zone to the Residential Mixed (RM) Zone for the development of First Light headquarters, and amend Section 7.6.3 to set buffering and screening for the RM Zone in the discretion of Council.
2. Approve the discretionary use of a place of assembly at 40 Quidi Vidi Road.
3. Approve the attached land use report dated November 10, 2023, but correct the parking section to show the correct number of parking spaces required and provided.
4. Approve parking relief of 50 spaces to accommodate the proposed expansion.
5. Set the lot standards for the proposed extension, including setbacks,

building height, lot coverage and landscaping percentage, as shown on the site plans in Appendixes 3 and 4 of the attached land use report dated November 10, 2023.

6. Exempt First Light, as a charitable organization, from meeting the Heritage Design Standards, and approve the design of the extension as proposed, with the following conditions;

- Should non-combustible materials be needed to meet fire and life safety requirements, limit their use to applicable facades (only use where needed); and
- That the applicant consider leaving the existing brick unpainted.

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

Against (1): Councillor Ellsworth

Abstain (1): Councillor Hanlon

**MOTION CARRIED (8 to 1)**

#### **14.7 Art Procurement Recommendations 2023**

Councillor Ravencroft declared a conflict of interest and abstained from voting.

SJMC-R-2023-11-28/550

**Moved By** Councillor Hickman

**Seconded By** Deputy Mayor O'Leary

That Council approve the 2023 Art Procurement Jury's recommendations for purchase as attached.

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

Abstain (1): Councillor Ravencroft

**MOTION CARRIED (8 to 0)**

**14.8 SERC - Noise By-Law Extension - Movie Filming - Dec**

SJMC-R-2023-11-28/551

**Moved By** Councillor Bruce

**Seconded By** Councillor Hanlon

That Council approve the noise by-law extensions for filming after 11:00pm on December 2, December 3, December 10 – 12, and December 17.

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)**

**14.9 110 Higgins Line – Text Amendment – REZ2300010 - Adoption**

SJMC-R-2023-11-28/552

**Moved By** Councillor Bruce

**Seconded By** Councillor Ellsworth

That Council adopt Envision St. John's Development Regulations Amendment Number 29, 2023, to add Home Occupation to the Residential Special (RA) Zone.

Further, that Council approve the discretionary use application to operate a home care business at 110 Higgins Line, subject to Development Regulations Amendment Number 29, 2023 coming into legal effect.

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)**

**14.10 57 Margaret's Place – MPA2300002**



Councillor Ravencroft presented the note to inform Council that the correct zone requested by the applicant in the rezoning of 57 Margaret's Place is the Apartment 2 (A2) Zone, not the Apartment (A1) Zone.

**15. OTHER BUSINESS**

**16. ACTION ITEMS RAISED BY COUNCIL**

Councillor Ellsworth requested that the Mayor write a letter to Katharine McKenney congratulating her on receiving a scholarship.

**17. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:46 p.m.

---

MAYOR

---

CITY CLERK

# DECISION/DIRECTION NOTE

**Title:** Establish Building Line Setback – 84 Petty Harbour Road – DEV2300091

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 5

---

**Decision/Direction Required:** To seek approval to establish the Building Line Setback at 84 Petty Harbour Road.

**Discussion – Background and Current Status:** An application was submitted to develop 12 Forest Pond Road. As part of the review, staff noted that land was not properly subdivided when the estate disposed of real property. Three parcels were created, two parcels met the minimum zone requirements of the Rural Residential Infill (RRI) Zone, while one parcel (84 Petty Harbour Road) did not meet the minimum frontage requirement. Section 7.2.1 of the St. John's Development Regulations states that Council can establish the Building Line for any Street or Lot, at any point or place that is deemed appropriate. For the proposed Lot to meet the RRI standards, the Building Line Setback is proposed at 20metres, allowing sufficient Lot Frontage at the Building Line.

## Key Considerations/Implications:

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

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

Choose an item.

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

# ST. JOHN'S

6. Legal or Policy Implications: St. John's Development Regulations Section 7.2 "Building Lines and Sight Lines" and Section 10 "Rural Residential Infill (RRI) Zone".
7. Privacy Implications: Not Applicable.
8. Engagement and Communications Considerations: Not Applicable.
9. Human Resource Implications: Not Applicable.
10. Procurement Implications: Not Applicable.
11. Information Technology Implications: Not Applicable.
12. Other Implications: Not Applicable.

**Recommendation:**

That Council approve the Building Line Setback at 20 metres for 84 Petty Harbour Road to recognize the estate disposed of real property as proposed.

**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:	Development Committee - Establish Building Line Setback - 84 Petty Harbour Road - DEV2300091.docx
Attachments:	- 12 FOREST POND ROAD.pdf
Final Approval Date:	Dec 6, 2023

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

**Jason Sinyard - Dec 6, 2023 - 12:27 PM**





12 FOREST POND ROAD

PETTY HARBOUR RD

FOREST POND RD

HENNESSEY'S LINE

RRI

RRI

RRI

O



# DECISION/DIRECTION NOTE

---

**Title:** Request for Parking Relief – 210 Kenmount Road – INT2300069

**Date Prepared:** December 5, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 4

---

**Decision/Direction Required:**

Request to relieve six (6) parking spaces to accommodate a proposed change of occupancy at 210 Kenmount Road.

**Discussion – Background and Current Status:**

An application was submitted to add a Retail Use for fireworks sales at 210 Kenmount Road. There is currently one other occupancy in the building used for a training school. As per Section 8.3 of the Development Regulations, 11 parking spaces are required for the existing training school use, and 13 parking spaces are required for the proposed new Retail use. There are 18 parking spaces available on site, therefore parking relief for six parking (6) spaces are requested.

The rationale for relieving parking is based on Kenmount Road having access to public transit and the low intensity of the proposed Use, as the sale of fireworks does not typically generate a high volume of traffic.

As per Section 8.12 of the Development Regulations, where an applicant wishes to provide a different number of parking spaces other than those required, Council shall require a Parking Report. Where in the opinion of Council the change requested does not merit a Parking Report, Council may accept a staff report in lieu, which is presented as this Decision Note.

**Key Considerations/Implications:**

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

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

# ST. JOHN'S

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: St. John's Development Regulations Section 8.3 "Parking Standards" and Section 8.12 "Parking Report."
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Not applicable.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

**Recommendation:**

That Council approve parking relief for six (6) parking spaces to accommodate the Retail Use at 210 Kenmount Road.

**Prepared by:**

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

**Approved by:**

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

**Report Approval Details**

Document Title:	Development Committee - Request for Parking Relief – 210 Kenmount Road – INT2300069.docx
Attachments:	- Aerial Map.pdf
Final Approval Date:	Dec 6, 2023

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

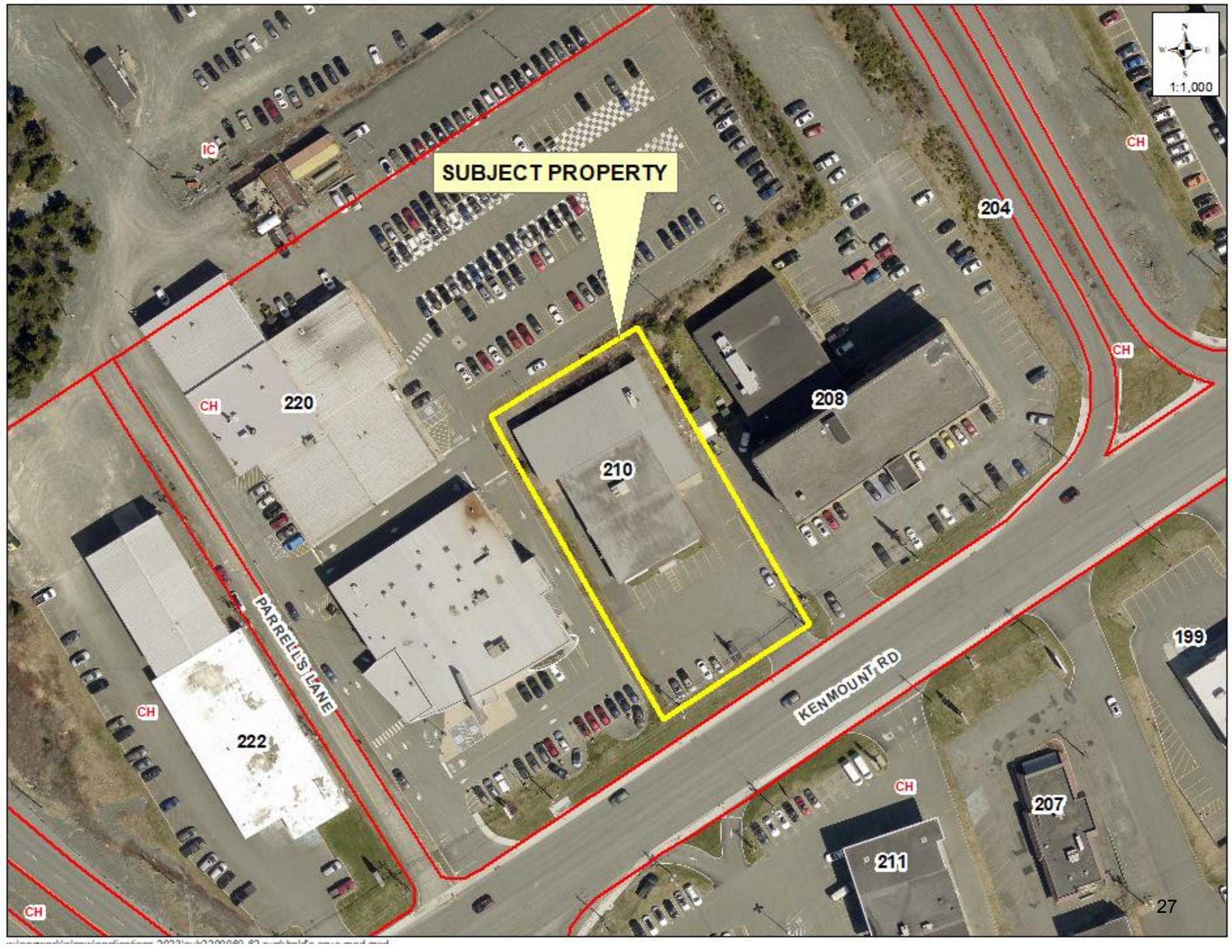
**Lindsay Lyghtle Brushett - Dec 6, 2023 - 12:29 PM**

**Jason Sinyard - Dec 6, 2023 - 12:29 PM**





SUBJECT PROPERTY





# DECISION/DIRECTION NOTE

**Title:** Variance Request for Front Yard Landscaping – 35 Shriners Road – INT2300038

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 4

---

**Decision/Direction Required:** To seek approval for a Variance on the required Front Yard Landscaping at 35 Shriners Road.

**Discussion – Background and Current Status:** An application was submitted for a Single Detached Dwelling at 35 Shriners Road. The property is zoned Residential 1 (R1), which requires Front Yard Soft Landscaping to be 50% and continuous on the Lot. The applicant wishes to widen the driveway and has requested a variance of 4.15%, which will result in 47.9% continuous Soft Landscaping on the Front Yard. Snow storage on the Lot will not be impacted. **Section 7.4 of the St John's Development Regulations** provides that up to a 10% Variance from any applicable requirement may be considered.

## Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Written notices were sent to property owners whose land abuts the Development that is subject to the Variance.
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: **Envision St. John's Municipal Plan and Development Regulations.**
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: **St. John's Development Regulations Section 7.4**

# ST. JOHN'S

“Variance” and **Section 10 “Residential 1 (R1) Zone”**.

7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Not applicable.
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

**Recommendation:**

That Council approve the 4.15% Variance on Front Yard Landscaping at 35 Shriners Road, resulting in 47.9% continuous Soft Landscaping on the Front Yard.

**Prepared by:**

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

**Approved by:**

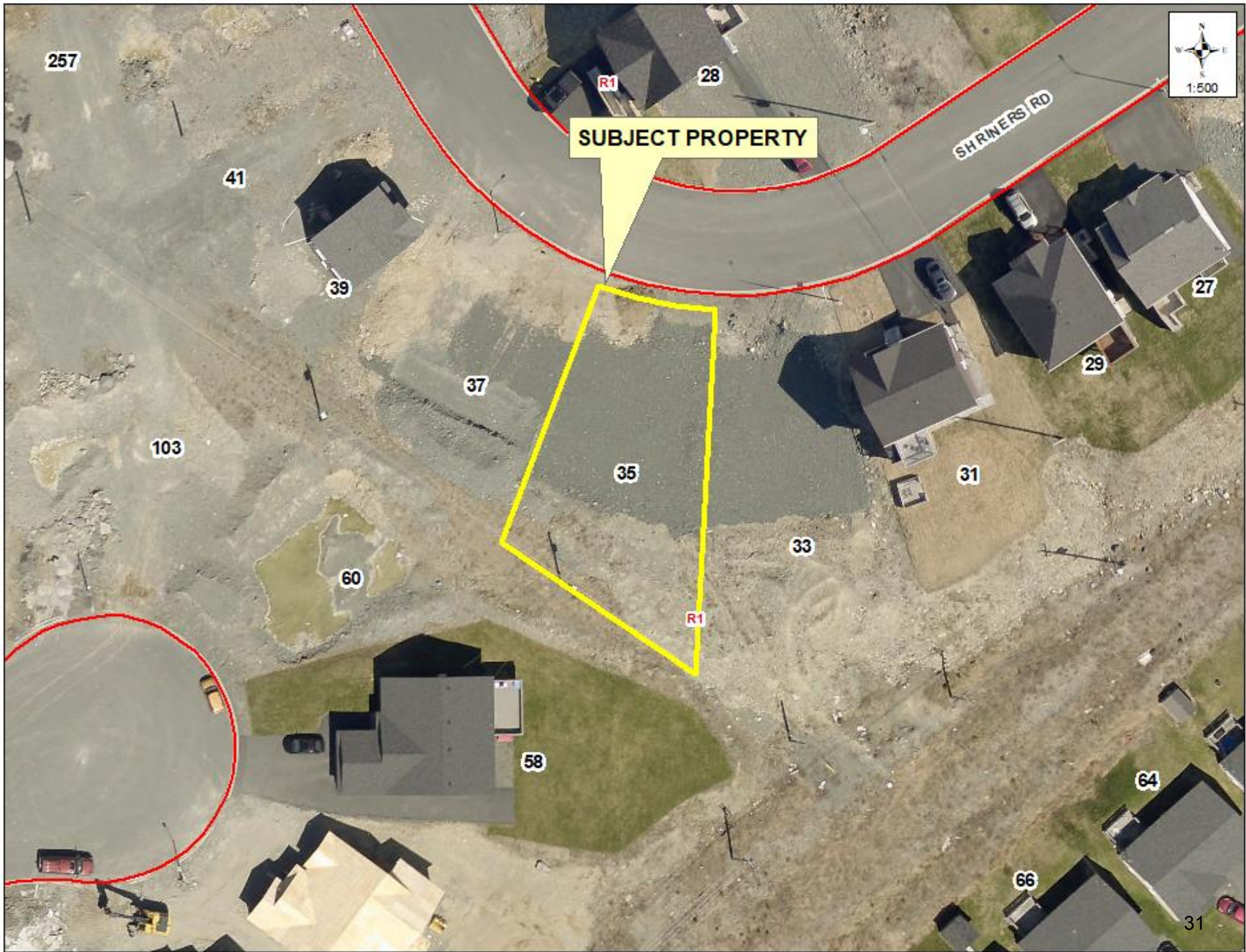
Jason Sinyard, P.Eng, MBA Deputy City Manager  
Planning, Engineering and Regulatory Services

**Report Approval Details**

Document Title:	Development Committee - Variance on Front Yard Landscaping - 35 Shriners Road - INT2300038.docx
Attachments:	- Location Map and Plan.pdf
Final Approval Date:	Dec 6, 2023

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

**Jason Sinyard - Dec 6, 2023 - 12:27 PM**







# DECISION/DIRECTION NOTE

**Title:** Notices Published - 353 Main Road - DEV2300158

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 5

---

## Decision/Direction Required:

A Discretionary Use application has been submitted by Bidgoods Property Management Ltd. at 353 Main Road.

## Discussion – Background and Current Status:

The proposed application is for a Place of Worship. The hours of operation will be Sunday from 10 a.m. - 11:30 a.m. The floor area is 103m<sup>2</sup> and on-site parking is provided. The proposed application site is in the Commercial Neighbourhood (CN) Zone.

One submission was received which raised concerns pertaining to type of religion, parking, and traffic concerns. Type of religion is not relevant as the city regulates the overall Use (Place of Worship) not religion. Sufficient parking is available on-site and there are no traffic concerns as the proposed use is such a small area within the existing building (approximately 4% of the building footprint).

## Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighboring 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.

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

# ST. JOHN'S

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 Public Consultation of the St. John's Envision Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application site. The application has been advertised in The Telegram newspaper at least twice and is 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 at 353 Main Road to allow a Place of Worship.

**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 - 353 Main Road.docx
Attachments:	- DEV2300158-353 MAIN ROAD.pdf
Final Approval Date:	Dec 6, 2023

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

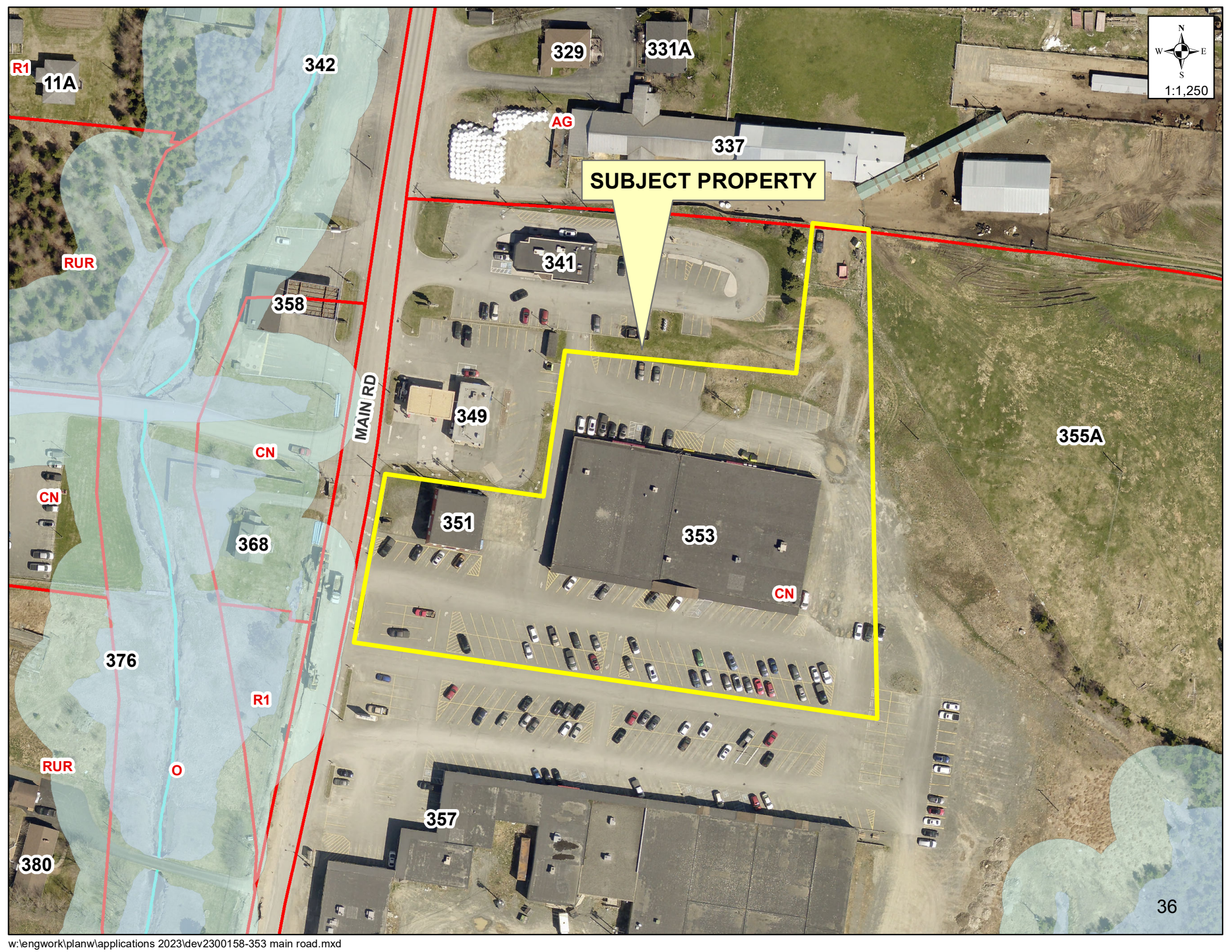
**Lindsay Lyghtle Brushett - Dec 6, 2023 - 11:57 AM**

**Jason Sinyard - Dec 6, 2023 - 12:23 PM**





**SUBJECT PROPERTY**





**From:** [REDACTED]  
**Sent:** Sunday, November 19, 2023 7:26 PM  
**To:** CityClerk  
**Subject:** Bidgood property mgnt ltd application comments

**CAUTION:** This is an EXTERNAL email. Do not click on any link, open any attachments, or action a QR code unless you recognize the sender and have confirmed that the content is valid. If you are suspicious of the message use the **Report a Phish** button to report it.

Bidgoods property management Application 353 Main Rd.

The description of the advertisement required for this application to be met by Dec 5<sup>th</sup> is lacking important context of the information and is inefficient for this application for residents to either approve of or not approve of.

Currently there is already an acceptable building for Anglican and catholic in the Goulds. The type of religion is not included in the description and therefor too vague to validate approval or denial.

Worship can include any religion of any sort, be brand new, of extreme views, discriminatory in nature or promote violence or hate or satanism just as much as it could be a peaceful form of worship that is not discriminatory and welcoming to all. I believe leaving this detail out is intentionally deceptive and this should be forthcoming information.

The building is currently with other businesses in it that will be affected potentially by the traffic that is brought. The upstairs hall of this building is frequently rented out for school events, lion's club, girl guides, baby showers and parties and more. Including on Sundays. These events will be put out with little other current acceptable options for them to go within the Goulds.

The reason for the conversion of the building to such status is not disclosed nor forthcoming in the required ad as it should be. This leaves concerns on motive and if it will really be used for this purpose and if it is worthy of others no longer having use of this building as a result, after years of depending on this building for events. If this conversion is for the sole purpose of tax rebates and write offs and how the town is impacted is not considered and it does not meet the requirement of the needs of Goulds residents than such a tax motive if the true reason, bares importance.

This is a completely unacceptable reason and motivation for this application if that is what it is based on and because of. A building should not just be taken away from it's current use, just so it can become a tax write off, using the guise of religion.

For the above reasons, I believe the add is inefficient and requires a pushed back date and a re-publication clarifying these specific concerns that town folk have about it. As the application is with the current ad being too vague, this should be denied for now until we have more information regarding the concerns.

## Karen Chafe

---

**From:** Ken O'Brien  
**Sent:** Monday, November 20, 2023 10:06 AM  
**To:** CityClerk; [REDACTED]  
**Cc:** Andrea Roberts; Ann-Marie Cashin; Justin Tucker; Tracy-Lynn Goosney; Jason Sinyard; Lindsay Church; Lindsay Lyghtle Brushett; Planning; Christine R. Carter; Stacey Baird  
**Subject:** RE: Bidgood Plaza application - 353 Main Road

<https://www.stjohns.ca/en/news/application-353-main-road.aspx>

[REDACTED] thank you for your comments on the proposed place of worship at Bidgood's Plaza. This application will come to Council on Dec. 12 for a vote.

I wanted to follow up on some comments. The type of religion is not relevant to the City, as we do not regulate or comment on that. People are free to believe and worship in whatever manner they choose.

City staff evaluate traffic and parking and address any concerns before applications come to Council.

As for the conversion of the building, this is only for a small part of the building measuring 103 square metres (approximately 1,108 square feet). The footprint of the Bidgood's building is 2,627 square metres (approximately 28,279 square feet). So the place of worship would take up only about 4% of the building footprint.

All comments received will be passed along to Council before their vote.

Ken O'Brien

Ken O'Brien, MCIP - Chief Municipal Planner  
City of St. John's – Planning, Engineering and Regulatory Services  
John J. Murphy Building (City Hall Annex), 4<sup>th</sup> floor – enter via City Hall main entrance  
Mail: PO Box 908, St. John's, NL Canada A1C 5M2  
Phone 709-576-6121 Email [kobrien@stjohns.ca](mailto:kobrien@stjohns.ca) [www.stjohns.ca](http://www.stjohns.ca)

# DECISION/DIRECTION NOTE

**Title:** Notices Published – 77 Blackmarsh Road - DEV2300143

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 3

---

## Decision/Direction Required:

A referral has been received from Bell Mobility Inc. requesting concurrence to construct a telecommunications tower at 77 Blackmarsh Road.

## Discussion – Background and Current Status:

In accordance with the obligations under the Radiocommunication Act and Innovation, Science and Economic Development Canada's Radiocommunication and Broadcasting Antenna Systems CPC-2-0-03 (Issue 6), the City of St. John's notified residents in the vicinity of 77 Blackmarsh Road of Bell Mobility's intention to construct a telecommunications tower system consisting of a 22m, self-support design tower, with supporting antennas and radio equipment. The proposed application site is zoned Industrial Commercial (IC).

Four submissions were received. Concerns pertained to aesthetics (visual appearance), health, safety, and co-location requirements.

Telecommunication towers are governed and approved by Innovation, Science and Economic Development Canada, while Health Canada has specific safety codes in place to limit exposure and ensure protection of the public under "Safety Code 6". Strict adherence to Safety Code 6 is a condition for all Canadian wireless communications carriers. Exposure limits to RF (radio frequency) energy are set far below the threshold (at least 50-fold safety margin) for all known established adverse health effects. Health Canada has incorporated several tiers of precaution into the limits to ensure safety, including a conservative threshold for the occurrence of adverse health effects, the use of worst-case exposure scenarios and an additional safety margin beyond the threshold. The city's Siting Protocol requires co-location of infrastructure where possible. In this case the existing tower will be removed and replaced with a new tower.

## Key Considerations/Implications:

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

# 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: Envision St. John's Municipal Plan and Development Regulations.

5. Accessibility and Inclusion: Not applicable.

6. Legal or Policy Implications: St. John's Development Regulations Section 10 "Industrial Commercial (IC) Zone" and Siting Protocol for Wireless Facilities in the City of St. John's.

7. Privacy Implications: Not applicable.

8. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 Public Consultation of the St. John's Envision Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application site. The application has been advertised in The Telegram newspaper at least twice and is 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 support the application for a telecommunications tower at 77 Blackmarsh 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 - 77 Blackmarsh Road.docx
Attachments:	- DEV2300143-77 BLACKMARSH ROAD.pdf - J4438 Mail Out Notice_EN Blackmarsh Road 20231010_revised final.pdf - J4438 Mail Out Notice_FR 20231010_revised final.pdf
Final Approval Date:	Dec 6, 2023

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

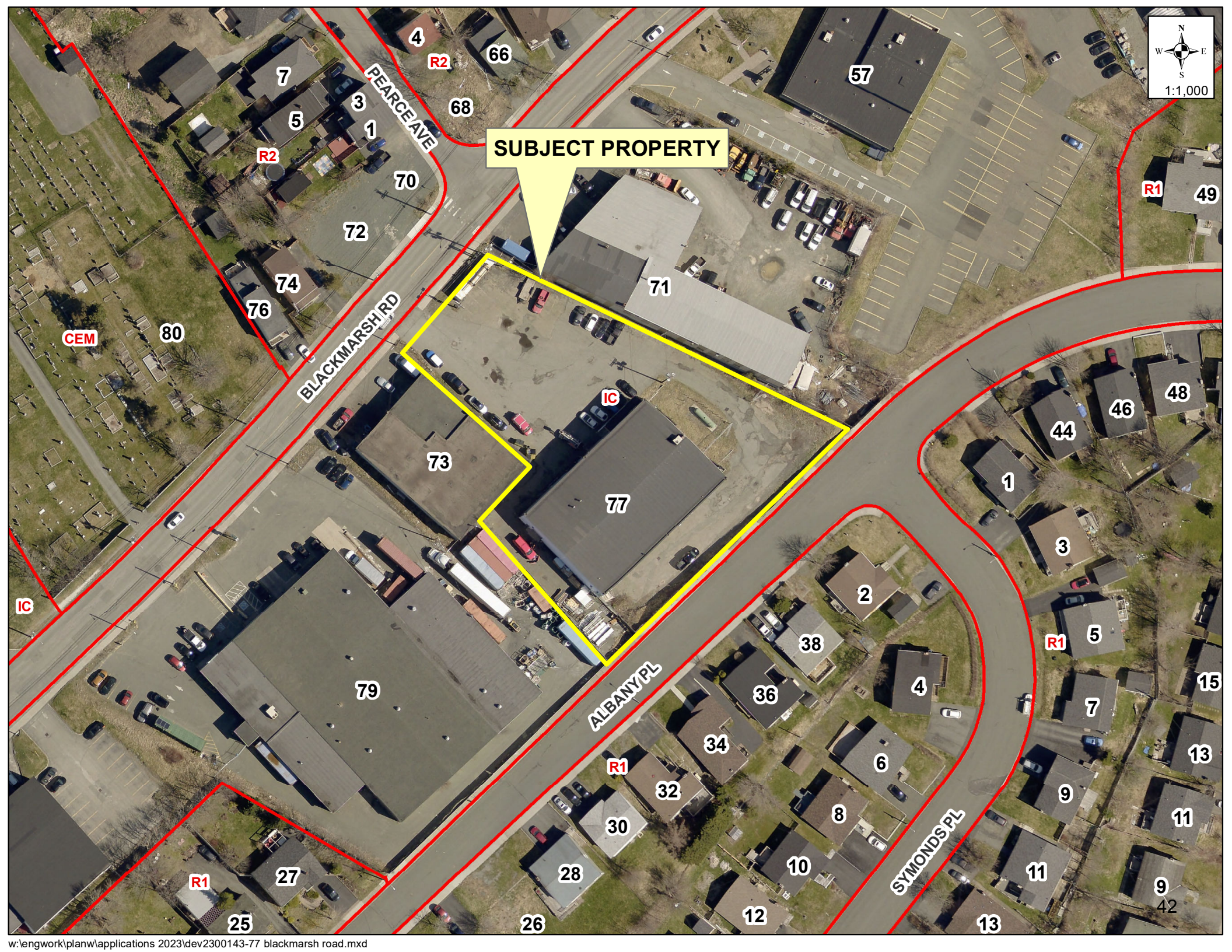
**Lindsay Lyghtle Brushett - Dec 6, 2023 - 12:17 PM**

**Jason Sinyard - Dec 6, 2023 - 12:29 PM**





SUBJECT PROPERTY





Share your thoughts on Bell’s proposed antenna tower. Our experts will answer your questions and address any feedback.

If you have specific questions about the proposed plans to upgrade the wireless network in your community, you can email your Bell representative, Mike Kirkland at [mkirkland@kba.ca](mailto:mkirkland@kba.ca) by Tuesday, December 5, 2023

For additional information about antenna systems, you can visit the government of Canada at [www.ic.gc/towers](http://www.ic.gc/towers) or you can contact:

**Your LUA Contact**

City of St. John’s  
Office of the City Clerk  
P.O. Box 908  
St. John’s, NL A1C 5M2  
Phone: 709-576-8202  
Email: [cityclerk@stjohns.ca](mailto:cityclerk@stjohns.ca)

**Your Government of Canada Contact  
Innovation, Science and Economic  
Development Canada**

John Cabot Building  
10 Barter’s Hill, 10<sup>th</sup> Floor  
St. John’s, NL A1C 6M1  
Phone: 709-772-4890  
Email: [ic.spectrumnld-spectredtl.ic@canada.ca](mailto:ic.spectrumnld-spectredtl.ic@canada.ca)

**Your Bell Contact :**

Kirkland, Balsom and Associates  
Agent for Bell Mobility  
11 Austin Street  
St. John’s, NL A1B 4C1  
[info@kba.ca](mailto:info@kba.ca)

**Please indicate the reference number J4438**

**Important Information Enclosed**



# Notice of Public Consultation

You’re receiving this notice because you’re a resident within 150 metres of the proposed antenna tower.

Inside you will find information on the proposed antenna tower as well as an invitation to share any questions and comments on this proposal.

## Have your say

In order to maintain service in your area, Bell is proposing to install a 22 metre antenna tower at 77 Blackmarsh Road, St. John’s, NL.

Coordinates:

- Latitude 47.550736° north, Longitude -52.732256° west.

Bell is committed to working closely with our communities. This means providing any desired information in a transparent and straightforward fashion, hearing your views, and addressing any questions or comments you may have.

To this end, we invite you to email comments to your Bell representative, Kirkland, Balsom and Associates at [info@kba.ca](mailto:info@kba.ca) by Tuesday, December 5, 2023

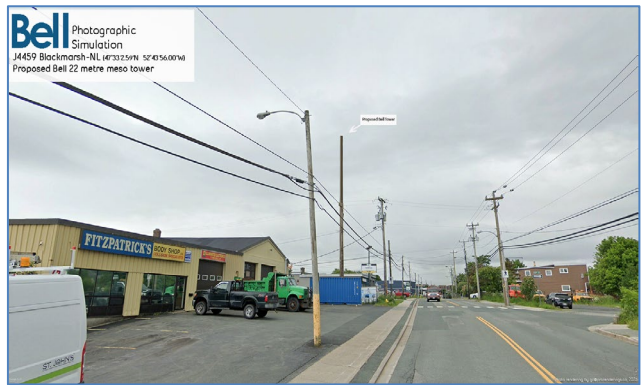
# Understanding the process

<b>Step 1:</b> <b>Proposal</b> Bell consults the City of St. John’s/LUA (Land-Use Authority) to discuss the tower proposal and following that consultation, Bell selects a site. <b>The City of St. John’s Siting Protocol for Wireless Facilities will be followed.</b>	<b>Step 2:</b> <b>Notification</b> Packages are mailed to the local public, neighbouring landuse authorities, business, property owners and residents within the area inviting them to the consultation process.	<b>Step 3:</b> <b>Consultation</b> Residents are invited to comment within 30 days.	<b>Step 4:</b> <b>Acknowledgement</b> Bell must acknowledge receipt of comments within 14 days.	<b>Step 5:</b> <b>Response</b> All reasonable and relevant concerns will be addressed by Bell within 60 days.	<b>Step 6:</b> <b>Feedback</b> Residents have a further 21 days to respond to Bell, after which the comment period ends.	<b>Step 7:</b> <b>Approval</b> A summary of consultation is shared with the LUA and an application is submitted for concurrence.
--	--	---	---	---	--	--

### What is an antenna tower?

An antenna tower supports the low power short-range radio systems that allow us to enjoy our mobile devices, such as our smart phones and tablets.

The purpose of the tower is to provide dependable advanced telecommunication service to the surrounding businesses and residences.



Blackmarsh Road looking west



Blackmarsh Road looking east

### Why now?

Canadians are using wireless devices more and more in their daily lives. Currently, more than half of all phone connections in Canada are now wireless, including 70 percent of all 911 calls.

*Canadian Radio-television and Telecommunications Commission (2013)*  
<http://www.crtc.gc.ca/eng/publications/reports/rp130705.htm>

In order to provide the high quality of service that Canadians have come to expect, Bell must enhance its networks to meet this increased demand.

By adding new antenna sites, Bell customers will continue to benefit from dependable, high speed and high quality wireless service.

### Is it safe?

The consensus among Canadian health organizations and the scientific community is that wireless antennas are safe and in fact, this antenna tower will operate well below the levels established by Health Canada under Safety Code 6.

Bell is committed to the health and safety of Canadian communities. That is why we take great pride in our compliance with all current health and safety guidelines while continuing to provide Canada’s first-rate wireless coverage.

“Health Canada, along with independent experts from across the country, continually monitor the scientific literature to ensure that Safety Code 6 is based on the best available evidence and has significant margins of safety for the Canadian population.”

**Dr. Patricia Daly, MD, FRCPC, Chief Medical Health Officer & Vice President Public Health.**

### Why here?

Bell is proposing to install the new antenna tower at 77 Blackmarsh Road, St. John’s. This site was carefully identified because it met various factors including land use restrictions, interaction with existing structures and the surrounding environment, and line of sight requirements.

The proposed tower is to replace the existing self support tower on Blackmarsh Road, which will eventually be dismantled once the new proposed tower will be in service. The proposed tower blends in with other existing utility public infrastructure in the surrounding area.

### What is Safety Code 6?

The purpose of this code is to establish safety limits for human exposure to radiofrequency (RF) energy in the frequency range from 3 kHz to 300 GHz. The safety limits in this code apply to all individuals working at, visiting, or living at or near federally regulated sites.

Bell attests that the proposed antenna tower will be installed and operated on an ongoing basis in accordance with Health Canada’s Safety Code 6, as may be amended from time to time, for the protection of the general public, including all combined effects within the local radio environment.

### Is it environmentally friendly?

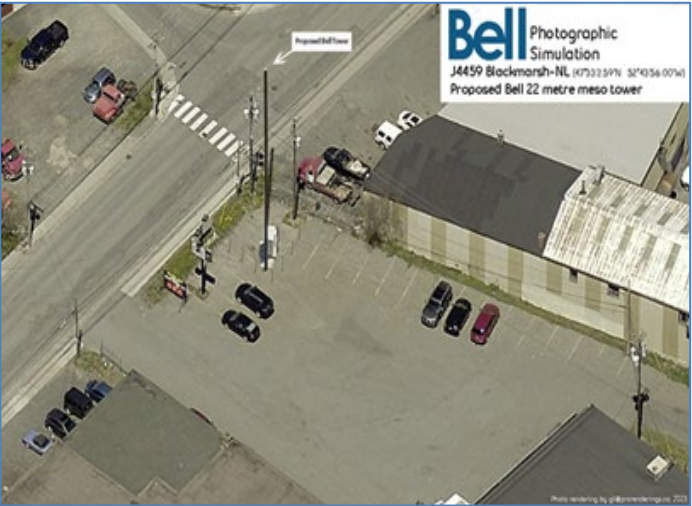
Bell attests that the proposed antenna tower is not subject to an environmental assessment under the Impact Assessment Act (CL 2019, c.28.art.1).

### What are the standards and practices?

The proposed antenna tower will be built in accordance with the highest professional engineering standards and practices, including structural adequacy,

### What will it look like?

- Bell is proposing a 22 metre, meso designed antenna tower
- The tower will support radio equipment and 12 antennas
- The tower will comply with Transport Canada’s applicable requirements. Accordingly, the tower will not require light marking
- A cabinet will be placed at the base of the tower
- Below is a photograph rendering of the proposed tower.



### Consultation with the LUA

The City of St. John’s has been consulted on this project and has been informed of the selected site.

Partagez votre opinion sur la tour proposée par Bell. Nos experts répondront à vos questions et commentaires.

Si vous avez des questions sur le projet d'amélioration du réseau sans fil dans votre communauté vous pouvez communiquer avec votre représentant Bell par courriel, Mike Kirkland à [mkirkland@kba.ca](mailto:mkirkland@kba.ca) avant le Mardi, 5 décembre, 2023

Pour plus d'information sur les systèmes d'antennes, vous pouvez visiter le site web du gouvernement du Canada à [www.ic.gc.ca/tours](http://www.ic.gc.ca/tours) ou vous pouvez contacter:

**Votre contact de l'ARUS :**

Ville de St. John's Bureau du greffier  
C.P. 908  
St. John's, NL A1C 5M2 Tél. : 709-576-8202  
Email: [cityclerk@stjohns.ca](mailto:cityclerk@stjohns.ca)

**Votre contact de Innovation, Sciences et Développement économique Canada :**

Édifice John Cabot  
10 Barter's Hill, 10<sup>e</sup> étage  
St. John's, NL A1C 6M1  
Tel: 709-772-4890  
Email: [ic.spectrumnld-spectredtl.ic@canada.ca](mailto:ic.spectrumnld-spectredtl.ic@canada.ca)

**Votre contact Bell :**

Kirkland, Balsom and Associates  
Agent pour Bell Mobilité  
11 rue Austin  
St. John's, NL A1B 4C1  
[info@kba.ca](mailto:info@kba.ca)

**SVP indiquer le numéro de référence J4438**

**Contient de l'information importante**



# Avis de Consultation Publique

Vous recevez cet avis car vous résidez à moins de 150 mètres de la tour de télécommunication proposée.

Vous trouverez ci-jointes des informations sur la tour proposée ainsi qu'une invitation à partager vos questions et vos commentaires.

## Votre opinion est importante

Afin de maintenir le service dans votre région, Bell propose d'installer une tour de type monopole de 22 mètres de hauteur, situé au 77 chemin Blackmarsh St-John's NL.

Coordonnées :

- Latitude 47.550736° nord, Longitude -52.732256° ouest.

Bell s'engage à travailler en étroite collaboration avec les communautés. Cela signifie fournir toute information souhaitée d'une manière simple et transparente, être à l'écoute de vos opinions et répondre aux questions et commentaires que vous pourriez avoir.

À cette fin, nous vous invitons à faire parvenir vos commentaires à votre représentant Bell, Kirkland, Balsom and Associates à [info@kba.ca](mailto:info@kba.ca) avant le Mardi, 5 décembre, 2023



# Comprendre le processus

<b>Étape 1:</b> <b>Proposition</b>	<b>Étape 2:</b> <b>Notification</b>	<b>Étape 3:</b> <b>Consultation</b>	<b>Étape 4:</b> <b>Réception</b>	<b>Étape 5:</b> <b>Réponse</b>	<b>Étape 6:</b> <b>Commentaires</b>	<b>Étape 7:</b> <b>Approbation</b>
Bell consulte l’ARUS (Autorité Responsable de l’Utilisation du Sol) concernant la proposition de tour et suite à cette consultation, Bell sélectionne un site.	Des dossiers d’information sont envoyés à la population locale, aux autorités municipales voisines, aux entreprises, aux propriétaires et autres résidents du secteur, les invitant à participer au processus de consultation.	Les résidents sont invités à envoyer leurs commentaires dans les 30 jours suivant la réception du dossier d’information.	Bell doit accuser réception des commentaires dans les 14 jours suivant leur réception.	Bell doit répondre à toutes les préoccupations raisonnables et pertinentes dans un délai de 60 jours.	Les résidents ont 21 jours de plus pour répondre à Bell, après quoi la période de commentaires prend fin.	Un résumé de la consultation est remis à l’ARUS et une demande d’approbation finale est soumise.

## Qu’est-ce qu’une tour de télécommunication?

Une tour de télécommunication supporte les équipements radio qui permettent de profiter de nos appareils mobiles, tels que nos téléphones intelligents et nos tablettes.

La tour vise à fournir un service fiable de télécommunications sans fil aux entreprises et résidences environnantes.

## Pourquoi maintenant?

Les Canadiens font de plus en plus usage d’appareils sans fil dans leur vie quotidienne. Plus de la moitié de tous les appels faits au Canada sont maintenant sans fil. Ce taux monte à 70 pourcent pour ce qui est des appels faits au 911.

*Conseil de la radiodiffusion et des télécommunications canadiennes (2013) <http://www.crtc.gc.ca/fra/publications/reports/rp130705.htm>*

Afin d'assurer le service de haute qualité auquel les Canadiens s’attendent, Bell doit améliorer ses réseaux pour répondre à cette demande accrue.

Grâce à l’ajout de sites d’antennes, les usagers des réseaux de Bell continueront de bénéficier de services haute vitesse sans fil fiables et de haute qualité.

## Est-ce sécuritaire?

Le consensus parmi les organisations canadiennes en santé et la communauté scientifique est que les antennes sans fil sont sans danger. En fait, cette tour fonctionnera bien en dessous des limites établies dans le Code de sécurité 6 par Santé Canada.

Bell s’engage à protéger la santé et la sécurité des communautés canadiennes. C’est pourquoi nous sommes très fiers de respecter toutes les normes de santé et de sécurité en vigueur, tout en continuant à fournir aux Canadiens une couverture sans fil de haute qualité.

“Health Canada, along with independent experts from across the country, continually monitor the scientific literature to ensure that Safety Code 6 is based on the best available evidence and has significant margins of safety for the Canadian population.”

**Dr. Patricia Daly, MD, FRCPC, Chief Medical Health Officer & Vice President Public Health**

## Pourquoi ici?

Bell propose d’installer la nouvelle tour au 77 chemin Blackmarsh St-John’s. Cet emplacement a été rigoureusement sélectionné car il répond à divers facteurs, notamment les contraintes d'utilisation du sol, l'interaction avec les structures existantes et le milieu environnant, en plus des exigences de lignes de vues entre les sites.

La tour proposée vise à remplacer la tour autoportante existante sur le chemin Blackmarsh, laquelle sera éventuellement démantelée lorsque la nouvelle tour proposée sera en service. Cette nouvelle tour s’intégrera parmi d’autres infrastructures d’utilité publique existantes dans le secteur environnant.

## Qu’est-ce que le Code de sécurité 6?

Le but de ce code est d'établir des limites de sécurité pour l'exposition humaine aux champs de radiofréquences (RF) dans la gamme de fréquences de 3 kHz à 300 GHz. Les limites de sécurité contenues dans ce code s'appliquent à tous les individus qui travaillent, visitent ou vivent à proximité de sites sous réglementation fédérale.

Bell atteste que la tour proposée sera établie et exploitée de façon continue en conformité avec le Code de sécurité 6 de Santé Canada et les modifications qui pourront y être apportées, pour la protection du grand public, y compris tous les effets combinés à l’intérieur de l’environnement radio locale.

## Est-ce respectueux de l'environnement?

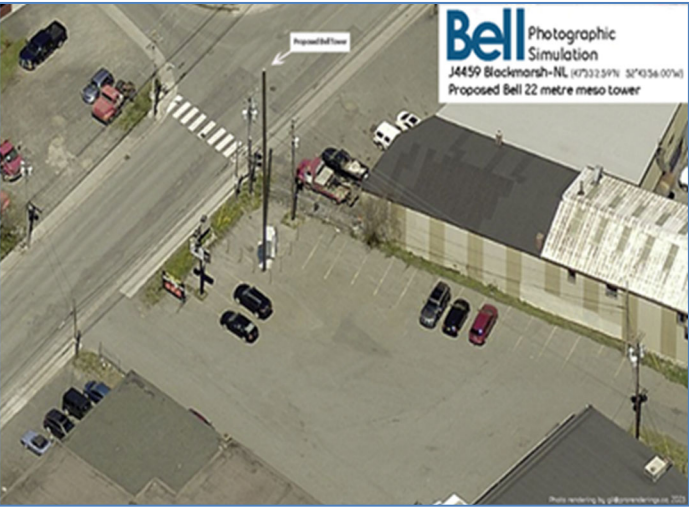
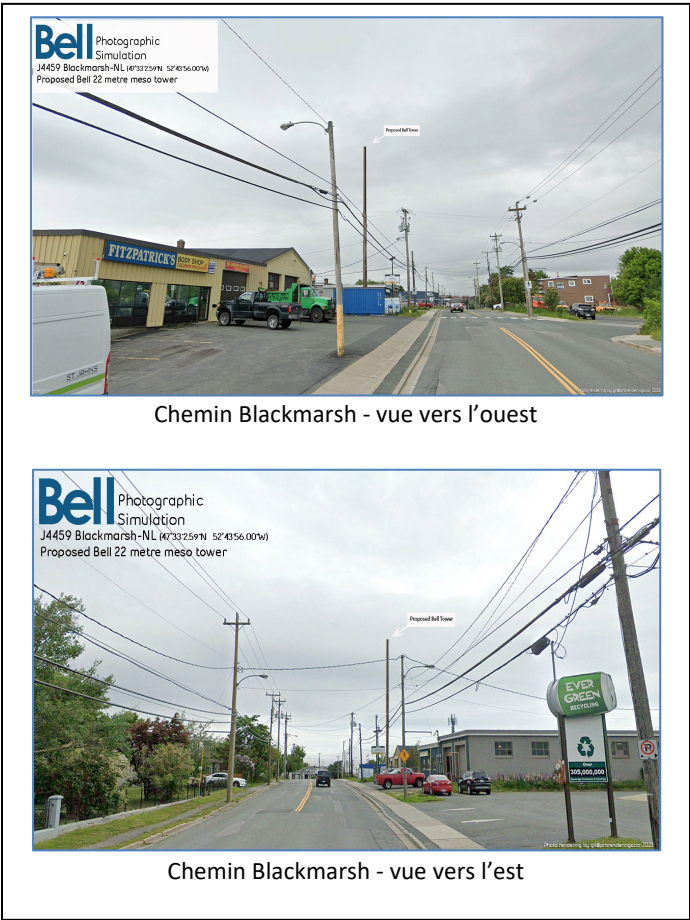
Bell atteste que le projet n’est pas assujetti à une évaluation environnementale en vertu de la Loi sur l’évaluation d’impact (LC 2019, ch.28.art.1).

**Quelles sont les normes et pratiques?**

La tour proposée sera construite en conformité aux normes applicables et sera soumise aux meilleures pratiques d’ingénierie, notamment pour la résistance de la charpente.

## Ça ressemblera à quoi?

- Bell propose une tour monopole de 22 mètres de hauteur
- La tour supportera des équipements radio et 12 antennes
- La tour sera construite conformément aux exigences actuelles de Transports Canada. À cet effet, aucun balisage lumineux n’est requis pour cette tour.
- Un abri d’équipement sera installé à la base de la tour
- Ci-dessous, un rendu photographique de la tour proposée



## Consultation avec l’ARUS?

La Ville de St-John’s a été consultée concernant ce projet et a été informé du site sélectionné.

**NOTE :** Ce projet ne fait pas l’objet de consultation autochtone. De plus le terrain sélectionné pour ce projet appartient à un citoyen privé.

**Karen Chafe**

---

**From:** [REDACTED]  
**Sent:** Monday, November 13, 2023 1:30 PM  
**To:** CityClerk  
**Subject:** Objection for the proposed telecommunication tower at 77 Blackmarsh Road

**CAUTION:** This is an EXTERNAL email. Do not click on any link, open any attachments, or action a QR code unless you recognize the sender and have confirmed that the content is valid. If you are suspicious of the message use the **Report a Phish** button to report it.

Hi

This is with reference to the letter and other communications received on the request of concurrence to construct a telecommunications tower at the location of 77 Blackmarsh Road, St.John's.

I am living with my [REDACTED] within a distance of approximately [REDACTED] from the proposed location of the tower, based on the given GPS location. If the tower is located there, we would be exposed to a high level of electromagnetic radiation, which would adversely affect the physical and mental health of my family. As per the publications on research done in this area, such an exposure would be potentially carcinogenic. Hence, we completely object to locating the proposed telecommunication tower at 77 Blackmarsh Road.

So please do not approve the construction of the proposed tower. Your kind understanding on this matter and necessary actions are highly appreciated. Please make the necessary arrangements to confirm this.

Thank You

[REDACTED]

**Karen Chafe**

---

**From:** [REDACTED]  
**Sent:** Tuesday, November 14, 2023 12:38 PM  
**To:** CityClerk  
**Subject:** 77 Blackmarsh road

**Importance:** High

**CAUTION:** This is an EXTERNAL email. Do not click on any link, open any attachments, or action a QR code unless you recognize the sender and have confirmed that the content is valid. If you are suspicious of the message use the **Report a Phish** button to report it.

Good afternoon,

I live at [REDACTED] I want to comment on the application of a 22 meter self-support design tower with supporting antennas and radio equipment.

I DO NOT agree with this proposal. There is already another tower a stones throw away from this one. Why is there a need for two?

Aren't towers shared? This is a residential/commercial area and isn't one tower enough.

Could you please confirm receipt and also could you please let me know the outcome of said proposal.

[REDACTED]

## Karen Chafe

---

**From:** [REDACTED]  
**Sent:** Wednesday, November 15, 2023 11:25 AM  
**To:** CityClerk  
**Subject:** RE: 77 Blackmarsh road  
**Importance:** High

**CAUTION:** This is an EXTERNAL email. Do not click on any link, open any attachments, or action a QR code unless you recognize the sender and have confirmed that the content is valid. If you are suspicious of the message use the **Report a Phish** button to report it.

Good morning,

I would like to add more information to the below.

[REDACTED] Are you aware that there are many, many birds that live on that tower? The tower is very high up and the noise that comes from those birds is deafening at times. I can't imagine bringing that closer to the homes on [REDACTED]

Also, that tower fell a couple of years ago during a wind storm – do you really want to take a chance of that happening, but on homes with people in them?

I really hope that this does not go ahead. There are many other places that this tower could go – for example there is land farther up blackmarsh road with no homes around it.

---

[REDACTED]  
**Sent:** Tuesday, November 14, 2023 12:37 PM  
**To:** 'cityclerk@stjohns.ca' <cityclerk@stjohns.ca>  
**Subject:** 77 Blackmarsh road  
**Importance:** High

Good afternoon,

I live at [REDACTED]. I want to comment on the application of a 22 meter self-support design tower with supporting antennas and radio equipment.

I DO NOT agree with this proposal. There is already another tower a stones throw away from this one. Why is there a need for two?

Aren't towers shared? This is a residential/commercial area and isn't one tower enough.

Could you please confirm receipt and also could you please let me know the outcome of said proposal.

**Karen Chafe**

---

**From:** [REDACTED]  
**Sent:** Tuesday, December 5, 2023 8:22 AM  
**To:** CityClerk  
**Subject:** Concerns Regarding Proposed Cell Phone Tower Installation

**CAUTION:** This is an EXTERNAL email. Do not click on any link, open any attachments, or action a QR code unless you recognize the sender and have confirmed that the content is valid. If you are suspicious of the message use the **Report a Phish** button to report it.

I am writing to express my concerns and opposition to the proposed installation of a cell phone tower [REDACTED] [REDACTED]. I understand the importance of expanding telecommunication infrastructure, but I believe that the location selected for the cell phone tower raises significant issues that need careful consideration.

First and foremost, the aesthetics of the neighborhood will be adversely affected. The presence of a tall structure, particularly a cell phone tower, could potentially alter the visual appeal of the area and impact property values. As residents, we take pride in maintaining the charm and character of our neighborhood, and the introduction of a cell phone tower could compromise this.

Moreover, there is a growing body of research indicating potential health concerns associated with prolonged exposure to radiofrequency (RF) radiation emitted by cell phone towers. While I recognize that regulatory bodies set safety standards, the uncertainty and ongoing debates surrounding this issue have understandably raised concerns among residents.

Additionally, the noise generated during the construction and maintenance of the cell phone tower may disrupt the tranquility of the neighborhood. Construction activities and regular maintenance can lead to disturbances that may affect the quality of life for those residing nearby.

I kindly request that alternative locations be explored that would have minimal impact on the aesthetic and environmental aspects of our community. It would be greatly appreciated if the concerns of the residents, including those mentioned above, could be taken into account during the decision-making process.

Thank you for your understanding and consideration. I look forward to hearing from you regarding this matter.

Sincerely,

[REDACTED]



# DECISION/DIRECTION NOTE

**Title:** Notices Published – Northern Pond Road - DEV2300106 & CRW2300009

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 5

---

## **Decision/Direction Required:**

A Discretionary Use application has been submitted by Rockland Microgreens Ltd on Northern Pond Road. A Crown Land Lease referral was also received for the application site.

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

The Provincial Department of Fisheries, Forestry and Agriculture referred an application for a Crown Land lease on Northern Pond Road for 13 hectares of land for a proposed Hydroponic Use. The proposed Use is considered a Discretionary Use; therefore, an application was required prior to the consideration of the lease.

The proposed Discretionary Use is for a Hydroponic Use to allow a greenhouse, with an area of 112m<sup>2</sup>. An access road approximately 12 meters wide and 185 meters long would need to be constructed. The proposed application site is in the Watershed (W) and Agricultural (AG) Zones. All uses within the Watershed Zone are at the discretion of Council and a Hydroponic Use is discretionary within the Agricultural Zone. Public Works have reviewed the proposal and feel the proposed access to the site is acceptable within the Thomas Pond Watershed. No further development is permitted within the Watershed Zone and must be contained within the Agricultural Zone.

No submissions were received.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner and neighboring 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.

# ST. JOHN'S

Choose an item.

4. Alignment with Adopted Plans: Envision St. John's 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 "Watershed (W) Zone and Agriculture (AG) Zone".
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public advertisement in accordance with Section 4.8 Public Consultation of the St. John's Envision Development Regulations. The City has sent written notices to property owners within a minimum 150-metre radius of the application site. The application has been advertised in The Telegram newspaper at least twice and is 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 Hydroponic Use on Northern Pond Road to allow a greenhouse and access road.

That Council also approve the Crown Land Lease for 13hectares of land for the proposed Hydroponic Use. Should the Crown Land lease be issued, a development application will be required.

**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 - Northern Pond Road.docx
Attachments:	- NORTHERN POND ROAD.pdf
Final Approval Date:	Dec 6, 2023

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

**Lindsay Lyghtle Brushett - Dec 6, 2023 - 12:09 PM**

**Jason Sinyard - Dec 6, 2023 - 12:22 PM**





POULTRY FARM RD

TRANS CANADA HWY

AG

SUBJECT PROPERTY

AG

NORTHERN POND RD

W



# DECISION/DIRECTION NOTE

**Title:** Request for Parking Relief – 38 Gear Street – SUB2000036

**Date Prepared:** December 5, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Carl Ridgeley, Development

**Ward:** Ward 2

---

## **Decision/Direction Required:**

Request to relieve six (6) parking spaces at 38 Gear Street to allow six Subsidiary Dwelling Units.

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

An application was submitted to subdivide 38 Gear Street to create 6 Townhouse Lots. A subsequent request has been submitted to relieve one parking space per dwelling to accommodate a subsidiary dwelling unit in each of the Townhouses. As per Section 8.3 of the Development Regulations, one (1) parking space is required for each Residential Dwelling Unit. There is currently one (1) parking space proposed for each Townhouse, while two (2) parking spaces would be required. Parking relief for one (1) parking space per Townhouse is requested to accommodate each proposed Subsidiary Dwelling Unit. Relief for a total of six (6) parking spaces is requested.

The applicant's rationale for relieving parking is based in part, to accommodate the supply of much needed affordable dwellings in the city centre. The subsidiary dwellings will be one bedroom thus reducing the occupancy number and the potential for an increase in vehicle traffic to this development. In addition to the proximity to other services, Gear Street is adjacent to LeMarchant Road and the access to its frequent public transit route. Gear Street is walking distance to a supermarket on Merrymeeting Road and St. Clare's Hospital. The need for a personal vehicle in this neighbourhood is quite low, as well as the availability of on-street parking in the area.

As per Section 8.12 of the Development Regulations, where an applicant wishes to provide a different number of parking spaces than those required, Council shall require a Parking Report. Where in the opinion of Council the change requested does not merit a Parking Report, Council may accept a staff report in lieu, which is presented as this Decision Note.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.

# ST. JOHN'S

2. Partners or Other Stakeholders: Not applicable.

3. Alignment with Strategic Directions:

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

Choose an item.

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

5. Accessibility and Inclusion: Not applicable.

6. Legal or Policy Implications: St. John's Development Regulations Sections 8.3 "Parking Standards" and 8.12 "Parking Report."

7. Privacy Implications: Not applicable.

8. Engagement and Communications Considerations: Not applicable

9. Human Resource Implications: Not applicable.

10. Procurement Implications: Not applicable.

11. Information Technology Implications: Not applicable

12. Other Implications: Not applicable.

**Recommendation:**

That Council approve the parking relief for six (6) parking spaces at 38 Gear Street to accommodate a Subsidiary Dwelling Unit for each of the six proposed Townhouses.

**Prepared by:**

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

**Approved by:**

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

**Report Approval Details**

Document Title:	Development Committee - Request for Parking Relief – 38 Gear Street – SUB2000036.docx
Attachments:	- Aerial Map.pdf - Proposed Lot Layout.pdf
Final Approval Date:	Dec 7, 2023

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

**Lindsay Lyghtle Brushett - Dec 6, 2023 - 12:37 PM**

**Jason Sinyard - Dec 7, 2023 - 10:54 AM**





SUBJECT PROPERTY

PENNYWELL RD

BONCLODDY ST

GEAR ST

ROCKCREST CRT

LEMARCHANT RD

R3

CCM

R3

RM

RM

RM

INST

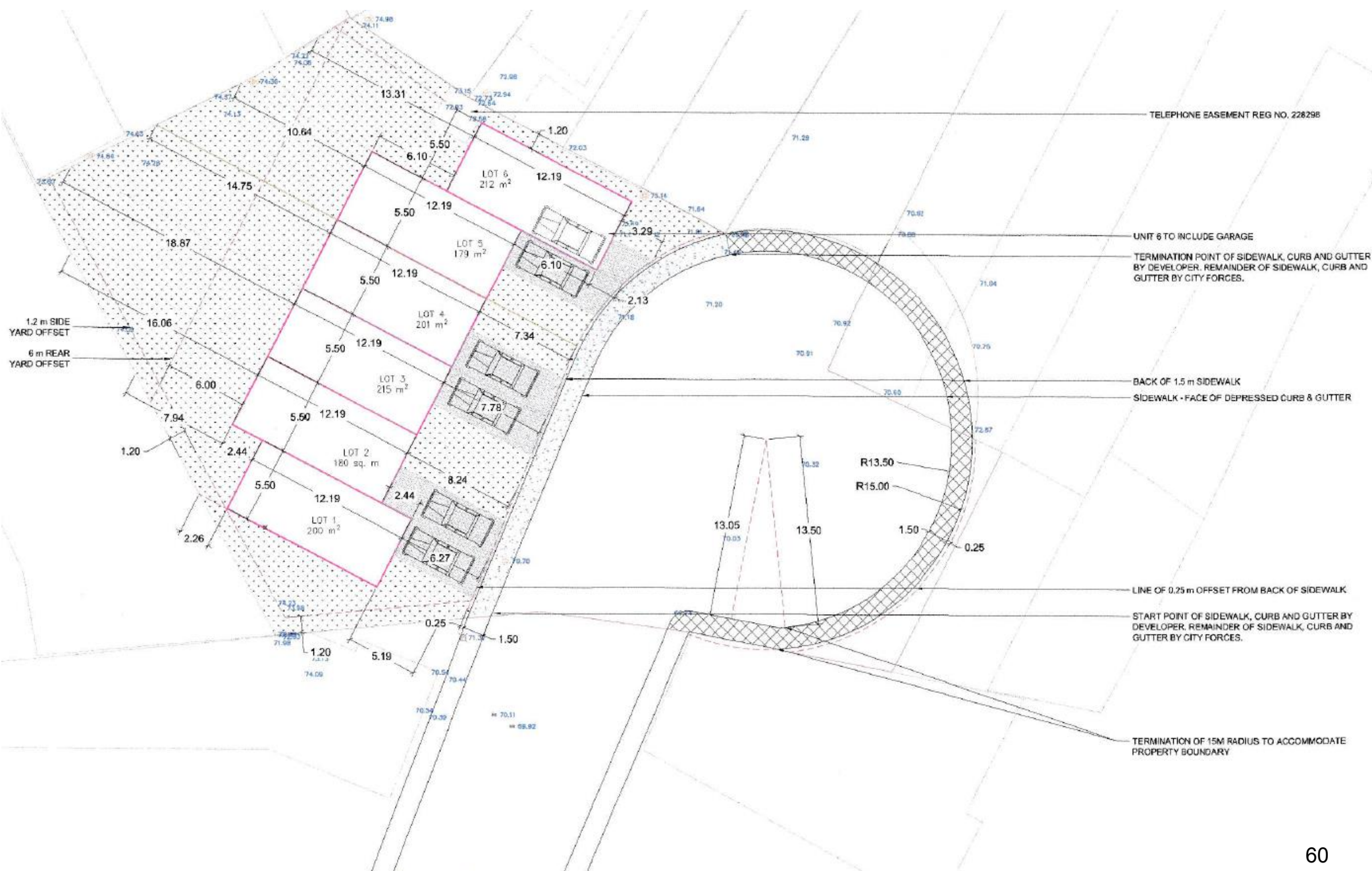
DISCLAIMER: This map is based on current information at the date of production.

W:\Engwork\Planw\applications 2020\sub2000036-38 gear street.mxd

CITY OF ST. JOHN'S



## Proposed Lot Layout – 38 Gear Street



# **ST. JOHN'S**

---

## **Committee of the Whole Report**

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

**December 5, 2023, 3:00 p.m.**

**Present:**

- Mayor Danny Breen
- Deputy Mayor Sheilagh O'Leary
- Councillor Maggie Burton
- Councillor Ron Ellsworth
- Councillor Sandy Hickman
- Councillor Jill Bruce
- Councillor Ophelia Ravencroft
- Councillor Jamie Korab
- Councillor Ian Froude
- Councillor Carl Ridgeley

**Regrets:**

- Councillor Debbie Hanlon

**Staff:**

- Kevin Breen, City Manager
- Derek Coffey, Deputy City Manager of Finance & Administration
- Tanya Haywood, Deputy City Manager of Community Services
- Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
- Cheryl Mullett, City Solicitor
- Ken O'Brien, Chief Municipal Planner
- Karen Chafe, City Clerk
- Stacey Baird, Legislative Assistant
- Jackie O'Brien, Communications & Public Relations Officer

---

**1. 292 Water Street – Roof Sign**

**Moved By** Councillor Burton

**Seconded By** Councillor Hickman

That Council approve the roof sign for 292 Water Street (Lottie's Place on George Street), as proposed.

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

**MOTION CARRIED (10 to 0)**

**2. 51 Hazelwood Crescent – MPA2300006**

**Moved By** Councillor Froude

**Seconded By** Councillor Ellsworth

That Council consider redesignating 51 Hazelwood Crescent from the Institutional District to the Residential District, and consider rezoning 51 Hazelwood Crescent from the Institutional (INST) Zone to the Residential 2 (R2) Zone.

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

**MOTION CARRIED (10 to 0)**

**3. City of St. John's 2024-2026 Accessibility Plan**

Councillor Ravencroft presented the final draft of the Accessibility Plan.

**Moved By** Councillor Ravencroft

**Seconded By** Councillor Ellsworth

That Council approve the 2024-2026 City of St. John's Accessibility Plan.

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

**MOTION CARRIED (10 to 0).**

.

---

Mayor

# DECISION/DIRECTION NOTE

**Title:** 292 Water Street – Roof Sign

**Date Prepared:** November 27, 2023

**Report To:** Committee of the Whole

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

**Ward:** Ward 2

---

**Decision/Direction Required:**

To approve a roof sign for 292 Water Street (Lottie's Place).

**Discussion – Background and Current Status:**

The City received an application for a roof sign at 292 Water Street (a designated Heritage Building) for Lottie's Place on George Street in Heritage Area 1. According to section 26 of the St. John's Sign By-Law, the size, design and location of a roof sign anywhere is at the discretion of Council. According to section 48, a roof sign in a Heritage Area requires a recommendation from the Built Heritage Experts Panel and Council's approval.

The proposed sign is 96 inches by 30 inches and will be located above the entrance of Lottie's. The roof sign has a black background with white letters and will be illuminated (see attached drawing). The Heritage Panel reviewed the proposed roof sign at its November 15, 2023 meeting. Since the proposed sign does not obscure any architectural features on the building, the Panel recommended approval.

The proposed roof sign at 292 Water Street, facing George Street, is recommended for approval and is attached for review.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner; neighbouring owners in the heritage area.
3. Alignment with Strategic Directions:

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.

# ST. JOHN'S

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

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

**Recommendation:**

That Council approve the roof sign for 292 Water Street (Lottie's Place on George Street), as proposed.

**Prepared by: Lindsay Church, MCIP, Planner III – Urban Design and Heritage**

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



**Report Approval Details**

Document Title:	292 Water Street - Roof Sign.docx
Attachments:	- 292 Water Street - Roof Sign.pdf
Final Approval Date:	Nov 29, 2023

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

**Ken O'Brien - Nov 28, 2023 - 10:36 AM**

**Jason Sinyard - Nov 29, 2023 - 2:55 PM**

**MANUFACTURE AND INSTALL:** ROOF MOUNTED SIGN CABINET

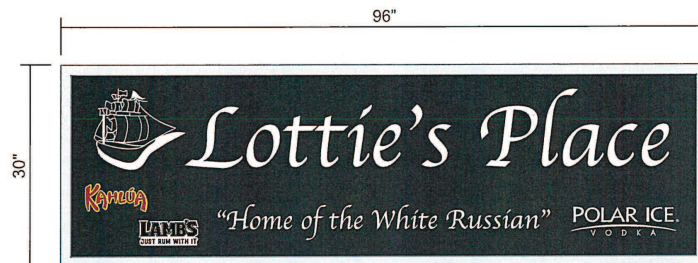
LED ILLUMINATED

DIGITALLY PRINTED GRAPHICS

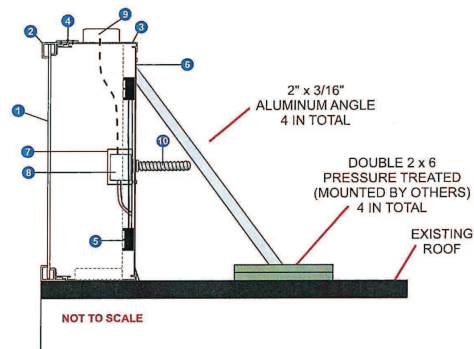
1 1/2" EX-7 FRAME MILL FINISH

4" EX-14 FILLER MILL FINISH

BACK STAYS FOR ROOF MOUNT



#	COMPONENT DESCRIPTION:
1	3/16" WHITE LEXAN SIGN FACE WITH VINYL GRAPHICS
2	EX-7 FRAME
3	SINGLE 4" DEEP ALUM FILLER RETURN
4	PIANO HINGE
5	L.E.D. MODULES
6	.032 ALUMINUM SIGNBACK
7	FABRICATED ALUMINUM ENCLOSURE FOR POWER SUPPLY(S)
8	CSA APPROVED POWER SUPPLY
9	ELECTRICAL JUNCTION BOX (WHEN NECESSARY)
10	PRIMARY VOLTAGE LEAD FROM POWER SUPPLY POWER SOURCE



CUSTOMER	LOTTIES PLACE	FILE DESCRIPTION	ROOF MOUNTED SIGN	SCALE:	JOB OR ESTIMATE #	CLIENT APPROVAL
LOCATION	GEORGE STREET	FILE NAME	LOTTIES ROOF SIGN	START DATE: OCT 13/2023	16954	SIGNATURE: _____ DATE: _____
SALES REP	PAUL GORMAN	FILE LOCATION	2023/L	REVISED DATE:	DRAWN BY: MC	

\* ACCESS MAY BE REQUIRED BEHIND SIGNAGE TO FACILITATE ELECTRICAL CONNECTIONS AND FASTENERS. WALL OR CEILING HATCHES OR CUTOUTS, IF REQUIRED ARE NOT INCLUDED IN OUR PRICING OR SCOPE OF WORK.

\* SHOULD THE SERVICES OF A PROFESSIONAL ENGINEER BE REQUIRED IT WOULD BE AT THE CUSTOMERS COST UNLESS OTHERWISE NOTED.

\* ALL EXTERIOR SIGNAGE INSTALLATION MUST BE ACCESSIBLE WITH OUR MOBILE CRANE / BUCKET TRUCK. ANY OTHER EQUIPMENT TO FACILITATE THE INSTALLATION MAY BE CHARGED EXTRA IF REQUIRED.

**THIS DRAWING IS STRICTLY PRELIMINARY AND IS FOR VISUAL REPRESENTATION ONLY FOR APPROVAL. CLIENT SIGN OFF INITIATES APPROVAL FOR CONTINUED PROCESS.**

**E.C. BOONE LTD.**

10 Piggy Place  
P.O. Box 8305, St John's  
NL, A1B 3H7

PH. (709) 726-4610  
FAX (709) 726-2037  
email: ecboone@ecboone.com



THIS DRAWING IS THE PROPERTY OF E.C. BOONE LTD. AND MAY NOT BE REPRODUCED WITHOUT PERMISSION BY E.C. BOONE LTD.

WE REQUIRE AN APPROVED DRAWING PRICE TO COMMENCE WORK. DELAY IN APPROVING DRAWINGS MAY DELAY DELIVERY.

# DECISION/DIRECTION NOTE

**Title:** 51 Hazelwood Crescent – MPA2300006

**Date Prepared:** November 28, 2023

**Report To:** Committee of the Whole

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

**Ward:** Ward 3

---

## **Decision/Direction Required:**

To consider changing the zone and land use district at 51 Hazelwood Crescent to enable the development of semi-detached dwellings.

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

The City received an application to rezone 51 Hazelwood Crescent from the Institutional (INST) Zone to the Residential 2 (R2) Zone to enable the development of semi-detached dwellings. To rezone, the property also needs to be resigned from the Institutional District to the Residential District. This is vacant land bordering Hazelwood Elementary School and houses along Blue River Place, and across from houses and the former priests' residence on Hazelwood. This land was sold as part of the ongoing court-ordered sale of lands by the Roman Catholic Episcopal Corporation of St. John's.

In section 4.9(2)(a) of the Envision St. John's Development Regulations, Council requires a land use report (LUR) for applications to amend the Municipal Plan and Development Regulations. However, as per section 4.9(3), where the scale or circumstances of the proposed development do not merit a land use report, Council may accept a staff report instead. Given that this is a simple application for semi-detached dwellings on an existing road, staff recommend accepting a staff report. This would be completed following public consultation.

Staff have reviewed the draft site plan and provided initial comments to the applicant; revisions are required. Should Council decide to consider the application, and knowing that a commissioner's public hearing will be required later, staff recommend public notification (not a public meeting) once an acceptable site plan is received.

## **Key Considerations/Implications:**

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

# ST. JOHN'S

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

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: Any accessibility requirements from the National Building Code or Service NL will be applied at the building permit stage.
6. Legal or Policy Implications: Map amendments to the Envision St. John's Municipal Plan and Development Regulations are required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public consultation, as per the Envision St. John's Development Regulations, will be required once an acceptable site plan is received. Staff recommend public notification. A commissioner's public hearing would come later.
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 redesignating 51 Hazelwood Crescent from the Institutional District to the Residential District, and consider rezoning 51 Hazelwood Crescent from the Institutional (INST) Zone to the Residential 2 (R2) Zone.

Further, upon receiving a satisfactory site plan, that Council refer the application to public notification, as the application will require a commissioner's public hearing later in the amendment process.

**Prepared by: Lindsay Church, MCIP, Planner III – Urban Design and Heritage**  
**Approved by: Ken O'Brien, MCIP, Chief Municipal Planner**

**Report Approval Details**

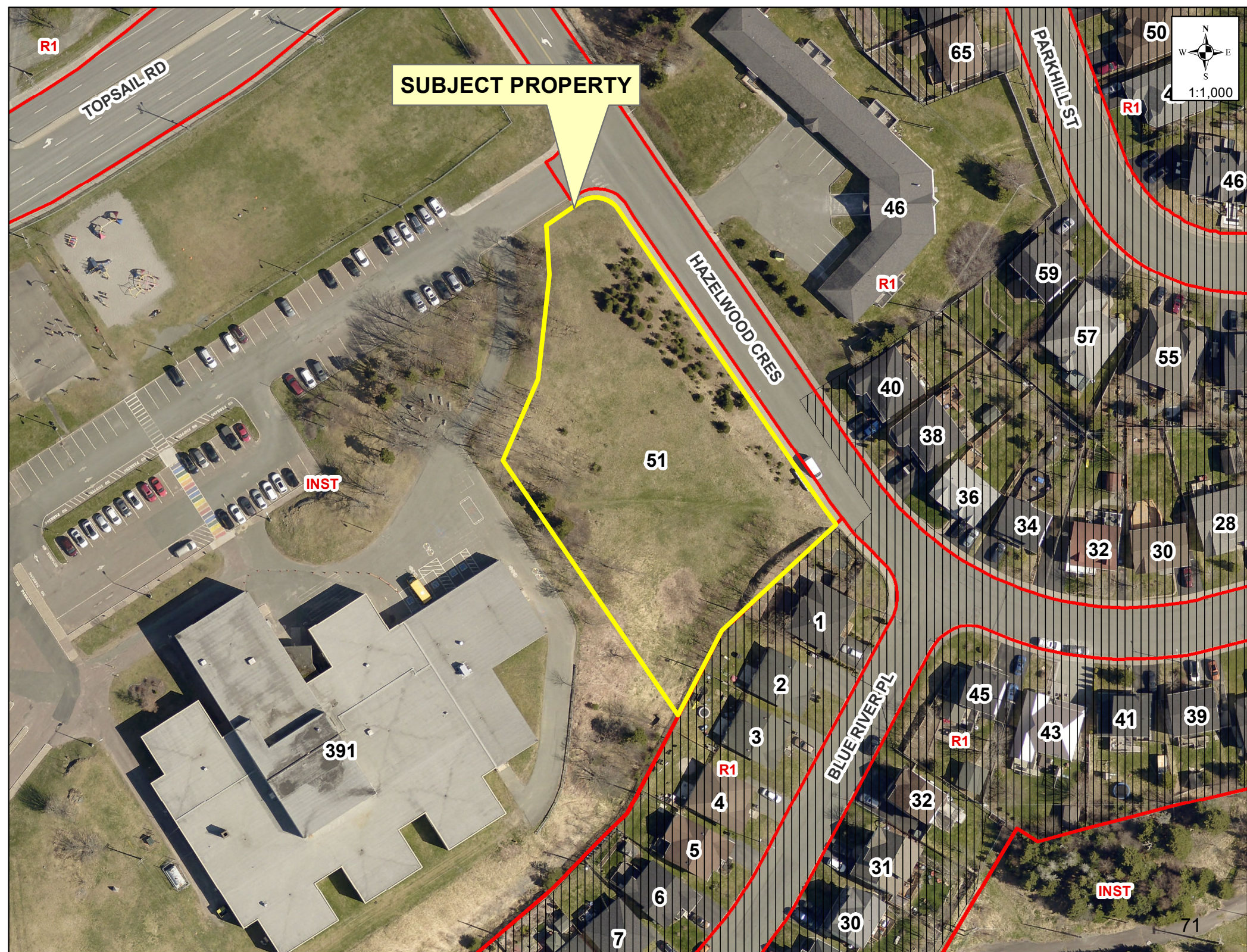
Document Title:	51 Hazelwood Crescent - MPA2300006.docx
Attachments:	- 51 Hazelwood Crescent - Aerial.pdf - Site Plan - Semi-Detached_redacted.pdf
Final Approval Date:	Nov 29, 2023

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

**Ken O'Brien - Nov 29, 2023 - 12:33 PM**

**Jason Sinyard - Nov 29, 2023 - 2:54 PM**

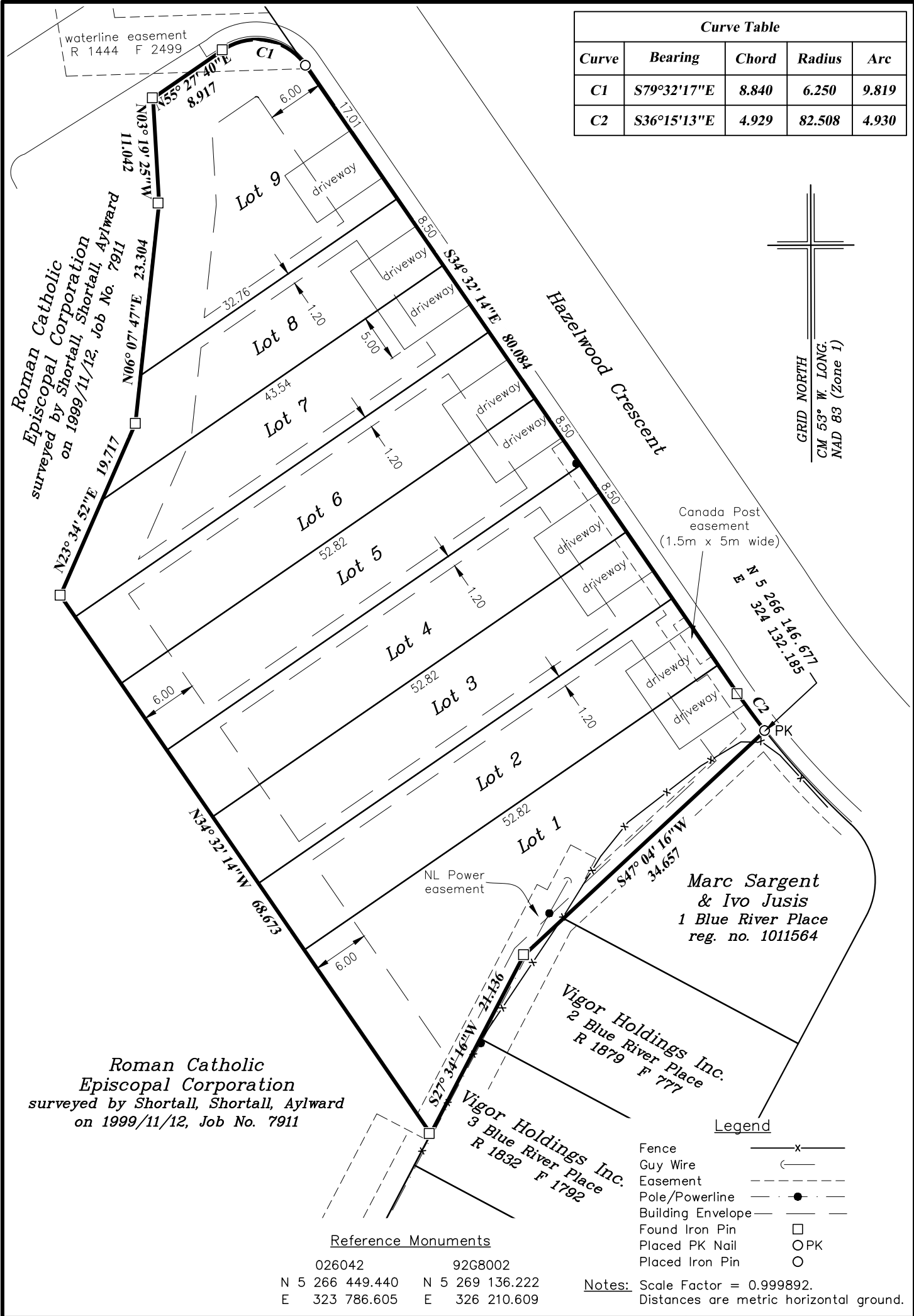




SUBJECT PROPERTY







<p><b>Pardy Surveys Inc.</b> Newfoundland Land Surveyor Birchy Hollow, Conception Bay South, Newfoundland &amp; Labrador Email: pardysurveys@outlook.com Website: pardysurveys.com</p>			
<p><b>Proposed Subdivision Plan – Duplexes</b> [Redacted Address] 51 Hazelwood Crescent, St. John's, NL</p>			
Survey By: N.K.P.	Scale: 1:500	Job No.: 22-419-Sketch	Date: November 3, 2023
<p>© Nicholas K. Pardy, Newfoundland Land Surveyor, 2023. Unauthorized use, alteration or reproduction of this plan or accompanying documents is prohibited by law as outlined in the Copyright Act. However, use and reproduction thereof by or on behalf of the person to whom this plan is certified is permitted providing that no alterations whatsoever are made thereto.</p>			

# DECISION/DIRECTION NOTE

**Title:** City of St. John's 2024-2026 Accessibility Plan

**Date Prepared:** November 29, 2023

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Ophelia Ravencroft, Inclusion Advisory Committee

**Ward:** N/A

---

## Decision/Direction Required:

Approval of the City's first three-year accessibility plan is required.

## Discussion – Background and Current Status:

The City of St. John's is committed to improving accessibility of programs services and public places so that everyone may equitably access and benefit from them. The City has worked closely with stakeholders and the [Inclusion Advisory Committee](#) to address accessibility concerns and make improvements where possible for many years.

In 2021, the Province passed new accessibility legislation known as [Bill 38: An Act Respecting Accessibility in the Province](#). Under this Act, public bodies, including municipalities are required to develop and publish an accessibility plan which must be reviewed annually and updated every 3 years, by December 31<sup>st</sup> of 2023. Additionally, as accessibility standards are developed under the Act, public bodies must comply within the established timeframes. The first standard approved to be developed is the Accessible Customer Service Standard.

In June of this year, the province provided public bodies with requirements for developing accessibility plans including:

- Appointing a lead staff
- Creating a committee of experts to assist with plan development
- Engaging with stakeholders
- Developing a commitment to improving accessibility
- Creating awareness about existing accessibility achievements
- Identifying barriers that prevent or limit access
- Identifying actions that will improve accessibility in key focus areas

To ensure these requirements were met, the Accessibility and Inclusion Facilitator and Manager of Healthy City and Inclusion were identified to lead this work. The City's Inclusion Advisory Committee recommended establishing an Accessibility Working Group of individuals with lived and/or professional experience with visible and invisible disabilities who represent

# ST. JOHN'S

community or disability organizations. Staff leads began reviews of other jurisdictions and engaging with internal and external stakeholders including:

- The City Manager, Deputy City Managers, Department Directors and Managers and Metrobus Managers
- City Advisory Committees, Working Groups and Expert Panels
- Disability Organizations
- Public

In October, the City released [What We Heard](#) and began working with City managers and Metrobus managers to determine what identified barriers and recommendations may be addressed in the next three years as we await accessibility standards under the Act.

The City's Accessibility Plan has been developed to reduce barriers by creating awareness of the many existing accessibility measures already in place. It also identifies barriers and actions that will improve accessibility in six key focus areas applicable to municipalities, including:

- Design and Delivery of Programs and Services
- Built Environment and Transportation
- Information and Communication
- Procurement
- Accommodations
- Employment

Staff will begin implementing the actions upon approval of the plan. Staff will also continue to work closely with stakeholders and provide updates as necessary.

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

1. Budget/Financial Implications:
  - a. Actions necessary to address the barriers in this plan are achievable with current resources and/or include recommendations to investigate alternative funding sources.
  - b. Some barriers were not able to be addressed with current resources  
City budgets and outside funding opportunities will need to be reviewed/considered as Provincial Accessibility regulations are developed
2. Partners or Other Stakeholders:
  - a. Metrobus
  - b. Inclusion Advisory Committee and Accessibility Working Group
  - c. Disability Organizations
  - d. Public

3. Alignment with Strategic Directions:

A Connected City: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.

An Effective City: Achieve service excellence through collaboration, innovation and modernization grounded in client needs.

4. Alignment with Adopted Plans:

- a. Healthy City Strategy
- b. Envision St. John's

5. Accessibility and Inclusion:

- a. The Accessibility Plan positively impacts accessibility in City programs, services and public spaces.

6. Legal or Policy Implications:

- a. The Accessibility Plan meets the requirements of the Provincial Accessibility Act.

7. Privacy Implications: None

8. Engagement and Communications Considerations:

- a. An Engagement and Communications plan were developed and will be ongoing

9. Human Resource Implications: None

10. Procurement Implications:

- a. Procurement is an established accessibility key focus area addressed in this plan.

11. Information Technology Implications: None

12. Other Implications: None

**Recommendation:**

That Council approve the 2024-2026 City of St. John's Accessibility Plan.

**Prepared by: Trisha Rose, Accessibility and Inclusion Facilitator**

**Approved by: Natalie Godden, Manager of Healthy City and Inclusion**



**Report Approval Details**

Document Title:	City of St. John's 2024-2026 Accessibility Plan Decision Note.docx
Attachments:	- City of St. John's 2024-2026 Accessibility Plan.pdf
Final Approval Date:	Nov 30, 2023

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

**Natalie Godden - Nov 30, 2023 - 10:04 AM**

**Tanya Haywood - Nov 30, 2023 - 10:05 AM**

# City of St. John's Accessibility Plan 2024-2026



# Land Acknowledgement

We respectfully acknowledge the Province of Newfoundland and 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.

# Commitment to Accessibility

The City of St. John's is committed to an accessible, inclusive, healthy and safe community for everyone. We strive to meet the diverse needs of our community by identifying, preventing and removing barriers so that all people can equitably live, work, play and learn here.

# Table of Contents

This document is available in alternate format upon request

<b>05</b>	<b>Message from the Mayor</b>	<b>34</b>	<b>Barriers and Actions</b>
<b>06</b>	<b>Message from the City Manager</b>	<b>50</b>	<b>Evaluation</b>
<b>07</b>	<b>Message from the Accessibility Working Group</b>	<b>51</b>	<b>Conclusion</b>
<b>08</b>	<b>Definitions</b>	<b>52</b>	<b>Contact Us</b>
<b>09</b>	<b>About the City of St. John’s Multi-Year Accessibility Plan</b>		
<b>11</b>	<b>Overview of the Accessibility Act</b>		
<b>12</b>	<b>Overview of St. John’s Municipal Services</b>		
<b>15</b>	<b>Demographics</b>		
<b>16</b>	<b>Report an Accessibility Concern or Idea</b>		
<b>17</b>	<b>Existing Accessibility Measures</b>		





# Message from the Mayor

I am excited to share with you our new 2024-2026 Accessibility Plan.

Inclusion and accessibility are core values for our community and it is our responsibility to ensure that everyone can enjoy the amenities that our city has to offer. The City has a strategic direction to be a connected city, one where people feel connected, have a sense of belonging and are actively engaged in community life.

Our accessibility plan shows our commitment to improving accessibility and inclusion in the programs and services we offer, our buildings and public spaces, our information and communication, our workplace and our public transit system. It will provide awareness and education for understanding accessibility issues and what the City currently does to improve access.

We understand that accessibility is not just the nice thing to do, it is the right thing to do. Our plans for continuing to improve accessibility and inclusion is a testament to our dedication to making our City a welcoming place for all.

This new initiative has been carefully developed in consultation with stakeholders. It shows the way forward for breaking down barriers and improving the quality of life for our community and particularly those living with disabilities.



Through the collective efforts of Council, City staff and our community partners, we are confident that we can achieve this vision.

I invite you to actively participate in improving accessibility in our community. Together, we can build a more inclusive City of St. John's.

On behalf of Council, we would like to extend thanks to our community for supporting our wonderful city.

Sincerely,



Mayor Danny Breen - City of St. John's

# Message from the City Manager

I am thrilled to introduce an important initiative that will significantly enhance accessibility and inclusion in our city. Our mission as a municipality has always been to ensure that every resident has the opportunity to fully participate in all aspects of civic life. To that end, I'm delighted to present to you our new 2024-2026 Accessibility Plan.

This plan represents a significant step forward in our commitment to make the City of St. John's a more inclusive and accessible place for everyone. We have a clear vision to create a city where every resident can easily live, learn, work, play and thrive.

The Accessibility Plan is a tool for building a more inclusive and equitable City of St. John's, however we recognize that achieving our vision will take time, resources and your active participation. We encourage your input and feedback as we embark on our accessibility and inclusion journey.

To keep you informed about our progress through our various communication channels, we will provide regular updates as barriers are reduced and removed and solutions are implemented. Together, we can create a city where accessibility is a reality and no longer an aspiration.



I am excited about the positive changes that our accessibility plan will bring to our city. We know that accessibility and inclusion benefits everyone. Thank you for your ongoing support in making the City of St. John's a better place to live.

Sincerely,

A handwritten signature in black ink, appearing to be 'KB', written over a faint, light blue grid pattern.

Kevin Breen  
City Manager - City of St. John's

# Message from Accessibility Working Group

The Accessibility Working Group is pleased to have contributed to the development of the City of St. John's' Accessibility Plan. The announcement of this plan is an encouraging step forward in our work to improve accessibility and inclusion awareness in our community. The Accessibility Plan provides an outline that will help make the City of St. John's more accessible and welcoming for everyone.

The Accessibility Working Group was established in consultation with the Inclusion Advisory Committee. Members are organizational or community representatives having lived and professional experience with visible and invisible disabilities.

Accessibility is at the forefront of our mission to assist the City of St. John's on matters of inclusion. The City has a responsibility to ensure that everyone can access what it has to offer. This plan creates transparency and awareness about inclusion and accessibility needs, highlights current efforts the City makes to improve access, identifies the barriers that exist and provides actions for reducing and removing these barriers.

The Accessibility Plan is a document that will continuously evolve and be reviewed.



We look forward to the upcoming Provincial accessibility standards under the Provincial Accessibility Act which will further guide the work we do to support inclusion in our community.

The Accessibility Working Group and Inclusion Advisory Committee encourages everyone in the community to review the plan. The feedback received from public engagement was carefully reviewed and considered in the development of this plan. Inclusion and accessibility feedback is always welcomed and appreciated.

Sincerely,  
Accessibility Working Group  
City of St. John's

# Definitions

To ensure understanding of the content within this document, the following terms align with the Provincial Accessibility Act and are specific to the City of St. John's.

**Accessibility Plan:**

a document that addresses how to prevent, identify and remove barriers in policy, programs, practices and services.

**Accessibility Standard:**

the necessary accessibility requirements established under the Accessibility Act.

**Accommodation:**

any action taken to reduce or remove a barrier preventing or limiting access.

**Barrier:**

anything that prevents a person with a disability from fully participating in society, including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, or a barrier established by an Act, regulations, a policy or a practice.

**Built Environment:**

buildings, parks, trails, playgrounds, streets, sidewalks, sport fields, bus shelters, bus stops, built and/or maintained by the City of St. John's or Metrobus.

**Disability:**

a physical, mental, intellectual, cognitive, learning, communication or sensory impairment or a functional limitation that is permanent, temporary or episodic in nature that, in interaction with a barrier, prevents a person from fully participating in society.

**Key Focus Areas:**

areas of operation within an organization that services the public.

**Programs:**

an activity or set of activities offered by the City or Metrobus that improve the wellbeing of residents, visitors, businesses and newcomers.

**Public Body:**

an organization that delivers public service including municipalities.

**Services:**

work done by the City or Metrobus that benefits others.



# About the City of St. John's Multi-Year Accessibility Plan

The City of St. John's Accessibility Plan (The Plan) is an important step toward a goal of becoming a more accessible and inclusive City. It shows a commitment to offering equitable access to the programs, services and public spaces that we operate.

The Accessibility Plan will evolve based on the changing needs of our community and the development of the Provincial Accessibility Legislation. As accessibility standards develop, the plan will be updated to reflect the responsibilities of municipalities.

The plan creates awareness about current efforts to ensure accessibility in City of St. John's and Metrobus operated programs, services and spaces. It will also include areas of focus and actions that support equitable access to:

- programs and services
- the built environment including buildings, public spaces, and public transportation
- information and communication
- goods and services received through procurement
- accommodations to access programs and services
- accessible workplaces and employment



The City understands the importance of learning from and working with those most impacted by accessibility. To ensure we understand the challenges and opportunities for improvement we consulted with:

- persons with disabilities
- caregivers and family of persons with disabilities
- advocates for persons with disabilities
- the **Inclusion Advisory Committee and Accessibility Working Group**
- the **Seniors' Advisory Committee**
- the **Sustainable and Active Mobility Advisory Committee**
- the **Affordable Housing Working Group**
- the **Built Heritage Experts Panel**
- the **Youth Engagement Working Group**
- **City Influencers**
- disability agencies and organizations
- City of St. John's senior leaders
- Metrobus senior leaders

Based on **what we heard** and **what Metrobus heard** from public engagement, focus areas and actions have been identified. The City and Metrobus will continue to work with stakeholders and complete annual reviews to achieve a mutual goal of becoming a more inclusive and equitable place to live, work, learn and play.



# Overview of the Accessibility Act

The provincial Accessibility Act is known as **Bill 38: An Act Respecting Accessibility in the Province** (The Act). This enabling legislation was passed on December 3rd, 2021. It outlines the principles and goals that will improve accessibility in the province and identifies key focus areas, where barriers often exist that prevent individuals with disabilities from participating in society.

The key focus areas specific to municipalities include:

- The design, and delivery of programs, services and goods that ensures equitable access.
- Built environment that ensures buildings, shared spaces, public transportation and transportation infrastructure are accessible.
- Information and communication that ensures everyone can receive, understand and share the information provided.
- Accommodations that ensures accessible and inclusive options are available for equitable access.
- Procurement processes that ensure equitable access to goods and services that are sourced and purchased.
- Employment that ensures an accessible workplace and support for persons with disabilities to find and maintain meaningful employment.

The Act requires that Public Bodies create an accessibility plan within 2 years of The Act coming into force and every 3 years after that. Accessibility Plans must address prevention, identification and removal of barriers in public body operations and be publicly available. Public bodies must consult with persons with disabilities or representatives of organizations representing persons with disabilities in preparing a plan.

The Act allows Provincial Government to develop accessibility standards and provide inspection and enforcement power to ensure accessibility standards are met. The first accessibility standard approved to be developed is the Accessible Customer Service Standard.





# Overview of St. John's Municipal Services

## Community Services

The Department of Community Services provides programs and services in the community to improve quality of life and well-being for residents, newcomers and visitors. Community Services works with community partners to develop solutions to the economic and social challenges facing the City of St. John's. Programs and services are offered through the divisions of Recreation, Tourism, Culture and Events, Housing, Humane Services and Citizen Services (311).



## Public Works

The Department of Public Works offers important services such as garbage and recycling collection, waste management, snow removal, ice control, road upkeep, water and wastewater services. Additionally, Public Works oversees the operation of all water and wastewater treatment facilities, as well as the Robin Hood Bay landfill. The department is also responsible for the maintenance of publicly owned city buildings, the city's fleet, parks, playgrounds, trails, open spaces, outdoor sports facilities, and public trees.



## Planning, Engineering and Regulatory Services

The Department of Planning, Engineering and Regulatory Services plays an important role in promoting responsible growth, maintaining infrastructure integrity, and preserving the well-being of our community. This department combines the expertise of planners, engineers and regulatory professionals to guide and support development projects, capital projects, infrastructure maintenance and compliance with regulations.



## Finance and Corporate Services

The Department of Finance and Corporate Services includes divisions which reach across the organization and provide strategic and corporate services to enhance the City's accountability and operational efficiency. This enhances the ability of those departments who primarily provide front line services to residents to meet their mandates. The department is responsible for the City's annual budget, audited financial statements, assessment and taxation, information technology, human resource management, organizational development and supply chain.





# Office of the City Manager

The Office of the City Manager provides connection between the elected officials and the City's administrative function. Led by the City Manager, this department assists Council in implementing its vision, goals and decisions in a timely manner. The Office of the City Manager also directly oversees Communications, Legal Services, the City Clerk's Office, Internal Audit and St. John's Regional Fire Services.



# Metrobus Public Transportation

City Council appoints the St. John's Transportation Commission to oversee the operations of **Metrobus** which provides the city's public transit service, as well as the city's para-transit service, GoBus.



# Demographics

**The 2017 Canadian Survey on Disability shows that in Canada, just over 22% of people aged 15 and over identify as having a disability. Newfoundland and Labrador shows a higher rate at 23.6%. This is almost 1 in 4 people.**

People in this province living with a disability or multiple disabilities, reported that they experience disability related to:

- Pain
- Flexibility
- Mobility
- Mental Health
- Dexterity
- Vision
- Hearing
- Learning
- Memory
- Developmental

The City values the uniqueness of our community. Supporting a significant population of individuals with invisible and visible disabilities is essential in creating an inclusive place. While visible disabilities are readily apparent, the challenges faced by those with invisible disabilities can be just as significant even if they are not immediately visible to others. By recognizing and accommodating the diverse needs of our community, we can ensure that everyone regardless of their disability has equitable access to our municipal services.





# Report an Accessibility Concern or Idea

If you are aware of a non-emergency accessibility concern or have an idea for how something can be done better, let us know. You can contact us 24 hours a day, 7 days a week. Report your concern or idea in the way that is most accessible to you.

## Phone

- Using a phone, dial **311** or **1-709-754-CITY (2489)**
- Listen to the category of your accessibility concern and select the number on your keypad. If your concern doesn't match any of the categories, simply stay on the line and your call will be directed to a customer service representative

## 311 App

- Download the **311 for iPhone** app or **311 for Android** app to submit a service request

## Online

- Go to [www.StJohns.ca](http://www.StJohns.ca) and select "Contact Us" from the top banner then select "Submit a service request online" and follow the instructions
- Send an email to [access@stjohns.ca](mailto:access@stjohns.ca)

Alternate reporting formats may be available, please contact us for more information.



# Existing Accessibility Measures

The City of St. John's and Metrobus have worked closely with stakeholders, including advisory committees, working groups, community partners and the public, to improve accessibility in municipal programs, services and built environments.

Key focus areas have been established to help organize areas of achievement as well as areas needing improvement. The City of St. John's and Metrobus are pleased to create awareness about existing accessibility efforts to date.

Information about accessibility and inclusion at the City of St. John's can be found online at [www.StJohns.ca/AccessibilityAndInclusion](http://www.StJohns.ca/AccessibilityAndInclusion). Information about accessibility and inclusion at Metrobus can be found online at [www.metrobus.com/accessibility](http://www.metrobus.com/accessibility). These webpages are updated regularly as required.





# Design and Delivery of Programs and Services

**Programs and services should be planned and delivered with accessibility in mind. This helps to ensure that all community members can access and participate in an equitable manner.**

## **Advisory Committees and Working Groups**

- The **Inclusion Advisory Committee** provides advice and recommendations to City staff and Council on matters of inclusion and accessibility as they relate to City programs and services. An Accessibility Working Group and Accessible On-street Parking Working Group have also been established under the Inclusion Advisory Committee to improve accessibility in the City of St. John's.
- The **Sustainable and Active Mobility Advisory Committee** provides information and advice to Council on active and sustainable mobility, including cycling/biking, walking, public transit, and accessibility for both transportation and leisure.
- The **Seniors Advisory Committee** provides information and advice to Council on matters related to seniors that intersect City policies and programs. Items are referred to the Committee by other committees of council, or as initiated by the committee.
- The Accessibility Advisory Committee of Metrobus provides advice and recommendations to Metrobus on matters of accessibility as they relate to Metrobus Public Transit operations.
- A Paratransit Working Group supports the development and evaluation of service and operational guidelines and ensures the delivery of an effective and efficient paratransit service.

## City Events

- City organized events are planned using the **Outdoor Event Accessibility and Inclusion Checklist** to increase access, where possible
- Additional temporary accessible parking spaces provided, where possible
- GoBus stops identified, where possible
- Accessible viewing areas provided, where possible
- Sensory friendly areas, times and equipment, such as noise reducing headphones, are provided, where possible
- The Downtown Pedestrian Mall event is **BlindSquare** enabled

## Inclusion Awareness Orientations

- Staff in the areas noted below receive orientations which include components of inclusion and accessibility considerations for people with disabilities:
  - Access Centre Customer Service Representatives
  - Recreation Staff
  - Fire Fighters
  - Metrobus staff including customer service, dispatch and drivers
- **Inclusion and Accessibility Considerations for Businesses** is a free, on-demand webinar developed to help businesses understand the importance of accessibility and inclusion.

## Legal Services

- Offers a **Municipal Diversion Program** as an effective way to deal with by-law violations and resolving matters outside of court. This helps avoid stress, delays and challenges often experienced in the traditional court process.

## Municipal Election

- **Municipal elections** use vote by mail and in-person voting options.
- Use of personal devices to support voting is welcome.
- Accessible voting locations
- Braille voting templates
- Voting stations have enhanced lighting, large print ballots and magnifying devices.
- Staff support for in-person voting available
- Signature guides available

## Policies, Plans and Strategies

- **City of St. John's operational policies** supporting accessibility can be found on the City website. Examples include:
  - Leisure Services for Persons with Disability, Policy 09-11-01
  - Guidelines for Attendants Accompanying Persons with Disability, Policy 09-11-02
  - Goals and commitments to inclusion are outlined in Engage!St.John's Policy 12-01-01
- **Metrobus policies** supporting accessibility can be found on the Metrobus website.
- **Healthy City Strategy**
- **Our City Our Future** Strategic Plan
- **Envision** St. John's Municipal Plan



## Public Engagement

- Public Engagement in-person events are planned in accessible locations.
- A variety of public engagement tools are used to ensure feedback can be received in a format that is accessible.
- The Inclusion Advisory Committee is consulted for feedback from the perspective of persons with disabilities.

## Public Meetings

- Accommodations are available upon request, where possible.
- In-person, virtual and hybrid meeting formats
- In person meetings are hosted at accessible locations.

## Public Transit - Metrobus

- Priority seating is available on buses. Seating is prioritized for passengers using wheelchairs or scooters, passengers with disabilities and seniors.
- Operates 5 wheelchair accessible routes (1, 2, 3, 14 and 23)

- 80% of stops on accessible routes are wheelchair accessible or ramp deployable.
- Metrobus prioritizes shelter installation as part of annual budget and operational plan.
- Metrobus customers may purchase and reload m-Cards [online](#), by phone, or at any of our sales outlets. All sales outlets are accessible.
- “Plan a Trip” directions are available on the [Metrobus homepage](#).
- A Travel Training Program offers education and hands-on experience for individuals with disabilities, particularly those currently using GoBus, who are new to Metrobus.
- [GoBus](#) is a para-transit service available to eligible individuals who are unable to utilize Metrobus due to disability related barriers.
- GoBus provides door to door service with support from drivers.
- GoBus customers may purchase and reload Go-Cards [online](#), by phone, or at any of our sales outlets. All sales outlets are accessible.



## Recreation and Leisure

- **Inclusion Support Services** are available to individuals needing support to participate in City of St. John's, recreation and leisure programs. Support services provided at no additional cost include: program selection assistance, accommodations and recreation staff support, where possible. Respite Workers are welcome to attend programs with participants having needs that fall outside the skillset of recreation staff.
- **Attendant Pass Program** is available for eligible individuals who need the support of an attendant to accompany them to events and activities in the community. All City programs accept attendants at no additional cost with a valid pass.
- **Adaptive Equipment Lending Program** provides people living with disabilities with an opportunity to participate in recreation and leisure activities that they may not have been able to participate in without access to adaptive equipment. This program is available free of charge. Inventory includes equipment such as all-terrain wheelchairs, ice sledges, a sit ski, snowcoach, hand cycle and duet bike.
- City **recreation and leisure programs** encourage and welcome individuals of all abilities to participate.
- **Adaptive recreation and leisure programs and services** are available for individuals who may experience barriers to participating in traditional recreation and leisure programs.
- Recreation Program **Registration** may be accessed online using **RecConnect**, by calling or visiting, the H.G.R. Mews Community Centre or the Paul Reynolds Community Centre.

## Regulatory Services

- **Parklet design guidelines for City owned Land** include accessible design considerations.
- Accessible taxi licenses are available.

# Built Environment and Transportation

**Accessibility in the built environment ensures that people of all abilities can navigate and use public spaces and facilities with dignity and independence.**

## Accessible Parking

- Accessible Parking at City Buildings is allocated and identified as required by **Provincial Buildings Accessibility Regulations**.
- Accessible on-street parking locations are available throughout the city based on usage and request.
- Parking **pay stations** include accessible design specifications.

## Affordable Housing

- 20 units are wheelchair accessible.
- 1 in 10 newly constructed affordable housing units led by the City will be accessible pending available funding.

## City Hall and City Hall Annex (John J. Murphy Building)

- Accessible parking and drop off area
- Automated entrance
- Customer service rest areas with seating
- Lower service counters
- Private customer service spaces available upon request
- Elevator

## Community Centres and Swimming Pools

- New or renovated centres meet or exceed Provincial Buildings Accessibility Regulations.
- Standards from the **CSA-B651 Accessible Design for the Built Environment** are considered in new and renovated centres where possible.

### **Bannerman Park Outdoor Pool Facility (25 Bannerman Road)**

- Accessible parking
- Accessible splash pad
- Accessible playground
- Accessible washrooms
- Gender neutral change spaces
- Child size change table
- Pool lift
- Water wheelchair
- Lower service counter

### **Bowring Park Outdoor Pool Facility (Bowring Park Road)**

- Accessible parking
- Automated entrance
- Accessible splash pad
- Accessible, gender neutral washrooms and change spaces
- Adult size change table
- Child size change table
- Pool lift
- Water wheelchair
- Lower service counter window
- Playground with accessible features

### **H.G.R. Mews Community Centre (60 Blackler Avenue)**

**New Facility Opening 2024** - The information below reflects features of the new facility.

- Accessible parking and drop off
- Accessible, gender neutral washrooms and change spaces
- Automated entrance
- Adult size change table
- Child size change tables
- Elevator
- Courtesy wheelchair
- Lower service counter
- Assistive listening device
- Private customer service area available upon request
- Child protection seats in changing area
- Zero depth beach entry to leisure pool
- Ramped entry to lap pool
- Water wheelchair
- Canadian Tire Jumpstart Inclusive Playground
- Accessible community garden

### **Kenmount Terrace Community Centre (85 Messenger Drive)**

- Accessible parking and drop off
- Automated entrance
- Courtesy wheelchair
- Accessible washrooms
- Child size change table
- Accessible gender neutral washroom
- Accessible gender neutral change spaces
- Lower service counter
- Assistive listening device
- Accessible splash pad
- Accessible and inclusive playground
- Waiting area with seating

### **Kilbride Community Centre (34 Fahey Street)**

- Accessible parking
- Ramped entrances at rear and side of building
- Accessible washroom
- Child size change table

### **Paul Reynolds Community Centre (35 Carrick Drive)**

- Accessible parking and drop off
- Automated sliding door entrance
- Accessible, gender neutral washrooms and change spaces
- Accessible change room with adult size change table and ceiling hoist
- Child size change tables
- Elevator
- Courtesy wheelchair
- Lower service counter
- Assistive listening device
- Private Customer Service Area available upon request
- Child protection seats in changing areas
- Zero depth beach entry to leisure pool
- Pool lifts for leisure and lap pool
- Water wheelchair
- Water walker
- Shower commode
- Playground with accessible features
- Community garden with accessible features
- Waiting areas with seating



### **Shea Heights Community Centre (130 Linegar Avenue)**

- Accessible parking
- Automated entrance
- Accessible washrooms
- Child size change table
- Courtesy wheelchair

### **Southlands Community Centre (40 Teakwood Drive)**

- Accessible parking and drop off
- Automated entrance
- Courtesy wheelchair
- Accessible washrooms
- Accessible gender neutral washroom
- Assistive listening device
- Waiting area with seating

### **Emergency Comfort Centres**

Centres are established based on emergency type and other factors. Centres will include:

- Accessible parking
- Automated entrance
- Accessible washroom

### **Central Fire Station (5 Fort Townshend)**

- Automated entrance
- Accessible washroom

### **Humane Services (81 Higgins Line)**

- Accessible parking
- Accessible washroom
- Lower service counter
- Waiting area with seating

### **Metrobus Building (25 Messenger Drive)**

- Accessible parking and drop off
- Automated entrance
- Waiting area with seating
- Lower service counter
- Accessible washroom

### **Metrobus Bus Stops**

- 74 accessible bus shelters
- Some stops include rest area seating
- Bus stops identified by vertical signage and/or bus shelters

## Metrobus Fleet

- 55 buses with kneeling to the curb ability
- 35 accessible buses with fold out ramps, accommodating 2 wheelchairs with a 1 or 3 point harness

## GoBus Fleet

- 18 accessible buses
- Electric lifts
- 6 fixed seats and 2 foldaway seats
- Accommodate up to 4 wheelchairs

## Parks, Playgrounds and Trails

- Some City parks have accessible parking, accessible routes, accessible picnic tables and accessible washrooms
- New parks include principles of universal design
- Inclusive and accessible playgrounds are located at:
  - The H.G.R. Mews Community Centre (new facility on Blackler Ave)
  - Kenmount Terrace Community Centre
  - Galway Village Green Park
  - Ariel Place Park
  - Bannerman Park

- Playgrounds with inclusive play features are located at:
  - Bowring Park
  - Victoria Park
  - Froude Avenue Park
  - McNiven Place Park
  - Paul Reynolds Community Centre
  - St. Mary's Playground
  - St. Mary's Elementary
  - Spruce Meadows Park
  - Della Drive Park
  - Larch Park
  - Poplar Avenue
  - Southlands Community Centre
  - Shea Heights Playground
- Trails are maintained by the City and the Grand Concourse Authority. A **Grand Concourse mapping tool** is available which displays mobile-friendly route information.

### **Robin Hood Bay Waste Management Facility (340 East White Hills Road)**

- Accessible parking
- Accessible entrance
- Lower service counter
- Waiting area with seating
- Accessible washroom
- Elevator
- Emergency evacuation chair

### **St. John's Visitor Information Centre (348 Water Street)**

- Accessible on-street parking
- Automated side entrance
- Lower service counter
- Waiting area with seating
- Elevator
- Accessible washroom

### **Streets and Pedestrian Routes**

- New and remediated capital works projects meet or exceed accessibility requirements where possible.
- **Traffic calming** strategies in place for designated areas.
- **Accessible pedestrian signals** are available at 24 intersections.
- **Key2Access** accessible pedestrian signals are available at 9 intersections or pedestrian crossings.



# Information and Communication

**Accessible information and communication ensures that people of all abilities can access, understand and interact with the information they receive. It communicates information effectively and reaches a broader audience.**

## City Information

- **Connect with Us** via online services
- **Public information videos** include closed captioning in English
- Forms are reviewed regularly, updated to meet **Clear Print Guidelines** and available in alternate format upon request
- Social media posts include alternative text or image descriptions
- Public safety announcements are provided in American Sign Language
- City services and information using app technology
  - **311 for iPhone** and **311 for Android**
  - **Pay by Phone**
  - **Curb It St. John's**
- **Council meetings** live streamed and closed captioned in English
- City information is provided through a variety of communication formats including: **website, Facebook, Twitter/X, Instagram, YouTube**, mainstream media, the Telegram, brochures
- **Alternate format** of city information available upon request
- A downtown core, **paid parking location map** is available on the City Website
- What We Heard Documents follow **Clear Print Guidelines** and include alt text where necessary
- Alternative services notices may be received by app, phone call, email or text
- **Neighborhood profiles** provide useful information to help get to know and navigate your neighborhood.



## Websites

- **StJohns.ca** meets WCAG 2.1 Guidelines
- StJohns.ca offers a “subscribe to this page” option for updates or changes.
- **Accessibility and Inclusion** Information featured in the quick access banner
- Plain language used throughout
- PT Sans, sans serif font
- Text resize capability
- Google translate available in over 130 languages
- Keyboard input navigation capability
- Improved organization and layout with intuitive categories.
- **EngageStJohns.ca** meets WCAG 2.1 Guidelines



## Metrobus information and Communications

- Customers may access information in multiple formats including phone, e-mail, live chat, in person, website, print materials and apps.
- **Accessible Transit Handbook** available
- **GoBus user handbook** available
- Metrobus customers can track their bus using the **m-Mobile app**.
- GoBus customers can reserve rides by telephone, TTY, email, webportal, My GoBus App for **iPhone** and **Android**.
- GoBus customers can receive notifications using My GoBus app.
- **How to videos** are available to help customers with the My GoBus app. Videos include captioning and ASL translation.
- Signage available on all buses and bus stops to indicate a variety of accessibility features.

# Procurement

**Accessibility must be considered in procurement to ensure that products and services are inclusive and can be used by individuals with disabilities.**

- Accessibility requirements are included in procurement processes where appropriate, such as public transit fleet and technology such as app services.
- Service standard minimums are required in para-transit service provider procurement.
- Open Calls for the City of St. John's are posted on the **bids&tenders procurement platform**. Accessibility information for this provider can be found online at **[www.bidsandtenders.com/accessibility/](http://www.bidsandtenders.com/accessibility/)**



# Accommodations

**Accessibility accommodations ensure that individuals with disabilities can participate in city programs and services. Providing accommodations creates equitable access and respect for the diverse needs and abilities of our community.**

## Calls for Accommodations

- Accommodations to assist individuals to access or participate in programs, services, meetings, facilities, housing and employment are available upon request where possible. Some requests may be based on third party service provider availability.

## Accessible Parking

- Residents requiring an **accessible on street parking** space can apply for an Accessible On-Street Parking Permit.
- Accessible on-street parking space additions are considered upon request.

## Public Safety Announcements

- Emergency related public safety information includes ASL Interpretation, based on service provider availability.

## Automated Garbage Collection Exemption

- **Exemptions** for automated collection may be requested.

## Service Animals

- Service animals welcome in city programs, services and public spaces.





# Employment

**Equal opportunity employment practices ensures that individuals with disabilities are provided with equitable opportunity to contribute skills and talents in the workforce.**

## City Employment

- City of St. John's **career opportunities** are available on the City's website, **Indeed** and where appropriate, **Career Beacon**.
- Job postings use inclusive language.
- Inclusive interviewing methods
- Accommodations to participate in an interview process may be considered upon request.
- Respectful Workplace Training
- Employee and family assistance program
- Wellness programs
- Disability Case Management process
- Health and dental benefits package
- Flexible or compressed work week options
- Variety of employment types
- Workplace accommodations may be considered upon request.
- Employment Equity Policy 03-01-02
- Respectful Workplace Policy 03-05-19

## Metrobus Employment

- Metrobus **employment opportunities** are available on the Metrobus website, **Career Beacon** and **Indeed**.
- Applications may also be accepted in-person and by email.
- Respectful workplace policy and training
- Employee and family assistance program
- Wellness programs
- Disability Case Management process
- Health and dental benefits package
- Variety of employment types
- Accommodations may be considered upon request, where possible.





# Barriers and Actions

The City of St. John's and Metrobus are committed to working with stakeholders to identify, prevent and eliminate barriers that prevent access and participation. Barriers may be related to architectural barriers, physical barriers, communication and information barriers, technology barriers, policy barriers and/or attitudinal barriers.

The Provincial Accessibility Act allows the Province to develop accessibility standards and requires public bodies to meet obligations within established timeframes. As standards and regulations are being developed, we will ensure compliance and continue to collaborate and consult with stakeholders to improve municipal programs, services and public spaces.

The City and Metrobus **engaged with stakeholders** in a variety of ways to learn more about the needs of the community. Key barriers and recommendations were identified through this process. City of St. John's and Metrobus staff have reviewed the feedback received and determined what actions may be taken in the next three years.

Many factors including identified needs, safety, current legislative requirements, municipal authority and operational capacity within existing resources such as staffing, budget, equipment, and time were considered. Other actions to reduce barriers that are not identified in this plan may also be implemented and investigated as resources permit. Any actions that the City and Metrobus takes to reduce barriers will be reflected in updates as necessary.



# Design and Delivery of Programs and Services

**Barrier:** Application processes for City owned affordable housing limit access for people with disabilities, such as the requirement to provide Canada Revenue Agency documentation.

**Action(s):**

- Review current process to determine if required documentation is necessary or can be substituted.
- Investigate if applications for affordable housing can be completed and submitted online.

**Barrier:** Accessibility is not consistently considered in project planning and implementation.

**Action(s):**

- Evaluate employee awareness of available procedures and resources that support accessibility in project planning.
- Evaluate the use of accessibility and inclusion implications considered in decision making process (decision notes).
- Investigate employee training opportunities to target deficiencies identified in the evaluation process and make recommendations for improvement.



**Barrier:** Trees and shrubs impact access to trails, pathways and lines of sight.

**Action(s):**

- Continue to identify trees and shrubs that limit access and sightlines through trail and roadside pruning inspections and maintenance.
- Continue to resolve citizen service requests, where possible.

**Barrier:** Lack of communication boards at playgrounds.

**Action(s):**

- Work with stakeholders, such as the Inclusion Advisory Committee and the Autism Society of Newfoundland and Labrador, to learn more about communication boards.
- Investigate funding sources to purchase and install communication boards at City playgrounds.
- Identify and prioritize locations.

**Barrier:** Limited number of accessible public transit routes.

**Action(s):**

- Implement Route 10 as an additional wheelchair accessible service route.
- Continue to investigate solutions for implementing additional wheelchair accessible routes, where possible.



**Barrier:** Program times, locations and types, including sensory friendly programs, programs for people with autism, programs for youth and adults with disabilities and access to community gardening are limited.

**Action(s):**

- Work with other levels of government and community service providers to identify gaps in programming that benefit persons with disabilities.
- Improve communication about existing City and community based programs and services that benefit people with disabilities.
- Investigate accessibility improvements at community gardens on city owned land, such as improved paths of travel, accessible beds and accessible gardening tools.
- Investigate funding opportunities to improve accessibility in programs and services, including community gardens.

**Barrier:** Automated garbage bins placed on sidewalks block access.

**Action(s):**

- Continue to provide automated bin users with instructions which include visuals, text and video to increase understanding.
- Increase communication of automated garbage bin use and proper placement through the website, social media and other means of communication where appropriate.



**Barrier:** Lack of GoBus reliability.

**Action(s):**

- Continue to work with GoBus service provider to address capacity issues related to the current labour shortage.
- Review GoBus no-show policy to improve accuracy and accountability.
- Create more opportunities to evaluate customer satisfaction and feedback.
- Enhance enforcement of service standards within the GoBus contract.
- Create more accountability standards and enforcement for door-to-door support from taxi drivers.

**Barrier:** Lack of staff knowledge and understanding about disability awareness and supporting accessibility.

**Action(s):**

- Investigate disability awareness training opportunities and requirements for City and Metrobus staff and make recommendations.

**Barrier:** Snow build up at curb cuts, accessible parking spaces, bus stops and pedestrian signal activators.

**Action(s):**

- The 2022-2023 pedestrian activated snow clearing service enhancement pilot project, which implemented a 72 hour service standard, has been adopted as a permanent seasonal procedure.
- Continue to provide snow clearing operators reminders to avoid creating barriers, where possible.
- Continue to investigate methods to reduce or address barriers created by snow clearing procedures.
- Continue to resolve citizen service requests, where possible.



# Built Environment and Transportation

**Barrier:** Limited amount of accessible parking locations and payment options, particularly downtown, near the Pedestrian Mall event.

**Action(s):**

- Improve communication of existing accessible parking spaces on City website.
- Continue to work with the Accessible Parking Working Group to determine solutions for improvement.
- Continue to monitor condition of accessible parking signage and replace as needed.
- Continue to resolve citizen service requests, where possible.
- Review current accessible parking spaces allocated for the Downtown Pedestrian Mall event.
- Investigate alternative parking payment options.

**Barrier:** Playgrounds without accessible equipment or with broken accessible equipment.

**Action(s):**

- Improve communication regarding accessible and inclusive playgrounds and those that have accessible features.
- Continue to purchase new inclusive swings annually to install at new locations or replace worn/damaged swings.
- Investigate funding opportunities to install inclusive swings at new locations.
- Continue to resolve citizen service requests, where possible.
- Continue to repair/replace playground equipment as required by Canadian Standards Association.

**Barrier:** Limited number of City managed accessible affordable housing units.

**Action(s):**

- Continue to consider accessibility requests from tenants.
- Ensure 1 in 10 newly constructed affordable housing units is accessible based on funding.
- Consult the Affordable Housing Working Group and Inclusion Advisory Committee to develop solutions to improve.
- Investigate if accessibility improvements may be completed when renovating or upgrading units.
- Investigate funding opportunities to improve accessibility in affordable housing.

**Barrier:** Facilities without automated door openers and openers that are not in working order.

**Action(s):**

- Improve communication regarding existing facility accessibility amenities.
- Continue to monitor automated door function during building inspections.
- Continue to resolve citizen service requests, where possible.
- Investigate standards for automated door opening and closing durations.
- Through regular asset management process and inspections, identify locations where automated door openers are necessary.
- Determine if automated door openers can be purchased and installed within existing budget.
- Investigate funding opportunities to purchase and install new automated door openers.



**Barrier:** Not enough lighting at building entrances and exits.

**Action(s):**

- Newly built facility entrances and exits use bright LED lighting.
- Continue to ensure entrance/exit lighting meet building code requirements.
- Continue to resolve citizen service requests, where possible.

**Barrier:** Stairs without color contrasting edges and proper handrails.

**Action(s):**

- Continue to resolve citizen service requests, where possible.
- Through regular asset management process and inspections, investigate requirements and locations where color contrasting stair treads and handrails are needed.

**Barrier:** Washroom soap dispensers, grab bars, hand dryers and paper towel dispensers installed incorrectly or in a location that is not functional.

**Action(s):**

- Continue to ensure that newly constructed washrooms comply with the Provincial Buildings Accessibility Regulations.
- Continue to consider standards outlined in the Canadian Standards Association B651 Accessible Design for the Built Environment, where possible.
- Continue to resolve citizen service requests, where possible.
- Review existing washrooms to ensure amenities are correctly installed and functional.





**Barrier:** Limited access to older child/adult changing spaces and changing tables.

**Action(s):**

- Improve communication regarding existing facility accessibility amenities.
- Continue to meet or exceed Provincial Buildings Accessibility Regulations in newly constructed facilities, where possible.
- Continue to include gender neutral change spaces and at least one adult size changing table in newly constructed facilities where changing spaces are offered.
- Identify locations where adult sized changing tables are required.
- Determine if existing inventory or budget supports the purchase and installation of additional adult sized change tables.
- Investigate funding opportunities to purchase new adult sized change tables.

**Barrier:** Construction causes loud noise, smells and unexpected changes to the environment for those who are neurodivergent.

**Action(s):**

- Promote **subscriptions** on the City's website to receive email notices for news, service disruptions, traffic advisories, emergencies and program information.
- Continue to ensure that new city vehicles include broadband backup alarms with multi-frequency sound that is less high pitched.
- Continue to monitor decibel levels from City equipment to ensure compliance with established standards.

**Barrier:** Lack of accessible trails.

**Action(s):**

- Investigate where existing trails may be improved for accessibility.
- Continue to improve accessibility through the new projects, such as shared use paths, with features that include wider, level surfaces.

**Barrier:** Sidewalk and curb access is impacted by narrow widths, poor conditions, construction, and objects blocking access such as signage, poles, hydrants and drainage grates.

**Action(s):**

- Continue to remove barriers from sidewalks and curb cuts through capital works projects and street rehabilitation projects.
- Ensure no newly installed signage, poles, grates or hydrants create accessibility barriers, where structural integrity and built environment permit.
- Continue to create boulevards that separate sidewalks from streets, where capital projects permit.

- Ensure that Traffic Control Plans include provisions to maintain or provide accessible alternative routes, where possible.
- Promote **subscriptions** on the City's website to receive email notices for news, service disruptions, traffic advisories, emergencies and program information.
- Investigate additional funding sources to improve accessibility of sidewalks.
- Continue to resolve citizen service requests, where possible.

**Barrier:** Lack of bus shelters, benches, crosswalks, curbs and access to trails at bus stops.

**Action(s):**

- Continue to add accessible bus shelters and prioritize installation.
- Investigate adding rest areas, such as benches, to bus stops that do not have shelters.
- Investigate bus stop placements in relation to trails, crosswalks and curb cuts for existing and new bus stop locations.



# Information and Communication

**Barrier:** City information is not consistently communicated in plain language or formats that are accessible.

**Action(s):**

- Evaluate employee awareness of internal accessible communication resources available for staff who create and communicate public information.
- Investigate employee training opportunities to target deficiencies identified in the evaluation process and make recommendations for improvement.
- Investigate additional accessibility evaluation tools that staff can use when creating information.
- Investigate if a procedure to collect and record individual communication needs of those who access City programs and services is available.

**Barrier:** Limited public knowledge of existing accessibility amenities available.

**Action(s):**

- Improve website information, wayfinding and signage.
- Investigate the development of Facility Access Guides which describe the physical environment, points of interest, sensory expectations, etc.
- Include accessibility features in advertising campaigns and public communications, where applicable.





**Barrier:** Public knowledge of how to report accessibility concerns such as accessible parking misuse or trees and shrubs blocking access to sidewalks and trails.

**Action(s):**

- Procedures for reporting accessibility concerns are outlined on page 16 of this accessibility plan.
- Investigate alternative ways to report urgent concerns.
- Investigate the resident satisfaction survey's capacity to include an accessibility feedback component.

**Barrier:** Information about accessible parking and accessible pick up/drop off locations are not communicated well.

**Action(s):**

- Improve accessible parking information on the City website.
- Investigate the development of an online map that identifies public accessible parking spaces managed by the City.
- Continue to work with the Accessible Parking Working Group to determine solutions for improvement.





**Barrier:** Lack of accessible information and communication types to support public transit riders with disabilities.

**Action(s):**

- Implement a stop announcement system for Metrobus regular routes that include audible and visual information.
- Implement BlindSquare, wayfinding and navigation app technology to assist customers in locating bus stops.
- Investigate GoBus app language to ensure clear, plain language is used.

**Barrier:** Information about construction and alternative accessible routes is not communicated well.

**Action(s):**

- Promote **subscriptions** on the City's website to receive email notices for news, service disruptions, traffic advisories, emergencies and program information.
- Work with contractors to ensure required signage is available onsite.

- Ensure that Traffic Control Plans include provisions to maintain or provide accessible alternative routes, where possible.

**Barrier:** City event accessibility information in promotions is inconsistent.

**Action(s):**

- Evaluate employee awareness about event planning tools and resources available and make recommendations.
- Investigate employee training opportunities to target deficiencies in event promotions and make recommendations.



# Procurement

**Barrier:** Lack of protocols ensuring accessibility is considered in procurement processes.

**Action(s):**

- Update language used in procurement processes to ensure accessibility is considered in purchasing goods and services.
- Continue to ensure all new buses in the Metrobus and GoBus fleets are accessible.
- Future Metrobus procurement will include forward-facing wheelchair securing equipment.
- Ensure para-transit contracts consider accessibility and inclusion implications in service standards.



# Accommodations

**Barrier:** Lack of ASL (American Sign Language) support for those attending City programs and services.

**Action(s):**

- Continue to offer calls for accommodations for City programs and services and arrange support, where possible.
- Continue to work with ASL interpretation providers to increase access to City meetings, programs and events and public safety announcements, where possible.

**Barrier:** Non-city venues that participate in the attendant pass program have limited ticket purchasing and seating options for wheelchair users.

**Action(s):**

- Review and update **Attendant Pass Guidelines**.
- Share attendant pass guidelines with participating venues on an annual basis.

**Barrier:** Placing waste at the curb for removal can be challenging for persons with disabilities.

**Action(s):**

- Continue to offer the Automated Garbage Collection exemption.
- Investigate other options to assist individuals to get waste to curb for collection.





# Employment

**Barrier:** Data regarding employees with disabilities is not available.

**Action(s):**

- Explore best practices for equity, diversity and inclusion in City and Metrobus Human Resource procedures. Refine and develop new practices to support equity, diversity and inclusion, where possible.

**Barrier:** Programs are not available to support employment of persons with disabilities.

**Action(s):**

- Continue review of current Employment Equity Policy and research best practices and implement where possible.
- Consider accessibility accommodations in Metrobus recruitment processes.
- Metrobus commits to developing a Diversity and Inclusion Policy.





# Evaluation

Municipalities play a vital role in shaping communities and ensuring that people can access and benefit from the services they have to offer. The City of St. John's 2024-2026 Accessibility Plan is a tool that will guide our work in accessibility over the next three years.

During annual reviews, staff will provide updates to council on progress made in completing actions to improve accessibility. The accessibility plan will be updated every three years. Updates to the plan will include obligations required by provincial accessibility standard regulations as they are developed.

To evaluate the success of the plan the City will:

- Ensure accessibility plan compliance with relevant accessibility laws and regulations in Newfoundland and Labrador.
- Investigate and/or evaluate the use of accessibility resources and checklists such as:
  - **Outdoor Event Accessibility and Inclusion Checklist**
  - **Microsoft Office Accessibility Checks**
  - **PDF Accessibility Checks**
  - **Rick Hansen Foundation Accessibility Certification**

- **Accessibility Standards Canada**

- Web Accessibility Checkers
- Color Contrast Checkers
- Continuously monitor accessibility in new initiatives and decisions during the planning phase.
- Update the Accessibility and Inclusion webpage as necessary.
- Continue to receive, consider and resolve concerns from stakeholders including the public, disability organizations, the Inclusion Advisory Committee and the Accessibility Working Group, where possible.





# Conclusion

At the City of St. John's, we are proud of the work that has been done to build a community that is inclusive, diverse and accessible for all. We are committed to ensuring everyone can participate fully in all City programs, services and public spaces.

The City is always looking for ways to improve and we value feedback from the community. Together we will continue to create a more accessible and inclusive community that benefits everyone.





# Contact Us

For more information about this Accessibility Plan or accessibility in City of St. John's municipal operations, **contact council** or contact the Accessibility and Inclusion Office.

## Accessibility and Inclusion Office

709-576-4450

[inclusion@stjohns.ca](mailto:inclusion@stjohns.ca)

[StJohns.ca/AccessibilityAndInclusion](https://stjohns.ca/AccessibilityAndInclusion)

## St. John's City Council 2021-2025



### Mayor

Danny Breen (he/him)

709-576-8477

[Mayor@StJohns.ca](mailto:Mayor@StJohns.ca)



### Deputy Mayor

Sheilagh O'Leary (she/her)

709-576-8363

[SOleary@StJohns.ca](mailto:SOleary@StJohns.ca)



### Ward 1 Councillor

Jill Bruce (she/her)

709-576-7144

[JBruce@StJohns.ca](mailto:JBruce@StJohns.ca)



### Ward 2 Councillor

Ophelia Ravencroft (she/her)

709-576-8243

[ORavencroft@StJohns.ca](mailto:ORavencroft@StJohns.ca)



### Ward 3 Councillor

Jamie Korab (he/him)

709-576-8643

[JKorab@StJohns.ca](mailto:JKorab@StJohns.ca)



### Ward 4 Councillor

Ian Froude (he/him)

709-576-8217

[IFroude@StJohns.ca](mailto:IFroude@StJohns.ca)



### Ward 5 Councillor

Carl Ridgeley (he/him)

709-576-2332

[CRidgeley@StJohns.ca](mailto:CRidgeley@StJohns.ca)



### Councillor at Large

Ron Ellsworth (he/him)

709-576-8584

[REllsworth@StJohns.ca](mailto:REllsworth@StJohns.ca)



### Councillor at Large

Maggie Burton (she/her)

709-576-8286

[MBurton@StJohns.ca](mailto:MBurton@StJohns.ca)



### Councillor at Large

Sandy Hickman (he/him)

709-576-8045

[SHickman@StJohns.ca](mailto:SHickman@StJohns.ca)



### Councillor at Large

Debbie Hanlon (she/her)

709-576-8219

[DHanlon@StJohns.ca](mailto:DHanlon@StJohns.ca)

## Development Permits List For November 23 to December 6, 2023

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
INST	The Congregation of the Sisters of the Presentation	Servicing Upgrades	180 Military Road	2	Approved	2023-11-28
RES		Subdivision & Consolidation Only of Land	5 Long Street, 26, 28 & 30 Livingstone	2	Approved	2023-12-04
RES		Subdivision & Consolidation Only of Land	67 & 71 Maunder's Lane	1	Approved	2023-12-04

**\* Code Classification:**

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

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

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

---



# Permits List

## Council's December 12, 2023, Regular Meeting

Permits Issued: 2023/11/22 to 2023/12/07

### **BUILDING PERMITS ISSUED**

<b>Residential</b>		
<b>Location</b>	<b>Permit Type</b>	<b>Structure Type</b>
1 Briarwood Pl	Change of Occupancy	Single Detached w/ apt.
1 Pringle Pl	Renovations	Single Detached Dwelling
1 Quebec St	Renovations	Single Detached w/ apt.
1 Rodney St	Deck	Patio Deck
10 Campbell Ave	Fence	Fence
10 Campbell Ave	Renovations	Single Detached w/ apt.
105 Canada Dr	Change of Occupancy	Single Detached Dwelling
11 Arnold Loop	Accessory Building	Accessory Building
11 Lunenburg St	Renovations	Single Detached Dwelling
12 Antelope St	Renovations	Single Detached Dwelling
12 Cambridge Ave	Change of Occupancy	Single Detached Dwelling
12 Shriners Rd	New Construction	Single Detached w/ apt.
126 Empire Ave	Change of Occupancy/Renovations	Apartment Building
13 St. Shotts Pl	Accessory Building	Accessory Building
13 Thomas St	Change of Occupancy	Single Detached Dwelling
14 Fermeuse St	Renovations	Single Detached Dwelling
15 Larch Pl	Site Work	Driveway
157 Castle Bridge Dr	Renovations	Single Detached Dwelling
16 Thompson Pl	Change of Occupancy	Single Detached Dwelling
17 Earhart St	Change of Occupancy	Single Detached Dwelling
171 Doyle's Rd	Renovations	Single Detached w/ apt.

183 Freshwater Rd	Fence	Fence
184 Castle Bridge Dr	Accessory Building	Accessory Building
19 Hazelwood Cres	Change of Occupancy	Single Detached Dwelling
194 Cheeseman Dr	New Construction	Single Detached Dwelling
2 Bolger's Lane	Deck	Patio Deck
2 North Dr	Change of Occupancy	Single Detached Dwelling
21 Burdell Pl	Change of Occupancy	Single Detached Dwelling
22 Densmore's Lane	Site Work	Single Detached Dwelling
24 Shannon Pl	Change of Occupancy	Single Detached Dwelling
24 Sir Wilfred Grenfell Pl	New Construction	Single Detached w/ apt.
25 Gros Morne Pl	Renovations	Townhousing
259 Elizabeth Ave	Site Work	Driveway
27 Gros Morne Pl	Renovations	Single Detached Dwelling
27 Leonard J. Cowley St	New Construction	Single Detached Dwelling
270 Newfoundland Dr	Change of Occupancy	Single Detached w/ apt.
272 Freshwater Rd	Accessory Building	Accessory Building
28 Chalker Pl	Change of Occupancy	Townhousing
29 Gros Morne Pl	Renovations	Single Detached Dwelling
29 New Cove Rd	Renovations	Single Detached Dwelling
3 Forest Rd	Change of Occupancy	Single Detached Dwelling
31 Gros Morne Pl	Renovations	Single Detached Dwelling
32 Gros Morne Pl	Renovations	Townhousing
33 Tigress St	New Construction	Single Detached w/ apt.
34 Gros Morne Pl	Renovations	Townhousing
34 Kieley Dr	New Construction	Single Detached Dwelling
35 Tigress St	New Construction	Single Detached w/ apt.
36 Gros Morne Pl	Renovations	Townhousing

37 Pepperwood Dr	New Construction	Single Detached Dwelling
37 Shriners Rd	Accessory Building	Accessory Building
37 Tigress St	New Construction	Single Detached w/ apt.
38 Lilac Cres	Renovations	Semi Detached Dwelling
39 Glenview Terr	Renovations	Single Detached Dwelling
39 Leonard J. Cowley St	New Construction	Single Detached Dwelling
39 Tigress St	New Construction	Single Detached w/ apt.
39-41 Freshwater Rd	Renovations	Townhousing
40 Leonard J. Cowley St	New Construction	Single Detached Dwelling
41 Tigress St	New Construction	Single Detached w/ apt.
43 Navajo Pl	Renovations	Single Detached w/ apt.
43 Tigress St	New Construction	Single Detached w/ apt.
45 Tigress St	New Construction	Single Detached w/ apt.
46 Ryan's Pl	Accessory Building	Accessory Building
5 Bindon Pl	Change of Occupancy	Single Detached Dwelling
5 Lloyd Cres	Change of Occupancy	Single Detached Dwelling
517 Thorburn Rd	Accessory Building	Accessory Building
522-524 Main Rd	Change of Occupancy	Single Detached Dwelling
53 Ladysmith Dr	Renovations	Single Detached Dwelling
55 Terra Nova Rd	Change of Occupancy	Home Office
6 Grant Pl	Change of Occupancy	Single Detached Dwelling
6 O'neil Ave	Deck	Patio Deck
6 Smith Ave	Change of Occupancy	Single Detached Dwelling
61 Boyle St	Accessory Building	Accessory Building
63 Ferryland St W	Fence	Fence
65 Lime St	Renovations	Single Detached Dwelling
7 Cornwall Cres	Change of Occupancy	Single Detached w/ apt.
7 Stoneley Pl	New Construction	Single Detached Dwelling

72 Otter Dr	Change of Occupancy	Single Detached Dwelling
75 Tigress St	New Construction	Single Detached w/ apt.
8 Kennedy Rd	Change of Occupancy	Single Detached w/ apt.
8 Liverpool Ave	Change of Occupancy	Single Detached Dwelling
8 Shriners Rd	New Construction	Single Detached w/ apt.
9 Glenlonan St	Change of Occupancy	Home Occupation
9 Pleasantville Ave	Change of Occupancy	Single Detached Dwelling
		This Week: \$6,500,581.00

### Commercial

Location	Permit Type	Structure Type
120 Torbay Rd	Change of Occupancy/Renovations	Office
121 Kelsey Dr	Renovations	Office
136 Crosbie Rd	Sign	Other
144 Military Rd	Renovations	Office
20 Hebron Way	Renovations	Office
210 Kenmount Rd	Change of Occupancy	Service Shop
284 Duckworth St	Change of Occupancy/Renovations	Restaurant
359 Duckworth St	Site Work	Office
42 O'leary Ave	Change of Occupancy	Service Shop
430 Topsail Rd	Change of Occupancy	Service Shop
45 Hebron Way	Renovations	Office
48 Kenmount Rd	Change of Occupancy	Retail Store
639 Torbay Rd	Renovations	Custom Workshop
		This Week: \$416,000.00

### Government/Institutional

Location	Permit Type	Structure Type
10 Barter's Hill	Renovations	Office
		This Week: \$96,000.00

### Industrial

Location	Permit Type	Structure Type
		This Week: \$0.00



### Demolition

Location	Permit Type	Structure Type
202 Elizabeth Ave	Demolition	Single Detached Dwelling
369 Blackmarsh Rd	Demolition	Vacant Land

This Week: \$85,000.00

**This Week's Total: \$7,097,581.00**

**REPAIR PERMITS ISSUED:**

**\$89,900.00**

**NO REJECTIONS**

YEAR TO DATE COMPARISONS			
December 12, 2023			
TYPE	2022	2023	% Variance (+/-)
Residential	\$72,742,798.83	\$91,920,745.41	26
Commercial	\$134,841,436.06	\$105,903,737.83	-21
Government/Institutional	\$1,980,468.00	\$7,562,336.46	282
Industrial	\$351,000.00	\$190,000.00	-46
Repairs	\$1,732,408.92	\$1,687,510.98	-3
<b>TOTAL</b>	<b>\$211,648,111.81</b>	<b>\$207,264,330.68</b>	<b>-2</b>
Housing Units (1 & 2 Family Dwelling)	229	220	

Respectfully Submitted,

---

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

# MEMORANDUM

## **Weekly Payment Vouchers For The Week Ending November 29, 2023**

### **Payroll**

<b>Public Works</b>	<b>\$ 420,987.45</b>
<b>Bi-Weekly Casual</b>	<b>\$ 39,757.98</b>
<b>Accounts Payable</b>	<b>\$ 2,124,831.64</b>

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

**Total: \$ 2,585,577.07**

# 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 December 6, 2023**

### **Payroll**

<b>Public Works</b>	<b>\$ 536,913.75</b>
<b>Bi-Weekly Administration</b>	<b>\$ 910,162.78</b>
<b>Bi-Weekly Management</b>	<b>\$ 960,533.04</b>
<b>Bi-Weekly Fire Department</b>	<b>\$ 1,385,282.52</b>
<b>Accounts Payable</b>	<b>\$ 4,563,238.12</b>

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

**Total: \$ 8,356,130.21**

# **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:** 102205002 - 14770 - National War Memorial Centennial Project, St. John's, NL  
**Date Prepared:** Thursday, December 7, 2023  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Transportation and Regulatory Services  
**Ward:** N/A

**Department:** Planning, Engineering & Regulatory Services  
**Division:** Engineering  
**Quotes Obtained By:** Department of Transportation & Infrastructure, Government of Newfoundland & Labrador  
**Budget Code:** ENG-2023-146  
**Source of Funding:** Multiyear Capital  
**Purpose:**  
Storm and Sanitary Sewer Replacement – National War Memorial Centennial Project

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

Vendor Name	Bid Amount
Can-Am Platforms & Construction Ltd.	\$906,425.00

**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:** Substantial Completion required by March 20, 2024

**Bid Exception:** None

**Recommendation:**

That Council approve for award this open call to sole bidder meeting specifications, Can-Am Platforms & Construction Ltd., for \$906,425.00 (HST not incl.) as per the Public Procurement Act.

Note: City of St. John's delegated its Purchasing Authority for this open call to the Government of Newfoundland & Labrador.

**Attachments:**

# ST. JOHN'S





### Report Approval Details

Document Title:	102205002 - 14770 - National War Memorial Centennial Project, St. John's, NL.docx
Attachments:	
Final Approval Date:	Dec 7, 2023

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

**Rick Squires - Dec 7, 2023 - 1:49 PM**

**Derek Coffey - Dec 7, 2023 - 1:50 PM**

# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** 2023158 – Supply and Delivery of Light Duty Vehicles  
**Date Prepared:** Thursday, December 7, 2023  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Jamie Korab, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Quotes Obtained By:** Blair McDonald  
**Budget Code:** PWP-2023-138  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Proposals Submitted By:**

Vendor Name
Hickman Motors Limited
Cabot Ford Limited

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

**Contract Duration:** Click or tap here to enter text.

**Recommendation:**

THAT Council approve Open Call 2023158 – Supply and Delivery of Light Duty Vehicles to bidders as follows:

Section 1 (one Heavy Duty Cargo Van) to Cabot Ford Ltd. For \$89,399.65 plus HST

Section 2 (three Light Duty Cargo Vans) to Cabot Ford. For \$251,914.96 plus HST

Section 3 (four Light Duty Pickup Trucks) to Hickman for \$272,148.65 plus HST

Section 4 (three Heavy Duty Pickup Trucks) to Cabot Ford for \$297,518.34 plus HST

**Attachments:**

# ST. JOHN'S

# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** Lease of 2 New Waste Collection Trucks  
**Date Prepared:** Thursday, December 7, 2023  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Jamie Korab, Public Works  
**Ward:** N/A

**Department:** Public Works  
**Quotes Obtained By:** Blair MacDonald  
**Budget Code:** PWP-2023-138  
**Source of Funding:** Capital

**Purpose:**

This open call was issued as part of the fleet regular replacement plan.

**Proposals Submitted By:**

Vendor Name	
Big Truck Rental	\$424,800

**Expected Value:** ☐ Value shown is an estimate only for a 18 month period. The City does not guarantee to buy specific quantities or dollar value.

**Contract Duration:** 18 months

**Recommendation:**

THAT Council approve for award open call 2022193 to Big Truck Rental, for \$424,800 plus HST, the lowest bidder meeting all specifications, as per the Public Procurement Act.

**Attachments:**

# ST. JOHN'S



# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** Storm Sewer Upgrades – University Avenue, Whiteway Street and Westerland Road

**Date Prepared:** Thursday, December 7, 2023

**Report To:** Regular Meeting

**Councillor and Role:** Councillor Jamie Korab, Public Works

**Ward:** Ward 4

**Department:** PERS

**Quotes Obtained By:** Sherri-Lee Higgins

**Budget Code:** ENG-2024-177

**Source of Funding:** Multiyear Capital

**Purpose:**

To procure Engineering services for storm sewer upgrades on University Avenue, Whiteway Street and Westerland Road.

**Proposals Submitted By:**

Vendor Name
Pinnacle Engineering ULC
Allnorth Consulting Limited

**Expected Value:** ☒ 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:** 2 years

**Recommendation:**

THAT Council award to Pinnacle Engineering ULC in the amount of \$463,277.50 HST Included.

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	Storm Sewer Upgrades - University Avenue, Whiteway Street and Westerland Road.docx
Attachments:	
Final Approval Date:	Dec 8, 2023

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

**Scott Winsor - Dec 8, 2023 - 9:14 AM**

**Jason Sinyard - Dec 8, 2023 - 9:55 AM**

# DEPARTMENTAL APPROVAL REQUEST/RFP

**Commodity/Bid #:** 2023175 – Re-Imagine Churchill Square Detailed Design  
**Date Prepared:** Friday, December 8, 2023  
**Report To:** Regular Meeting  
**Councillor and Role:** Councillor Sandy Hickman, Transportation  
**Ward:** N/A

**Department:** Planning, Engineering and Regulatory Services  
**Quotes Obtained By:** Sherri Higgins  
**Budget Code:** ENG-2023-158  
**Source of Funding:** Capital

**Purpose:**

To procure engineering services to prepare a detailed design of Churchill Square based on the Re-Imagine Churchill Square concept plan.

**Proposals Submitted By:**

Vendor Name
9028161 Canada Ltd. (Harbourside Transportation Consultants)
Allnorth Consultants Ltd.
Pinnacle Engineering ULC

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

**Contract Duration:** One year period

**Recommendation:**

THAT Council approve for award this open call to the top ranked proponent, Pinnacle Engineering ULC for \$ 557,925.95 (HST included) as per the Public Procurement Act

**Attachments:**

# ST. JOHN'S

### Report Approval Details

Document Title:	2023175 - Re-Imagine Churchill Square Detailed Design .docx
Attachments:	
Final Approval Date:	Dec 8, 2023

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

#### No Signature found

**Amer Afridi - Dec 8, 2023 - 10:05 AM**

**Scott Winsor - Dec 8, 2023 - 10:34 AM**

**Jason Sinyard - Dec 8, 2023 - 11:03 AM**



# DECISION/DIRECTION NOTE

**Title:** SERC – New Year’s Eve Events 2023

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Jill Bruce, Cruise and Special Events

**Ward:** N/A

**Decision/Direction Required:** Seeking Council approval of road closures associated with the City of St. John’s New Year’s Eve Fireworks, and road closure and noise by-law extension associated with the George Street Association’s New Year’s Eve Event.

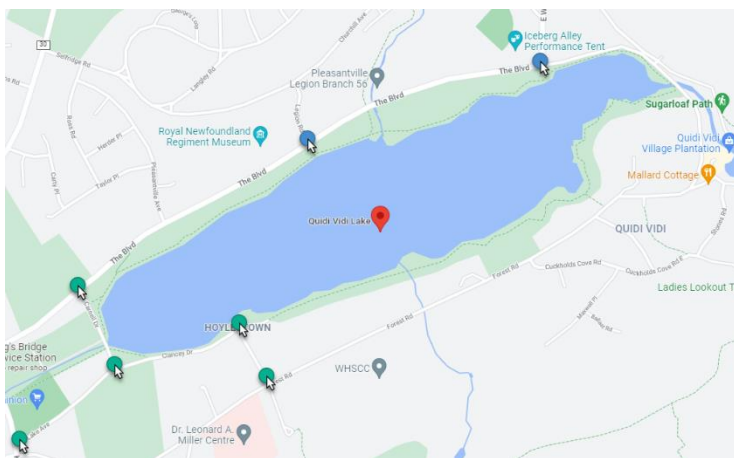
## Discussion – Background and Current Status:

**City of St. John’s Fireworks:** will take place at Quidi Vidi Lake on Sunday December 31 at 8:00pm (inclement weather date of January 1). The requested road closures are recommended by Traffic and Parking Services Division for the safety of participants. Parking Enforcement Officers and hired security will be in place to implement the road closures.

The following road closures will come into effect at 6:30pm except for The Boulevard between Legion Road and East White Hills which will be closed at 7:30pm.

Road closures associated with the fireworks are as follows:

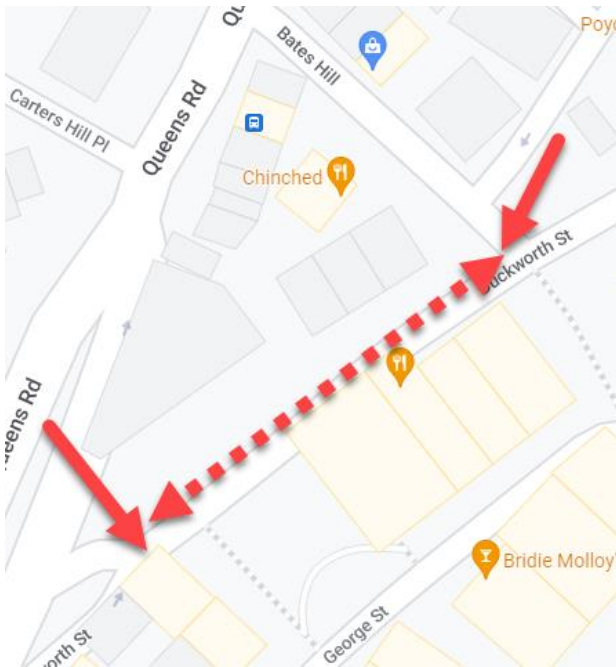
- The Boulevard, closed 7:30pm - 8:30pm from Legion Road to East White Hills Road
- Lake Avenue, closed at 6:30pm – 8:30pm
- Carnell Drive, closed at 6:30pm – 8:30pm
- Clancey Drive, closed at 6:30pm – 8:30pm
- Lakeview Avenue, closed at 6:30pm – 8:30pm



# ST. JOHN'S

**George Street Association:** This is a family friendly New Year's Eve event on George Street on Sunday December 31.

- This is a free event, no extensive set up, no fencing, no ticket booths.
- There will be a DJ on the George Street stage from 10:30pm – 12:00am.
- There will be a pyrotechnics show at midnight at the top of Prince Edward Plaza.
- St. John's Regional Fire Department have approved the preliminary plan and will work with the organizers as needed.
- A noise by-law extension is requested until 12:30am.
- A road closure is requested on Duckworth Street, between New Gower Street and Bates Hill. The road closure will be from 11:00pm – 12:30am. The approval of this road closure by Traffic Division is pending the submission of an acceptable traffic plan.



### Key Considerations/Implications:

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

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

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: Noise by-law extension requested.
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: Residents will be notified of road closures through a public advisory.
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 road closures associated with the City of St. John's New Year's Eve Fireworks, and road closure and noise by-law extension associated with the George Street Association New Year's Eve Event.

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

**Approved by:** Erin Skinner, Manager of Tourism, Culture, and Events

**Report Approval Details**

Document Title:	SERC - New Year's Eve Events 2023.docx
Attachments:	
Final Approval Date:	Dec 7, 2023

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

**No Signature - Task assigned to Erin Skinner was completed by workflow administrator Karen Chafe**

**Erin Skinner - Dec 7, 2023 - 2:48 PM**

**Tanya Haywood - Dec 7, 2023 - 3:12 PM**



# DECISION/DIRECTION NOTE

---

**Title:** Canadian Capital Cities Organization - Annual Winter Meeting

**Date Prepared:** December 8, 2023

**Report To:** Regular Meeting of Council

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

**Ward:** N/A

---

## Decision/Direction Required:

Seeking approval for Councillor Sandy Hickman to attend the 2024 Canadian Capital Cities semi-annual meeting in Ottawa – January 31 to February 2, 2024.

## Discussion – Background and Current Status:

Councillor Hickman is the City's representative on the Canadian Capital Cities Organization (CCCO). Its semi-annual meeting is being held in Ottawa from January 31 – February 2, 2024 and approval is sought for Councillor Hickman to attend this meeting.

## Key Considerations/Implications:

1. Budget/Financial Implications: Travel is budgeted under Council Travel
2. Partners or Other Stakeholders: Canadian Capital Cities Organization (CCCO)
3. Alignment with Strategic Directions:  
  
An Effective City: Ensure accountability and good governance through transparent and open decision making.
4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: N/A
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A



10. Procurement Implications: N/A

11. Information Technology Implications: N/A

12. Other Implications: N/A

**Recommendation:**

That Council approve the travel costs for Councillor Hickman to attend the semi-annual meeting of the Canadian Capital Cities Organization in Ottawa from January 31, 2024 – February 2, 2024.

**Prepared by: Christine Carter, Legislative Assistant**

**Approved by:**

# DECISION/DIRECTION NOTE

**Title:** 146 Hamilton Avenue – Designated Heritage Property – Tree Removal

**Date Prepared:** December 4, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Built Heritage Experts Panel

**Ward:** Ward 2

---

## **Decision/Direction Required:**

To approve the removal of a tree adjacent to the house to allow a wider driveway at 146 Hamilton Avenue (Angel House), a designated heritage property.

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

The subject property is located within the Residential District of the Envision St. John's Municipal Plan, is zoned Residential 3 (R3), is within Heritage Area 3, and is a designated Heritage Building and property. The heritage designation includes the house, carriage house, stable, grounds and iron fence around the property. The subject property is also designated by Heritage NL. A location map and the heritage statement of significance are attached.

Any exterior alterations to the building, structure, land or area designated by Council requires Council approval. At its May 13, 2019 regular meeting, Council directed that minor maintenance applications for designated Heritage Buildings can be sent directly to Council for approval, without referral to the City's Built Heritage Experts Panel.

The City received an application to widen the driveway at 146 Hamilton. At its November 14, 2023 regular meeting, Council approved the relocation of a driveway entrance pillar approximately 24 inches and the removal of a small portion of the iron fence to accommodate a wider driveway. The applicant is now requesting permission to remove a mature tree next to the house which would allow the driveway to extend to the side of the house. The tree is approximately 30 metres from the sidewalk on Hamilton Avenue. Photos are attached.

While the mature trees on the property add aesthetic value, the trees are not listed as a character-defining element. Additionally, there are several other mature trees that will remain on the property, as seen in the aerial photo attached. Since the applicant is asking to remove only one (1) mature tree next to the house to allow better driveway access, staff recommend Council approve the request.

## **Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.

# ST. JOHN'S

2. Partners or Other Stakeholders: Property owner; nearby 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.

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

4. Alignment with Adopted Plans: St. John's Heritage By-Law.

5. Accessibility and Inclusion: Not applicable.

6. Legal or Policy Implications: In line with the City's Heritage Design Standards.

7. Privacy Implications: Not applicable.

8. Engagement and Communications Considerations: Not applicable.

9. Human Resource Implications: Not applicable.

10. Procurement Implications: Not applicable.

11. Information Technology Implications: Not applicable.

12. Other Implications: Not applicable.

**Recommendation:**

That Council approve exterior alterations, as proposed, to 146 Hamilton Avenue, a designated heritage property.

**Prepared by: Lindsay Church, Planner III – Urban Design and Heritage**

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



**Report Approval Details**

Document Title:	146 Hamilton Avenue - Designated Heritage Property - Tree Removal.docx
Attachments:	<ul style="list-style-type: none"><li>- 146 Hamilton Ave - Statement of Significance.pdf</li><li>- 146 Hamilton Ave - Location Map.pdf</li><li>- 146 Hamilton - Tree Location.PNG</li><li>- 146 Hamilton Ave - Tree Removal.pdf</li><li>- 146 Hamilton Ave - Tree Removal 3.pdf</li></ul>
Final Approval Date:	Dec 6, 2023

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

**Ken O'Brien - Dec 5, 2023 - 4:22 PM**

**Jason Sinyard - Dec 6, 2023 - 9:28 AM**

## Statement of Significance



### **146 Hamilton Avenue – Angel House**

#### **Formal Recognition Type**

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

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

Angel House, located on Hamilton Avenue in the west end of St. John's, is a two storey, timber framed house built in the Second Empire style. Built in 1878-1879, Angel House was the ancestral home of the Angel family until 1997. This designation includes the house, carriage house, stable, grounds and the iron fence that delimits the property.

#### **Heritage Value**

Angel House is designated as a Municipal Heritage Building for its architectural, historic and environmental values.

Angel House is architecturally valuable as a good example of the Second Empire style of architecture. The house features a mansard roof, eaves brackets, and a double bay which are all characteristic of the Second Empire style. In addition to the house, there is a one storey wooden garage on the property that is similar in materials to the main house. Angel House is also valuable as one of the few remaining houses with a five-sided Scotch dormer. Angel House is much larger than many of the houses in the surrounding area and this is a reflection of the affluence of the Angel family.

Angel House is historically valuable for its association with the Angel family. This house served as the ancestral house of the prominent Angel family for over 100 years. Built by the Honourable James Angel in 1878-1879, this house is a reminder of early ironworks in Newfoundland. James Angel and his father John Angel came to Newfoundland in 1848 and built and operated Newfoundland's first ironworks, United Nail and Foundry Company. 'Angel' soon became a name synonymous with ironworks in Newfoundland. James Angel quickly became a prominent member of Newfoundland society. In 1889 he was appointed to the Legislative Assembly in William Whiteway's Administration. Furthermore, he chaired the Methodist Orphanage Committee and was a founder of George Street United Church. After the death of James Angel

in 1918, Angel House was taken over by his son, Frederick Angel. Frederick Angel was an engineer and worked for both the Reid Newfoundland Company and became the Chief Engineer at the Wabana Mines in 1901. Frederick Angel was succeeded by John Bartlett Angel who was also an engineer and was prominent in a number of northern expeditions during the 20th century. The Angel family was a prominent family in Newfoundland's history and this longstanding association with the family is very important to the history of the house.

Angel House sits on almost an acre of land in the west end of St. John's. The grounds are delimited by a wrought iron fence and a pillared entranceway which gives the house an estate-like feel. Furthermore, the house is set back on the property which also contributes to the estate feel of the property. The well-manicured gardens of mature trees and formal gardens are a further reminder of the affluence of the Angel family.

**Source: City of St. John's Regular Council Meeting; Directive CD# R2006-06-27/17, June 27, 2006.**

### **Character Defining Elements**

All those elements that are representative of the Second Empire design including:

- mansard roof;
- bargeboard;
- eaves brackets;
- five-sided Scotch dormer;
- double bay on east side of house; and,
- narrow clapboard sheathing.

All those features that relate to the outbuilding on the property including:

- materials used including narrow wooden clapboard;
- double doors;
- height of building; and,
- massing and dimensions of building.

All elements that define the land and location of the building as a landmark including:

- well-manicured grounds;
- ornamental iron fence delimiting grounds;
- pillared entrance to grounds;
- set back of house; and,
- location of house within St. John's.

## Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	146 Hamilton Avenue
Construction	1878 - 1879
Style	Second Empire
Building Plan	Rectangular Long Façade
Website Link	<a href="http://www.heritageislands.com/index.html">http://www.heritageislands.com/index.html</a>

Additional Photo:





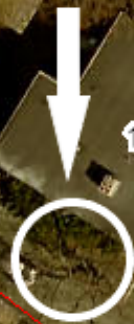


**146 Hamilton Avenue (Angel House)  
Heritage Area 3**





Requesting to  
remove the  
tree circled







Requesting  
to remove  
this tree



Requesting  
to remove  
this tree





# DECISION/DIRECTION NOTE

**Title:** 214 Waterford Bridge Road – Public Consultation – MPA2200006

**Date Prepared:** December 6, 2023

**Report To:** Regular Meeting of Council

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

**Ward:** Ward 3

---

## **Decision/Direction Required:**

To consider changing the public consultation for the rezoning application at 214 Waterford Bridge Road.

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

At its March 21, 2023 regular meeting, Council voted to consider rezoning land at 214 Waterford Bridge Road from the Institutional (INST) Zone to the Apartment 2 (A2) Zone and approved the terms of reference for a land use report (LUR). Further, Council directed that the completed LUR, be referred to a public meeting chaired by an independent facilitator.

The applicants are working on the LUR and we anticipate public consultation early in the new year. Since Council made the above direction, the overall Municipal Plan amendment process has changed. For applications where a public hearing is required through the Urban and Rural Planning Act, Council have been changing the initial public consultation to public notice rather than a public meeting. This is meant to save time, particularly for housing applications. Further, applicants preparing a land use report have to conduct their own public engagement prior to submitting the LUR. The applicants have done so for the current application. Therefore, it is recommended that the public consultation for 214 Waterford Bridge Road be conducted through a public notice, as per Section 4.8 of the Development Regulations, rather than a public meeting.

## **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.

# ST. JOHN'S



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

4. Alignment with Adopted Plans: Envision St. John's Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: A Development Regulations map amendment is required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Following receipt of an acceptable LUR, a public notice will be sent out in accordance with Section 4.8 of the Development Regulations. A project page will also be set up on the Engage St. John's Planning page.
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, upon receiving a satisfactory Land Use Report, send out a public notice (instead of a public meeting) in accordance with Section 4.8 of the St. John's Development Regulations for public review and input.

**Prepared by: Ann-Marie Cashin, MCIP, Planner III**

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

**Report Approval Details**

Document Title:	214 Waterford Bridge Road - Public Consultation - MPA2200006.docx
Attachments:	
Final Approval Date:	Dec 7, 2023

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

**Ken O'Brien - Dec 7, 2023 - 8:43 AM**

**Jason Sinyard - Dec 7, 2023 - 10:53 AM**

# DECISION/DIRECTION NOTE

**Title:** Expropriation of City owned/claimed land on Cook's Hill

**Date Prepared:** December 7, 2023

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Ron Ellsworth, Affordable Housing Working Group

**Ward:** Ward 2

---

## Decision/Direction Required:

That Council approve the Expropriation of City owned/claimed land on Cook's Hill, as shown in red on the attached diagram and to earmark the property for potential non-profit housing, subject to any requirements from the City's Transportation Division

## Discussion – Background and Current Status:

The City acquired property on Cook's Hill/Plymouth Road/Duckworth Street in the 1990's to facilitate the contemplated East End Arterial, which has now been abandoned. As the City still has ownership, this would be an ideal site for an affordable housing development given the current demands on housing and proximity to amenities. The City owns the majority of the land in red with a few slivers of land remaining between lots due to discrepancies on old surveys. In order to clear this issue, it would be best for the City to expropriate the entire red area. The City's Surveying Division would complete the survey of same.

The Transportation Division is currently looking into road upgrades in this area. Any project would be completed in conjunction with the Transportation Division.

## Key Considerations/Implications:

1. Budget/Financial Implications: none, unless a claim comes forward as part of the process, which is not anticipated.
2. Partners or Other Stakeholders: The City's Non-Profit Housing and Transportation Division
3. Alignment with Strategic Directions:

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

Choose an item.

# ST. JOHN'S

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

**Recommendation:**

That Council approve the Expropriation of City owned/claimed land on Cook' s Hill, as shown in red on the attached diagram and to earmark the property for non-profit housng, subject to any requirements from the City's Transportation Division.

**Prepared by:**            **Andrw G. M. Woodland, Legal Counsel**  
**Approved by:**        **Cheryl Mullett, City Solicitor**





**Report Approval Details**

Document Title:	Expropriation - City owned land on Cook's Hill.docx
Attachments:	
Final Approval Date:	Dec 7, 2023

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

**Cheryl Mullett - Dec 7, 2023 - 9:40 AM**

# DECISION/DIRECTION NOTE – Regular Meeting

**Title:** Lease – City land at the front of 807 Water Street

**Date Prepared:** December 11, 2023

**Report To:** His Worship the Mayor and Members of Council

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

**Ward:** Ward 2

---

## Decision/Direction Required:

To approve the lease of City land at the front of 807 Water Street, as shown in red on the attached diagram, to allow the construction of an accessible ramp.

## Discussion – Background and Current Status:

The tenant of 807 Water Street has approached the City to lease City land to construct an accessible ramp partially on City property. This request was circulated amongst the required City departments with no objections noted. The City's Roads Division has advised that a minimum of 1.5 meters must be retained for the existing sidewalk and Inspection Services has advised that the proposed ramp will retain 1.95 meters for the existing sidewalk.

The yearly lease price has been established at \$2.50 per square foot, plus HST. The leased area will be approximately 52.63 square feet resulting in a lease fee of \$189.88 + HST annually. There is also a one time administrative fee of \$300.00 + HST.

## Key Considerations/Implications:

1. Budget/Financial Implications:
  - a. City to receive \$189.88 per year for the lease, plus the administrative fee of \$300.00.
2. Partners or Other Stakeholders:
  - a. Owner and tenant of 807 Water Street and members of the public who need to access the business.
3. Alignment with Strategic Directions/Adopted Plans:
  - a. An Effective City
4. Legal or Policy Implications:
  - a. A Lease will be prepared.
5. Privacy Implications:
  - a. N/A

# ST. JOHN'S

6. Engagement and Communications Considerations:

a. N/A

7. Human Resource Implications:

a. N/A

8. Procurement Implications:

a. N/A

9. Information Technology Implications:

a. N/A

10. Other Implications:

a. N/A

**Recommendation:**

It is recommended that Council approve the lease of City land at the front of 807 Water Street, as shown in red on the attached diagram, to allow for the construction of an accessible ramp.

**Attachments:**

