

ST. JOHN'S

Regular Meeting - City Council Agenda

August 6, 2024

3:00 p.m.

4th Floor City Hall

Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
 - 3.1 Adoption of Agenda
4. ADOPTION OF THE MINUTES
 - 4.1 Adoption of Minutes - July 23, 2024 4
5. BUSINESS ARISING FROM THE MINUTES
6. DEVELOPMENT APPLICATIONS
 - 6.1 Proposed Accessory Building in the Floodplain Buffer – 37 Gairlock Street – INT2400057 21
 - 6.2 Proposal to Re-establish the Building Line Setback – 209 and 211 Hamilton Avenue – INT2400052 25
 - 6.3 Proposed Demolition and Rebuild of a Single Detached Dwelling and Accessory Building in the Watershed – 846A Thorburn Road (Town of Portugal Cove – St. Phillip's) – INT2400042 30
 - 6.4 Approval in Principle for Child Care Centre – 7 Ricketts Road –DEV2400100 37
 - 6.5 Proposed Fence in the Floodplain Buffer – 91 Doyle Street – INT2400061 41
7. RATIFICATION OF EPOLLS
 - 7.1 2024117 - 2024 Retaining Wall Rehabilitation - Contract #1 45

7.2	SERC – Fireworks By-Law Exemption	47
7.3	Limited Call for Supply and Installation of Fully Functional Artesian Well Water Supply System	49
7.4	2024126 - Storm Sewer Upgrades - University Avenue	52
8.	COMMITTEE REPORTS	
9.	DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)	
9.1	Development Permits List July 18 - 31, 2024	54
10.	BUILDING PERMITS LIST (FOR INFORMATION ONLY)	
10.1	Building Permits List	55
11.	REQUISITIONS, PAYROLLS AND ACCOUNTS	
11.1	Weekly Payment Vouchers for the Weeks Ending July 24 and July 31, 2024	59
12.	TENDERS/RFPS	
12.1	2024128 - 2024 Asphalt Crack Seal Program	60
12.2	Light and Medium Duty Vehicle Repair/2024111	62
12.3	2024113 - Removal, Supply, and Installation of Chain Link Fence	63
13.	NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS	
14.	NEW BUSINESS	
14.1	Change to Council Approval for Procurement Awards	65
14.2	SERC - 2024 Summer Events 6 and Film Shoot Road Closure	69
14.3	Federation of Canadian Municipalities Board of Directors Meeting	72
14.4	Canadian Capital Cities Organization – 2024 Annual Conference	75
14.5	Mid-Year Financial Report – For the quarter ended June 30, 2024	78
14.6	Travel to Municipalities Newfoundland and Labrador 2024 Annual Conference	98

14.7	38 Robin Hood Bay Road – MPA2400004 – Terms of Reference	102
14.8	58 Circular Road – Designated Heritage Building – REN2400252	108
14.9	6 Patrick Street – Designated Heritage Building – SGN2400051	118
15.	OTHER BUSINESS	
16.	ACTION ITEMS RAISED BY COUNCIL	
17.	ADJOURNMENT	

ST. JOHN'S

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

July 23, 2024, 3:00 p.m.

Present: Deputy Mayor Sheilagh O'Leary
Councillor Ron Ellsworth
Councillor Sandy Hickman
Councillor Jill Bruce
Councillor Ophelia Ravencroft
Councillor Jamie Korab
Councillor Tom Davis
Councillor Carl Ridgeley

Regrets: Mayor Danny Breen
Councillor Maggie Burton
Councillor Debbie Hanlon

Staff: Derek Coffey, Acting City Manager/Deputy City Manager of Finance & Administration
Tanya Haywood, Deputy City Manager of Community Services
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
Lynnann Winsor, Deputy City Manager of Public Works
Cheryl Mullett, City Solicitor
Karen Chafe, City Clerk
Jackie O'Brien, Manager of Communications
Christine Carter, Legislative Assistant

Land Acknowledgement

The following statement was read into the record:

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

1. CALL TO ORDER

Acting Mayor O'Leary called the meeting to order at 3:00 pm.

2. PROCLAMATIONS/PRESENTATIONS

3. APPROVAL OF THE AGENDA

3.1 Adoption of Agenda

SJMC-R-2024-07-23/345

Moved By Councillor Bruce

Seconded By Councillor Korab

That the Agenda be adopted as presented.

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

MOTION CARRIED (7 to 0)

4. ADOPTION OF THE MINUTES

4.1 Adoption of Minutes - July 9, 2024

SJMC-R-2024-07-23/346

Moved By Councillor Ellsworth

Seconded By Councillor Hickman

That the minutes of July 9, 2024, be adopted as presented.

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

MOTION CARRIED (8 to 0)

5. BUSINESS ARISING FROM THE MINUTES

6. DEVELOPMENT APPLICATIONS

6.1 Notices Published – 22 O'Leary Avenue – DEV2400084

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

SJMC-R-2024-07-23/347

Moved By Councillor Ridgeley

Seconded By Councillor Davis

That Council approve the Discretionary Use application at 22 O'Leary Avenue for a Restaurant (Café) and Retail space.

For (7): Deputy Mayor O'Leary, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Davis, and Councillor Ridgeley

Abstain (1): Councillor Ellsworth

MOTION CARRIED (7 to 0)

6.2 Request for Parking Relief – 101 Springdale Street – DEV2400090

SJMC-R-2024-07-23/348

Moved By Councillor Ridgeley

Seconded By Councillor Bruce

That Council approve parking relief at 101 Springdale Street for one (1) parking space to accommodate the proposed Semi-Detached Dwelling.

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

MOTION CARRIED (8 to 0)

6.3 Proposed Deck in the Wetland Buffer – 51 Leonard J. Cowley Street – INT2400050

SJMC-R-2024-07-23/349

Moved By Councillor Ridgeley

Seconded By Councillor Davis

That Council approve a residential Deck in the Wetland Buffer at 51 Leonard J. Cowley Street.

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

MOTION CARRIED (8 to 0)

6.4 Development Approval Extension - 661 Thorburn Road – DEV2200102

SJMC-R-2024-07-23/350

Moved By Councillor Ridgeley

Seconded By Councillor Hickman

That Council approve the one (1) year Development Approval extension at 661 Thorburn Road.

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

MOTION CARRIED (8 to 0)

6.5 Proposed Landscaping in the Floodplain Buffer – Viscount Street – DEV2400083

SJMC-R-2024-07-23/351

Moved By Councillor Ridgeley

Seconded By Councillor Bruce

That Council approve Landscaping in the Floodplain Buffer in the area of Viscount Street.

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

MOTION CARRIED (8 to 0)

7. RATIFICATION OF EPOLLS

7.1 Underground Product Piping & Electrical Replacement at the Municipal Depot Fuel Pumps at 25 Blackler Avenue

SJMC-R-2024-07-23/352

Moved By Councillor Korab

Seconded By Councillor Ellsworth

That Council ratify the award for this limited call to sole bidder, Petro Plus Inc., for \$332,605.00 (HST not incl.) as per the Public Procurement Act. Please note that this limited call was also sent to National Energy Equipment and Summit Mechanical Services however they did not submit. Note this was approved by ePoll on July 11th, 2024.

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

MOTION CARRIED (8 to 0)

7.2 202422 - Chlorine Supply for Water Treatment Plants

SJMC-R-2024-07-23/353

Moved By Councillor Korab

Seconded By Councillor Bruce

That Council ratify the award for this open call to the sole supplier, Brenntag Canada Inc. for \$820,000.00 per year (HST incl.) as per the Public Procurement Act. Please note this procurement was approved by way of ePoll on Tuesday, July 16, 2024.

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

MOTION CARRIED (8 to 0)

7.3 Drive-Thru Oil Changes/2024110

SJMC-R-2024-07-23/354

Moved By Councillor Korab

Seconded By Councillor Davis

That Council ratify the award of this open call to the two lowest compliant bidders, Pit Crew Drive Thru – ranked #1, and DAC Holdings Inc – ranked #2, for \$123,023.14 (HST excluded) for the initial term of the contract as per the Public Procurement Act. Work for this contract is allocated based on ranking starting with the lowest bidder. However, due to operational reasons as outlined in the bid documents, the City may bypass the order of ranking and contract the next ranked supplier to complete the oil change. Note, this procurement was previously approved by way of ePoll on July 12, 2024.

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

MOTION CARRIED (8 to 0)

7.4 2024125 - Major's Path Upgrading

Councillor Bruce expressed her appreciation for the approval of this open call that will see the completion of street upgrades and widening of Major's Path (from Hebron Way to Portugal Cove Road). It also includes a new road structure/pavement, left turn lane, curb & gutter, sidewalk, shared use path, and stormwater catch basins.

SJMC-R-2024-07-23/355

Moved By Councillor Bruce

Seconded By Councillor Hickman

That Council approve for award this open call to the lowest bidder meeting specifications, Pyramid Construction Limited, for \$4,973,353.25 (HST incl.) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

7.5 Supply and Deliver Pickup Trucks/2024131SJMC-R-2024-07-23/356**Moved By** Councillor Korab**Seconded By** Councillor Ridgeley

THAT Council ratify the award for this open call to the top ranked proponent, as determined by the City's evaluation team, Hickman Motors Limited, item 1 for \$106,904.00 (HST excluded) and Cabot Ford Lincoln Sales Limited, item 2 – for \$354,109.70 (HST excluded) for a total value of \$461,013.70 (HST excluded) as per the Public Procurement Act. Note, this procurement was previously approved by way of ePoll on July 16, 2024.

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

MOTION CARRIED (8 to 0)**7.6 2024147 - Installation and Removal of Temporary Traffic Equipment**SJMC-R-2024-07-23/357**Moved By** Councillor Hickman**Seconded By** Councillor Davis

That Council approve for award this open call to the top ranked proponent, as determined by the City's evaluation team, 86790 Newfoundland & Labrador Limited, for \$61,525.00 per year (HST incl.) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)**8. COMMITTEE REPORTS****9. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)****9.1 Development Permits List July 4 - 17, 2024****10. BUILDING PERMITS LIST (FOR INFORMATION ONLY)****10.1 Building Permits List****11. REQUISITIONS, PAYROLLS AND ACCOUNTS****11.1 Weekly Payment Vouchers Weeks Ending July 10 and July 17, 2024**

SJMC-R-2024-07-23/358

Moved By Councillor Ellsworth

Seconded By Councillor Davis

That the weekly payment vouchers for the weeks ending July 10, 2024 and July 17, 2024, in the amount of \$18,294,389.19, be approved as presented.

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

MOTION CARRIED (8 to 0)

12. TENDERS/RFPS

12.1 2024124 Supply and Delivery of Tires

SJMC-R-2024-07-23/359

Moved By Councillor Ellsworth

Seconded By Councillor Hickman

That Council approve for award this limited call to all bidders as per the Public Procurement Act. The estimated value is \$49,869.40 (HST not included) per year based on the lowest bid price per item. The Order of Calling will be given to the vendor with the lowest bid per item meeting specification, subsequent vendors may be contacted in order of ranking until the commodity can be provided in full.

- Note: Limited call was also sent to Provall Parts Limited, Tulk Tire & Service Ltd., and DAC Holdings Inc.

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

MOTION CARRIED (8 to 0)

12.2 2024120 - Compost Screening - Robin Hood Bay Waste Management Facility

SJMC-R-2024-07-23/360

Moved By Councillor Korab

Seconded By Councillor Ridgeley

That Council approve for award open call 2024120 – Compost Screening – Robin Hood Bay Waste Management Facility to the lowest, and only bidder, meeting specification, Coady Construction & Excavating Limited, for \$79,925.00 (HST included), as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

12.3 Pictometry Aerial/Oblique Collection 2024

SJMC-R-2024-07-23/361

Moved By Councillor Ellsworth

Seconded By Councillor Bruce

That Council approve for award this contract award without an open call for bids, for to the exclusive supplier, Pictometry Canada Corp. for \$101,098.60 (plus HST) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

12.4 2024009 - H.G.R. Mews Community Centre Furniture

SJMC-R-2024-07-23/362

Moved By Councillor Korab

Seconded By Councillor Ridgeley

That Council approve for award this open call to the sole and top ranked proponent, as determined by the City's evaluation team, Superior Office Interiors, for \$211,897.32 (HST incl.) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

12.5 2024138 - 2024 Dredging Program

Deputy Mayor O'Leary sought clarification on the dredging to be completed and whether the process includes a filtration system and screening during the work.

The Deputy City Manager of Planning, Engineering and Regulatory Services advised that this is a contract for dredging, but that cautions are put in place for siltation if required, and will be overseen by Engineering Staff of the City.

SJMC-R-2024-07-23/363

Moved By Councillor Korab

Seconded By Councillor Davis

That Council approve for award this open call to the lowest bidder meeting specifications, Talon Energy Services Inc, for \$438,626.66 (HST incl.) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

12.6 2024047 – Supply and Delivery of Janitorial Products

SJMC-R-2024-07-23/364

Moved By Councillor Ellsworth

Seconded By Councillor Davis

That Council approve for award this open call to the lowest bidders meeting specifications: **Section 1 (awarded in whole)** to WAC ENTERPRISES LTD. for \$24,341.38.

Section 2 (awarded item-by-item) to Big Erics Inc. - \$1,634.19; Chandler-division of JD Irving - \$3,601.48; Iggy's Cleaning Services Ltd. - \$4,044.61; K&D Pratt Group Inc. - \$3,747.13; Peter Pan Sales Ltd. - \$295.80; WAC ENTERPRISES LTD. - \$63,849.11.

For a total contract value of \$101,513.70 per year (HST not included) as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

12.7 2024133 – Supply and Delivery of Garbage and Recycling Bags

SJMC-R-2024-07-23/365

Moved By Councillor Ellsworth

Seconded By Councillor Hickman

That Council approve for award this open call in-whole to the lowest bidder meeting specification, Rockwater Professional Products, for \$38,170.00 per year (HST not included), as per the Public Procurement Act.

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

MOTION CARRIED (8 to 0)

13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

Councillor Korab referred members of Council to the petition received by the City Clerk's Department regarding the development for 113 Blackmarsh Road by residents of Albany Street and the surrounding area.

Concerns raised by the residents included:

- Traffic Impacts - traffic concerns and limited parking may be an issue, noise
- Seniors Neighbourhood - concern that this is a seniors neighbourhood, impacts that this will have on current residents
- Use of Alternative Sites - other available land could be used in other parts of the City
- Housing Crisis - prioritize use of other vacant buildings or underutilized spaces before approving new developments
- Community Engagement - the City should conduct thorough studies and consider the long-term impacts on residents.

Councillor Korab noted that there will be an opportunity for residents to engage on this development and share their concerns.

14. NEW BUSINESS

14.1 Limited Call Threshold Increase

Councillor Ellsworth provided background on the current limited call thresholds and noted that the recommendation brought before Council would aid in reducing the purchasing cycle time for a number of procurements, as quotes will not be required unless the entire purchasing value excluding tax is above those thresholds.

Comparisons were sought from the Province, Memorial University, NL Hydro and the City of Mount Pearl, and those limits are as follows:

- **Provincial Government** - Goods: \$10,000; Services \$10,000; Public Works: \$20,000
- **MUN** - \$10,000 for Goods and Services and \$20,000 for Public works
- **NL Hydro** - \$5,000 for Goods, \$10,000 for Services and \$20,000 Public Works
- **Mount Pearl** - \$2,000 for all

SJMC-R-2024-07-23/366

Moved By Councillor Ellsworth

Seconded By Councillor Korab

That Council approve the request to increase the limited call thresholds from \$2,500 to \$5,000 for goods and \$10,000 for services and public works.

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

MOTION CARRIED (8 to 0)

14.2 Report on Revenue and Expenditure for Fiscal 2023

Councillor Ellsworth presented the Report on Revenue and Expenditure for Fiscal 2023 and reviewed the Executive Summary.

For the fiscal year ended December 31, 2023, the City reported an operating cash surplus of \$9,032,505, which represents 2.67% of the City's total gross adjusted budget of \$338,836,211. Fiscal 2023 was marked by several challenges and unforeseen events.

Uncertainty in some estimates was certainly a factor that weighed into the results as budgets were done in a time when covid was lingering and inflation was very high. For context, in June of 2022, as the City was developing the 2023 budget, CPI inflation in Canada had reached a 40-year high of 8.1%. Due to the uncertainty around inflation, Council directed the use of \$6.08 million from accumulated surplus to balance the budget and maintain the mill rate, avoiding a tax increase for 2023.

By June of 2023, CPI inflation had dropped to 2.9%, significantly closer to the Bank of Canada's target of 2% annually. While several items in the City's budget were impacted by inflation, City departments were able to absorb these increases within other budget lines.

As 2023 progressed, several other significant and unforeseen items resulted in favourable budget variances for the City, thus contributing to the City's overall operating surplus for 2023. They included:

- \$1.87 million in additional interest revenues due to interest rates that have been higher than in recent years.
- \$2.35 million in budget savings under the City's allowance for doubtful accounts due to collection on several commercial property tax accounts that had previously been deemed uncertain.
- \$2.29 million in savings in employer contributions to the City's defined benefit pension plan resulting from the plan's actuarial valuation, received in September of 2023.

- \$1.27 million relating to a labour market shortage of fleet mechanics.

The City's unallocated cumulative surplus, as at December 31, 2023, is \$20,576,187.

At this time, it is recommended that the City use \$10 million of its cumulative surplus to reduce the City's future borrowing needs, with the balance to be held as contingency to protect the City from unforeseen future events.

SJMC-R-2024-07-23/367

Moved By Councillor Ellsworth

Seconded By Councillor Ridgeley

That Council adopt the Executive Summary Report on Revenues and Expenditures for the year ended December 31, 2023, and approve the use of \$10 million from accumulated surplus to reduce the City's future borrowing needs.

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

MOTION CARRIED (8 to 0)

14.3 Healthy City Advisory Committee Membership Selection

SJMC-R-2024-07-23/368

Moved By Councillor Bruce

Seconded By Councillor Ellsworth

That Council approve the following:

1) The Healthy City Strategy Joint Mobilization Team's membership selection for the Healthy City Advisory Committee (HCAC).

2) The addition of the following language to Section 11 of the HCAC Terms of Reference (TOR):

"Where membership from a Provincial government department is sought, an invitation for representation will be sent to the leadership of that department. Responses to such invitations will be reviewed by the HCAC."

3) Replacement of language in the HCAC TOR (i.e., "The Committee will be comprised of no more than 3 members from the same discipline"), with the following language:

"The Committee composition will aim to achieve a balanced mix of

members representing the Healthy City Assets. Where there are gaps in Healthy City Asset representation, the Committee will develop a plan to engage with external collaborators, such as other City committees, subject matter experts, or organizations representing or supporting specific populations.”

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

MOTION CARRIED (8 to 0)

14.4 Stormwater Detention – 384 Old Pennywell Road – SUB2400033

SJMC-R-2024-07-23/369

Moved By Councillor Ridgeley

Seconded By Councillor Davis

That Council exempt the Subdivision at 384 Old Pennywell Road from Stormwater Detention as per Section 6.4 of the Development Design Manual.

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

MOTION CARRIED (8 to 0)

14.5 Mobile Vending on Parking Lot of 271 Brookfield Road

Members of Council expressed their concerns with the request from the vendor at 271 Brookfield Road to extend the hours of operation until midnight on any given day and impacts this change would have on the nearby residents.

It was noted that it is a positive thing for the business owner to want to expand their business, but the extension of hours to midnight was not acceptable. The vendor can propose an earlier closing time and bring that back to Council for consideration.

SJMC-R-2024-07-23/370

Moved By Councillor Hickman

Seconded By Councillor Ellsworth

That Council approve the application as submitted.

Against (8): Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, Councillor Davis, and Councillor Ridgeley

MOTION LOST (0 to 8)**14.6 Demolition of Building – 38 Thorburn Road**SJMC-R-2024-07-23/371**Moved By** Councillor Hickman**Seconded By** Councillor Davis

That Council grant the Demolition Order as requested.

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

MOTION CARRIED (8 to 0)**14.7 Mobile Vending - 301 Hamilton Avenue**

Councillor Ridgeley voiced his concern with the similarities between this application for mobile vending on Hamilton Avenue and that of the request of the mobile vendor on Brookfield Road. Both vendors will be operating in residential neighbourhoods and that allowing operations until 10:00 pm may cause issues for residents in this area as well.

The Deputy City Manager of Planning, Engineering and Regulatory Services advised Council that this applicant requested these hours, and that if Council is not satisfied with their request Staff can go back to the applicant.

Councillor Ravencroft added that this request is to operate until 10:00 pm unlike the Brookfield Road request which applied to be open until midnight. In the area of Hamilton Avenue, there are other business that are open until 10:00 pm, not like the request at the Old Mill where there are no other businesses operating in that area.

SJMC-R-2024-07-23/372**Moved By** Councillor Hickman**Seconded By** Councillor Ravencroft

That Council approve the application as submitted

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

MOTION CARRIED (8 to 0)**14.8 292 Water Street – Projecting Sign**

SJMC-R-2024-07-23/373

Moved By Councillor Ellsworth

Seconded By Councillor Ravencroft

That Council approve the projecting sign for 292 Water Street (Rocket Bakery), as proposed.

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

MOTION CARRIED (8 to 0)

14.9 214 Waterford Bridge Road – Commissioner – MPA2200006

SJMC-R-2024-07-23/374

Moved By Councillor Ellsworth

Seconded By Councillor Ridgeley

That Council appoint Cliff Johnston, MCIP, to conduct a public hearing on St. John's Municipal Plan Amendment Number 12, 2024 and St. John's Development Regulations Amendment Number 33, 2024. Regarding 214 Waterford Bridge Road. The proposed date is Wednesday, August 14, 2024, at 7 p.m. at St. John's City Hall.

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

MOTION CARRIED (8 to 0)

14.10 SERC – Summer Events 5

SJMC-R-2024-07-23/375

Moved By Councillor Bruce

Seconded By Councillor Davis

That Council approve the following events: The rolling barrage PTSD Foundation on July 27, George Street Festival on August 1 to 7, Regatta Eve on August 6, Regatta Day on August 7 (inclement weather date is the next suitable day), Fallowtree Place block party on August 10 (inclement weather date August 11), and St. John's Triathlon on August 11.

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

MOTION CARRIED (8 to 0)

14.11 39 Queen's Road – Designated Heritage Building- REN2400267SJMC-R-2024-07-23/376**Moved By** Councillor Ellsworth**Seconded By** Councillor Bruce

That Council approve exterior alterations, as proposed, to 39 Queen's Road, a designated Heritage Building.

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

MOTION CARRIED (8 to 0)

15. OTHER BUSINESS (ITEMS ADDED AS PER APPROVAL OF AGENDA)**16. ACTION ITEMS RAISED BY COUNCIL**

Acting Mayor O'Leary congratulated Ms. Karen Chafe, the outgoing City Clerk on her retirement after 35 years of service to the City of St. John's. Ms. Chafe was recognized for her great contributions to the City, its residents and Councils she has served during her career.

Councillor Ridgeley requested an update from Staff on when lands might be opened up in the area of the sewer upgrades completed last year in the Goulds. The Deputy City Manager of Planning, Engineering and Regulatory Services noted that there is a process in place, and monitoring is conducted seasonally after installation. An update from Engineering and Public Works on the status of the monitoring will be sought and provided.

Councillor Ellsworth highlighted the recent decision reached by the Local Board of Appeal to an appeal filed by The Shoppes at Galway Limited Partnership regarding the Rejection of a Traffic Impact Assessment.

The decision was read aloud to be entered into the public record:

*The St. John's Local Board of Appeal has determined that the City of St. John's was within its authority under Section 4.4 of the Envision St. John's Development Regulations, and used this authority appropriately, when it issued correspondence on April 18, 2024, to The Shoppes at Galway Limited Partnership to reject the report entitled "The Shoppes at Galway – Parcel C2 Transportation Impact Assessment" dated March 12, 2024. **Thereby, the Appeal Board confirms the City's decision of April 18, 2024 to reject the Transportation Impact Assessment Report dated March 12, 2024, that had been prepared by Harbourside Transportation Consultants for Shoppes. The Appellant's appeal is therefore, denied.***

17. ADJOURNMENT

There being no further business, the meeting adjourned at 4:45 pm.

MAYOR

CITY CLERK

DECISION/DIRECTION NOTE

Title:	Proposed Accessory Building in the Floodplain Buffer – 37 Gairlock Street – INT2400057
Date Prepared:	July 25, 2024
Report To:	Regular Meeting of Council
Councillor and Role:	Councillor Carl Ridgeley, Development
Ward:	Ward 1

Decision/Direction Required: To seek approval for an Accessory Building in the Floodplain Buffer at 37 Gairlock Street.

Discussion – Background and Current Status: A 11.9m² (2.4m x 4.8m) Accessory Building was proposed at 37 Gairlock Street. A portion of the rear yard of the Lot is located within the Floodplain Buffer. As per **Section 4.10(4)(a)** of the **Envision St. John's Development Regulations**, Council may permit the development of a residential Accessory Building within a Floodplain Buffer. As per **Section 4.10 (6)**, consultation with the Environmental and Sustainability Experts Panel (ESEP) is not required.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Is this a New Plan or Strategy: No
4. 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.

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

ST. JOHN'S

7. Legal or Policy Implications: **St. John's Development Regulations Section 4.10 "Waterways, Wetlands, Ponds or Lakes"** and **Section 6.2 "Accessory Buildings."**
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Other Implications: Not applicable.

Recommendation:

That Council approve a residential Accessory Building in the Floodplain Buffer at 37 Gairlock Street subject to the Accessory Building requirements of the St. John's Development Regulations.

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 - Accessory Building in Floodplain Buffer - 37 Gairlock Street - INT2400057.docx
Attachments:	- site plan.pdf
Final Approval Date:	Jul 26, 2024

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

Jason Sinyard - Jul 26, 2024 - 9:53 AM

37 Gairlock Street



DECISION/DIRECTION NOTE

Title: Proposal to Re-establish the Building Line Setback – 209 and 211 Hamilton Avenue – INT2400052

Date Prepared: July 26, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 2

Decision/Direction Required: Consider re-establishing the Building Line Setback at 209 and 211 Hamilton Avenue.

Discussion – Background and Current Status: An existing retaining wall, which supports the street, was recently replaced by the City in the area of 209 and 211 Hamilton Avenue. The land in question is proposed to be acquired by the City, along with an easement to provide future access for required work on the retaining wall. As the property line is changing, the Building Line Setback for both 209 and 211 Hamilton Avenue needs to be re-established.

Under Section 7.2.1, notwithstanding Section 10 Council shall have the power to re-establish the Building Line for any Street or for any Lot situate thereon, at any point or place that Council deems appropriate. In the Residential 3 (R3) Zone the minimum Building Line for a Semi-Detached Dwelling is 4.5metres. In this case the re-established Building Line is proposed to be set as follows:

- 209 Hamilton Avenue – 2.65metres
- 211 Hamilton Avenue – 3.68metres

It is also recommended from Legal that Council approve the acquisition of the property where the wall is located and the related easement for maintenance.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Is this a New Plan or Strategy: No

4. 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.

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

6. Accessibility and Inclusion: Not applicable.

7. Legal or Policy Implications: Land and Easement acquisition to support recent public works.

8. Privacy Implications: Not applicable.

9. Engagement and Communications Considerations: Not applicable.

10. Human Resource Implications: Not applicable.

11. Procurement Implications: Not applicable.

12. Information Technology Implications: Not applicable.

13. Other Implications: Not applicable.

Recommendation:

That Council approved a re-established Building Line as follows:

209 Hamilton Avenue – 2.65metres

211 Hamilton Avenue – 3.68metres

Additionally, that Council approve the purchase of the property and acquire an easement to capture the needs of the City regarding the wall going forward.

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 - 209 and 211 Hamilton Avenue - INT2400052.docx
Attachments:	- Site Plan.pdf
Final Approval Date:	Jul 26, 2024

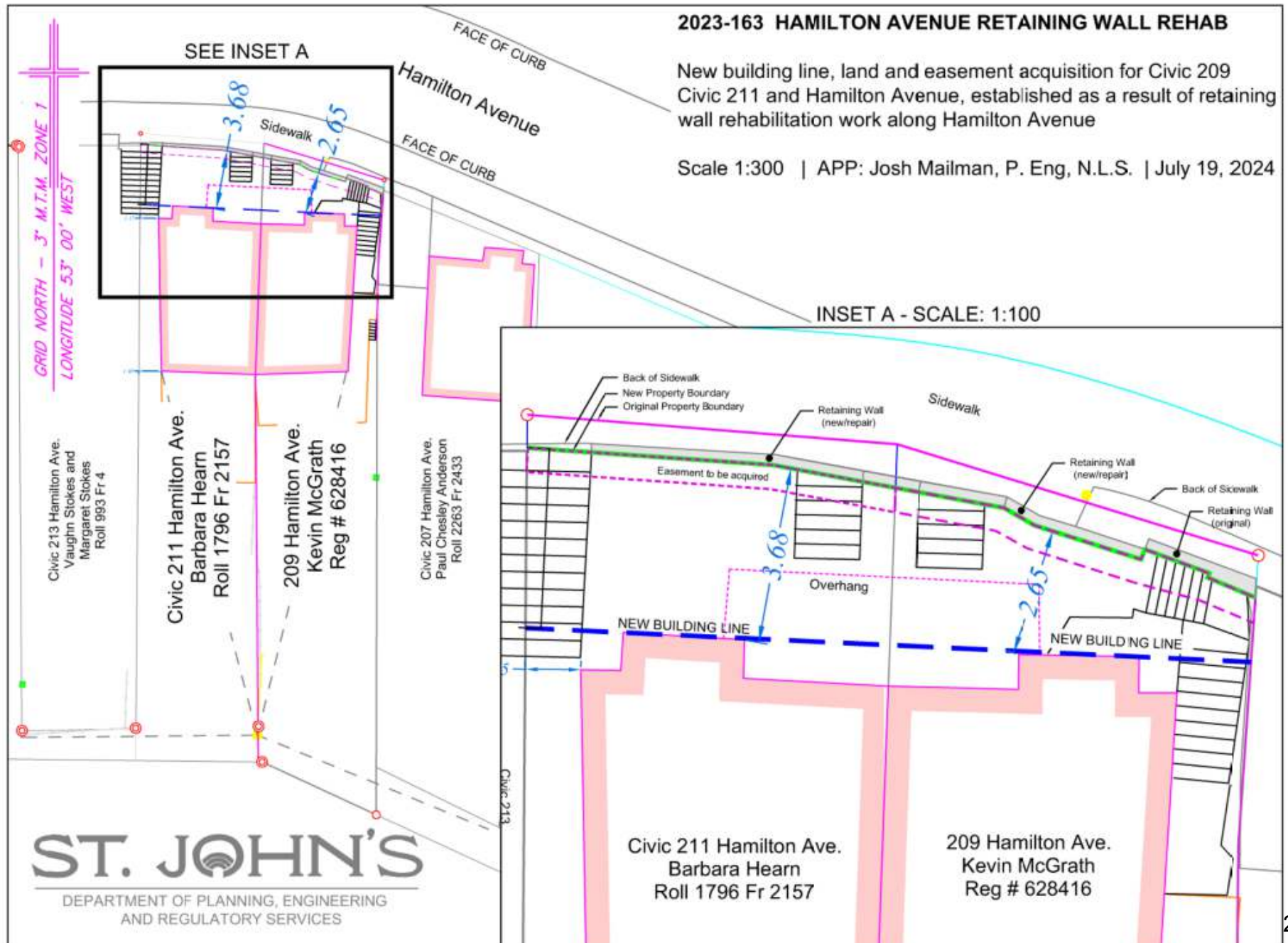
This report and all of its attachments were approved and signed as outlined below:

Jason Sinyard - Jul 26, 2024 - 3:01 PM

209-211 Hamilton Avenue



209-211 Hamilton Avenue



DECISION/DIRECTION NOTE

Title: Proposed Demolition and Rebuild of a Single Detached Dwelling and Accessory Building in the Watershed – 846A Thorburn Road (Town of Portugal Cove – St. Phillip’s) – INT2400042

Date Prepared: July 26, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: N/A

Decision/Direction Required: Request to demolish and rebuild a Single Detached Dwelling and Accessory Building in the Watershed at 846A Thorburn Road, Town of Portugal Cove - St. Phillip’s.

Discussion – Background and Current Status:

The Town of Portugal Cove – St. Phillip’s has referred an application for the demolition and rebuild of a Single Detached Dwelling and Accessory Building at 846A Thorburn Road. The existing Single Detached Dwelling has an approximate area of 38.3m² (6.1m x 6.2m) plus a covered deck, while the Accessory Building has an approximate area of 22.6m² (3.67m x 6.16m).

The applicant is proposing to demolish both structures and rebuild. The Single Detached Dwelling is proposed to increase in size to approximately 98.6m² (8.5m x 11.6m) with a deck (3.7m x 11.6m). The Accessory Building is proposed to be 44.53m² (6.1 x 7.3) with a revised location away from the pond.

The subject property is within the Broad Cove Watershed. Development of lands within the Watershed and situated within the legal municipal boundary of the Town are subject to Section 104(4) of the City of St. John’s Act. Section 104 (4)(c) states that Council may permit a building to replace an existing building dilapidated 50% or more; it was determined by City staff that the building is dilapidated more than 50%.

Based on the small footprint of the dwelling, the applicant would also like to increase the overall size. In 1994, the “Small Home Rebuilding/Extension in a City Watershed” policy was created to provide guidance to the City Manager when making a recommendation to Council under Section 104(4)(d) with respect to rebuilding a small home in the Watershed. Under the policy a small home means a Dwelling less than 66.7 square metres in total floor area and in making a recommendation, the City Manager may consider a total floor area of 100 square metres to provide adequate living quarters. The City Manager recommends the redevelopment of a Single Detached Dwelling with a floor area of 98.6m² (8.5m x 11.6m).

Section 104 (4)(a) of the City of St. John’s Act also states that Council may permit an Accessory Building to an existing private family dwelling. This size requirement as outlined within the St. John’s - Paradise Watershed Agreement states that only one (1) Accessory Building for a residential use to a maximum size of 45 square metres and maximum height of four (4) metres be considered within the Watershed. This policy is applied to all adjacent municipalities for equity purposes.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Is this a New Plan or Strategy: No
4. 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.

5. Alignment with Adopted Plans: Not applicable.
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: **City of St. John’s Act Section 104 and Small Home Rebuilding/Extension in a City Watershed (1994).**
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.

12. Information Technology Implications: Not applicable.

13. Other Implications: Not applicable.

Recommendation:

That Council approve the proposed demolition and redevelopment at 846A Thorburn Road, Town of Portugal Cove St. Phillips, to allow a Single Detached Dwelling 98.6m² and an Accessory Building with an area of 44.5m² and a maximum height of 4m, as the proposed development meets the requirements as per Section 104(4) of the City of St. John's Act.

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 - Redevelopment in the Watershed (PCSP) - 846A Thorburn Road - DEV2400042.docx
Attachments:	- Site Plan.pdf - 846AThorburn LocationPlan.pdf
Final Approval Date:	Jul 17, 2024

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

Jason Sinyard - Jul 17, 2024 - 10:24 AM

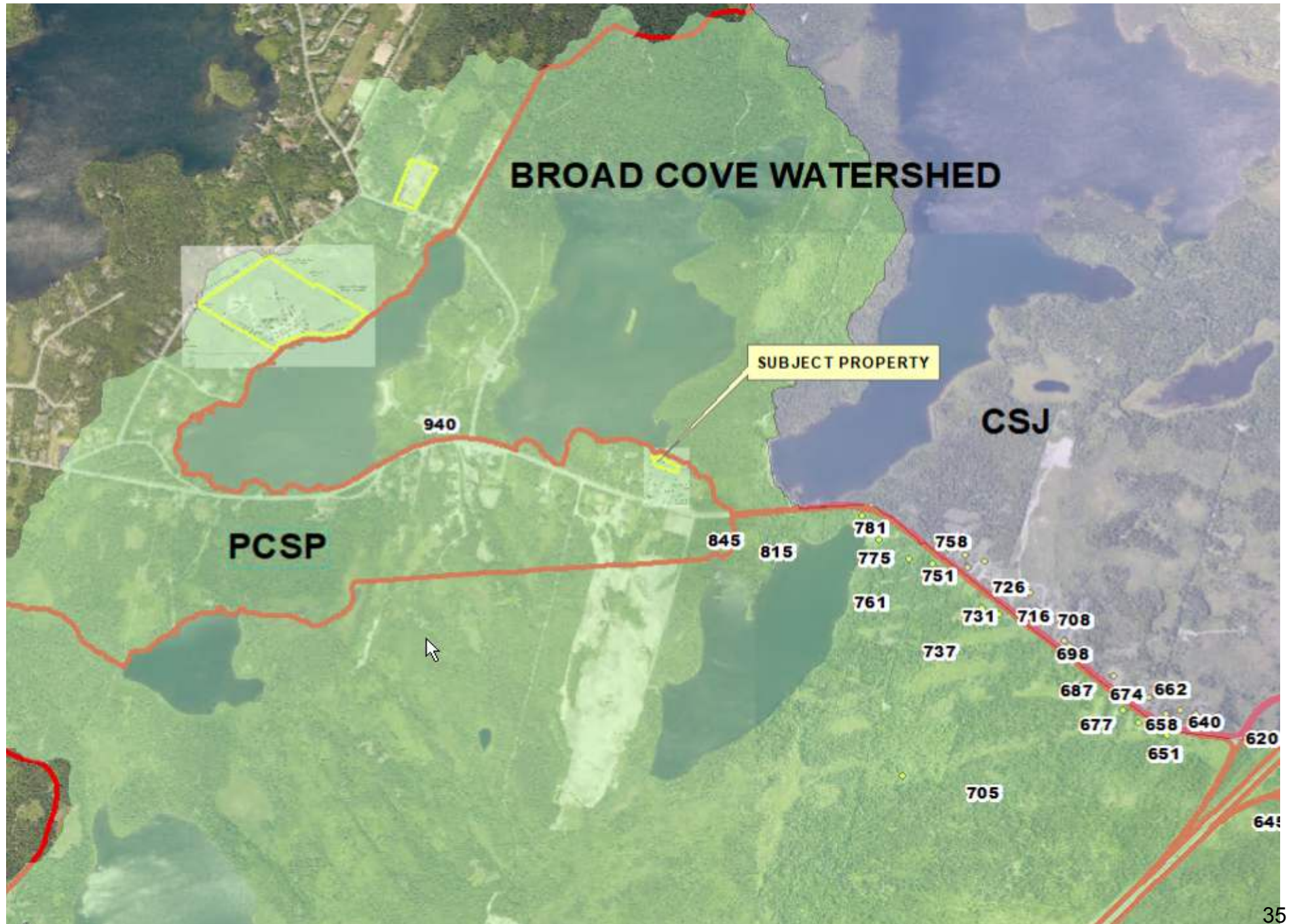
Report Approval Details

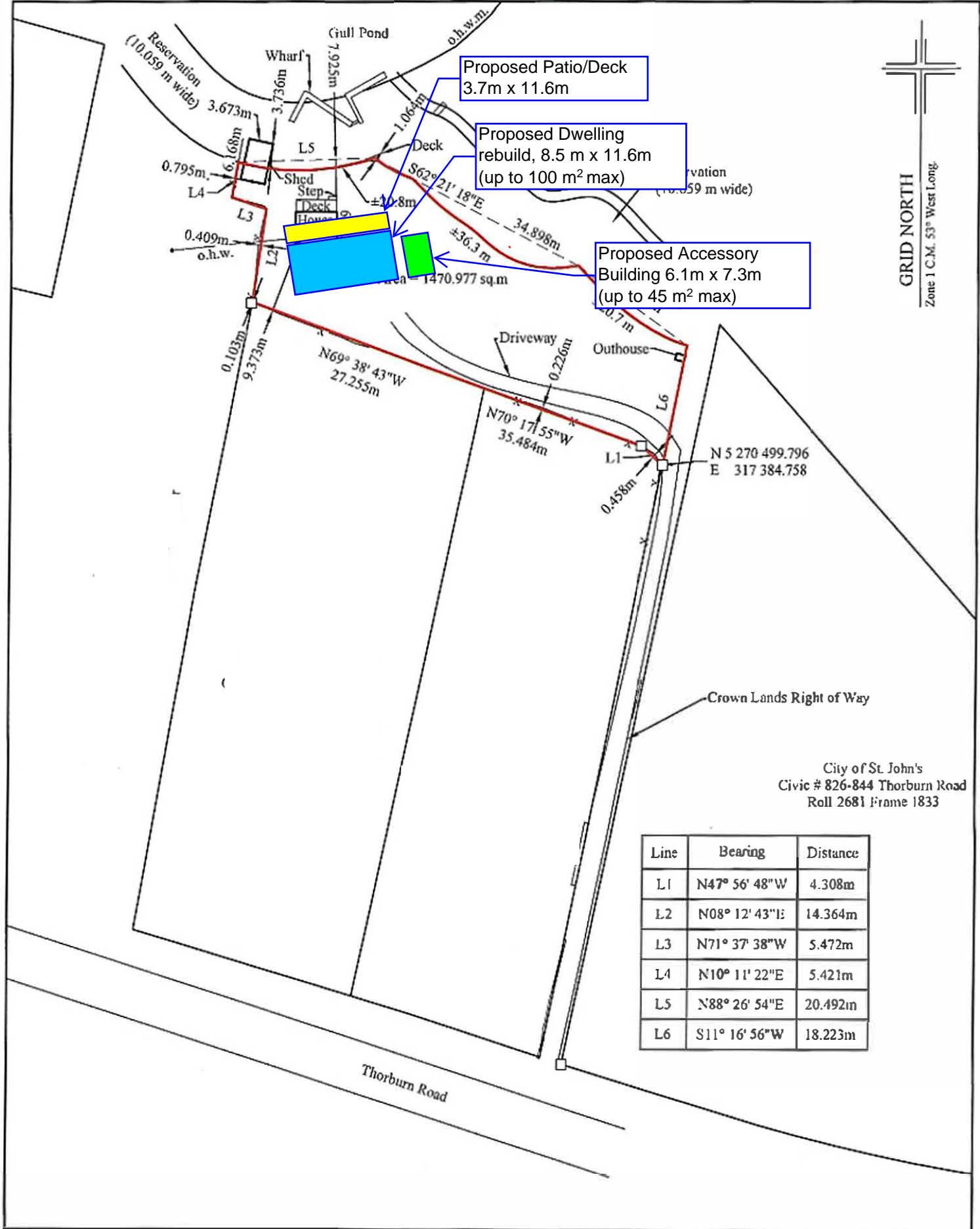
Document Title:	Development Committee - Redevelopment in the Watershed (PCSP) - 846A Thorburn Road - DEV2400042.docx
Attachments:	- Site Plan.pdf - revised846A ThorburnRd_proposedRebuild-Rev1.pdf
Final Approval Date:	Jul 26, 2024

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

Jason Sinyard - Jul 26, 2024 - 3:00 PM



846A Thorburn Road (Town of PCSP) - Demo/Rebuild of Dwelling in the Watershed - INT2400042





NOTE: - This plan certifies the information as of the date shown and only as of this date. All distances are Metric. Heather Campbell, Newfoundland Land Surveyor, 2023. Unauthorized use, alteration or reproduction of this survey document is prohibited by law as outlined in the "Copyright Act". The authoring surveyor hereby authorizes the reproduction of this survey document for the herein defined intended purpose only. Further use is strictly prohibited.

LEGEND:
A. = anchor
o.h.w. = overhead wire
● = pole
□ = found iron pin
○ = placed iron pin
F.P. = fence post
r/w = retaining wall



Newfoundland Land Surveyors
11 AUSTIN STREET UNIT 204
ST. JOHN'S, NL, A1B 4C1
Phone: 1-709-738-0180
email: info@atlanticgeo.com

MONUMENTS USED: (NAD83)

026774 N 5 269 678.555 E 320 991.717
026765 N 5 269 506.324 E 320 466.718
Scale Factor = 0.999877



DECISION/DIRECTION NOTE

Title: Approval in Principle for Child Care Centre – 7 Ricketts Road – DEV2400100

Date Prepared: July 30, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 2

Decision/Direction Required: To request Approval in Principle for a Child Care Centre at 7 Ricketts Road.

Discussion – Background and Current Status: An application was submitted requesting Approval in Principle for a Child Care Centre at 7 Ricketts Road. The Use is proposed to have a floor area of 582m² within the existing building. The centre will provide care for 80 children and have 15-18 employees. The proposed Child Care Centre is a Permitted Use in the Institutional (INST) Zone, and it must be demonstrated that the site meets all Zone Standards in future plans. Preliminary review determined that the site can be serviced, and access is adequate for approval in principle. A detailed development review will be required for future site work.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Is this a New Plan or Strategy: No
4. 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.

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

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7. Legal or Policy Implications: **Envision St. John's Development Regulations Section 4.5.3. "Approval in Principle" and Section 10 "Institutional (INST) Zone"**.
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Other Implications: Not applicable.

Recommendation:

That Council grant Approval in Principle for the proposed Child Care Centre Use at 7 Ricketts Road, which is subject to the following conditions prior to Final Approval:

1. Meet all requirements of the St. John's Municipal Plan and Development Regulations;
2. The Institutional (INST) Zone requirements are to be demonstrated on the detailed site plans;
3. Detailed site and servicing plans submitted and approved; and
4. Parking requirements are to be met or a request for parking relief provided to be considered by Council.

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 - Approval in Principle Child Care Centre - 7 Ricketts Road - DEV2400100.docx
Attachments:	- site plan.pdf
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Theresa Walsh

Jason Sinyard - Aug 1, 2024 - 12:07 PM

7 Rickett's Road



DECISION/DIRECTION NOTE

Title: Proposed Fence in the Floodplain Buffer – 91 Doyle Street – INT2400061

Date Prepared: July 30, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 3

Decision/Direction Required: To seek approval for a Fence in the Floodplain Buffer at 91 Doyle Street.

Discussion – Background and Current Status: A Fence is proposed at 91 Doyle Street, where a portion of the rear yard of the Lot is located within the Floodplain Buffer. As per **Section 4.10(4)(a)** of the **Envision St. John's Development Regulations**, Council may permit the development of a residential Fence within a Floodplain Buffer. As per **Section 4.10(6)**, consultation with the Environmental and Sustainability Experts Panel (ESEP) is not required.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Is this a New Plan or Strategy: No
4. 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.

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

ST. JOHN'S

7. Legal or Policy Implications: **St. John's Development Regulations Section 4.10 "Waterways, Wetlands, Ponds or Lakes"**
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Other Implications: Not applicable.

Recommendation:

That Council approve a residential Fence in the Floodplain Buffer at 91 Doyle Street.

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 - Fence in Floodplain Buffer - 91 Doyle Street - INT2400061.docx
Attachments:	- site plan.pdf
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Theresa Walsh

Jason Sinyard - Aug 1, 2024 - 12:06 PM

91 Doyle Street



BID APPROVAL NOTE

Bid # and Name: 2024117 - 2024 Retaining Wall Rehabilitation - Contract #1
Date Prepared: Tuesday, July 9, 2024
Report To: Regular Meeting
Councillor and Role: Councillor Ophelia Ravencroft, Public Works
Ward: N/A

Department: Planning, Engineering & Regulatory Services
Division: Engineering
Quotes Obtained By: Sherri Higgins
Budget Code: ENG-2024-174
Source of Funding: Capital

Purpose:
To address aging infrastructure, this project involves undertaking necessary retaining wall rehabilitation works at locations including Courthouse Duckworth Street, 25 Maxwell Place, Riverhead Tower (Sections A and B), and Harvey Road from “The Kirk” to rear of Civic 21 Garrison Hill.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Talon Energy Services Inc	\$544,824.22
Weirs Construction Limited	\$765,066.25

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 is required by December 13, 2024.

Bid Exception: None

Recommendation:
That Council approve for award this open call to the lowest bidder meeting specifications, Talon Energy Services Inc, for \$544,824.22 (HST Incl.) as per the Public Procurement Act. Additionally, that Council approve for award two (2) provisional locations; Harvey Road from “The Kirk” to rear of Civic 21 Garrison Hill, and Riverhead Tower Section A, for \$499,690.87 (HST incl). This would have a total contract value of \$1,044,515.09 (HST incl).



Attachments:

DECISION/DIRECTION NOTE

Title: SERC – Fireworks By-Law Exemption

Date Prepared: July 25, 2024

Report To: Regular Meeting of Council

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

Ward: Ward 2

Decision/Direction Required: The 2025 Canada Games Committee are seeking Council approval for an exemption to the Fireworks By-Law for their 1-year out event on Monday, August 5, 2024.

Seeking Council approval of road closures associated with the 2025 Canada Games 1-year out fireworks event

Discussion – Background and Current Status: The 2025 Canada Games will be hosted in St. John's, from August 8-25, 2025. The 2025 Canada Games Host Society is planning a week long event celebrating one-year out from the Games. On August 5th a celebrity baseball game will be held at St. Pat's Ball Field and the event will end with fireworks at Quidi Vidi lake at 10pm.

The following road closures will come into effect at 8:30pm except for The Boulevard between Legion Road and East White Hills which will be closed from 10:00-10:15pm.

- Monday, August 5 8:30pm – 11pm
- Fireworks to begin at 10pm
- Road closure requests from 8:30pm – 11pm:
 - The Boulevard
 - Lake Avenue
 - Clancey Drive
 - Lakeview Avenue

The fireworks are being held in conjunction with the City of St. John's as part of our partnership with the 2025 Canada Games Host Society.

Key Considerations/Implications:

1. Budget/Financial Implications: Budgeted within existing Community Services budget.

ST. JOHN'S

2. Partners or Other Stakeholders: 2025 Canada Games, SJRFD

3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc)

4. 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.

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

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

4. Legal or Policy Implications: Requesting an exemption to the Fireworks By-Law

5. Privacy Implications: N/A

6. Engagement and Communications Considerations: N/A

7. Human Resource Implications: N/A

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

Recommendation:

That Council approve the request for the 2025 Canada Games fireworks By-Law exemption and associated road closures on Monday, August 5, 2024.

Prepared by: Erin Skinner, Manager – Tourism, Culture & Events

Approved by:

BID APPROVAL NOTE

Bid # and Name: Limited Call for Supply and Installation of Fully Functional Artesian Well Water Supply System

Date Prepared: Wednesday, July 31, 2024

Report To: Regular Meeting

Councillor and Role: Councillor Ron Ellsworth, Finance & Administration

Ward: N/A

Department: Planning, Engineering & Regulatory Services

Division: Construction

Quotes Obtained By: Paul Porter

Budget Code: ENG-2020-990

Source of Funding: Capital

Purpose:

Well drilling, as it applied to correction of some residential wells that dried up in the process of completing work of Goulds Phase 3 FM project.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Prime Drilling Inc.	\$167,555.00

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: One Month

Bid Exception: None

Recommendation:

That Council approve for award this limited call for bids to the lowest, and only bidder, Prime Drilling Inc., for \$167,555.00 (HST included) as per the Public Procurement Act. The limited call was also sent to Martin B. Hammond, and Squires Well Drilling, but they did not provide a quote. This was previously approved by ePoll on July 30th 2024.

ST. JOHN'S

Attachments:

Report Approval Details

Document Title:	Limited Call for Supply and Installation of Fully Functional Artesian Well Water Supply System.docx
Attachments:	
Final Approval Date:	Jul 31, 2024

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

Rick Squires - Jul 31, 2024 - 3:21 PM

Derek Coffey - Jul 31, 2024 - 3:29 PM

BID APPROVAL NOTE

Bid # and Name: 2024126 - Storm Sewer Upgrades - University Avenue
Date Prepared: Friday, July 26, 2024
Report To: Regular Meeting
Councillor and Role: Councillor Ron Ellsworth, Finance & Administration
Ward: N/A

Department: Planning, Engineering and Regulatory Services
Division: Engineering
Quotes Obtained By: Sherri Higgins
Budget Code: ENG-2024-177
Source of Funding: Multiyear Capital
Purpose:
Storm Sewer Upgrades for the University Avenue Project, including new curb, gutter, sidewalk, and pavement structure.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Weirs Construction Limited	\$1,239,944.95
Dexter Construction Company Limited	\$1,556,016.13
Modern Paving Limited	\$1,710,423.75

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

Contract Duration: Required Substantial Completion Date (including surface course asphalt): Monday, September 30, 2024.

Bid Exception: None

Recommendation:
That Council approve for award this open call to the lowest bidder meeting specifications, Weirs Construction Limited, for \$1,239,944.95 (HST incl.) as per the Public Procurement Act. This was previously approved by ePoll on Friday July 26th

Attachments:



Report Approval Details

Document Title:	2024126 - Storm Sewer Upgrades - University Avenue.docx
Attachments:	
Final Approval Date:	Jul 31, 2024

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

Rick Squires - Jul 31, 2024 - 3:54 PM

Derek Coffey - Jul 31, 2024 - 3:59 PM

Development Permits List For July 18 to July 31, 2024

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Four-plex Dwelling	154 University Avenue	4	Approved	2024-07-24
RES		New Dwelling on Vacant Lot	52 Hennessey's Line	5	Approved	2024-07-25
RES	Matrix Construction Ltd.	Subdivision for 6 Townhouse Lots	38 - 40 Fort Amherst Road	5	Rejected – insufficient sanitary servicing and treatment	2024-07-25
OT	Mills & Wright Landscape Architecture	Provincial Government Sign	Viscount Street	1	Approved	2024-07-25
RES		Single Detached Dwelling	169 Doyle's Road	5	Approved	2024-07-29
RES		Consolidation of Land Only	38 Viscount Street	1	Approved	2024-07-29
RES		Consolidation of Land Only	4-6 Halliday Place	4	Approved	2024-07-29
RES		Single Detached Dwelling on Vacant Lot	240 Old Pennywell Road	4	Approved	2024-07-30
COM	Atlantic Trailer and Equipment Ltd.	Warehouse, Repair Garage and Offices	242 Danny Drive	5	Approved	2024-07-30

*** 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, MCIP
Supervisor – Planning & Development

Permits List
Council's August 6, 2024 Regular Meeting

Permits Issued: 2024/07/25 to 2024/07/31

BUILDING PERMITS ISSUED

Residential		
Location	Permit Type	Structure Type
10 First Ave	Extension	Single Detached Dwelling
10 Seaborn St	Fence	Fence
100 Ennis Ave	Fence	Fence
11 Cheyne Dr	Renovations	Single Detached Dwelling
13 Triton Pl	Renovations	Condominium
14-20 Janeway Pl	Accessory Building	Accessory Building
146 Hamilton Ave	Site Work	Single Detached Dwelling
15 Maurice Putt Cres	Deck	Patio Deck
15 Suez St	Accessory Building	Accessory Building
16 Newtown Rd	Change of Occupancy/Renovations	Single Detached Dwelling
169 Doyle's Rd	New Construction	Single Detached Dwelling
17 Macbeth Dr	Deck	Patio Deck
17 St. Michael's Ave	Fence	Fence
18 Walwyn St	Accessory Building	Accessory Building
19 Dooling's Line	Accessory Building	Accessory Building
19 Willenhall Pl	Accessory Building	Accessory Building
21 Griffin's Lane	Accessory Building	Accessory Building
26 Edinburgh St	Deck	Patio Deck
26 Gisborne Pl	Renovations	Townhousing
27 Tree Top Dr	Fence	Fence
27 Tree Top Dr	Accessory Building	Accessory Building
31 Watson Cres	Change of Occupancy	Townhousing
32 Gear St	Deck	Patio Deck
32 Gear St	Renovations	Single Detached Dwelling
329 Airport Heights Dr	Deck	Patio Deck
35 Newhook Pl	Site Work	Driveway
41 Pepperwood Dr	New Construction	Single Detached Dwelling
43 Cedar Hill Pl	New Construction	Semi Detached Dwelling

45 Cedar Hill Pl	New Construction	Semi Detached Dwelling
479 Kenmount Rd	Sign	Other
51 Cedar Hill Pl	New Construction	Semi Detached Dwelling
51 Leonard J. Cowley St	Deck	Patio Deck
513 Southside Rd	Deck	Patio Deck
517 Thorburn Rd	Fence	Fence
52 Cedar Hill Pl	Fence	Fence
53 Cedar Hill Pl	New Construction	Semi Detached Dwelling
54 Cedar Hill Pl	Accessory Building	Accessory Building
56 Cedar Hill Pl	Fence	Fence
62 Cedar Hill Pl	New Construction	Semi Detached Dwelling
63 Welland St	Extension	Duplex Dwelling
66 Cedar Hill Pl	New Construction	Semi Detached Dwelling
66 Shortall St	Deck	Patio Deck
68 Cedar Hill Pl	New Construction	Semi Detached Dwelling
68 Parsonage Dr	Site Work	Retaining Walls
69 Keith Dr	Accessory Building	Accessory Building
79 Lester St	Renovations	Townhousing
8 Forde Dr	Site Work	Retaining Walls
86 Queen's Rd	Renovations	Semi Detached Dwelling
		This Week: \$2,972,876.00

Commercial

Location	Permit Type	Structure Type
151-153 Water St	Renovations	Retail Store
177 Pearltown Rd	New Construction	Agriculture
20 Crosbie Pl	Change of Occupancy	Office
22 O'leary Ave	Change of Occupancy	Eating Establishment
23 Beaumont Hamel Way	Renovations	Mixed Use
292 Water St	Change of Occupancy	Patio Deck
323 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
6 Galway Blvd	Sign	Retail Store
6 Robin Hood Bay Rd	Site Work	Parking
69 King's Bridge Rd	Sign	Commercial Garage
		This Week: \$91,308.73

Government/Institutional

Location	Permit Type	Structure Type
----------	-------------	----------------

500 Columbus Dr

Site Work

Driveway

This Week: \$230,000.00

Industrial

Location

Permit Type

Structure Type

This Week: \$0.00

Demolition

Location

Permit Type

Structure Type

This Week: \$0.00

This Week's Total: \$3,294,184.73

REPAIR PERMITS ISSUED:

\$2,000.00

NO REJECTIONS

YEAR TO DATE COMPARISONS			
August 6, 2024			
TYPE	2023	2024	% Variance (+/-)
Residential	\$46,940,846.17	\$77,086,814.62	64
Commercial	\$53,750,142.92	\$81,753,672.39	52
Government/Institutional	\$5,239,059.99	\$39,923,140.00	662
Industrial	\$190,000.00	\$5,000,000.00	2532
Repairs	\$863,447.38	\$839,816.11	-3
TOTAL	\$106,983,496.46	\$204,603,443.12	91
Housing Units (1 & 2 Family Dwelling)	101	140	

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Weeks Ending July 24 and July 31, 2024

Payroll

Public Works (Week 1)	\$ 515,436.34
Bi-Weekly Casual (Week 1)	\$ 163,581.40
Public Works (Week 2)	\$ 510,993.38
Bi-Weekly Administration (Week 2)	\$ 985,128.62
Bi-Weekly Management	\$ 1,003,600.16
Bi-Weekly Fire Department	\$ 972,650.67
Accounts Payable	\$ 9,278,831.22

(A detailed breakdown [here](#))

Total: \$ 13,430,221.79

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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: 2024128 - 2024 Asphalt Crack Seal Program
Date Prepared: Thursday, July 25, 2024
Report To: Regular Meeting
Councillor and Role: Councillor Sandy Hickman, Transportation and Regulatory Services
Ward: N/A

Department: Planning, Engineering and Regulatory Services
Division: Engineering
Quotes Obtained By: Sherri Higgins
Budget Code: ENG-2024-172
Source of Funding: Capital
Purpose:
Maintenance of streets throughout the City.

Results: ☐ As attached ☒ As noted below

Vendor Name	Bid Amount
Crown Contracting Inc	\$326,694.30

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 is required by June 30th, 2025.

Bid Exception: None

Recommendation:

That Council approve for award this open call to the sole bidder meeting specifications, Crown Contracting Inc, for \$326,694.30 (HST incl.) as per the Public Procurement Act.

Attachments:

ST. JOHN'S

Report Approval Details

Document Title:	2024128 - 2024 Asphalt Crack Seal Program.docx
Attachments:	
Final Approval Date:	Jul 25, 2024

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

Rick Squires - Jul 25, 2024 - 3:12 PM

Derek Coffey - Jul 25, 2024 - 3:30 PM

DEPARTMENTAL APPROVAL REQUEST/RFP

Commodity/Bid #: Light and Medium Duty Vehicle Repair/2024111
Date Prepared: Tuesday, July 30, 2024
Report To: Regular Meeting
Councillor and Role: Councillor Ophelia Ravencroft, Public Works
Ward: N/A

Department: Public Works
Quotes Obtained By: Leanne Bastow
Budget Code: 3121-52476
Source of Funding: Operating

Purpose:
The purpose of this open call is to secure vendors for the repair of light and medium duty vehicles, to be used on an as required basis.

Proposals Submitted By:

Vendor Name
Emergency Repair Ltd
City Tire & Auto Centre Ltd.
Freshwater Auto Centre Ltd (disqualified)

Expected Value: ☒ Value shown is an estimate only for a 3 year period. The City does not guarantee to buy specific quantities or dollar value.

Contract Duration: Three (3) years, with one (1) possible one (1) year extension.

Recommendation:
THAT Council approve for award this open call to the two lowest compliant bidders, Emergency Repair Ltd – ranked #1, and City Tire & Auto Centre Ltd. – ranked #2, for \$336,000.00 (HST excluded) for the initial term of the contract as per the Public Procurement Act. Work for this contract is allocated based on ranking starting with the lowest bidder. However, due to operational reasons as outlined in the bid documents, the City may bypass the order of ranking and contract the next ranked supplier to complete the repair.

Attachments:



DEPARTMENTAL APPROVAL REQUEST/RFP

Commodity/Bid #: 2024113 - Removal, Supply, and Installation of Chain Link Fence
Date Prepared: Wednesday, July 31, 2024
Report To: Regular Meeting
Councillor and Role: Councillor Ophelia Ravencroft, Public Works
Ward: N/A

Department: Public Works
Quotes Obtained By: Annette Power
Budget Code: PWP-2024-217
Source of Funding: Capital

Purpose:
This open call was issued for the removal, supply and installation of chain link fence at St. Pats Ball Field.

Proposals Submitted By:

Vendor Name
Provincial Fence Products Ltd.

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: Three (3) months.

Recommendation:
THAT Council approve for award open call 2024113 - Removal, Supply, and Installation of Chain Link Fence to the lowest, and only bidder, meeting specification, Provincial Fence Products Ltd. for \$189,110.00 + HST, as per the Public Procurement Act.

Attachments:



Report Approval Details

Document Title:	2024113 - Removal, Supply and Installation of chain Link Fence - St. Pats Ball Field.docx
Attachments:	
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Jessica Foley was completed by workflow administrator Theresa Walsh

Jessica Foley - Aug 1, 2024 - 11:47 AM

No Signature - Task assigned to Lynnann Winsor was completed by delegate David Crowe

Lynnann Winsor - Aug 1, 2024 - 11:49 AM

DECISION/DIRECTION NOTE

Title: Change to Council Approval for Procurement Awards

Date Prepared: July 24, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ron Ellsworth, Finance & Administration

Ward: N/A

Decision/Direction Required: Council delegate authority for the approval of procurements exceeding \$100,000 in contract value to the Head of Procurement.

Discussion – Background and Current Status:

Currently, the City Manager can approve the award of contracts up to the value of \$100,000 after which council approval is required. This approval is required despite all City policies and procedures having been followed including those directed by provincial legislation under the Public Procurement Act.

There are a number of factors which are creating inefficiencies in this process including:

1. Council only meets on a biweekly basis which can result in excessive timelines for routine approvals.
2. In combination with #1 above - summer vacation schedules of staff can create delays in both getting awards submitted for approval and finalization of contract documentation.
3. A potential two-week approval time in a very short construction season can have significant scheduling implications for some projects.
4. It creates an “e-poll” – approval by email - which is not always efficient if members of council are busy, and there is additional administrative work of having these ratified at a public meeting.
5. Once all proper procedures and legislation for approval has been followed and staff is recommending it for approval there is, in essence, no reason why it would be rejected.
6. Documents are being prepared and routed for approvals which, in reality, is not providing any incremental value to the award process and is essentially acting as “red tape”.

In line with the City’s commitment to openness and transparency it is felt a proper approach would be to eliminate this final council approval and allow awards over \$100,000 to be approved by the City’s Head of Procurement – currently the Deputy City Manager of Finance &

ST. JOHN'S

Corporate Services. The City's existing requisition system easily facilitates these approvals in a fraction of the time compared to the current process. This new process would only apply provided budgeted funds exist and the item has been approved in the City's capital or operating budgets.

This change will allow more time for value added work as it will reduce the administrative burden associated with preparing documents, the approval process as well as the need for e-polls. This change will also shorten the procurement process allowing departments to receive goods and services in an expedited manner, which will have a positive impact on operations.

Key Considerations/Implications:

1. Budget/Financial Implications: All purchases will continue to be conducted in accordance with City policy and the Public Procurement Act, and only for operating budgets and capital projects that have been previously approved by Council.
2. Partners or Other Stakeholders: Departments will experience reduced administrative effort associated with preparing documents, the approval process as well as the need for e-polls. This will allow departments to receive goods and services in an expedited manner, which will have a positive impact on operations.

3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc)

4. Alignment with Strategic Directions:

An Effective City: Work with our employees to improve organizational performance through effective processes and policies.

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

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

4. Legal or Policy Implications: N/A

5. Privacy Implications: N/A

6. Engagement and Communications Considerations: Changes to the Purchasing Procedures will be made and information will be distributed to staff.

- 7. Human Resource Implications: N/A
- 8. Procurement Implications: As presented in note.
- 9. Information Technology Implications: N/A
- 10. Other Implications: N/A

Recommendation:

That Council approve delegation of authority for the approval of procurements exceeding \$100,000 contract value to the City's Head of Procurement.

Prepared by: Kris Connors, Manager, Budget & Treasury
Rick Squires, Manager, Supply Chain

Approved by:

Report Approval Details

Document Title:	Changes to Council Approval for Procurement Awards.docx
Attachments:	
Final Approval Date:	Jul 26, 2024

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

Rick Squires - Jul 26, 2024 - 11:15 AM

Derek Coffey - Jul 26, 2024 - 11:26 AM

DECISION/DIRECTION NOTE

Title: SERC - 2024 Summer Events 6 and Film Shoot Road Closure

Date Prepared: July 24, 2024

Report To: Regular Meeting of Council

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

Ward: N/A

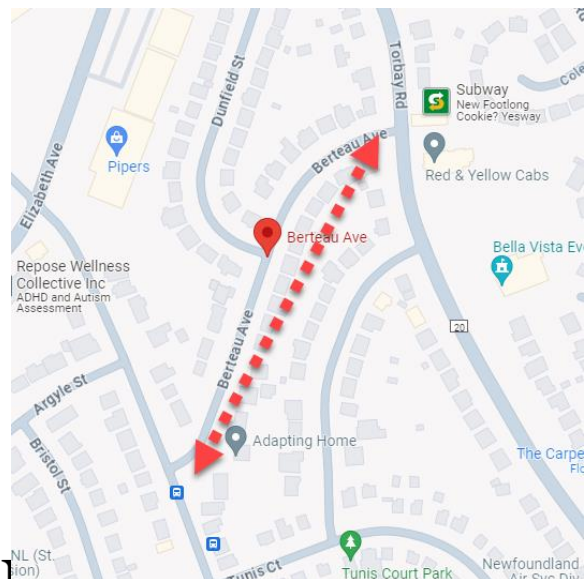
Decision/Direction Required: Seeking Council approval of a Parks by-law exemption for SARFest on August 30-31 and road closure and noise by-law exemption associated with the filming of Son of a Critch.

Discussion – Background and Current Status:

SARFest (St. John's African Roots Festival) is an annual music festival celebrating African culture happening on August 30 – 31 in Bannerman Park. This festival is a celebration of music, food, art, and culture. The event is free of charge and open to all. Parks Division support the request to seek Council approval of an exemption to the parks by-law and allow the sale of goods and food in the park for this event.

Son of a Critch are requesting the following road closure:

- Berteau Avenue between Torbay Road and New Cove Road
- Thursday August 8, 7:00am – 11:00pm
- Safety First will be present to implement the closure
- Local traffic and emergency vehicles will be permitted
- Residents will be notified via delivered letter.



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Son of a Critch are requesting the following noise by-law exemption:

- Noise by-law exemption requested for August 8 from 11:00pm – 12:00am.
- None of the scenes scheduled to be filmed past 11:00pm call for: explosions, car chases, or dialogue above the threshold of normal conversation.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: N/A
3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc)

4. Alignment with Strategic Directions:

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

5. Alignment with Adopted Plans: N/A
6. Accessibility and Inclusion: N/A
4. Legal or Policy Implications: Exemption to the Parks by-law.
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A
7. Human Resource Implications: N/A
8. Procurement Implications: N/A
9. Information Technology Implications: N/A
10. Other Implications: N/A

Recommendation:

That Council approve a Parks by-law exemption for SARFest on August 30-31 and road closure and noise by-law exemption associated with the filming of Son of a Critch.

Prepared by: Christa Norman, Special Projects Coordinator

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

DECISION/DIRECTION NOTE

Title: Federation of Canadian Municipalities Board of Directors Meeting

Date Prepared: July 25, 2024

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen

Ward: N/A

Decision/Direction Required:

Council approval is being sought for the costs related to travel for Deputy Mayor Sheilagh O’Leary to attend the September 18th & 19th Board of Directors Meeting of the Federation of Canadian Municipalities in Ottawa, Ontario.

Discussion – Background and Current Status:

Deputy Mayor O’Leary is the Cities Representative for Newfoundland and Labrador on the Board of Directors of the Federation of Canadian Municipalities.

The next meeting of the Board of Directors is taking place in Ottawa on Wednesday, September 18th & Thursday, September 19th, 2024.

Key Considerations/Implications:

1. Budget/Financial Implications: This travel is a pre-budgeted expense.
2. Partners or Other Stakeholders: Federation of Canadian Municipalities
3. Is this a New Plan or Strategy: Choose an item.

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc)

4. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

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

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

Recommendation:

That Council approve the costs associated with Deputy Mayor O'Leary's travel to the Federation of Canadian Municipalities September Board of Directors Meeting in Ottawa.

Prepared by: Christine Carter, Legislative Assistant
Approved by: Theresa K. Walsh, City Clerk

Report Approval Details

Document Title:	Federation of Canadian Municipalities Board of Directors Meeting - Ottawa, ON - September 18-19, 2024.docx
Attachments:	
Final Approval Date:	Jul 29, 2024

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

Theresa Walsh - Jul 29, 2024 - 11:52 AM

DECISION/DIRECTION NOTE

Title: Canadian Capital Cities Organization – 2024 Annual Conference

Date Prepared: July 26, 2024

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen

Ward: N/A

Decision/Direction Required:

Council's approval is requested for Councillor Sandy Hickman's travel to the 2024 Canadian Capital Cities Organization's Annual Conference in Winnipeg, Manitoba in September.

Discussion – Background and Current Status:

Councillor Hickman is the City of St. John's representative on the Canadian Capital Cities Organization (CCCO). The CCCO is holding their 2024 Annual Conference in Winnipeg, Manitoba from Sunday, September 22nd to Wednesday, September 25th.

Key Considerations/Implications:

1. Budget/Financial Implications: this travel is a budgeted item.
2. Partners or Other Stakeholders: not applicable
3. Is this a New Plan or Strategy: Choose an item.

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc)

4. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

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

5. Alignment with Adopted Plans: not applicable

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- 6. Accessibility and Inclusion: not applicable
- 4. Legal or Policy Implications: not applicable
- 5. Privacy Implications: not applicable
- 6. Engagement and Communications Considerations: not applicable
- 7. Human Resource Implications: not applicable
- 8. Procurement Implications: not applicable
- 9. Information Technology Implications: not applicable
- 10. Other Implications: not applicable

Recommendation:

That Council approve travel for Councillor Sandy Hickman to attend the 2024 Canadian Capital Cities Organization 2024 Annual Conference in Winnipeg, MB from September 22nd to September 25, 2024.

Prepared by: Christine Carter, Legislative Assistant
Approved by: Theresa Walsh, City Clerk

Report Approval Details

Document Title:	CCCO Fall Meetings - Councillor Hickman Travel Approval.docx
Attachments:	
Final Approval Date:	Jul 29, 2024

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

Theresa Walsh - Jul 29, 2024 - 11:55 AM

INFORMATION NOTE

Title:	Mid-Year Financial Report – For the quarter ended June 30, 2024
Date Prepared:	July 25, 2024
Report To:	Regular Council Meeting
Councillor and Role:	Councillor Ron Ellsworth, Finance
Ward:	N/A

Issue: To present Council with a financial report summarizing actual revenues and expenditures as compared to the 2024 budget for the period ending June 30, 2024.

Discussion – Background and Current Status:

Accompanying this note is the City's mid-year financial update in comparison to the City's published budget document. It presents results by city department, division, and program, and compares actual results for the reporting period against the City's;

1. **Year to date budget**, which is adjusted for seasonality and other timing differences,
2. **Annual budget** and the percentage of the budget that remains for the fiscal year,
3. **Prior year actual** results relative to the same point in time during the prior year, July 30, 2023.

For the reporting period ending June 30, 2024, revenues received exceeded the year-to-date budget by \$2.6 million, or 1.4% of the total year to date revenue budget of \$192.3 million. Notable year-to-date revenue variances are highlighted below:

- Utility Tax revenues exceeded the year-to-date budget by \$550 thousand (8.2%).
- Recreation revenues exceeded the year-to-date budget by \$154 thousand (14.8%).
- Construction permit revenues exceeded the year-to-date budget by \$690 thousand (59.2%). \$228 thousand of this variance relates to development fees collected, which are transferred to the Parks and Open Spaces Reserve and the Civic Housing Action Fund.
- Fines, including traffic and housing violations, were less than the year-to-date budget by \$480 thousand (35.4%).
- Rents and Concessions exceeded the year-to-date budget by \$323 thousand (20.5%).

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- Non-profit housing subsidies received were \$209 thousand (31.7%) less than the year-to-date budget. Note the decrease in these revenues is off set by the increase in rent revenues noted in the previous bullet.
- One-time revenues relating to civic assessments, the Real Program, and other grants, combined to total \$862 thousand in additional revenues for the period.

The overall year-to-date expenditure variance for the period was \$65 thousand, a negligible variance of the total year-to-date expenditure budget of \$171.3 million. By department, notable variances included:

- City Administration reported a favourable year-to-date variance of \$226 thousand (6.1%). While unbudgeted expenditures were incurred relating to the Ward 4 by election, favourable variances occurred across several programs including Corporate Communications and Legal Services.
- Community Services reported a favourable year-to-date variance of \$368 thousand (3.7%), due primarily to favourable year-to-date variances under Citizen Services, Recreation, and Tourism, Culture & Events.
- Finance & Corporate Services reported a favourable year-to-date variance of \$581 thousand (5.7%), due primarily to favourable year-to-date variances under Assessment, Human Resources, and Information Services.
- Planning, Engineering & Regulatory Services reported a favourable variance of \$371 thousand (5.2%). \$228 thousand of this variance is transfers of development fees collected to the Parks and Open Spaces Reserve and the Civic Housing Action Fund.
- Public Works reported an unfavourable variance of \$2.04 million (2.4%). Favourable variances were reported for the period under City Buildings - Non-Profit Housing Rental Units, Parks, and Waste & Recycling, totaling \$2.05 million (9.3%). The unfavourable variance in Fleet Services of \$900 thousand (108.6%) is due to less than budgeted charge back of fleet costs to the various departments that utilize the service. Roads & Traffic reported an unfavourable variance due primarily to Snow Clearing which reported an unfavourable variance of \$3.8 million (20.8%) for the period ending June 30, 2024. \$3.3 million remains in the snow clearing budget for the remainder of the fiscal year. The City also has a \$2 million snow clearing reserve which can be used if needed at the end of the year to reduce this overage.
- St. John's Regional Fire Department reported a favourable variance of \$274 thousand (2.1%). No notable variances were identified for this area as all are attributable to timing of the year-to-date budget.
- Other & Fiscal Services reported a favourable variance of \$284 thousand (0.7%). Street Lighting reported a favourable variance of \$516 thousand (22.3%); however, it is

anticipated that increasing electricity costs may impact this budget in the second half of the year. All other variances in this area are attributable to timing of the year-to-date budget.

As noted for several areas previously discussed, year-to-date variances may occur due to timing differences between when a revenue or expenditure is budgeted, and when it is received or paid. As a result, year-to-date variances are not necessarily an indication that a program will be over or under budget at year-end, but rather a signal to monitor the program in subsequent months to ensure it does not adversely affect the City's overall financial performance for the year.

Finally, this report informs the development of the 2025 budget, and onward. Variances from this report are analyzed, and where required, adjustments are incorporated into the budget forecast for future years.

Key Considerations/Implications:

1. Budget/Financial Implications: As discussed.

2. Partners or Other Stakeholders:

3. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

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

4. Alignment with Adopted Plans:

5. Accessibility and Inclusion:

6. Legal or Policy Implications:

7. Privacy Implications:

8. Engagement and Communications Considerations:

9. Human Resource Implications:

10. Procurement Implications:

11. Information Technology Implications:

12. Other Implications:

Conclusion/Next Steps: Staff will continue to monitor actual revenues and expenditures against the budget and provide Council with an update in the fall of 2024 (Q3).

Report Approval Details

Document Title:	Mid-Year Financial Report – For the quarter ended June 30, 2024.docx
Attachments:	- Financial Summary Report - For the Quarter Ended June 30, 2024.pdf
Final Approval Date:	Jul 31, 2024

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

Derek Coffey - Jul 31, 2024 - 8:49 AM

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Revenue							
Taxation	123,058,264	123,931,660	873,397	0.7%	241,786,224	48.7%	114,253,638
Grants in lieu of taxes	7,796,884	7,531,983	(264,901)	(3.4%)	9,443,768	20.2%	7,320,449
Sale of goods & services	24,382,501	25,082,792	700,290	2.9%	48,031,986	47.8%	24,107,956
Other revenue own sources	7,135,732	7,716,541	580,809	8.1%	13,891,659	44.5%	7,639,561
Grants other governments	22,293,104	22,357,578	64,474	0.3%	30,355,185	26.3%	21,840,860
Other transfers	7,649,364	8,304,711	655,347	8.6%	10,408,594	20.2%	1,629,528
Total Revenue	192,315,849	194,925,265	2,609,417	1.4%	353,917,416	44.9%	176,791,993
Expenditure							
City Administration	3,700,797	3,474,368	226,429	6.1%	8,685,363	60.0%	3,232,719
Community Services	10,052,639	9,684,169	368,470	3.7%	19,479,102	50.3%	7,821,267
Finance & Corporate Services	10,129,085	9,548,521	580,564	5.7%	19,682,917	51.5%	8,502,508
Planning, Engineering & Regulatory Services	7,091,288	6,719,947	371,341	5.2%	15,566,230	56.8%	5,681,089
Public Works	84,884,958	86,925,180	(2,040,222)	(2.4%)	160,260,273	45.8%	79,111,132
St. John's Regional Fire Department	12,744,417	12,470,616	273,801	2.1%	25,751,348	51.6%	10,433,681
Other & Fiscal services	42,697,129	42,412,796	284,334	0.7%	104,492,181	59.4%	41,698,884
Total Expenditure	171,300,314	171,235,597	64,717	0.0%	353,917,416	51.6%	156,481,280
Net Surplus (Deficit)	21,015,535	23,689,668	2,674,133	12.7%	-		20,310,713

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
REVENUE:							
Taxation:							
41112 Residential Realty	56,164,493	56,365,609	201,117	0.4%	112,328,985	49.8%	49,218,472
41118 Commercial Realty	40,832,282	40,867,851	35,569	0.1%	81,664,564	50.0%	39,032,432
41940 Accommodation Tax	515,152	579,404	64,252	12.5%	3,400,000	83.0%	668,176
41991 Utility Tax	6,700,000	7,249,709	549,709	8.2%	6,700,000	(8.2%)	6,889,504
44410 Water Tax	18,846,338	18,869,087	22,750	0.1%	37,692,675	49.9%	18,445,054
Taxation: Total	123,058,264	123,931,660	873,397	0.7%	241,786,224	48.7%	114,253,638
Grants In Lieu of Taxes:							
42100 Govt. Of Canada	5,200,000	4,955,519	(244,481)	(4.7%)	5,200,000	4.7%	4,757,296
42200 Govt. Canada Agencies	950,000	918,041	(31,959)	(3.4%)	950,000	3.4%	917,075
42300 Water Tax Grant	1,646,884	1,658,423	11,539	0.7%	3,293,768	49.6%	1,646,077
Grants In Lieu of Taxes: Total	7,796,884	7,531,983	(264,901)	(3.4%)	9,443,768	20.2%	7,320,449
Sales of Goods & Services:							
44100 General Government	2,298,078	2,466,777	168,700	7.3%	4,235,713	41.8%	2,412,606
44300 Transportation	864,401	878,540	14,139	1.6%	1,681,000	47.7%	729,956
44400 Environmental Health	12,009,193	12,206,396	197,203	1.6%	23,652,603	48.4%	11,797,570
44435 Tipping Fees	7,681,400	7,811,685	130,285	1.7%	15,362,800	49.2%	7,870,444
44700 Recreation	1,042,299	1,196,776	154,477	14.8%	2,441,933	51.0%	1,009,330
44900 Other General	487,131	522,617	35,486	7.3%	657,937	20.6%	288,049
Sales of Goods & Services: Total	24,382,501	25,082,792	700,290	2.9%	48,031,986	47.8%	24,107,956
Other Revenue Own Sources:							
45120 Business Licenses	93,133	105,978	12,845	13.8%	154,950	31.6%	100,094
45170 Construction Permits	1,165,538	1,855,742	690,203	59.2%	2,316,220	19.9%	1,410,732
45200 Fines	1,354,412	874,679	(479,733)	(35.4%)	2,267,500	61.4%	1,417,621
45300 Rents & Concessions	1,574,916	1,897,712	322,796	20.5%	3,254,534	41.7%	1,874,815
45500 Investment Interest	2,044,798	2,051,200	6,401	0.3%	4,092,587	49.9%	2,068,855
45600 Interest Tax Arrears	902,934	931,231	28,297	3.1%	1,805,868	48.4%	767,444
Other Revenue Own Sources: Total	7,135,732	7,716,541	580,809	8.1%	13,891,659	44.5%	7,639,561

City of St. John's
 Financial Summary Report
 For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Grants Other Governments:							
47100 Other Grants	866,185	966,275	100,091	11.6%	1,537,552	37.2%	285,583
47107 CMHC Mortgage Subsidy	3,702	-	(3,702)	(100.0%)	7,405	100.0%	-
47530 Recovery Debt Charges	17,388,032	17,457,490	69,458	0.4%	24,451,619	28.6%	17,764,709
47550 Real Program Grants	48,573	155,795	107,221	220.7%	57,500	(170.9%)	48,681
47555 NPH Subsidy	658,466	449,871	(208,595)	(31.7%)	972,963	53.8%	517,782
47110 Gas Tax Rebate	3,328,147	3,328,148	1	0.0%	3,328,147	(0.0%)	3,224,105
Grants Other Governments: Total	22,293,104	22,357,578	64,474	0.3%	30,355,185	26.3%	21,840,860
Other Transfers:							
49200 Assessments	-	655,019	655,019	0.0%	-	0.0%	(2,486)
49300 Transfers From Reserves	7,649,364	7,649,692	328	0.0%	10,408,594	26.5%	1,632,014
Other Transfers: Total	7,649,364	8,304,711	655,347	8.6%	10,408,594	20.2%	1,629,528
REVENUE: TOTAL	192,315,849	194,925,265	2,609,417	1.4%	353,917,416	44.9%	176,791,993

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
EXPENDITURE:							
CITY ADMINISTRATION							
Mayor & Council							
1111 Mayor & Councillors	461,187	477,267	(16,080)	(3.5%)	867,459	45.0%	450,433
Mayor & Council: Total	461,187	477,267	(16,080)	(3.5%)	867,459	45.0%	450,433
Office of the City Manager							
1215 City Manager's Office	203,242	207,716	(4,475)	(2.2%)	420,069	50.6%	193,443
1270 Corporate Communications	555,696	399,244	156,451	28.2%	1,152,773	65.4%	434,100
1269 Internal Audit	259,284	231,374	27,910	10.8%	513,040	54.9%	212,881
1931 Risk Management & Insurance	92,704	70,323	22,380	24.1%	976,561	92.8%	(1,251)
Office of the City Manager: Total	1,110,925	908,658	202,267	18.2%	3,062,442	70.3%	839,173
Office of the City Clerk							
1115 Civic Events & Receptions	13,203	19,168	(5,965)	(45.2%)	103,420	81.5%	15,361
1212 Admin. Administrative Services	474,561	421,930	52,632	11.1%	967,592	56.4%	410,188
1251 Office Services	259,181	240,084	19,097	7.4%	453,950	47.1%	253,202
1995 Municipal General Elections	-	115,360	(115,360)	0.0%	-	0.0%	-
7911 Municipal Archives	192,519	197,951	(5,431)	(2.8%)	390,620	49.3%	168,764
Office of the City Clerk: Total	939,465	994,492	(55,027)	(5.9%)	1,915,581	48.1%	847,516
Office of the City Solicitor							
1220 Legal Services	824,766	760,508	64,257	7.8%	1,915,848	60.3%	771,172
Office of the City Solicitor: Total	824,766	760,508	64,257	7.8%	1,915,848	60.3%	771,172
Economic Development & Partnerships							
6616 Economic Development	342,335	330,393	11,942	3.5%	683,566	51.7%	297,192
6626 Advantage St. John's	-	-	-	0.0%	200,000	100.0%	-
7553 Local Immigration Partnership Strategy	22,120	3,050	19,070	86.2%	40,467	92.5%	27,233
Economic Development & Partnerships: Total	364,455	333,443	31,012	8.5%	924,033	63.9%	324,425
CITY ADMINISTRATION: TOTAL	3,700,797	3,474,368	226,429	6.1%	8,685,363	60.0%	3,232,719

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
COMMUNITY SERVICES							
Management & Administration							
6211 Admin. Community Services	469,703	430,394	39,309	8.4%	955,865	55.0%	322,741
Management & Administration: Total	469,703	430,394	39,309	8.4%	955,865	55.0%	322,741
Citizen Services							
1274 Service Center	762,380	624,411	137,970	18.1%	1,570,368	60.2%	534,689
Citizen Services: Total	762,380	624,411	137,970	18.1%	1,570,368	60.2%	534,689
Grants to Organizations							
7551 Grants & Subsidies	1,392,569	1,443,425	(50,856)	(3.7%)	1,834,400	21.3%	1,589,304
Grants to Organizations: Total	1,392,569	1,443,425	(50,856)	(3.7%)	1,834,400	21.3%	1,589,304
Humane Services							
2931 Humane Services	705,313	657,398	47,915	6.8%	1,434,477	54.2%	612,616
Humane Services: Total	705,313	657,398	47,915	6.8%	1,434,477	54.2%	612,616
Non-Profit Housing							
6391 Admin. Non-Profit Housing	347,244	378,245	(31,001)	(8.9%)	702,297	46.1%	298,133
6408 Housing Accelerator Fund	532,309	532,310	(1)	(0.0%)	532,309	(0.0%)	-
Non-Profit Housing: Total	879,553	910,555	(31,002)	(3.5%)	1,234,606	26.2%	298,133
Recreation							
Community Development							
2142 Crossing Guard Program	66,798	68,179	(1,380)	(2.1%)	118,298	42.4%	64,780
7311 Community Development	569,935	496,284	73,651	12.9%	1,180,785	58.0%	443,576
7321 Family, Children & Youth	341,900	347,022	(5,122)	(1.5%)	968,835	64.2%	276,385
7330 Goulds Recreation Association	83,125	108,125	(25,000)	(30.1%)	166,250	35.0%	83,125
7333 Seniors Programs & Services	100,525	142,639	(42,115)	(41.9%)	253,788	43.8%	132,447
7336 Shea Heights Community Center Operations	140,432	133,816	6,616	4.7%	299,170	55.3%	121,734
7337 Southlands Community Center Operations	152,113	111,822	40,291	26.5%	328,496	66.0%	104,317
7338 Kilbride Community Center Operations	148,962	161,102	(12,140)	(8.1%)	320,668	49.8%	138,754
7339 Kenmount Terrace Community Center Operations	151,179	120,227	30,952	20.5%	329,346	63.5%	104,376
Community Development: Subtotal	1,754,968	1,689,215	65,753	3.7%	3,965,636	57.4%	1,469,495

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Family & Leisure Services							
7305 Healthy Communities & Inclusion	460,029	490,984	(30,954)	(6.7%)	1,044,828	53.0%	462,892
7346 Building Safer Communities Fund	584,126	584,126	0	0.0%	584,126	0.0%	11,647
Family & Leisure Services: Subtotal	1,044,155	1,075,109	(30,954)	(3.0%)	1,628,954	34.0%	474,538
Recreation Facilities							
7322 Bowring Park Pool Operations	10,979	5,966	5,013	45.7%	124,361	95.2%	1,098
7324 Admin. Recreation Facilities	547,016	574,027	(27,011)	(4.9%)	1,114,593	48.5%	491,254
7325 H.G.R. Mews Center Operations	493,575	419,891	73,685	14.9%	1,021,309	58.9%	390,043
7329 H.G.R. Mews Center Aquatics & Fitness Programs	431,775	262,713	169,062	39.2%	873,968	69.9%	257,502
7334 Bannerman Park Pool Operations	6,323	2,547	3,776	59.7%	77,923	96.7%	464
7340 Paul Reynolds Community Center Operations	400,479	416,079	(15,601)	(3.9%)	843,985	50.7%	384,930
7342 Paul Reynolds Community Center Aquatics and Fitness Programs	584,418	695,143	(110,726)	(18.9%)	1,160,506	40.1%	610,713
Recreation Facilities: Subtotal	2,474,565	2,376,365	98,199	4.0%	5,216,645	54.4%	2,136,004
Recreation: Total	5,273,688	5,140,690	132,998	2.5%	10,811,235	52.5%	4,080,037
Tourism, Culture & Events							
6212 Events & Services	187,088	278,961	(91,873)	(49.1%)	914,193	69.5%	249,690
6612 Tourism Development	206,358	84,039	122,319	59.3%	334,407	74.9%	63,776
7910 Cultural Development	175,985	114,295	61,690	35.1%	389,553	70.7%	70,281
Tourism, Culture & Events: Subtotal	569,432	477,296	92,136	16.2%	1,638,152	70.9%	383,746
COMMUNITY SERVICES: TOTAL	10,052,639	9,684,169	368,470	3.7%	19,479,102	50.3%	7,821,267

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
FINANCE & CORPORATE SERVICES							
Management & Administration							
1221 Mgmt. & Admin. Finance & Administration	365,733	427,083	(61,350)	(16.8%)	658,804	35.2%	385,995
Management & Administration: Total	365,733	427,083	(61,350)	(16.8%)	658,804	35.2%	385,995
Assessment							
1231 Assessment	1,200,796	1,031,956	168,840	14.1%	2,297,311	55.1%	912,928
Assessment: Total	1,200,796	1,031,956	168,840	14.1%	2,297,311	55.1%	912,928
Budgetary Services							
1223 Budgetary Services	272,880	245,266	27,614	10.1%	550,441	55.4%	245,146
Budgetary Services: Total	272,880	245,266	27,614	10.1%	550,441	55.4%	245,146
Corporate Performance & Strategy							
1217 Organizational Development	209,590	166,912	42,678	20.4%	332,177	49.8%	169,641
1225 Performance & Strategy	241,875	223,263	18,612	7.7%	509,159	56.2%	184,363
Corporate Performance & Strategy: Total	451,465	390,175	61,291	13.6%	841,336	53.6%	354,005
Financial Services							
1222 Financial Services	513,056	479,481	33,576	6.5%	992,155	51.7%	420,317
Financial Services: Total	513,056	479,481	33,576	6.5%	992,155	51.7%	420,317
Human Resources							
1213 Human Resources	547,630	501,899	45,732	8.4%	1,128,337	55.5%	429,859
1214 Benefits Administration	144,737	141,921	2,817	1.9%	296,102	52.1%	132,294
1216 Employee Wellness	199,195	226,830	(27,635)	(13.9%)	415,184	45.4%	226,946
1218 HR Advisory Services	643,702	595,987	47,715	7.4%	1,329,817	55.2%	613,232
1226 Occupational Health & Safety	322,326	239,538	82,789	25.7%	658,630	63.6%	191,490
Human Resources: Total	1,857,591	1,706,174	151,417	8.2%	3,828,070	55.4%	1,593,821
Information Services							
1272 Information Services	3,482,539	3,270,648	211,891	6.1%	6,353,379	48.5%	2,891,065
Information Services: Total	3,482,539	3,270,648	211,891	6.1%	6,353,379	48.5%	2,891,065

City of St. John's
 Financial Summary Report
 For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Land Information Services							
1318 Land Information Systems	554,264	545,448	8,816	1.6%	1,258,207	56.6%	497,702
Land Information Services: Total	554,264	545,448	8,816	1.6%	1,258,207	56.6%	497,702
Materials Management							
1261 Purchasing	469,767	467,611	2,156	0.5%	944,170	50.5%	365,500
1262 Materials Management	398,205	401,953	(3,747)	(0.9%)	809,874	50.4%	368,176
Materials Management: Total	867,972	869,564	(1,591)	(0.2%)	1,754,044	50.4%	733,676
Revenue Accounting							
1241 Revenue Accounting	562,788	582,727	(19,939)	(3.5%)	1,149,171	49.3%	467,854
Revenue Accounting: Total	562,788	582,727	(19,939)	(3.5%)	1,149,171	49.3%	467,854
FINANCE & CORPORATE SERVICES: TOTAL	10,129,085	9,548,521	580,564	5.7%	19,682,917	51.5%	8,502,508

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
PLANNING, ENGINEERING & REGULATORY SERVICES							
Management & Administration							
1311 Mgmt. Planning, Engineering	286,942	259,971	26,970	9.4%	542,128	52.0%	239,917
1316 Admin. Planning, Engineering & Regulatory Services	486,022	513,334	(27,312)	(5.6%)	994,731	48.4%	422,364
Management & Administration: Total	772,963	773,305	(342)	(0.0%)	1,536,859	49.7%	662,281
Engineering							
1314 Surveying	313,906	275,819	38,088	12.1%	626,243	56.0%	239,930
1315 Transportation Engineering	1,080,970	941,741	139,229	12.9%	2,273,460	58.6%	802,305
1319 Construction Engineering	505,402	476,445	28,957	5.7%	1,235,710	61.4%	363,953
1320 Facility Engineering	334,768	309,288	25,479	7.6%	681,216	54.6%	229,974
Engineering: Total	2,235,046	2,003,293	231,753	10.4%	4,816,629	58.4%	1,636,162
Planning & Development							
1313 Development Control	666,694	926,342	(259,649)	(38.9%)	1,523,079	39.2%	631,075
6113 Planning & Development	413,602	322,609	90,992	22.0%	798,528	59.6%	269,125
Planning & Development: Total	1,080,295	1,248,952	(168,656)	(15.6%)	2,321,607	46.2%	900,200
Regulatory Services							
2141 Traffic Enforcement	1,018,943	954,153	64,790	6.4%	1,988,666	52.0%	804,866
2921 Mgmt. Regulatory Services	415,199	465,181	(49,981)	(12.0%)	850,606	45.3%	341,884
2922 Building Inspection	903,754	646,907	256,847	28.4%	1,866,527	65.3%	790,525
2923 Electrical Inspection	290,309	294,308	(3,999)	(1.4%)	587,054	49.9%	249,159
2924 Plumbing Inspection	125,483	107,321	18,162	14.5%	260,534	58.8%	98,899
2929 Taxi & By-law Inspections	94,935	85,489	9,445	9.9%	186,921	54.3%	89,726
3521 Parking Meters	154,361	141,039	13,322	8.6%	1,150,827	87.7%	107,388
Regulatory Services: Total	3,002,984	2,694,397	308,586	10.3%	6,891,135	60.9%	2,482,446
PLANNING, ENGINEERING & REGULATORY SERVICES: TOTAL	7,091,288	6,719,947	371,341	5.2%	15,566,230	56.8%	5,681,089

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
PUBLIC WORKS							
Management & Administration							
3011 Mgmt. & Admin. Public Works	590,279	676,250	(85,972)	(14.6%)	1,527,058	55.7%	532,685
Management & Administration: Total	590,279	676,250	(85,972)	(14.6%)	1,527,058	55.7%	532,685
City Buildings							
1250 Property Management	1,173,050	1,268,394	(95,344)	(8.1%)	2,402,776	47.2%	1,011,868
1252 Maint. City Hall	407,900	495,231	(87,331)	(21.4%)	1,014,972	51.2%	367,209
1254 Maint. City Hall Annex	83,754	79,697	4,057	4.8%	183,229	56.5%	66,708
1256 Maint. Fire Department	182,622	22,261	160,361	87.8%	387,269	94.3%	59,173
1257 Maint. Railway Coastal Museum	39,498	21,006	18,492	46.8%	88,535	76.3%	22,924
1258 Maint. 245 Freshwater Road	140,290	138,357	1,933	1.4%	282,808	51.1%	128,435
1259 Maint. Conway Building	22,653	21,367	1,286	5.7%	52,584	59.4%	16,204
1260 Maint. Archives Building	19,007	20,404	(1,397)	(7.3%)	44,709	54.4%	21,099
2494 Central Fire Station	117,270	100,630	16,640	14.2%	216,144	53.4%	112,372
2495 Kenmount Rd. Fire Station	22,063	26,133	(4,070)	(18.4%)	50,795	48.6%	21,712
2496 Mount Pearl Fire Station	72,685	37,561	35,124	48.3%	114,145	67.1%	46,680
2497 Brookfield Rd. Fire Station	22,635	21,661	974	4.3%	53,437	59.5%	23,534
2499 West End Fire Station	36,604	35,802	802	2.2%	73,247	51.1%	42,289
2501 Kent's Pond Fire Station	37,793	30,840	6,954	18.4%	67,747	54.5%	42,647
2505 Paradise Fire Station	38,328	41,487	(3,159)	(8.2%)	74,277	44.1%	35,688
2932 Maint. Animal Control Shelter	52,928	46,680	6,249	11.8%	106,057	56.0%	53,054
3241 Maint. Public Works Depot	741,968	827,288	(85,320)	(11.5%)	1,450,747	43.0%	829,540
3242 Maint. Asphalt Recycling Facility	4,397	3,367	1,030	23.4%	10,018	66.4%	4,043
4332 Bldg. Maint. Robin Hood Bay	182,128	115,681	66,447	36.5%	356,819	67.6%	147,922
6341 Real Estate	3,253	4,707	(1,454)	(44.7%)	18,502	74.6%	2,334
6392 Maint. Non-Profit Housing	339,234	377,892	(38,658)	(11.4%)	684,456	44.8%	341,845
6624 Maint. Gentara Building	149,609	147,580	2,028	1.4%	307,364	52.0%	122,269
6625 Quidi Vidi Visitor's Center	12,826	13,338	(512)	(4.0%)	30,059	55.6%	18,197
7125 Maint. Buckmasters Community Center	55,538	38,624	16,914	30.5%	109,976	64.9%	43,565
7130 Maint. H.G.R. Mews Center	257,851	123,010	134,841	52.3%	689,815	82.2%	124,133
7131 Maint. Aquatic Parks	84,479	103,339	(18,859)	(22.3%)	258,492	60.0%	109,973
7133 Maint. Rotary Park Chalet	12,102	9,773	2,329	19.2%	47,416	79.4%	9,141

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
7134 Maint. Sports Buildings	118,042	98,850	19,192	16.3%	301,532	67.2%	90,444
7136 Maint. Shea Heights Community Center	27,510	24,142	3,367	12.2%	61,169	60.5%	34,726
7138 Maint. Kilbride Community Center	20,136	15,431	4,704	23.4%	45,743	66.3%	19,017
7139 Maint. Southlands Community Center	27,684	25,225	2,459	8.9%	61,372	58.9%	26,387
7140 Maint. Paul Reynolds Community Center	317,430	335,004	(17,574)	(5.5%)	770,364	56.5%	330,527
7141 Maint. Anna Templeton Center	6,683	9,410	(2,727)	(40.8%)	38,200	75.4%	8,780
7142 Maint. Kenmount Terrace Community Center	32,808	64,615	(31,807)	(96.9%)	74,662	13.5%	50,713
7225 Maint. Bowring Park Buildings	55,997	58,703	(2,706)	(4.8%)	105,499	44.4%	73,824
City Buildings: Total	4,918,754	4,803,488	115,266	2.3%	10,634,938	54.8%	4,458,979
City Buildings - Non-Profit Housing Rental Units							
6361 Hamilton Ave/Riverhead Towers	269,849	253,088	16,761	6.2%	564,041	55.1%	286,435
6362 Cuckholds Cove Rd.	78,535	47,573	30,962	39.4%	138,181	65.6%	58,215
6363 Forest Road Project	128,998	102,150	26,848	20.8%	241,879	57.8%	126,750
6364 Rawlins Cross Project	109,601	90,087	19,513	17.8%	216,375	58.4%	110,741
6365 Infill '82 Project	68,721	45,016	23,705	34.5%	111,153	59.5%	43,778
6366 Faheys Row Infill	82,451	66,605	15,846	19.2%	149,873	55.6%	82,902
6367 Alexander Ave/Hamilton St	138,985	132,692	6,293	4.5%	259,431	48.9%	138,752
6368 Carnell St/Larkin Sq.	124,918	136,765	(11,847)	(9.5%)	279,453	51.1%	127,431
6369 Hamlyn Road	189,001	106,648	82,353	43.6%	485,504	78.0%	107,532
6370 Goodview St/Carters Hill	130,288	105,463	24,825	19.1%	230,545	54.3%	146,785
6371 Infill 1985 Project	71,179	79,923	(8,745)	(12.3%)	113,245	29.4%	84,983
6372 Sebastian Court	137,791	117,366	20,425	14.8%	278,500	57.9%	174,630
6373 Infill 1987 Project	156,071	95,538	60,533	38.8%	325,130	70.6%	165,753
6374 Infill 1988 Project	162,275	139,054	23,221	14.3%	303,501	54.2%	154,784
6375 Brookfield Road	192,516	167,356	25,161	13.1%	364,326	54.1%	186,752
6376 Infill 1990	131,064	106,864	24,200	18.5%	227,888	53.1%	111,635
6377 Cochrane St.	84,746	57,390	27,356	32.3%	150,768	61.9%	63,443
6378 Campbell Avenue	85,435	63,300	22,135	25.9%	174,466	63.7%	69,584
6379 Infill 1992	103,162	91,043	12,119	11.7%	228,197	60.1%	96,502
6380 Pleasantville Affordable Housing	279,265	232,778	46,487	16.6%	456,360	49.0%	265,339
6381 Andrews Place	62,507	35,126	27,381	43.8%	98,422	64.3%	38,494
6382 Convent Square	75,376	62,854	12,522	16.6%	177,747	64.6%	62,858
City Buildings - Non-Profit Housing Rental Units: Total	2,862,733	2,334,678	528,055	18.4%	5,574,986	58.1%	2,704,077

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Fleet Services							
3111 Administration - Mechanical Dept.	789,161	763,349	25,811	3.3%	1,862,556	59.0%	694,333
3121 Vehicle & Equipment Maintenance	6,735,680	6,677,314	58,366	0.9%	12,629,943	47.1%	5,951,353
3123 Robin Hood Bay Heavy Equipment	552,453	485,567	66,886	12.1%	1,185,018	59.0%	376,420
3129 Vehicle Fleet Rental	(7,247,735)	(6,195,871)	(1,051,865)	14.5%	(14,495,471)	57.3%	-
Fleet Services: Total	829,558	1,730,359	(900,802)	(108.6%)	1,182,047	(46.4%)	7,022,106
Parks							
7111 Admin. Parks	559,087	469,428	89,659	16.0%	1,134,775	58.6%	434,838
7121 Maint. Municipal Parks	2,931,069	2,543,979	387,090	13.2%	6,744,033	62.3%	2,016,618
7123 Maint. Sports Parks & Fields	332,932	358,685	(25,753)	(7.7%)	702,044	48.9%	298,814
7135 Snow Clearing Steps and Right Of Way	776,204	764,158	12,045	1.6%	1,051,752	27.3%	861,370
3262 Street Cleaning By Hand	111,796	85,965	25,831	23.1%	284,425	69.8%	108,957
Parks: Total	4,711,088	4,222,215	488,873	10.4%	9,917,029	57.4%	3,720,598
Roads & Traffic							
3211 Mgmt. & Admin. Streets & Parks	990,050	1,091,744	(101,693)	(10.3%)	1,936,462	43.6%	1,052,805
3221 Maint. of Roads & Sidewalks	4,297,654	4,422,708	(125,054)	(2.9%)	11,730,711	62.3%	1,954,249
3231 Snow Clearing	18,353,248	22,163,120	(3,809,872)	(20.8%)	25,451,609	12.9%	13,389,326
3252 Maint. Traffic Signs & Lights	1,065,005	648,032	416,973	39.2%	2,179,373	70.3%	693,083
Roads & Traffic: Total	24,705,957	28,325,603	(3,619,646)	(14.7%)	41,298,155	31.4%	17,089,464
Waste & Recycling							
4321 Garbage Collection	7,618,124	6,975,506	642,618	8.4%	13,568,843	48.6%	4,391,186
4322 Waste Diversion Public Awareness	164,208	152,611	11,598	7.1%	275,421	44.6%	133,305
4331 Garbage & Litter Disposal	3,588,016	4,026,626	(438,609)	(12.2%)	8,915,189	54.8%	3,534,314
4333 Materials Recovery Facility	760,715	787,602	(26,887)	(3.5%)	1,853,782	57.5%	743,956
4334 Residential Drop Off Facility	337,929	491,815	(153,886)	(45.5%)	985,737	50.1%	458,652
4335 Eastern Waste Mgmt. Regional Service Board Admin.	2,000,000	1,000,000	1,000,000	50.0%	4,000,000	75.0%	2,000,000
Waste & Recycling: Total	14,468,993	13,434,159	1,034,834	7.2%	29,598,972	54.6%	11,261,412

City of St. John's
 Financial Summary Report
 For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
Water & Waste Water							
4111 Admin. Environmental Services	1,284,372	1,224,211	60,161	4.7%	2,624,138	53.3%	1,074,540
4120 City Share of Regional Water System	3,034,162	3,230,709	(196,547)	(6.5%)	6,130,247	47.3%	3,100,422
4121 Petty Harbor Long Pond Water Treatment Facility	331,444	390,048	(58,604)	(17.7%)	1,074,266	63.7%	380,654
4122 Winsor Lake Water Treatment Facility	7,773,510	7,554,402	219,107	2.8%	13,093,135	42.3%	8,248,667
4123 Regional Water System	7,840,521	7,815,166	25,356	0.3%	15,095,815	48.2%	8,956,466
4131 Water & Waste Water Distribution	5,144,313	4,996,407	147,906	2.9%	11,964,748	58.2%	3,893,092
4225 Riverhead Waste Water Treatment Facility	6,389,273	6,187,482	201,791	3.2%	10,544,739	41.3%	6,667,970
Water & Waste Water: Total	31,797,596	31,398,426	399,170	1.3%	60,527,087	48.1%	32,321,811
PUBLIC WORKS: TOTAL	84,884,958	86,925,180	(2,040,222)	(2.4%)	160,260,273	45.8%	79,111,132

City of St. John's
 Financial Summary Report
 For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
ST. JOHN'S REGIONAL FIRE DEPARTMENT							
2491 Fire Protection	(4,136,814)	(3,992,739)	(144,075)	3.5%	(7,157,091)	44.2%	(6,111,325)
2492 Communications Centre	132,894	20,154	112,739	84.8%	(309)	6613.1%	208,010
2493 Gould's Volunteer Fire Dept.	162,910	171,411	(8,501)	(5.2%)	309,116	44.5%	101,776
2500 St. John's Fire Protection	13,503,058	13,362,402	140,656	1.0%	26,724,803	50.0%	13,278,999
2502 Fire Prevention	531,471	494,759	36,712	6.9%	1,013,704	51.2%	651,263
2503 Regional Fire Administration	2,161,866	1,997,221	164,645	7.6%	4,055,666	50.8%	1,958,613
2504 Mechanical Division	319,550	348,724	(29,174)	(9.1%)	665,729	47.6%	284,507
2531 Emergency Preparedness	69,482	68,684	798	1.1%	139,732	50.8%	61,839
ST. JOHN'S REGIONAL FIRE DEPARTMENT: TOTAL	12,744,417	12,470,616	273,801	2.1%	25,751,348	51.6%	10,433,681

City of St. John's
Financial Summary Report
For the Six Months Ending Sunday, June 30, 2024

	PERIOD ENDING 2024/06/30				2024 ANNUAL BUDGET		2023/06/30
	YTD Budget	YTD Actual	YTD Variance	YTD % Variance	Annual Budget	% Budget Remaining	Prior Year YTD Actuals
OTHER & FISCAL SERVICES							
Accommodation Taxes							
6343 Tourism Marketing Levy Expenditures	3,053,782	2,994,742	59,040	1.9%	4,973,983	39.8%	2,827,883
Accommodation Taxes: Total	3,053,782	2,994,742	59,040	1.9%	4,973,983	39.8%	2,827,883
Fiscal Services							
8111 Short-Term Debt Charges	12,500	-	12,500	100.0%	25,000	100.0%	-
8131 Debenture Debt Charges	27,303,541	27,303,541	(0)	(0.0%)	37,996,231	28.1%	27,948,631
8191 Other Debt Charges	4,950	70,784	(65,834)	(1329.8%)	100,000	29.2%	3,259
8211 Allowance For Doubtful Accounts	-	21,395	(21,395)	0.0%	1,050,000	98.0%	(22,240)
8990 Capital Expenditures	(2,133,384)	(2,018,063)	(115,321)	5.4%	24,698,117	108.2%	(5,097,107)
Fiscal Services: Total	25,187,607	25,377,656	(190,050)	(0.8%)	63,869,348	60.3%	22,832,543
Other Transportation Services							
3561 Street Lighting	2,318,273	1,802,021	516,252	22.3%	4,683,858	61.5%	2,169,274
3591 Metrobus & Para-Transit System	10,682,820	10,541,319	141,502	1.3%	20,629,377	48.9%	11,304,094
Other Transportation Services: Total	13,001,094	12,343,340	657,754	5.1%	25,313,235	51.2%	13,473,368
Pensions & Benefits							
1290 Pensions & Employee Benefits	1,025,049	1,224,644	(199,596)	(19.5%)	2,065,109	40.7%	1,344,206
1295 Mandatory Employment Related Costs	(188,721)	(78,862)	(109,859)	58.2%	81,586	196.7%	544,732
1297 Sick & Severance Liabilities	475,000	298,877	176,123	37.1%	1,250,000	76.1%	566,939
Pensions & Benefits: Total	1,311,327	1,444,659	(133,332)	(10.2%)	3,396,695	57.5%	2,455,877
Rental Housing Projects							
6342 Rental Housing Projects	143,320	252,310	(108,990)	(76.0%)	299,000	15.6%	108,803
Rental Housing Projects: Total	143,320	252,310	(108,990)	(76.0%)	299,000	15.6%	108,803
St. John's Sports & Entertainment							
7445 St. John's Sports & Entertainment	-	88	(88)	0.0%	6,639,920	100.0%	412
St. John's Sports & Entertainment: Total	-	88	(88)	0.0%	6,639,920	100.0%	412
OTHER & FISCAL SERVICES: TOTAL	42,697,129	42,412,796	284,334	0.7%	104,492,181	59.4%	41,698,884
EXPENDITURE: TOTAL	171,300,314	171,235,597	64,717	0.0%	353,917,416	51.6%	156,481,280

DECISION/DIRECTION NOTE

Title: Travel to Municipalities Newfoundland and Labrador 2024 Annual Conference

Date Prepared: July 30, 2024

Report To: Regular Meeting of Council

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

Ward: N/A

Decision/Direction Required: Seeking approval for Deputy Mayor O’Leary, Councillor Ravencroft, Councillor Hickman, and Councillor Davis to attend the 2024 MNL Conference, Trade Show and AGM in Gander, NL from Thursday, November 7th until Saturday November 9th, 2024.

Discussion – Background and Current Status:

Municipalities Newfoundland and Labrador (MNL) is holding their 2024 Annual Conference, Annual General Meeting and Trade Show in Gander, NL from Thursday, November 7th to Saturday November 9th, 2024. Registration for members includes access to all sessions, meals, and networking events.

The event provides an opportunity for Member of Council to collaborate and network with municipal representatives from around the province. There are several professional development sessions on municipal matters and this knowledge can be brought back to Council to inform future decision-making.

Mayor Danny Breen, as Council’s representative on the MNL Board would attend the event in this capacity with his expenses covered by MNL. The following Members of Council have expressed their interest in attending the 2024 Conference:

- Deputy Mayor Sheilagh O’Leary
- Councillor Ophelia Ravencroft
- Councillor Tom Davis
- Councillor Sandy Hickman

Key Considerations/Implications:

1. Budget/Financial Implications: The cost of registration is \$550 per member, with accommodations at an estimated cost of \$700 and travel expenses estimated at \$250 for a total of \$1500 per Councillor. Yearly budget for travel is \$29,000. \$27,779 has been spent to date.

ST. JOHN’S

2. Partners or Other Stakeholders: Municipalities NL, other municipal representatives
3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc.)

4. Alignment with Strategic Directions:

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

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

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

Recommendation:

That Council approve the registration and travel expenses for the following Councillors to attend the MNL Conference to be held in Gander from November 7 – 9, 2024

- Deputy Mayor Sheilagh O’Leary
- Councillor Ophelia Ravencroft

- Councillor Tom Davis
- Councillor Sandy Hickman

Prepared by: Jennifer Squires, Legislative Assistant

Approved by: Theresa Walsh, City Clerk

Report Approval Details

Document Title:	Travel for 2024 MNL Conference, Trade Show and AGM.docx
Attachments:	
Final Approval Date:	Jul 31, 2024

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

Theresa Walsh - Jul 31, 2024 - 12:04 PM

DECISION/DIRECTION NOTE

Title: 38 Robin Hood Bay Road – MPA2400004 – Terms of Reference

Date Prepared: July 26, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning

Ward: Ward 2

Decision/Direction Required:

That Council approve the attached terms of reference for a Land Use Report for 38 Robin Hood Bay Road.

Discussion – Background and Current Status:

The City received an application from Newco Metal & Auto Recycling Ltd. to rezone land at 38 Robin Hood Bay Road from the Industrial Commercial (IC) Zone to the Apartment 2 (A2) Zone for a 12-unit, three-storey Apartment Building. The proposed building would house Newco employees. The site is level, vacant land on the south side of the road, adjacent to A1 Automotive's building at 50 Robin Hood Bay Road, and borders an industrial site owned by Pennecon Industrial at 456 Logy Bay Road.

The subject property is within the Industrial District of the Envision St. John's Municipal Plan and is designated Regional Industrial under the St. John's Urban Region Regional Plan. Amendments to the Municipal Plan and the Regional Plan are required to consider the proposed rezoning.

Council decided to consider rezoning 38 Robin Hood Bay Road subject to the preparation of a Land Use Report and a public meeting to gather public feedback. The terms of reference for the Land Use Report shall be approved by Council. The draft terms of reference for 38 Robin Hood Bay Road are attached.

A public meeting will be held after the applicant submits a satisfactory Land Use Report. In addition, as part of the terms of reference, the applicant must consult the neighbouring property owners before submitting the report. This will allow the applicant to learn about any concerns from the neighbourhood and try to mitigate any issues.

Key Considerations/Implications:

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

ST. JOHN'S

3. Is this a New Plan or Strategy: No

4. Alignment with Strategic Directions:

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

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

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

6. Accessibility and Inclusion: Not applicable.

4. Legal or Policy Implications: Map amendments to the Envision St. John's Municipal Plan and Development Regulations as well as the St. John's Urban Region Regional Plan are required.

5. Privacy Implications: Not applicable.

6. Engagement and Communications Considerations: Public consultation, as per the Envision St. John's Development Regulations will be required after an acceptable Land Use Report is submitted. A public meeting is recommended.

7. Human Resource Implications: Not applicable.

8. Procurement Implications: Not applicable.

9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

Recommendation:

That Council approve the attached draft terms of reference for a Land Use Report.

Further, upon receiving a satisfactory Land Use Report, that Council refer the application to a public meeting.

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

Approved by: Lindsay Lyghtle Brushett, MCIP, Supervisor Planning & Development

Report Approval Details

Document Title:	38 Robin Hood Bay Road - MPA2400004 - Terms of Reference.docx
Attachments:	- TOR - 38 Robin Hood Bay Road - July 23, 2024.pdf
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Ken O'Brien was completed by delegate Lindsay Lyghtle Brushett

Ken O'Brien - Jul 30, 2024 - 4:17 PM

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Theresa Walsh

Jason Sinyard - Aug 1, 2024 - 12:07 PM

**TERMS OF REFERENCE
LAND USE REPORT
APPLICATION FOR AN APARTMENT BUILDING AT
38 ROBIN HOOD BAY ROAD
PROPONENT: Newco Metal & Auto Recycling Ltd.
July 23, 2024**

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

A. Public Consultation

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

B. Building Use

- Identify the size of the proposed building by Gross Floor Area and identify all proposed uses/occupancies within the building by their respective Gross and Net Floor Area.
- If there are any proposed commercial uses within the Apartment Building, the days and hours of operation of each proposed use, number of employees on site at one time, and a description of the activities in the space (if applicable).

C. Building Location

- Identify graphically the exact location with a dimensioned civil site plan:
 - Lot area, lot coverage and frontage;
 - Location of the proposed building in relation to neighbouring buildings;
 - Proximity of the building to property lines and identify setbacks;
 - Illustrate any building setback of higher storeys from lower storeys or building overhangs (if applicable);
 - Identify any encroachment over property lines (if applicable);
 - Identify building entrances and if applicable, door swing over pedestrian connections;
 - Information on the proposed construction of patios/balconies (if applicable); and
 - Identify any rooftop structures.
- Provide a Legal Survey of the property.
- Address concerns regarding residential construction within the Robin Hood Bay Waste Management Protection Area.
- Provide streetscape views/renderings of the proposed building from:
 - Robin Hood Bay Road. Include immediately adjacent buildings and spaces to inform scale/massing/context.

D. Elevation and Building Height

- Provide elevations of the proposed building.
- Identify the height of the building in metres, as per the definition of Building Height from the Development Regulations.
- Identify potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks.

E. Exterior Equipment and Lighting

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

F. Landscaping & Buffering

- Identify with a landscaping plan where hard and soft landscaping is proposed.
- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.
- Identify methods of buffering from neighbouring properties.
- Identify any additional street-level elements, such as weather protection measures at entrances, street furniture, etc.

G. Snow Clearing/Snow Storage

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

H. Off-street Parking and Site Access

- Provide a dimensioned parking plan, including circulation details. Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
 - The Envision St. John's Development Regulations sets out the number of required parking spaces. If the number of parking spaces is deficient, then a detailed rationale for parking relief is required.
- Identify the number and location of bicycle parking spaces to be provided.
- Identify the location of all access and egress points, including pedestrian access.
- Identify the location of an accessible path of travel between the public street and building entrances/exits.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

I. Municipal Services

- Provide a preliminary site servicing plan.
- Identify if the building will be sprinklered or not, and location of the nearest

- hydrant and siamese connections.
- Identify points of connection to existing sanitary sewer, storm sewer and water system.
- The proposed development will be required to comply with the City's stormwater detention policy.

J. Public Transit

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

K. Construction Timeframe

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

DECISION/DIRECTION NOTE

Title: 58 Circular Road – Designated Heritage Building – REN2400252

Date Prepared: July 29, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning

Ward: Ward 2

Decision/Direction Required:

To approve the repair and replacement of mouldings at 58 Circular Road, a designated Heritage Building.

Discussion – Background and Current Status:

The subject property is in the Residential District of the Envision St. John's Municipal Plan and is zoned Residential Special 1 (RA1). The building is in Heritage Area 1 and is a designated Heritage Building. This two and a half storey wooden dwelling was designated because of its aesthetic and historical values. The heritage statement of significance is attached.

Any exterior alterations to a designated Heritage Building require Council approval. At the 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 repair and replace mouldings located around the main floor porch, including the porch fascia, and the mouldings along the roofline. The applicant notes that all mouldings removed will be duplicated with the same profile. Photos of the trim that will be repaired and replaced are attached.

From the City's Heritage Design Standards:

Building Trims Style and Materials (including decoration and moulding) – Original trims to be maintained. Trims shall be compatible with the building's architectural characteristics.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner.
3. Is this a New Plan or Strategy: No

ST. JOHN'S

4. 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.

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

6. Accessibility and Inclusion: Not applicable.

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

8. Privacy Implications: Not applicable.

9. Engagement and Communications Considerations: Not applicable.

10. Human Resource Implications: Not applicable.

11. Procurement Implications: Not applicable.

12. Information Technology Implications: Not applicable.

13. Other Implications: Not applicable.

Recommendation:

That Council approve exterior alterations, as proposed, to 58 Circular Road, a designated Heritage Building.

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

Approved by: Lindsay Lyghtle Brushett, MCIP, Supervisor – Planning and Development

Report Approval Details

Document Title:	58 Circular Road - Designated Heritage Building - REN2400252.docx
Attachments:	- 58 CIRCULAR ROAD - Location Map.pdf - 58 Circular Road - Statement of Significance.pdf - 58 Circular Road - REN2400252 - Exterior Renovation.pdf
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Ken O'Brien was completed by delegate Lindsay Lyghtle Brushett

Ken O'Brien - Jul 31, 2024 - 9:35 AM

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Theresa Walsh

Jason Sinyard - Aug 1, 2024 - 12:06 PM



SUBJECT PROPERTY

EMPIRE AVE

CIRCULAR RD

RENNIE'S MILL RD

AREA #3

AREA #2

AREA #1

AREA #3

AREA #3

83

65

50

52

54

56

58

60

62

79

77A

111

63

Statement of Significance



58 Circular Road

Formal Recognition Type

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

Description of Historic Place

58 Circular Road is a two and a half storey wooden dwelling located near the intersection of Circular Road and Rennie's Mill Road in St. John's, NL. The designation is confined to the footprint of the building.

Heritage Value

58 Circular Road has been designated because of its historical and aesthetic values.

58 Circular Road achieves aesthetic value because it is a good, surviving example of a mid to late-19th century semi-detached structure, built in the Victorian Vernacular Style of architecture. The structure is unique due to it being attached to a home designed in the Second Empire Style and symbolizes the two prominent styles of the era in one building.

Features of this style include: an asymmetric façade, a multi-gable roof with front facing gable, narrow clapboard and decorative bargeboard. Evidence of quality construction is demonstrated through the decorative window panels, window hoods and brackets. The dwelling is also unique in its variety of window types and shapes including four-pane bow windows.

Source: Designated at a regular meeting of the St. John's Municipal Council held September 4, 2018.

Character Defining Elements

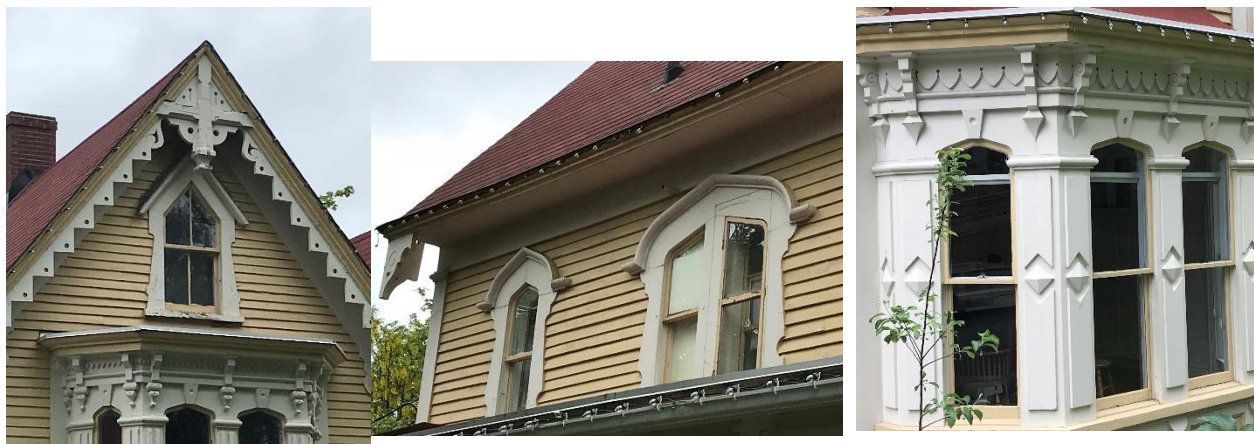
All elements that define the building's Victorian Vernacular design including:

- asymmetrical facades
- two and a half storey design
- steeply pitched front facing gable roof
- decorative bargeboard
- narrow wood clapboard
- bow windows with arched windows
- panels and carved wood are evidence of quality construction
- decorative brackets
- interesting variety of window types
- hooded windows

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	58 Circular Road
Construction	Approx. 1860-1885
Builder	Unknown
Style	Victorian Vernacular
Building Plan	Square

Additional Photos:











DECISION/DIRECTION NOTE

Title: 6 Patrick Street – Designated Heritage Building – SGN2400051

Date Prepared: July 30, 2024

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning

Ward: Ward 2

Decision/Direction Required: To approve the Wall Sign proposed for 6 Patrick Street, a designated Heritage Building.

Discussion – Background and Current Status:

The City received an application to install an illuminated Wall Sign on the side of the building at 6 Patrick Street, in Heritage Area 2. This is a designated Heritage Building called The Deanery, which was the rectory house for St. Patrick's Roman Catholic Parish. The heritage Statement of Significance and proposed sign are attached for review.

The St. John's Sign By-Law states that a sign shall not obscure architectural features on a building. The proposed sign location does not obscure any architectural features on the building, and therefore, is in compliance with Section 46 of the By-Law.

Back-lit signs are permitted in Heritage Areas so long as the sign does not have a predominantly white background. The background colour of the proposed sign is red with white lettering, which is acceptable.

The proposed sign location is between two second-storey windows, which complies with section 57 (1) of the Sign By-Law. In accordance with section 57 (2), the proposed sign does not exceed 3 square metres in area.

Section 48 of the Sign By-Law permits wall signs in a Heritage Area only upon the recommendation of the Built Heritage Experts Panel (referred to as the Heritage Advisory Committee in the By-Law) and at the discretion of Council. The Built Heritage Experts Panel reviewed the application and recommended Council approve the Wall Sign, as proposed.

Key Considerations/Implications:

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

ST. JOHN'S

3. Is this a New Plan or Strategy: No

4. 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.

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

5. Alignment with Adopted Plans: St. John's Sign By-Law,

6. Accessibility and Inclusion: Not applicable.

7. Legal or Policy Implications: Not applicable.

8. Privacy Implications: Not applicable.

9. Engagement and Communications Considerations: Not applicable.

10. Human Resource Implications: Not applicable.

11. Procurement Implications: Not applicable.

12. Information Technology Implications: Not applicable.

13. Other Implications: Not applicable.

Recommendation:

That Council approved the Wall Sign for 6 Patrick Street, a designated Heritage Building, as proposed.

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

Approved by: Lindsay Lyghtle Brushett, MCIP, Supervisor – Planning & Development

Report Approval Details

Document Title:	6 Patrick Street - Designated Heritage Building - SGN2400051.docx
Attachments:	- 6 PATRICK STREET - Location Map.pdf - 6 Patrick Street - Statement of Significance.pdf - Sign Proposal.pdf
Final Approval Date:	Aug 1, 2024

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

No Signature - Task assigned to Ken O'Brien was completed by delegate Lindsay Lyghtle Brushett

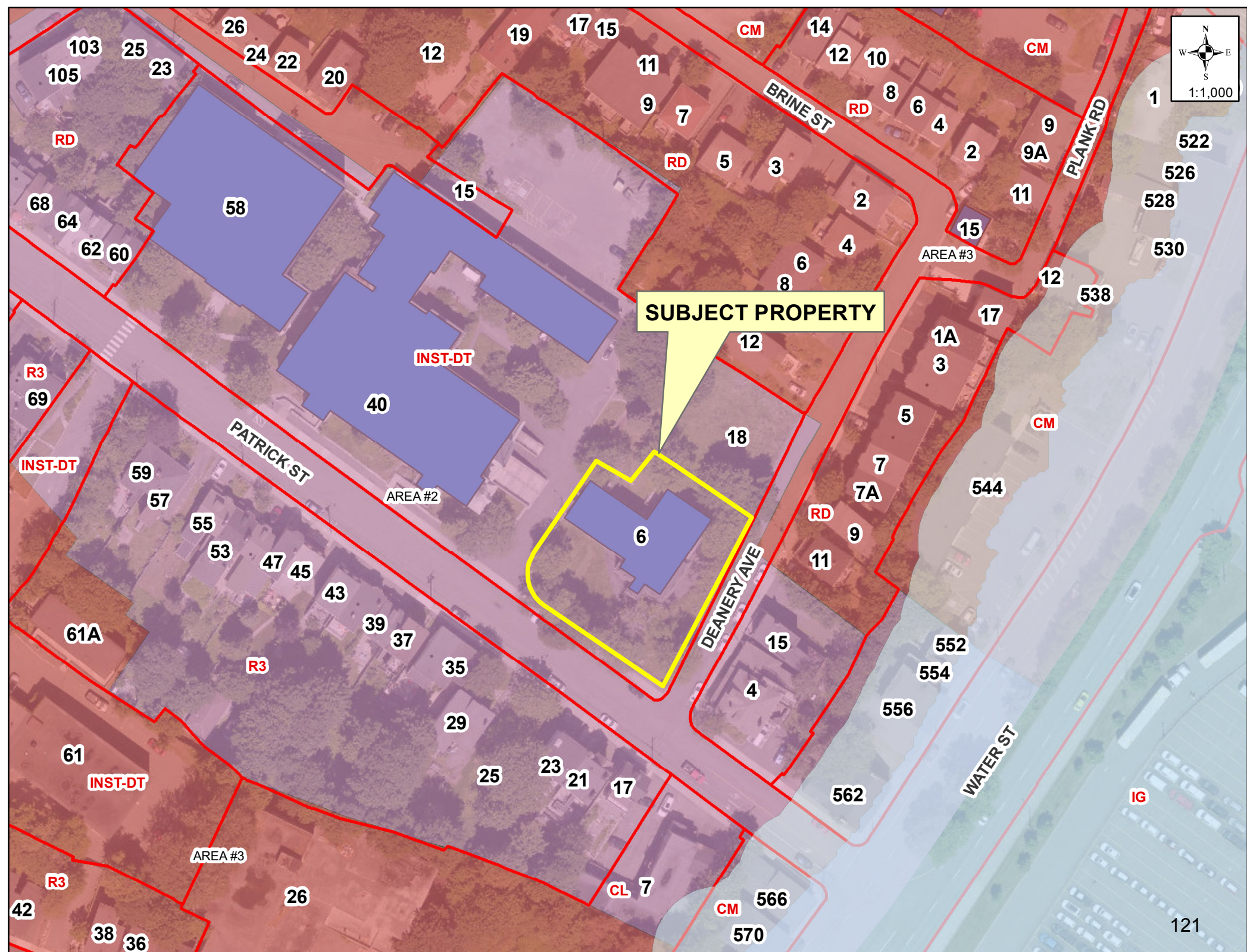
Ken O'Brien - Jul 30, 2024 - 4:28 PM

No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Theresa Walsh

Jason Sinyard - Aug 1, 2024 - 12:06 PM



SUBJECT PROPERTY



Statement of Significance



6 Patrick Street- The Deanery (St. Patrick's Roman Catholic Church)

Formal Recognition Type

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

Description of Historic Place

6 Patrick Street, the Deanery, is a 3 storey Second Empire style dwelling located at the corner of Patrick Street and Deanery Avenue St. John's, NL. The designation is confined to the footprint of the building.

Heritage Value

6 Patrick Street, the Deanery has been designated a Municipal Heritage Structure for its aesthetic and historical values.

6 Patrick Street has aesthetic value because it is a fine example of the Second Empire style in the west end of St. John's constructed before the Great Fire of 1892, after which this style of architecture became prevalent. The Deanery shares many features of the Second Empire style with its Mansard roof, one storey bow windows, and semicircular dormer windows. Inset panels set off the bow windows and side lights at the main entrance, which is found in the front central tower. Another feature of this tower is the tri-panel window with a classical pediment, located directly above the front door. Also above the front door is a heavy entablature with unique arch patterns, which soften the overall appearance of the main entrance. Many windows are slightly arched, and most have bracketed shelves over top of them. This building resembles the nearby St. Patrick's Convent, which was built around the same time.

6 Patrick Street has historical value because of its associations with the development of the Roman Catholic Church in the west end of St. John's. The Deanery is the rectory house for St. Patrick's Roman Catholic Parish and along with church, convent and school located on the same grounds it has played an important role of the development of the Catholic Church in the west end of downtown. The collection of Roman Catholic buildings in the area, including the Deanery, are a reminder of the intense desires of the community to provide religious facilities in thier neighborhood. The church associated with this deanery took nearly 20 years to construct, with much community effort and money. The deanery is a symbol of these great efforts.

Source: City of St. John's Archives, unnumbered property file, St. John's - The Deanery

Character Defining Elements

All those elements that embody the building's Second Empire design including:

- Mansard roof;
- one storey bow windows;
- brackets;
- semicircular dormer windows;
- narrow wood clapboard;
- size, shape, decoration and fenestration of windows;
- central tower with Mansard roof;
- original entrance in central tower;
- heavy entablature with unique arch design;
- sidelights;
- plasters; and
- inset moulded panels.

Notes of Interest

Two storey tower on the front facade with mansard roof, rounded dormer window, brackets, and shaped entablature trim over second storey window.

Two, one storey bow windows with brackets, mansard roof and fascia board

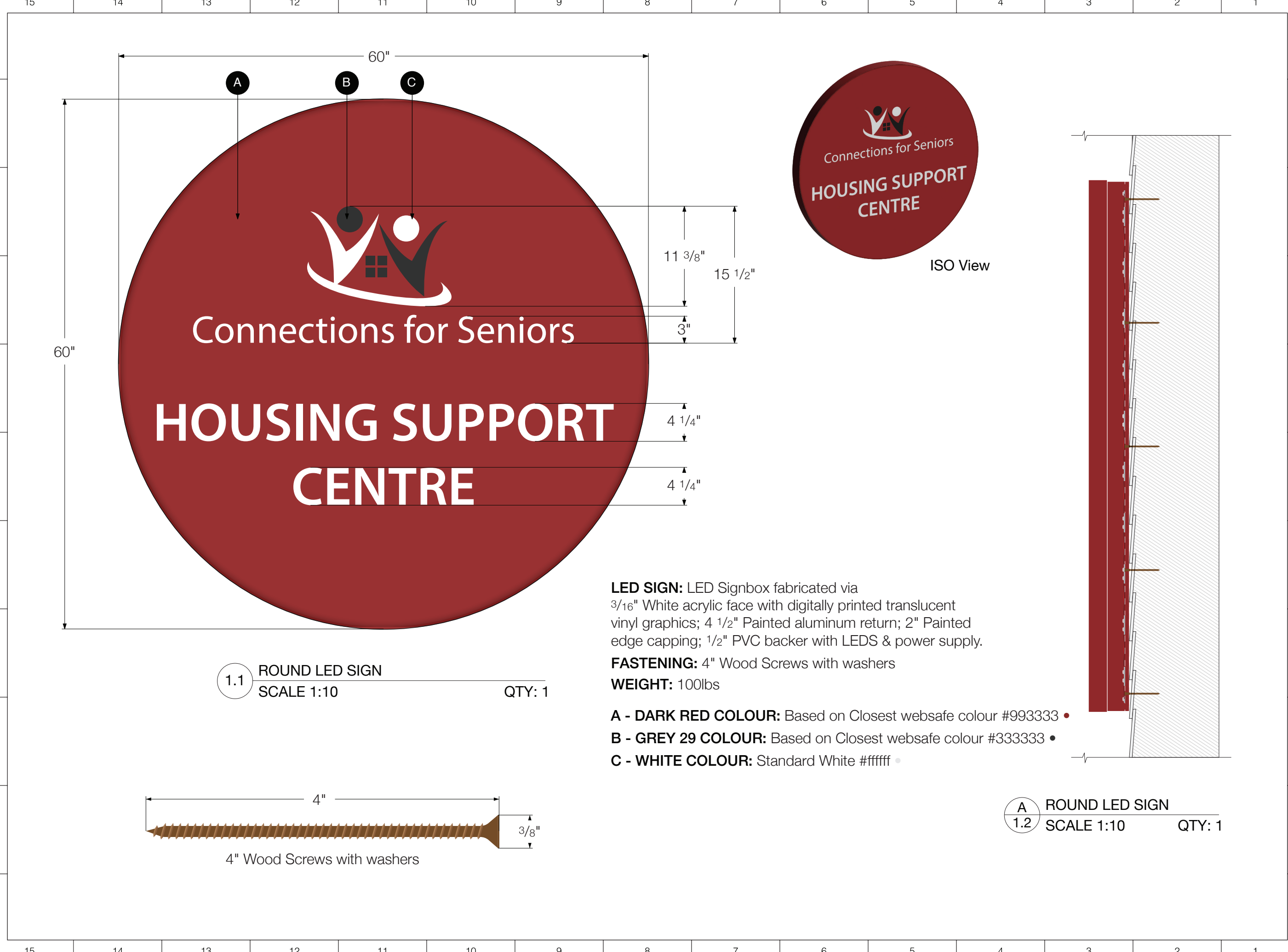
Pliasters at the corners of the building

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	006 Patrick Street
Significant	1884 - 1885
Architect	Unknown
Builder	Unknown
Style	Second Empire
Building Plan	Square

Additional Photos





Project:
Round LED Sign

June 26 2024

SO#: 5096 Q#: 4516

Location:
6 Patrick Street
Downtown
St. John's, NL

Connections for Seniors

Notes:

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Client Signature: 124

Date: _____

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Photo mockup is for visual representation purposes only
Final look may vary



77 Blackmarsh Road,
St. John's, NL, A1E 1S6
info@leamansigns.ca - 709-753-7545

Project:
Round LED Sign

June 26 2024

SO#: 5096 Q#: 4516

Location:
6 Patrick Street
Downtown
St. John's, NL

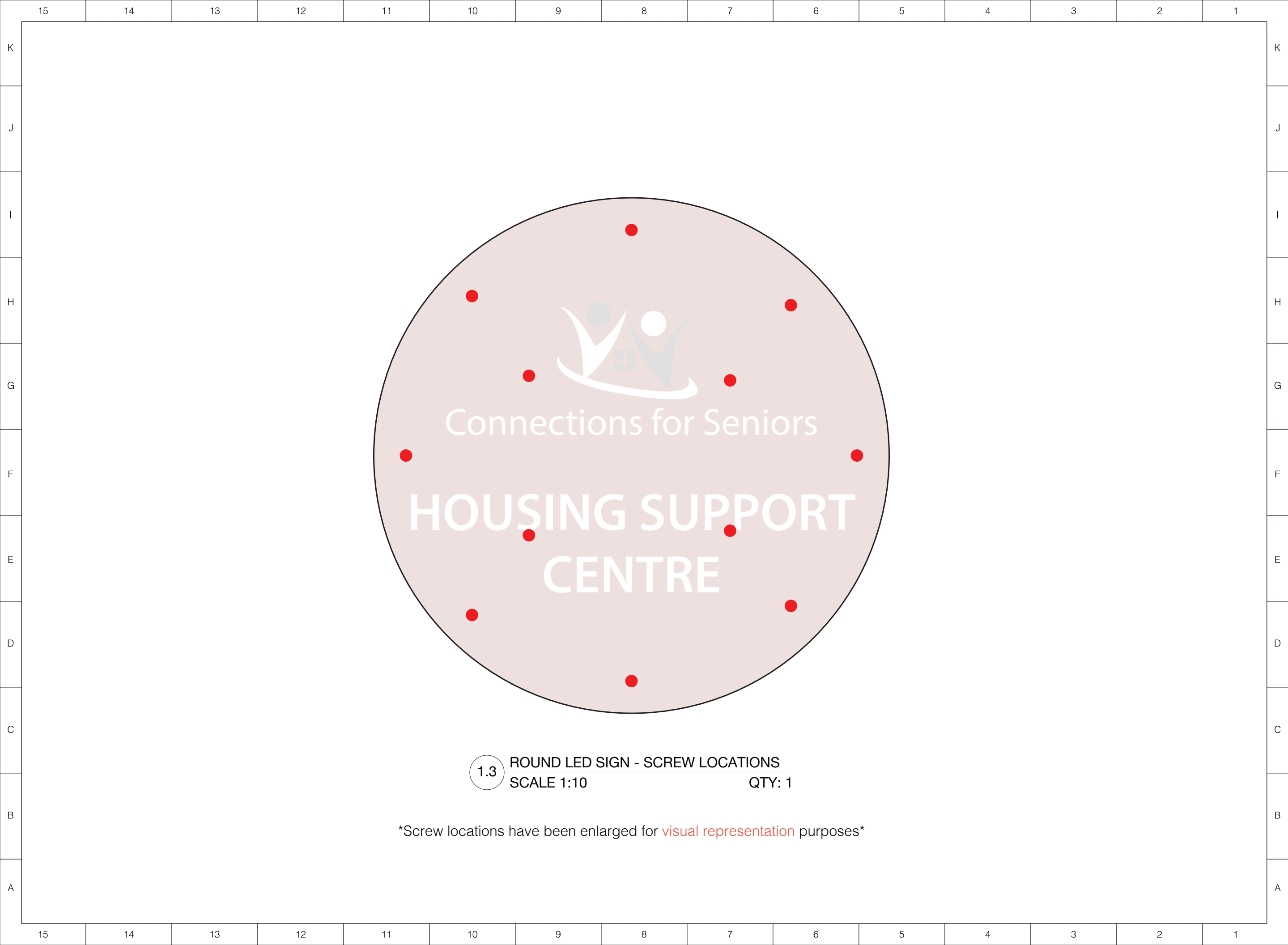


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Client Signature: _____ 125 _____

Date: _____



77 Blackmarsh Road,
St. John's, NL, A1E 1S6
info@leamansigns.ca - 709-753-7545

Project:
Round LED Sign

June 26 2024

SO#: 5096 Q#: 4516

Location:
6 Patrick Street
Downtown
St. John's, NL



Connections for Seniors

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