

ST. JOHN'S

Regular Meeting - City Council Agenda

June 17, 2025
3:00 p.m.
4th Floor City Hall

Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
 - 2.1 World Refugee Day 2025
3. APPROVAL OF THE AGENDA
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ST. JOHN'S

Minutes of Regular Meeting - City Council

Council Chamber, 4th Floor, City Hall

June 3, 2025, 3:00 p.m.

Present: Mayor Danny Breen
Councillor Ron Ellsworth
Councillor Sandy Hickman
Councillor Jill Bruce
Councillor Ophelia Ravencroft
Councillor Greg Noseworthy
Councillor Tom Davis
Councillor Carl Ridgeley

Regrets: Deputy Mayor Sheilagh O'Leary
Councillor Maggie Burton

Staff: Kevin Breen, City Manager
Derek Coffey, Deputy City Manager of Finance & Corporate Services
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
Theresa Walsh, City Clerk
Jackie O'Brien, Manager of Corporate Communications
Linda Bishop, Senior Legal Counsel
Lindsay Lyghtle-Brushett, Supervisory of Planning & Development
Stacey Baird, 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

2. PROCLAMATIONS/PRESENTATIONS

2.1 National Health and Fitness Day 2025

2.2 Nickel Film Festival

3. APPROVAL OF THE AGENDA

3.1 Adoption of Agenda

SJMC-R-2025-06-03/197

Moved By Councillor Bruce

Seconded By Councillor Davis

That the Agenda be adopted as presented.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

4. ADOPTION OF THE MINUTES

4.1 Adoption of Minutes - May 20, 2025

SJMC-R-2025-06-03/198

Moved By Councillor Noseworthy

Seconded By Councillor Davis

That the minutes of May 20, 2025, be adopted as presented.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

5. BUSINESS ARISING FROM THE MINUTES

5.1 Adoption of Commercial Property Tax and Vacancy Relief By-Law

SJMC-R-2025-06-03/199

Moved By Councillor Hickman

Seconded By Councillor Davis

That Council adopt the St. John's Commercial Property Tax and Vacancy Relief By-Law.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6. DEVELOPMENT APPLICATIONS

6.1 Request for Parking Relief – 10 Eastland Drive - DEV2500070

SJMC-R-2025-06-03/200

Moved By Councillor Noseworthy

Seconded By Councillor Davis

That Council approve parking relief for nine (9) parking spaces at 10 Eastland Drive to accommodate the building extension to the existing Warehouse and Office.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.2 Approval in Principle for Child Care Centre – 28 Stavanger Drive – DEV2500088

SJMC-R-2025-06-03/201

Moved By Councillor Noseworthy

Seconded By Councillor Bruce

That Council grant Approval in Principle for the proposed Child Care Centre Use at 28 Stavanger Drive 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 Commercial Regional (CR) Zone requirements are met;
3. Any changes to the site and servicing plans are approved; and
4. Parking requirements are to be met or a request for parking relief provided to be considered by Council.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.3 Request for Parking Relief – 110 St. Clare Avenue – DEV2500080

SJMC-R-2025-06-03/202

Moved By Councillor Noseworthy

Seconded By Councillor Davis

That Council approve parking relief for one (1) parking space at 110 St. Clare Avenue to accommodate a Subsidiary Dwelling Unit.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.4 Warehouse Use Extension in the Watershed – 573 Thorburn Road – DEV2500054

SJMC-R-2025-06-03/203

Moved By Councillor Noseworthy

Seconded By Councillor Bruce

That Council reject the Warehouse Use extension at 573 Thorburn Road as the development is located in the Broad Cove Watershed and is subject to Section 104(4)(d) of the City of St. John's Act.

For (6): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, and Councillor Noseworthy

Against (1): Councillor Davis

MOTION CARRIED (6 to 1)

6.5 Request for Parking Relief – 790 Kenmount Road – DEV2400091

SJMC-R-2025-06-03/204

Moved By Councillor Noseworthy

Seconded By Councillor Davis

That Council approve parking relief for one hundred and five (105) parking spaces to accommodate the construction of a new Warehouse Use at 790 Kenmount Road.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.6 Notices Published – 16 Jamie Korab Street – DEV2500059

SJMC-R-2025-06-03/205

Moved By Councillor Noseworthy

Seconded By Councillor Bruce

That Council approve the Discretionary Use for a Home Occupation at 16 Jamie Korab Street for a sunless tanning service.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.7 Land Use Report – 45 East White Hills Road – DEV2100076

SJMC-R-2025-06-03/206

Moved By Councillor Noseworthy

Seconded By Councillor Bruce

That Council approve the revised drawings which will be added as an addendum to the Land Use Assessment Report approved on November 27, 2019, for 45 East White Hills Road, and that public notification be provided.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.8 Notices Published – 275 Duckworth Street – DEV2500009

Councillor Ravencroft voiced her support for the development application, emphasizing the importance of affordable housing. She also highlighted her appreciation for the inclusion of social support services for the tenants.

SJMC-R-2025-06-03/207

Moved By Councillor Noseworthy

Seconded By Councillor Ravencroft

That Council approved the proposed Heritage Use at 275 Duckworth Street for 34 Micro Dwelling Units and relieve seven (7) parking spaces.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

6.9 Non-Conforming Use in the Floodplain and Buffer – 66-72 Forest Pond Road – DEV2500027

SJMC-R-2025-06-03/208

Moved By Councillor Noseworthy

Seconded By Councillor Davis

That Council approve the demolition and rebuild of a Non-Conforming Use at 66-72 Forest Pond Road to allow the redevelopment of a Single Detached Dwelling in the Floodplain and Buffer subject to conditions on size, location and grading.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

7. RATIFICATION OF EPOLLS

8. COMMITTEE REPORTS

8.1 Committee of the Whole Report - May 27, 2025

1. SHAD Memorial 2025 Sponsorship Breakfast

SJMC-R-2025-06-03/209

Moved By Councillor Ellsworth

Seconded By Councillor Bruce

That Council sponsor breakfast for the SHAD Memorial 2025.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

2. 7 Waterford Bridge Road – REZ2500013

Councillor Noseworthy clarified that the rezoning is a partial rezoning of the property, to allow the current building to be an apartment building.

SJMC-R-2025-06-03/210

Moved By Councillor Davis

Seconded By Councillor Noseworthy

That Council consider rezoning a portion of 7 Waterford Bridge Road from the Residential 1 (R1) Zone to the Apartment 2 (A2) Zone and that the application be advertised in accordance with the Envision St. John's Development Regulations.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

3. 4A Middle Battery Road – DEV2400079- New Dwelling

SJMC-R-2025-06-03/211

Moved By Councillor Davis

Seconded By Councillor Bruce

That Council accept this staff report on 4A Middle Battery Road as the Heritage Report for a proposed Single Detached Dwelling in Heritage Area 4 (Battery), as per Section 8(3) of the St. John's Heritage By-Law, and approve the building elevations dated May 2, 2025.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

9. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)

9.1 Development Permits List May 15 - 28, 2025

10. BUILDING PERMITS LIST (FOR INFORMATION ONLY)

10.1 Building Permits List

11. REQUISITIONS, PAYROLLS AND ACCOUNTS

11.1 Weekly Payment Vouchers for weeks ending May 21 and May 28, 2025

SJMC-R-2025-06-03/212

Moved By Councillor Noseworthy

Seconded By Councillor Bruce

That the weekly payment vouchers for the weeks ending May 21 and May 28, 2025, in the amount of \$6,841,672.13, be approved as presented.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

12. TENDERS/RFPS

12.1 Contract Awards above \$100,000.00 between May 1 – May 28, 2025

13. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

14. NEW BUSINESS

14.1 Sale of City land adjacent to 22 Hayward Avenue

Councillor Ravencroft requested that the matter be deferred following an email from the George Town Neighbourhood Association raising concerns about the sale. She would like the opportunity to discuss the issue with the association before proceeding.

SJMC-R-2025-06-03/215

Moved By Councillor Ravencroft

Seconded By Councillor Noseworthy

That Council agree to defer this matter to a future meeting.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

14.2 Sale of City Land – 33 Mullock Street

SJMC-R-2025-06-03/216

Moved By Councillor Ravencroft

Seconded By Councillor Davis

That Council approve the sale of City land at 33 Mullock Street, as shown in the attached diagram.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

14.3 75 Lady Anderson Street – Adoption – REZ2500006

Councillor Davis expressed his support for the application but inquired whether it would be possible to request that the developer increase the height of the required 6-foot fence.

SJMC-R-2025-06-03/213

Moved By Councillor Davis

Seconded By Councillor Noseworthy

That Council:

(1) Adopt the attached Envision St. John's Development Regulations Amendment Number 54, 2025, to rezone land at 75 Lady Anderson Street from the Residential Reduced Lot (RRL) Zone to the Residential 1 (R1) Zone;

(2) Approve the Discretionary Use of a Parking Lot and Child Care Centre; and

(3) Accept this staff report in lieu of a Land Use Report (LUR) as per Section 4.9(3) of the Development Regulations.

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

14.4 Main Road and Shoal Bay Road – MPA2400010 – Approval

SJMC-R-2025-06-03/214

Moved By Councillor Davis

Seconded By Councillor Bruce

That Council:

- 1) approve the attached resolutions for Envision St. John's Municipal Plan Amendment Number 15, 2025, and Envision St. John's Development Regulations Amendment Number 44, 2025, as adopted, regarding a rezoning along Main Road and Shoal Bay Road; and
- 2) as per Section 4.9(3) of the St. John's Development Regulations, accept this staff report in lieu of a Land Use Report (LUR).

For (7): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (7 to 0)

14.5 725 Southlands Boulevard (Galway) – Adoption - REZ2500005

SJMC-R-2025-06-03/217

Moved By Councillor Davis

Seconded By Councillor Noseworthy

That Council

- 1) adopt the attached Envision St. John's Development Regulations Amendment Number 55, 2025, to update Schedules B-D of the Planned Mixed Development 1 (PMD1) Zone; and

2) as per Section 4.9(3) of the Development Regulations, accept this staff report in lieu of a Land Use Report (LUR).

For (6): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (6 to 0)

14.6 Sale of City land at the rear of 294 Torbay Road

Councillor Bruce inquired about the open space area, noting that the decision note indicates it is to remain open space while also mentioning that the owner is preparing a development proposal. The Deputy City Manager of Planning, Engineering, and Regulatory Services responded that he would need to review the details but explained that the land is intended to fulfill open space requirements and is also needed to provide certain access points. It was also clarified that while a few minor uses may be permitted on land zoned Open Space, they would not be considered a development.

Councillor Davis expressed concern that removing the land from the flood plain buffer zone might lead to rezoning and potential development. He questioned whether the City is charging the buyer a fair price, given the land's potential. He requested deferring the item to a future meeting to allow time to look into how the price was assessed.

SJMC-R-2025-06-03/218

Moved By Councillor Davis

Seconded By Councillor Bruce

That Council agree to defer this matter to a future meeting.

For (6): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (6 to 0)

14.7 SERC – 2025 Summer Events 1

SJMC-R-2025-06-03/219

Moved By Councillor Bruce

Seconded By Councillor Davis

That Council approve the road closures and by-law exemptions associated with the following events: The filming of Hudson and Rex on June 15, Tely 10 on June 22, Oberon Street Block Party on June 28 (inclement weather date of June 29), Cornwall Crescent Block Party on June 29 (inclement weather date of July 5), City of St. John's Canada Day Celebrations on July 1, and George Street Association – Canada's Big Birthday Bash on June 30 – July 1.

For (6): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (6 to 0)

14.8 St. John's International Airport Authority Board of Directors - Reappointments

SJMC-R-2025-06-03/220

Moved By Councillor Bruce

Seconded By Councillor Davis

That Council approve the reappointment of Ken Baggs and Andrea Marshall as the City's representatives on the St. John's International Airport Authority Board of Directors for a three-year term commencing September 1, 2025.

For (6): Mayor Breen, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Noseworthy, and Councillor Davis

MOTION CARRIED (6 to 0)

15. OTHER BUSINESS

16. ACTION ITEMS RAISED BY COUNCIL

Councillor Bruce expressed concern about residents feeling unsafe due to problematic tenants in nearby rental properties. Despite efforts by City staff and police, the situation persists because these rentals lack government oversight

and support as they are not registered shelters. She called for greater accountability from landlords and urged higher levels of government to take action.

17. ADJOURNMENT

There being no further business, the meeting adjourned at 4:24 p.m.

MAYOR

CITY CLERK

DECISION/DIRECTION NOTE

Title: Request for Parking Relief – 4 Holdsworth Street – INT2500031

Date Prepared: June 3, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 2

Decision/Direction Required:

To approve parking relief for a seasonal outdoor Lounge area (parklet) for 4 Holdsworth Street.

Discussion – Background and Current Status:

Shamrock City/Jungle Jim's applied to construct a seasonal outdoor Lounge area (parklet), which is an extension of their existing patio at 4 Holdsworth Street, identified also as 346 Water Street. The property is identified in the Business Improvement Area (Map 6) and properties that abut George Street allow a Lounge as a Permitted Use. The outdoor parklet will be approximately 175m² and will require nine parking spaces. The property owner is leasing five parking spaces for their staff within the downtown and is seeking parking relief for the remaining four spaces.

Under **Section 8.12** of the **St. John's Development Regulations**, where an applicant wishes to provide a different number of parking spaces than required under **Section 8.3** and where the change does not merit a parking report, a staff report may be accepted in lieu. The applicant has indicated that the outdoor Lounge area is seasonal - occupied during summer months and is located where other parking locations/options are available nearby.

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.

ST. JOHN'S

5. Alignment with Adopted Plans: **St. John's Municipal Plan and Development Regulations.**
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: **St. John's Development Regulations Section 6.26 "Lounge," Section 8.3 "Parking Standards," and 8.12 "Parking Report."**
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 relieve four (4) parking spaces for a seasonal outdoor Lounge area (parklet) at 4 Holdsworth Street/346 Water 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

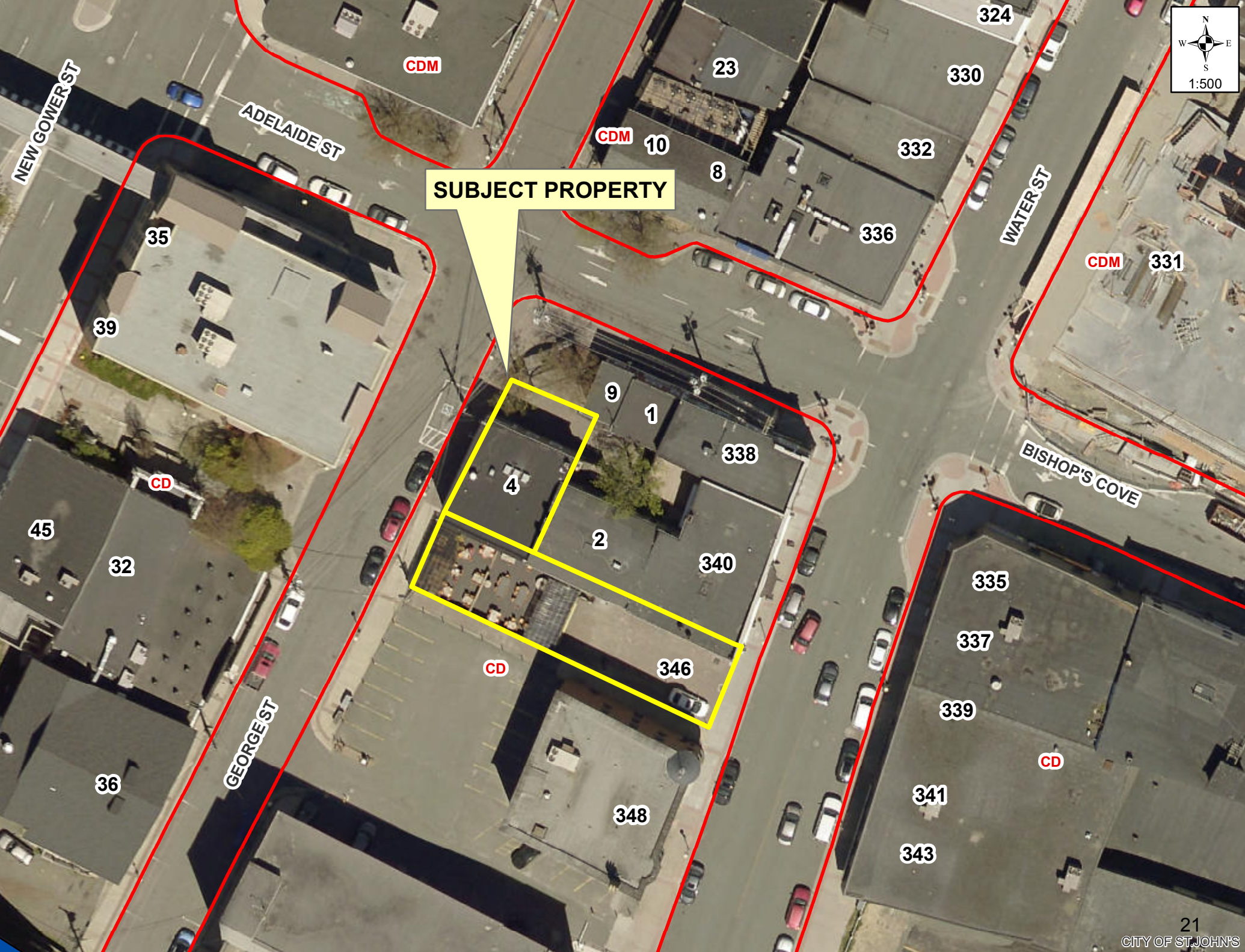
Document Title:	Development Committee - Request for Parking Relief - 4 Holdsworth Street - INT2500031.docx
Attachments:	- 4 HOLDSWORTH STREET.pdf
Final Approval Date:	Jun 9, 2025

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

Jason Sinyard - Jun 9, 2025 - 1:44 PM



SUBJECT PROPERTY



DECISION/DIRECTION NOTE

Title: Crown Land Referral – Trans-Canada Highway – CRW2500006

Date Prepared: June 10, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 5

Decision/Direction Required:

To consider a Crown Land Easement off the Trans-Canada Highway in the area of Torbayman's Pond.

Discussion – Background and Current Status:

The Provincial Department of Fisheries, Forestry and Agriculture has referred a Crown Land Easement off the Trans-Canada Highway in the area of Torbayman's Pond for an area approximately 100m². The easement is located in the Mineral Working (MW) Zone.

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: St. John's Development Regulations **Section 10 "Mineral Working (MW) Zone."**

ST. JOHN'S

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 Crown Land Easement off the Trans-Canada Highway in the area of Torbayman's Pond.

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 - Crown Land Easement - Trans-Canada Highway - CRW2500006.docx
Attachments:	- E-164178_Crown_Lands_Map_1300.pdf
Final Approval Date:	Jun 12, 2025

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

Jason Sinyard - Jun 12, 2025 - 2:37 PM

Department of Fisheries, Forestry and Agriculture Crown Lands Division



NOTE TO USERS

The information on this map was compiled from land surveys registered in the Crown Lands Registry.

Since the Registry does not contain information on all land ownership within the Province, the information depicted cannot be considered complete.

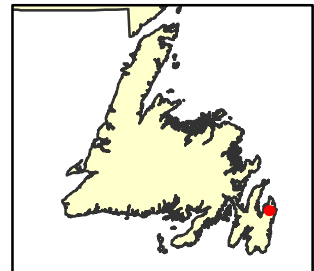
The boundary lines shown are intended to be used as an index to land titles issued by the Crown. The accuracy of the plot is not sufficient for measurement purposes and does not guarantee title.

Users finding any errors or omissions on this map sheet are asked to contact the Crown Lands Inquiries Line by telephone at 1-833-891-3249 or by email at CrownLandsInfo@gov.nl.ca.

Some titles may not be plotted due to Crown Lands volumes missing from the Crown Lands registry or not plotted due to insufficient survey information.

The User hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions alleging any loss, injury, damages and matter (including claims or demands for any violation of copyright or intellectual property) arising out of any missing or incomplete Crown Land titles, and the Minister, his or her officers, employees and agents shall not be liable for any loss of profits or contracts or any other loss of any kind as a result.

For inquiries please contact the Crown Lands Inquiries Line by telephone at 1-833-891-3249 or by email at CrownLandsInfo@gov.nl.ca. Or visit the nearest Regional Lands Office; http://www.flr.gov.nl.ca/departement/contact_land.html



0 12.5 25 50 75 100 Meters



Scale 1:1,300
Compiled on June 5 2025

DECISION/DIRECTION NOTE

Title: Request for Residential Fence in Floodplain Buffer – 42 Beauford Place – INT2500037

Date Prepared: June 11, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley, Development

Ward: Ward 1

Decision/Direction Required:

To seek approval for a residential fence at 42 Beauford Place which is located in the Floodplain Buffer.

Discussion – Background and Current Status: An application was received to construct a residential fence at 42 Beauford Place, which will be located within the floodplain buffer at the rear of the property. As per Section 4.10(6)(a) of the St. John's Development Regulations, Council may permit the development of a residential Fence within the buffer, and such residential uses do not require referral to the City's Environmental and Sustainability Experts Panel (ESEP) prior to Council's consideration, subject to Section 4.10(8).

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.

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 the residential fence in the floodplain buffer at 42 Beauford Place.

Prepared by:

Ashley Murray, P. Tech – Senior Development Officer
Planning, Engineering and Regulatory Services

Approved by:

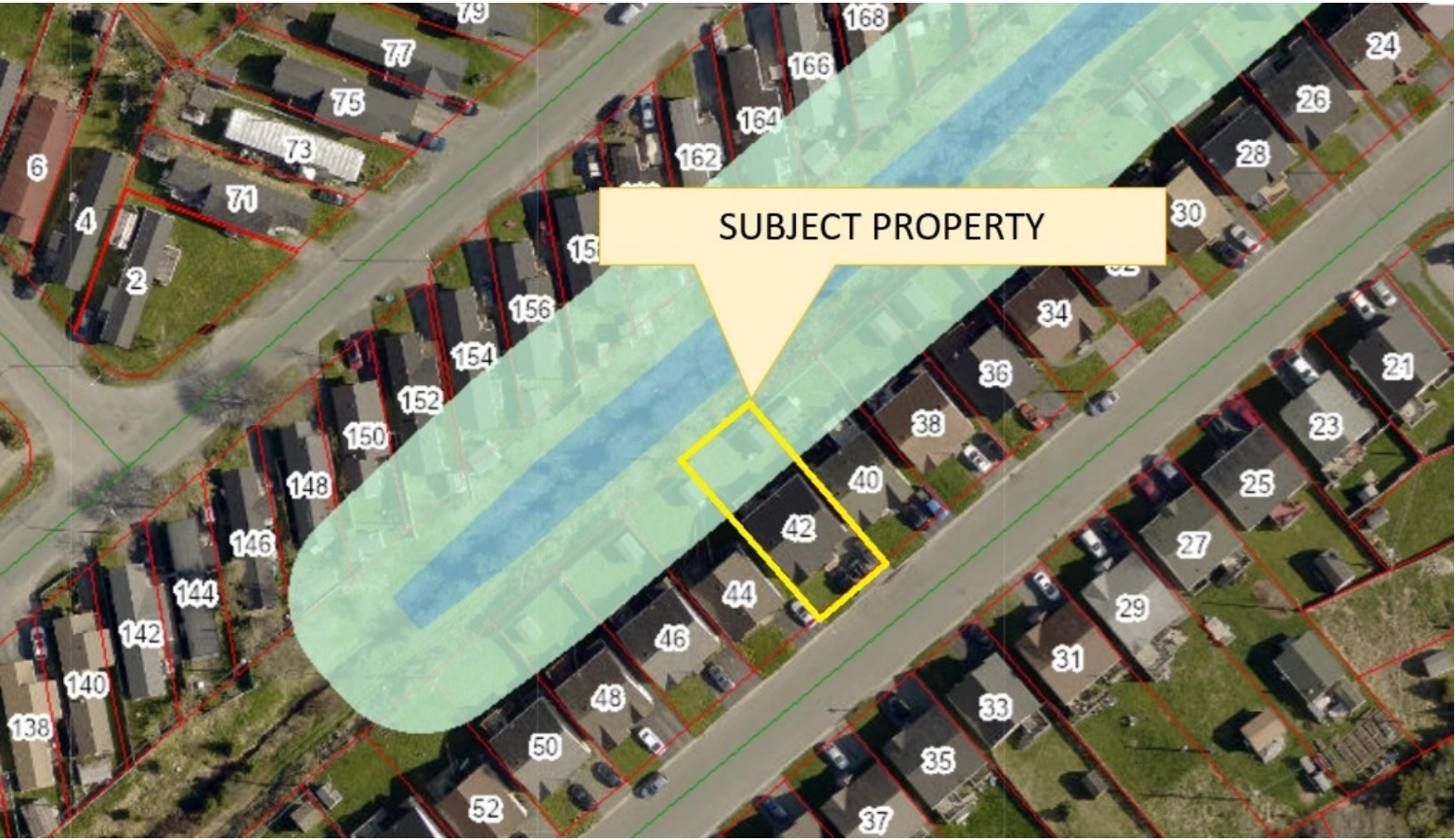
Jason Sinyard, P. Eng., MBA, Deputy City Manager
Planning, Engineering and Regulatory Services

Report Approval Details

Document Title:	Development Committee- Request for Fence in Floodplain Buffer - 42 Beauford Place - INT2500037.docx
Attachments:	- 42BeaufordPl.jpg
Final Approval Date:	Jun 12, 2025

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

Jason Sinyard - Jun 12, 2025 - 2:34 PM



Decision Note

Title:	Notices Published – 75-81 Harvey Road - DEV2400171
Date Prepared:	June 10, 2025
Report To:	Regular Meeting of Council
Councillor and Role:	Councillor Carl Ridgeley, Development
Ward:	Ward 2

Decision/Direction Required:

A Discretionary Use application has been submitted for 75-81 Harvey Road.

Discussion – Background and Current Status:

The proposed application is for two Dwelling Units on the 1st Storey of the existing building. The residential Dwelling Units will occupy an area of approximately 83m². Parking relief will be required. The proposed application site is in the Commercial Mixed Use (CM) Zone.

Six submissions were received. One submission as in support while others raised concerns including a lack of parking, maintaining a commercial use is critical for the area, concerns on parking relief, and that the area is loud and busy and not suitable for residential development.

In April 2024, a discretionary use application was made for this site for one residential unit, which was rejected as it was not compatible with surrounding commercial uses and it would prevent use of the space for a commercial purpose. The Municipal Plan provides provisions in the commercial district to allow for the development of residential dwelling units provided they do not prevent an area from being used for commercial purposes.

The applicant notes that the building has been for sale for the past five years with no interest; the only inquiries were for residential rental. Over the past five years it has been empty most of the time. The cost of an empty commercial building with no revenue coming in, makes upkeep difficult. The applicant notes they would rather have the lower residential rates than an empty building. Due to the current housing crisis, there is a need for more dwelling units. Where this is not a rezoning, the commercial zone would stay in place, allowing the space to be converted back to a commercial use in the future, should the residential application be considered.

Under the Development Regulations only one parking space would be required; one unit is a micro unit and no parking is required. No parking is available on-site therefore the applicant has requested parking relief. This area of Harvey Road is in a commercial parking area, therefore residential parking permits are not available. There is paid parking spaces in the area and after 6pm and weekend parking is free. The building location is within the downtown making it walkable and is located on a bus route. As per Section 8.12 of the Development Regulations, where an applicant wishes to provide a different number of parking spaces than those required, Council shall require a Parking Report. Where in the opinion of Council that the change requested does not merit a Parking Report, Council may accept a staff report in lieu, which is presented as this Decision Note.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Property owner and neighboring property owners.
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: **St. John's Development Regulations Section 8 "Parking Requirements", Section 10.5 "Discretionary Uses" and Section 10 "Commercial Mixed Use (CM) Zone".**
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Public advertisement in accordance with **Section 4.8 Public Consultation of the St. John's Envision Development Regulations.** The City has sent written notices to property owners within a minimum 150-metre radius of the application site. The application has been advertised in The Telegram newspaper at least twice and is posted on the City's website. Written comments received by the Office of the City Clerk are included in the agenda for the regular meeting of Council.

10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Information Management Implications: Not applicable.
14. Other Implications: Not applicable.

Recommendation:

That Council approve the Discretionary Use application for 75-81 Harvey Road for two Dwelling Units on the 1st Storey of the building and approve parking relief for one space.

Prepared by:

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

Approved by:

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

Report Approval Details

Document Title:	Notices Published - 75- 81 Harvey Road.docx
Attachments:	
Final Approval Date:	Jun 12, 2025

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

Lindsay Lyghtle Brushett - Jun 10, 2025 - 3:50 PM

Jason Sinyard - Jun 12, 2025 - 2:40 PM

Theresa K. Walsh

From: [REDACTED]
Sent: Saturday, May 24, 2025 7:22 PM
To: CityClerk
Subject: 75-81 Harvey Road

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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

Hi,

I'm writing as a resident of the neighbourhood near 75-81 Harvey Road.

I do not think this is an appropriate location for street level residential use. It's a loud, busy area. This is an ideal area for commercial space that would provide services to the neighborhood and make it more walkable.

The owners of commercial space on Harvey and LeMarchant roads should be working to secure commercial tenants. There is ample rental and residential property just off Harvey road.

Best,

[REDACTED]
[REDACTED]

Theresa K. Walsh

From: [REDACTED]
Sent: Sunday, May 25, 2025 9:12 AM
To: CityClerk
Subject: Application - 75-81 Harvey Road, May 2025

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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

I am against turning this commercial building into a residential dwelling. That area of the community is the only commercial spaces and when it was occupied with a restaurant and bakery it brought the community together to celebrate these businesses. Unfortunately the COVID era put an end to these businesses but I think losing that chance for some entrepreneur to start something to unite the community would be huge loss.

The area is also difficult for permanent parking. I think a business that would only need short term parking would put and ease on parking issues in the neighborhood.

I would also suggest that once zoned residential it would be problematic for a business to operate in the adjoining building. Often the hustle and bustle of commercial makes for unpleasant living environment for a resident.

Thanks

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

Theresa K. Walsh

From: [REDACTED]
Sent: Thursday, May 29, 2025 9:52 AM
To: CityClerk
Subject: Application 75-81 Harvey Road

You don't often get email from [REDACTED]. [Learn why this is important](#)

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

I live in this area and fully support this application. This is a difficult area for business (no parking, etc). Our city desperately needs more residential space and public transportation, schools, grocery are close. This is an excellent use of this property.

Theresa K. Walsh

From: [REDACTED]
Sent: Thursday, May 29, 2025 9:01 PM
To: CityClerk
Subject: Discretionary Use application comments

You don't often get email from [REDACTED] [Learn why this is important](#)

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

Hello,

[REDACTED]. I strongly oppose the application for two Dwelling Units on the 1st floor of 75-81 Harvey solely based on the description that "parking relief will be required". I have been denied street parking despite not having a garage [REDACTED]. It would be inherently unfair for 75-81 Harvey to be granted parking privileges while I am not permitted the same.

Thank you.

[REDACTED]

Theresa K. Walsh

From: [REDACTED]
Sent: Monday, June 2, 2025 3:55 PM
To: CityClerk
Subject: RE; 75-81 HARVEY ROAD

You don't often get email from [REDACTED] [Learn why this is important](#)

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

HELLO !!

If I am not mistaken, this property tried to get residential units on the ground floor before? And was rejected ?

This area in question is a growing commercial zone with some new successful small businesses . Rather than stunt this momentum and growth.....please keep this space as a commercial unit please !!

The Planning unit of the City should recognize that even with a housing shortage, the way forward is NOT compromising existing commercial areas such as this. Its critical to keep this commercial zone in tact !!

Please reject this application.

Regards,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Theresa K. Walsh

From: [REDACTED]
Sent: Tuesday, June 3, 2025 7:59 AM
To: CityClerk
Subject: Development of 75-81 Harvey Rd. Comment

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from [REDACTED]. [Learn why this is important](#)

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

Hello,

[REDACTED] I believe that this development will further worsen parking in the area. There are numerous houses with 2 or more apartments already. Another multi-unit development is happening at 87 Longs Hill and while it has some off street parking, it won't have enough even if you add visitors permits. Finding a place to park is a challenge as it is and increasing density in the area would make it even more frustrating.

Regards,

[REDACTED]

DECISION/DIRECTION NOTE

Title: Sale of City Land Between 36 Temperance Street and Battery Road

Date Prepared: June 3, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ophelia Ravencroft

Ward: Ward 2

Decision/Direction Required:

Recommendation that Council approve the sale of City land between 36 Temperance Street and Battery Road, as outlined in black on the attached diagram.

Discussion – Background and Current Status:

The owner of 36 Temperance Street has requested to purchase City land at the rear of their property, abutting Battery Road. Legal has discussed this matter with the required departments with no objections noted to the sale. The entire sale would be subject to development approval. The owners/developer plans to incorporate the existing retaining wall into their development.

The purchase price has been established at \$40.00 per square foot plus HST and administrative fees. This takes into account that the property is zoned CDM. The purchaser will complete a survey of the area which is approximately 1,410.07 square feet, resulting in a purchase price of approximately \$56,402.80 plus HST. The property owner will also be required to consolidate this land with their existing property.

Key Considerations/Implications:

1. Budget/Financial Implications: City to receive \$56,402.80 for the sale of this property plus administrative fees
2. Partners or Other Stakeholders: Owner of 36 Temperance Street
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:

ST. JOHN'S

A Sustainable City: Be financially responsible and accountable.

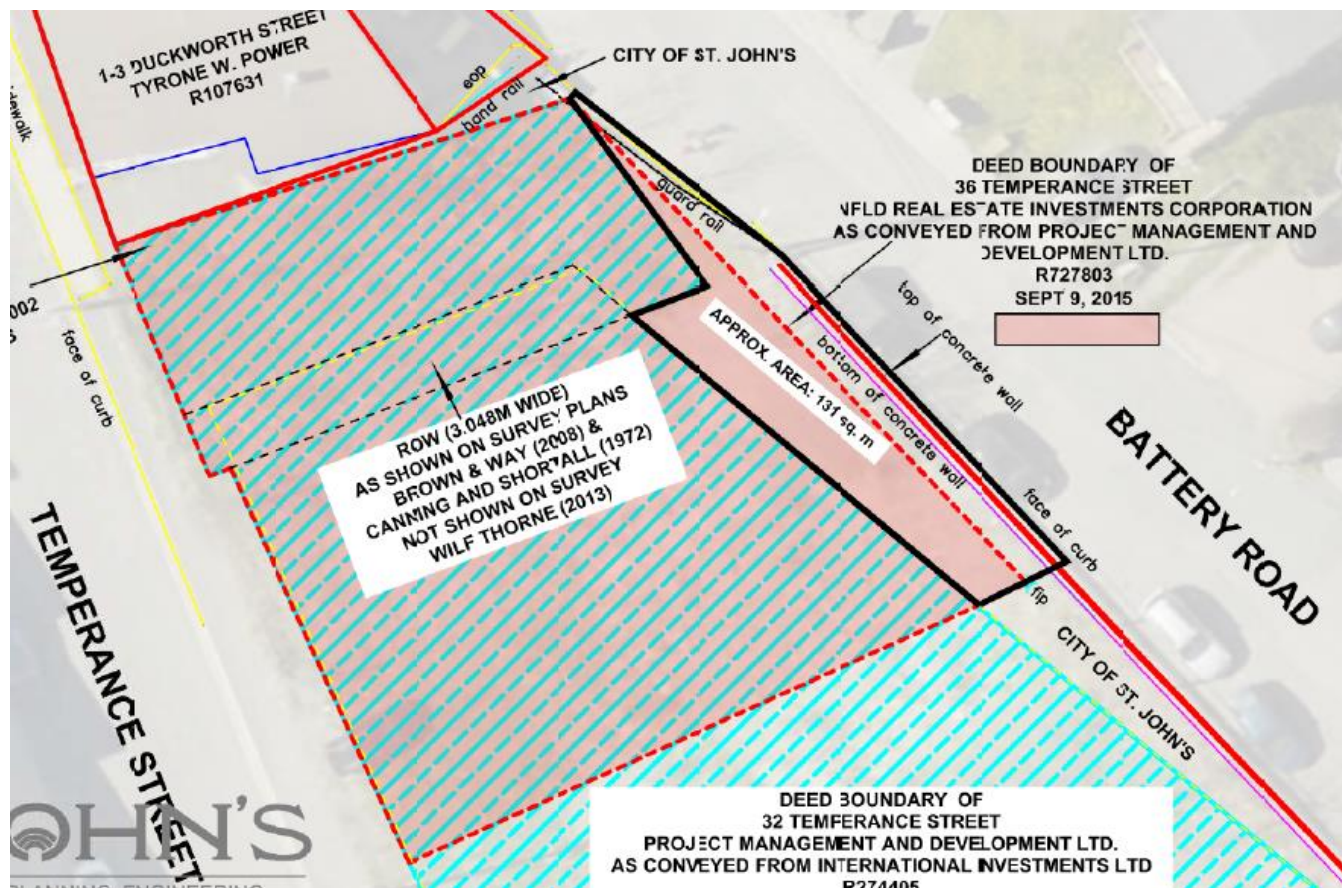
An Effective City: Ensure accountability and good governance through transparent and open decision making.

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

Recommendation:

That Council approve the sale of City land between 36 Temperance Street and Battery Road, as outlined in black on the attached diagram.

Prepared by: Andrew G. M. Woodland, Legal Counsel
Approved by: Cherly Mullett, City Solicitor



Report Approval Details

Document Title:	e-poll - Sale of City land between Temperance Street and Battery Road.docx
Attachments:	
Final Approval Date:	Jun 12, 2025

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

Cheryl Mullett - Jun 12, 2025 - 2:52 PM

ST. JOHN'S

Minutes of Committee of the Whole - City Council

Council Chambers, 4th Floor, City Hall

June 10, 2025, 3:00 p.m.

Present:	Councillor Ron Ellsworth Councillor Sandy Hickman Councillor Ophelia Ravencroft Councillor Greg Noseworthy Councillor Tom Davis Councillor Carl Ridgeley
Regrets:	Mayor Danny Breen Deputy Mayor Sheilagh O'Leary Councillor Maggie Burton Councillor Jill Bruce
Staff:	Kevin Breen, City Manager Derek Coffey, Deputy City Manager of Finance & Corporate Services Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services Cheryl Mullett, City Solicitor Ken O'Brien, Chief Municipal Planner Theresa Walsh, City Clerk David Crowe, Manager, Roads Division Jackie O'Brien, Manager of Corporate Communications Erin Skinner, Manager, Tourism, Culture, and Business Growth Jennifer Squires, Legislative Assistant
Others	Victoria Etchegary, Manager, Organizational Performance and Strategy

1. Civic Art Collection – Urban Art Gallery

Recommendation

Moved By Councillor Hickman

Seconded By Councillor Ravencroft

That Council approve the Urban Art Gallery initiative on participating Water Street properties, as proposed.

For (6): Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Noseworthy, Councillor Davis, and Councillor Ridgeley

MOTION CARRIED (6 to 0)

2. 8 Shaw Street and 4 McLea Place - REZ2500007

Recommendation

Moved By Councillor Davis

Seconded By Councillor Noseworthy

That Council consider rezoning 8 Shaw Street and 4 McLea Place from the Residential Special (RA) Zone to the Residential 1 (R1) Zone, and that the application be advertised in accordance with the Envision St. John's Development Regulations.

For (6): Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Noseworthy, Councillor Davis, and Councillor Ridgeley

MOTION CARRIED (6 to 0)

Decision Note

Title: Civic Art Collection – Urban Art Gallery

Date Prepared: June 4, 2025

Report To: **Committee of the Whole**

Councillor and Role: Councillor Sandy Hickman, Arts and Culture Advisory Committee

Ward: Ward 2

Decision/Direction Required:

To approve the City's Urban Art Gallery initiative on participating Water Street properties, located within the Downtown Pedestrian Mall footprint.

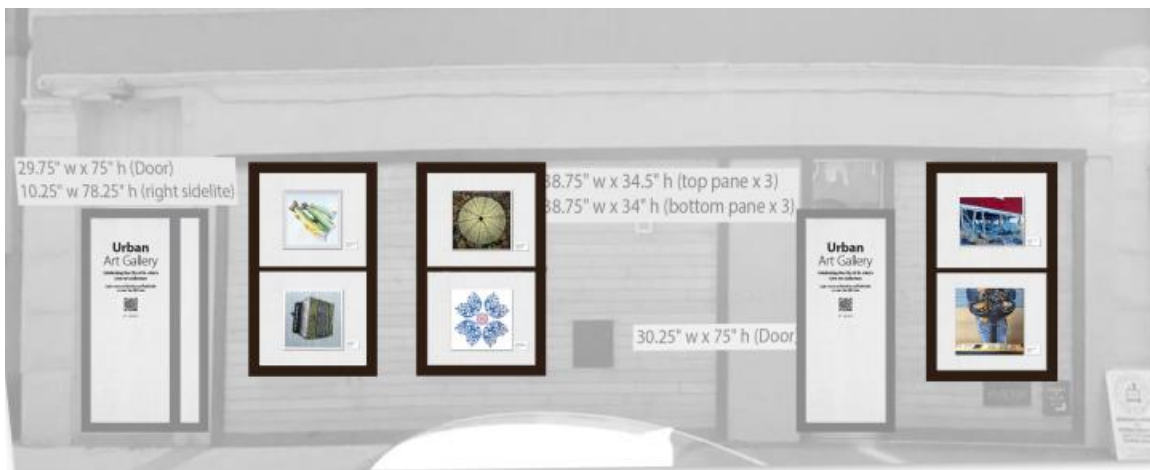
Discussion – Background and Current Status:

The Urban Art Gallery initiative will bring the City's Civic Art Collection to Water Street. City staff will oversee the installation of vinyl decals featuring images of City-owned artwork on the windows of select downtown buildings. This project will promote the City's Art Procurement Program and Civic Art Collection, enhance the aesthetic appeal of the properties, add visual interest, and contribute to an enriched downtown experience for both residents and visitors. A previous window decal project was successfully carried out on Water Street as part of the Great Fire of 1892 commemorative activities in 2017.

Sign By-Law

Pursuant to the St. John's Sign By-Law, the proposed decals are classified as temporary signs. A temporary sign means "a sign intended for a limited period of display for special events or functions".

Section 27 of the Sign By-Law states that the "approval of temporary signs, including their size, design, location and duration of placement, shall be at the discretion of Council." It is anticipated the Urban Art Gallery initiative will remain in place for at least 6 months. Decals are intended to cover the entire windows of the vacant buildings and information about the project will be placed on the doors. Below is an example of what is planned for 157 Water Street. A similar approach would be applied to other participating properties along Water Street.



In Heritage Areas, window signs “may be affixed or applied to the interior or exterior of a window and shall not occupy more than 50% of the window area in which they are affixed or applied.” Since the proposed window decals would cover more than 50% of the window area, Council approval is required under section 59 of the Sign By-Law.

Section 59 states, “Notwithstanding any provision contained herein, the Heritage Advisory Committee may recommend to Council the acceptance of certain non-conforming signs whose particular design or situation merit such consideration, and Council may accept or reject the recommendation.”

The Built Heritage Experts Panel reviewed the Urban Art Gallery proposal and recommended Council approve the installations for participating buildings on Water Street. Staff agree with this recommendation.

Key Considerations/Implications:

1. Budget/Financial Implications: Budgeted as part of Clean St John’s initiative.
2. Partners or Interested Parties: Arts and Culture Advisory Committee, Destination St. John’s, Downtown St. John’s
3. Is this a New Plan or Strategy: Yes

If yes, are there recommendations or actions that require progress reporting? No

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

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

5. Alignment with Adopted Plans: Planning for a Creative Future: The City of St. John's Municipal Arts Plan; St. John's Sign By-Law.
6. Accessibility and Inclusion: N/A
7. Legal or Policy Implications: N/A
8. Privacy Implications: N/A
9. Engagement and Communications Considerations: The City of St. John's will use various communications and outreach to promote the initiative.
10. Human Resource Implications: N/A
11. Procurement Implications: N/A
12. Information Technology Implications: N/A
13. Information Management Implications: N/A
14. Other Implications: N/A

Conclusion/Next Steps: This initiative will help to engage more residents and visitors with the Civic Art Collection and the artists whose work make it up, while enhancing the Water St. streetscape. Installation is set to take place before the end of June.

Recommendation:

That Council approve the Urban Art Gallery initiative on participating Water Street properties, as proposed.

Prepared by: Théa Morash, Arts & Cultural Development Coordinator

Approved by: Erin Skinner, Manager of Tourism, Culture & Business Development

DECISION/DIRECTION NOTE

Title: 8 Shaw Street and 4 McLea Place - REZ2500007

Date Prepared: June 2, 2025

Report To: Committee of the Whole

Councillor and Role: Councillor Tom Davis, Planning

Ward: Ward 3

Decision/Direction Required:

To consider rezoning 8 Shaw Street and 4 McLea Place from the Residential Special (RA) Zone to the Residential 1 (R1) Zone.

Discussion – Background and Current Status:

The City has received an application from 86755 Newfoundland & Labrador Inc. to rezone 8 Shaw Street and 4 McLea Place from the Residential Special (RA) Zone to the Residential 1 (R1) Zone. The property is in the Residential District of the Envision St. John's Municipal Plan, so a Municipal Plan amendment is not needed.

The two properties are currently vacant. The application intends to subdivide the two properties to form three (3) Lots for the purpose of developing a Single-Detached Dwelling on each Lot. To achieve the desired area for the corner Lot, the applicant has requested a 10 percent Variance on the 15 metre Lot Frontage requirement on the middle Lot.

Single-Detached Dwellings are listed as Permitted in the R1 Zone. If the property is rezoned, any use in the new zone could be approved, subject to zone standards. The zone table is attached for reference. Staff have reviewed the attached site plan and have no concerns.

Should Council consider rezoning, staff recommend public notification in accordance with Section 4.8 of the Envision St. John's Development Regulations. Please note that since a Municipal Plan amendment is not required, there will not be a commissioner's public hearing, so public notification would be the only form of public review.

Key Considerations/Implications:

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

ST. JOHN'S

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: Envision St. John's Municipal Plan.

6. Accessibility and Inclusion: Not applicable.

7. Legal or Policy Implications: A map amendment to the Envision St. John's Development Regulations is required.

8. Privacy Implications: Not applicable.

9. Engagement and Communications Considerations: Consultation will be carried out as per Section 4.8 of the Development Regulations. Public notification alone is recommended. A project page will be created on the Engage St. John's website.

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 consider rezoning 8 Shaw Street and 4 McLea Place from the Residential Special (RA) Zone to the Residential 1 (R1) Zone, and that the application be advertised in accordance with the Envision St. John's Development Regulations.

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:	8 Shaw Street and 4 McLea Place - REZ2500007.docx
Attachments:	- 8 SHAW ST - 4 McLEA PL - Location Map.pdf - Proposed-lots_variance_revC_2025-03-14_lots-only.pdf - Development-Regulations-R1-Zone-Table.pdf
Final Approval Date:	Jun 5, 2025

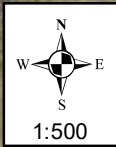
This report and all of its attachments were approved and signed as outlined below:

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

Ken O'Brien - Jun 4, 2025 - 11:06 AM

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

Jason Sinyard - Jun 5, 2025 - 3:27 PM



SUBJECT PROPERTIES

MCLEA PL

SHAW ST

TOPSAIL RD

6

22

RA

R1

14

4

8

6

26

R1

9

7

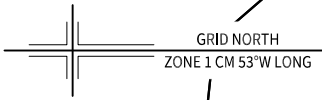
5

3

1

R1

52



LOT 6
CIVIC 6

S07°49'14"W 33.468

LOT S1
502 sq m

N07°49'14"E 33.503
S07°49'14"W 33.503

LOT S2
453 sq m

N07°49'14"E 33.535
S07°49'14"W 33.535

LOT S3
566 sq m

POWERLINE EASEMENT
N14°15'48"E 23.696

McLEA PLACE

SHAW STREET

SKETCH

REV No.: C DATE: 2025-03-14 DESCRIPTION: MODIFIED LOTS
POWERLINE EASEMENTS TAKEN FROM NEWFOUNDLAND POWER DRAWING No.: 1-1101-34-248A
© COPYRIGHT: ROBERT A. WAY, NLS



BROWN & WAY SURVEYS LTD.
Professional Surveying Services

Phone: (709)726-1040 email: info@brownway.ca Fax: (709)726-1041

PROPOSED LOT RECONFIGURATION
LOTS S1-S3 (FORMERLY LOTS 1A AND 1B)
CIVIC 8-10 SHAW STREET AND CIVIC 4 McLEA PLACE ST. JOHN'S, NL

SCALE: 1:400	DATE: DECEMBER 21, 2023
JOB No: 13352-12929	SURVEY: ---

RESIDENTIAL 1 (R1) ZONE**R1****(1) PERMITTED USES**

Accessory Building	Home Office
Backyard Suite (2024-07-19)	Park
Community Garden	Single Detached Dwelling
Family Child Care Service (2024-03-15)	Subsidiary Dwelling Unit
Four-Plex on a Corner Lot (2024-07-19)	

(2) DISCRETIONARY USES

Adult Day Centre	Home Occupation
Bed and Breakfast	Parking Lot
Child Care Centre (2024-03-15)	Public Utility
Heritage Use	

(3) ZONE STANDARDS FOR SINGLE DETACHED DWELLINGS

(a) Lot Area (minimum)	450 metres square
(b) Lot Frontage (minimum)	15 metres
(c) Building Line (minimum)	6 metres
(d) Building Height (maximum)	9 metres (2024-07-19)
(e) Side Yards (minimum)	Two of 1.2 metres, except on a Corner Lot where the Side Yard abutting the Street shall be 6 metres
(f) Rear Yard (minimum)	6 metres

ST. JOHN'S

Minutes of Audit and Accountability Standing Committee

June 11, 2025

12:00 p.m.

Conference Room A, 4th Floor City Hall

Present: Boyd Chislett, Citizen Representative - Chair
Ron Ellsworth
Councillor Tom Davis
Councillor Greg Noseworthy
Kevin Breen, City Manager
Derek Coffey, Deputy City Manager of Finance and Corporate Services
Sean Janes, City Internal Auditor
Sean McGrath, Senior Internal Auditor
Jennifer Squires, Legislative Assistant

Others: Kelsie Montgomery, BDO
Jesse Organ, BDO
Shelley Traverse, Manager, Financial Services

1. **BDO - Audited Financial Statements**

Kelsie Montgomery and Jesse Organ from BDO were in attendance to provide the Audit Standing Committee with the results of the consolidated financial statements for the year ended December 31, 2024.

Recommendation

Moved By Ron Ellsworth

Seconded By Councillor Noseworthy

That Council approve the December 31, 2024, Audited Financial Statements.

MOTION CARRIED

2. 2025 Audit Plan

Staff reviewed the 2025 Audit Plan with the Committee, noting that there had been no new additions from the 2024 Plan. Staff will continue to assess the plan and engage with Senior Executives to identify and prioritize emerging risks, and the next new audit would likely be the SJRFD - Fire Suppression program review. There have been some staffing issues which has had an impact on the administrative work of the division. It was asked if it would be advantageous to focus on administrative work as opposed to undertaking an additional audit. Staff felt that there would be more benefit in moving forward with the audit as planned.

Recommendation

Moved By Boyd Chislett

Seconded By Councillor Noseworthy

That Council approve the 2025 audit plan.

MOTION CARRIED

DECISION/DIRECTION NOTE

Title: December 31, 2024 Audited Financial Statements

Date Prepared: June 12, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Tom Davis, Audit Committee

Ward: N/A

Decision/Direction Required: Approval of the December 31, 2024 Audited Financial Statements

Discussion – Background and Current Status:

Attached for the approval of Council are the December 31, 2024 audited financial statements. The auditors have issued a clean audit report on the statements meaning they present fairly, in all material respects, the financial position of the City and the results of its operations, changes in net debt and cash flows for the year.

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

Secondly, these statements are prepared using the accrual basis of accounting whereas the City's budget is prepared on a cash basis. The former are prepared in accordance with Public Sector Accounting Standards (PSAS), and the latter on a cash basis as required under provincial legislation. Under these two alternate approaches there are key differences in how significant items such as debt charges, amortization of tangible capital assets, post-retirement benefits, as well as capital contributions from developers and other levels of government are accounted for. Schedule 7 of the financial statements outlines the differences. The cash results will be presented to Council subsequent to the approval of the audited statements.

Key Considerations/Implications:

1. Budget/Financial Implications: The City's cash-based statements (based on budget) are the statements used by staff to track the results of operations throughout the year. As a result, it is the cash-based statements on which further detailed commentary will be provided once presented to Council.
2. Partners or Other Stakeholders: N/A
3. Is this a New Plan or Strategy: No
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: N/A
6. Accessibility and Inclusion: N/A
7. Legal or Policy Implications: N/A
8. Privacy Implications: N/A
9. Engagement and Communications Considerations: N/A
10. Human Resource Implications: N/A
11. Procurement Implications: N/A
12. Information Technology Implications: N/A
13. Other Implications: N/A

Recommendation:

That Council approve the December 31, 2024, audited financial statements.

Prepared by: Shelley Traverse

Approved by: Derek Coffey

Report Approval Details

Document Title:	December 31, 2024 Audited Financial Statements.docx
Attachments:	- City of St. John's 2024 Consolidated Statements - Final for Council Approval.pdf
Final Approval Date:	Jun 12, 2025

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

Derek Coffey - Jun 12, 2025 - 3:45 PM

Consolidated Financial Statements of

CITY OF ST. JOHN'S

December 31, 2024

DRAFT - FOR COUNCIL APPROVAL

CITY OF ST. JOHN'S

December 31, 2024

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Statement of Responsibility

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

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

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

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

Mayor

Deputy City Manager, Finance & Corporate Services

Independent Auditor's Report

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

Opinion

We have audited the accompanying consolidated financial statements of the City of St. John's (the "City"), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations and accumulated surplus, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2024, and its results of consolidated operations, its consolidated changes in net debt, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

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

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

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



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

Chartered Professional Accountants

St. John's, Newfoundland and Labrador
TBD, 2025

CITY OF ST. JOHN'S

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2024

	Budget 2024	Actual 2024	Actual 2023
	\$	\$	\$
	(Schedule 7)		
Revenues (Schedule 4)			
Taxation	241,052,972	242,167,059	223,694,301
Grants in lieu of taxes	9,443,768	9,208,497	8,938,927
Grants and transfers	41,862,059	46,974,627	38,886,727
Sales of goods and services	54,015,158	60,421,617	59,105,203
Other revenue from own sources	25,565,511	27,318,453	27,484,825
	371,939,468	386,090,253	358,109,983
Expenditures (Schedule 5)			
General government services	48,664,066	47,972,302	46,417,568
Fiscal services	11,911,746	11,590,493	12,512,964
Transportation services	81,942,360	84,485,619	70,323,260
Protective services	41,469,651	41,579,640	38,812,790
Environmental health services	53,748,813	56,947,838	52,778,399
Recreation and cultural services	39,699,072	40,799,424	36,555,179
Environmental development services	10,076,539	8,261,146	7,221,837
Amortization and allowances	57,848,185	51,059,663	46,222,819
	345,360,432	342,696,125	310,844,816
Excess of revenues over expenditures	26,579,036	43,394,128	47,265,167
Accumulated surplus, beginning of year	866,509,535	866,509,535	819,244,368
Accumulated surplus, end of year (Note 15)	893,088,571	909,903,663	866,509,535

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S
Consolidated Statement of Financial Position
As at December 31, 2024

	2024	2023
	\$	\$
Financial assets		
Cash and cash equivalents (Note 3)	106,354,044	108,320,921
Investments (Note 4)	18,762,715	17,260,901
Accounts receivable - current (Note 5)	57,808,862	57,965,536
Accounts receivable - long-term (Note 6)	293,481	151,818
Sinking fund investments (Note 10 and Schedule 2)	54,181,892	50,116,714
	237,400,994	233,815,890
Financial liabilities		
Payables and accruals (Note 7)	70,681,556	63,187,405
Deferred Revenue (Note 20)	8,926,335	4,972,250
Asset retirement obligations (Note 8)	25,929,529	23,569,963
Employee benefits (Note 9)	230,519,561	228,827,854
Debenture debt (Note 10 and Schedule 2)	317,902,000	337,902,000
Long-term debt (Note 11)	852,531	1,275,136
	654,811,512	659,734,608
Net debt	(417,410,518)	(425,918,718)
Non-financial assets		
Tangible capital assets (Schedule 1)	1,319,111,542	1,283,935,929
Inventory of materials and supplies	4,993,172	4,740,938
Prepaid expenditures	3,209,467	3,751,386
	1,327,314,181	1,292,428,253
Accumulated surplus (Note 15)	909,903,663	866,509,535

Contingencies and commitments (Note 18)

See accompanying notes to the consolidated financial statements

On behalf of Council

Mayor

Deputy City Manager, Finance & Corporate Services

CITY OF ST. JOHN'S

Consolidated Statement of Changes in Net Debt

Year ended December 31, 2024

	Budget 2024	2024	2023
	\$	\$	\$
Excess of revenues over expenditures	26,579,036	43,394,128	47,265,167
Changes in tangible capital assets			
Acquisition of tangible capital assets and contributed tangible capital assets	(70,675,472)	(84,346,473)	(70,675,472)
Net book value of tangible capital assets disposals/transfers	1,082,697	1,566,908	1,082,697
Amortization of tangible capital assets	47,603,952	47,603,952	45,415,148
Increase in net book value of tangible capital assets	(21,988,823)	(35,175,613)	(24,177,627)
Changes in other non-financial assets			
Change in prepaid expenditures	-	541,919	(950,657)
Acquisition of inventory and supplies, net of usage	-	(252,234)	(548,967)
Decrease (Increase) in other non-financial assets	-	289,685	(1,499,624)
Decrease in net debt	4,590,213	8,508,200	21,587,916
Net debt, beginning of year	(425,918,718)	(425,918,718)	(447,506,634)
Net debt, end of year	(421,328,505)	(417,410,518)	(425,918,718)

CITY OF ST. JOHN'S
Consolidated Statement of Cash Flows
Year ended December 31, 2024

	2024	2023
	\$	\$
Operating transactions		
Excess of revenues over expenditures	43,394,128	47,265,167
Non-cash charges to operations:		
Amortization of tangible capital assets	47,603,952	45,415,148
Change in estimate of ARO	(1,346,058)	6,789,136
Contributed tangible capital assets	-	(3,733,516)
Employee benefits	1,691,707	4,234,079
Loss on disposal of tangible capital assets	558,111	697,295
	91,901,840	100,667,309
Net change in working capital balances (Note 16)	14,254,161	(24,783,301)
	106,156,001	75,884,008
Capital transactions		
Acquisition of tangible capital assets	(83,000,415)	(73,731,092)
Proceeds from sale of tangible capital assets	1,008,797	385,402
	(81,991,618)	(73,345,690)
Financing transactions		
(Increase)/decrease in long-term accounts receivable	(141,663)	88,296
Repayment of debenture debt	(20,000,000)	(11,000,000)
Repayment of long-term debt	(422,605)	(2,807,509)
	(20,564,268)	(13,719,213)
Investing transactions		
Increase in sinking fund investments	(4,065,178)	(12,099,468)
(Increase)/decrease in investments	(1,501,814)	57,022,394
	(5,566,992)	44,922,926
(Decrease)/increase in cash and cash equivalents	(1,966,877)	33,742,031
Cash and cash equivalents, beginning of year	108,320,921	74,578,890
Cash and cash equivalents, end of year	106,354,044	108,320,921

Supplementary cash flow information (Note 16)

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2024

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

1. SIGNIFICANT ACCOUNTING POLICIES

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

Basis of consolidation

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

Revenue recognition

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

Revenue from transactions with performance obligations is recognized when the City satisfies the performance obligations which occurs when control of the benefits associated with the promised goods or services has passed to the payor. Revenue from transactions with performance obligations consist of sales of goods and services, construction and other permits, licenses, rentals, and passenger fares. Performance obligations may be satisfied at a point in time or over a period of time depending on the nature and timing of the goods and services sold.

Revenue from transactions without performance obligations is recognized at realizable value when the City has the authority to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources. The City recognized revenue from fines at a realizable value when a fine is issued.

Interest revenue is recognized when earned.

Government Transfers

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

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Government Transfers (continued)

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

Cash and cash equivalents

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

Inventories

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

Investments in rental housing projects

Investments in rental housing projects are recorded at cost.

Tangible capital assets

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

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Tangible capital assets (Continued)

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

Contribution of tangible capital assets

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

Assessments

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

Sinking funds

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

Reserve for snow and ice management

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

Reserve for Convention Centre financing

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

Asset Retirement Obligations

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Severance and accrued sick leave benefits

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

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

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

Accrued pension benefits

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

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

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

The excess of the net actuarial gain/(loss) is amortized over the average remaining service period of active employees which is 13 years for the employee plan and 2 years for the Mayor and Councillors' plan.

Employee future benefits

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

Use of estimates

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Liability for contaminated sites

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

Financial Instruments

Cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities, long-term debt, and debenture debt are measured at cost or amortized cost. The carrying value of these financial instruments are presented on the statement of financial position.

For financial instruments measured using amortized cost the effective interest rate method is used to determine interest revenue or expense.

Transaction costs are added to the carrying value for financial instruments.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations, and any unrealized gain is adjusted through the statement of remeasurement gains and losses. The City does not measure any of its financial instruments at fair value and therefore the statement of remeasurement gains and losses is not presented.

2. CHANGE IN ACCOUNTING POLICY

Effective January 1, 2024, the City adopted public sector standard PS 3400, Revenue, which establishes standards on how to account for and report on revenue. This change in accounting policy affects the recognition and measurement of revenue streams.

The standard requires a classification of revenue transactions into exchange and non-exchange transactions, which determine the revenue recognition criteria. Exchange transactions include a performance obligation, while non-exchange transactions do not.

The standard has been applied prospectively in accordance with its transitional provisions, therefore, the comparative information has not been restated. This application has resulted in an increase in deferred revenue and a decrease in accumulated surplus of \$1,328,446 for 2024. The increase in deferred revenue is the result of recognizing permit income over time rather than at a point in time.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

3. CASH AND CASH EQUIVALENTS

	2024	2023
	\$	\$
Cash	48,990,297	54,380,332
Restricted cash deposits:		
Robin Hood Bay post closure costs (Note 8)	16,113,315	14,152,545
Robin Hood Bay equipment replacement	10,211,517	10,280,009
Riverhead wastewater equipment replacement	2,858,659	3,350,058
Advance payments from developers	48,095	45,841
Canada community building fund	18,004,628	16,994,436
Fire department equipment replacement	1,751,077	2,472,457
Water system equipment replacement	1,057,223	319,295
Urban living affordable housing:		
Tenants' security deposits	132,911	128,942
Replacement reserve fund	7,186,322	6,197,006
	57,363,747	53,940,589
	106,354,044	108,320,921

The City has agreements with Canada Mortgage and Housing Corporation ("CMHC") and Newfoundland and Labrador Housing Corporation ("NLHC") which stipulate that cash be set aside for a replacement reserve fund. As at December 31, 2024 the City held cash of \$7,186,322 (2023 - \$6,197,006).

4. INVESTMENTS

	2024	2023
	\$	\$
Government bonds	10,938,591	10,985,520
Short term investment funds	7,824,124	6,275,381
	18,762,715	17,260,901

Government bonds include City of Toronto bonds valued at amortized cost with a coupon rate 4.15%, face value of \$10M and market value of \$9.6M. Maturity date is March 2044.

Short term investment funds consists of cash and cash equivalents held with RBC Investor and Treasury Services.

5. ACCOUNTS RECEIVABLE - CURRENT

	2024	2023
	\$	\$
Taxes	28,511,472	23,938,250
Other governments	25,976,522	31,410,682
Other	16,131,139	14,135,081
Allowance for doubtful accounts	(12,810,271)	(11,518,477)
	57,808,862	57,965,536

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

6. ACCOUNTS RECEIVABLE - LONG TERM

	2024	2023
	\$	\$
Civic assessments	293,481	151,818
	293,481	151,818

7. PAYABLES AND ACCRUALS

	2024	2023
	\$	\$
Trade	47,121,198	40,026,013
Wages and benefits payable	9,180,925	8,636,403
Deposits and prepayments	9,697,883	9,552,205
Accrued interest	4,540,288	4,848,711
Other governments	141,262	124,073
	70,681,556	63,187,405

8. ASSET RETIREMENT OBLIGATION

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

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

At December 31, 2024, the estimated total undiscounted inflation-adjusted amount required to settle the asset retirement obligation is \$126,433,387. The cash flows are discounted at the rate of 4.8% (2023 - 4.3%) based on the City's long term cost of borrowing. This is estimated by reference to the average of the past three years of the City's estimated net yield on its debenture debt at the end of the fiscal year. The discount rate will only be adjusted when the estimate using current information results in a difference of more than 25 basis points. The landfill is estimated to close in 2061 with the site continuing to be monitored for an additional 30 years post closure.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

8. ASSET RETIREMENT OBLIGATION (Continued)

	2024	2023
	\$	\$
Beginning of year	23,569,963	29,304,150
Change in discount rate	(3,422,541)	(6,789,136)
Change in estimates	4,768,599	-
Accretion	1,013,508	1,054,949
End of year	25,929,529	23,569,963

The tipping fees charged by the City to all users include a provision for closure and post-closure costs which is contributed to an interest-bearing account to accumulate the funds that will be required at each closure and post-closure phase. The balance in the account at December 31, 2024 was \$16,113,315 (2023 - \$14,152,545).

9. EMPLOYEE BENEFITS

	2024	2023
	\$	\$
Accrued pension benefits (Note 12)	(14,108,978)	(12,459,123)
Employee future benefits (Note 13)	216,651,203	214,944,265
Severance and sick leave benefits (Note 14)	27,977,336	26,342,712
	230,519,561	228,827,854

10. DEBENTURE DEBT

	2024	2023
	\$	\$
Debenture debt outstanding (Schedule 2)	317,902,000	337,902,000
Less: sinking fund investments available	54,181,892	50,116,714
	263,720,108	287,785,286

As at December 31, 2024, the City held a carrying value of \$190.0M (2023 – \$195.0M) of its own debentures. PS 3450 requires that when the City repurchases its own debenture, the repurchased instruments offset the original liabilities on the Consolidated Statement of Financial Position.

Total interest paid or payable in 2024 on debt was \$26,693,287 (2023 - \$28,139,398). Interest received or receivable in 2024 on City owned debentures was \$9,504,819 (2023 - \$9,682,393)

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

10. DEBENTURE DEBT (Continued)

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

Year	Principal Repayments	Sinking fund requirements	Total
	\$	\$	\$
2025	18,000,000	12,475,000	30,475,000
2026	60,000,000	11,937,500	71,937,500
2027	15,000,000	10,750,000	25,750,000
2028	-	10,375,000	10,375,000
2029	27,000,000	10,375,000	37,375,000
Thereafter	388,000,000	66,950,000	454,950,000

11. LONG-TERM DEBT

	2024	2023
	\$	\$
Mortgages - Urban living non-profit housing (Schedule 3)	852,531	1,275,136
	852,531	1,275,136

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

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

Year	Non-profit housing mortgages
	\$
2025	410,267
2026	218,675
2027	135,360
2028	88,229

The Commission has access to a \$15,000,000 credit facility, guaranteed by the City, for capital expenditures. Under the terms of its lending arrangements, the Commission issues banker's acceptances. At December 31, 2024, the Commission had a nil balance (2023 - nil) on the credit facility.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

12. ACCRUED PENSION BENEFITS

	2024	2023
	\$	\$
City of St. John's - Employees	(20,250,200)	(19,323,900)
City of St. John's - Mayor and Councillors	6,041,100	6,136,800
St. John's Transportation Commission	100,122	727,977
	(14,108,978)	(12,459,123)

City of St. John's - Employees

The City's defined benefit plan provides pension benefits to members of CUPE 569, CUPE 1289, NAPE 7808, management, council, and employees of St. John's Sports & Entertainment Ltd. hired before January 1, 2015, as well members of the IAFF 1075 hired before July 11, 2017. All subsequent hires from these groups are enrolled in a defined contribution pension plan. The City also maintains a Supplementary Executive Retirement Plan (SERP) for non-union employees in respect to earnings in excess of those on which benefits can be provided under the defined benefit provisions. Both plans provide benefits based on length of service and average earnings.

On December 5, 2024, the City's defined benefit plan entered into a buy-in annuity contract where Blumont Annuity Company assumed pension liabilities valued at \$272.5 million at the time of purchase. The annuity purchase contract included the pension benefits of pensioners and other beneficiaries receiving benefits from the plan as at April 30, 2024. In exchange for the contract, the City transferred plan assets valued at \$270 million. The City recorded the gain on the transaction of \$2.5 million which is included in Pension Expense for the year.

The annuitized plan assets and pension obligation both remain recognized in employee benefits liability on the balance sheet. The valuation of the insured pension obligation reflects unique actuarial assumptions including discount rate, projected cash flows, and mortality. Any change in the valuation of the insured pension obligation is mirrored in the valuation of the transferred assets.

An actuarial valuation of the plans were completed as at December 31, 2021 for Council and as at December 31, 2023 for employees and the supplementary plan. All plans were extrapolated to December 31, 2024.

	Employees	Supplementary Plan	2024	2023
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	471,035,000	1,677,600	472,712,600	453,456,700
Current service cost	12,413,100	34,500	12,447,600	13,026,600
Interest cost	26,847,800	79,200	26,927,000	28,100,500
Benefits paid	(20,691,800)	(54,200)	(20,746,000)	(19,983,800)
Past services and FABA contributions	45,200	-	45,200	17,000
Actuarial loss/(gain)	26,502,900	(9,400)	26,493,500	(1,904,400)
Balance, end of year	516,152,200	1,727,700	517,879,900	472,712,600

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

12. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary Plan	2024	2023
	\$	\$	\$	\$
<i>Plan assets</i>				
Fair value, beginning of year	500,776,100	-	500,776,100	454,217,200
Return on plan assets	82,558,200	-	82,558,200	52,917,600
Benefits paid	(20,691,800)	-	(20,691,800)	(19,930,300)
Employer contributions	6,456,500	-	6,456,500	7,174,500
Employee contributions	5,918,000	-	5,918,000	6,380,100
Past services and FABA contributions	45,200	-	45,200	17,000
Fair value, end of year	575,062,200	-	575,062,200	500,776,100
Funded status (surplus)/deficit	(58,910,000)	1,727,700	(57,182,300)	(28,063,500)
Unamortized amounts	35,753,900	1,178,200	36,932,100	8,739,600
Accrued benefit (asset)/liability	(23,156,100)	2,905,900	(20,250,200)	(19,323,900)
<i>Significant assumptions used for 2024</i>				
Discount rate				
Ongoing plan	5.75%	4.75%		
Insured Annuities	4.72%	0.00%		
Expected long-term rate of return on plan assets	5.75%	0.00%		
Rate of compensation increase	3.15%	3.15%		
Average remaining service period of active employees	13 years	11 years		
<i>Significant assumptions used for 2023</i>				
Discount rate	5.75%	4.75%		
Expected long-term rate of return on plan assets	5.75%	0.00%		
Rate of compensation increase	3.15%	3.15%		
Average remaining service period of active employees	13 years	12 years		
<i>Net benefit expense of the year</i>				
Current service cost	12,413,100	34,500	12,447,600	13,026,600
Interest cost	26,847,800	79,200	26,927,000	28,100,500
Amortization of losses/(gains)	792,200	(107,500)	684,700	2,634,200
Employee contributions	(5,918,000)	-	(5,918,000)	(6,380,100)
Expected return on plan assets	(28,556,800)	-	(28,556,800)	(28,189,900)
Net benefit expense	5,578,300	6,200	5,584,500	9,191,300

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

12. ACCRUED PENSION BENEFITS (Continued)

City of St. John's - Mayor and Councillors

	2024	2023
	\$	\$
<i>Accrued benefit obligation</i>		
Balance, beginning of year	5,615,100	5,372,600
Current service cost	125,300	114,700
Interest cost	262,300	266,500
Benefits paid	(309,400)	(304,700)
Actuarial loss	-	166,000
Balance, end of year	5,693,300	5,615,100
Unamortized amounts	347,800	521,700
Accrued benefit liability	6,041,100	6,136,800
<i>Significant assumptions used</i>		
Discount rate	4.75%	4.75%
Rate of compensation increase	3.15%	3.15%
Average remaining service period	2 years	3 years
<i>Net benefit expense of the year</i>		
Current service cost	125,300	114,700
Interest cost	262,300	266,500
Amortization of gains	(173,900)	(229,300)
Net benefit expense	213,700	151,900

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

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

An actuarial valuation of the employee plans was completed as at December 31, 2023 and extrapolated to December 31, 2024. The supplementary plan estimate was prepared using the same actuarial assumptions used for the Non-Union plan with the exception of the discount rate.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

12. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary	2024	2023
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	58,049,533	73,703	58,123,236	55,838,173
Current service cost	1,461,389	2,444	1,463,833	1,439,409
Interest cost	3,244,985	3,551	3,248,536	3,218,954
Benefits paid	(3,516,934)	-	(3,516,934)	(3,880,531)
Actuarial loss/(gain)	3,043,630	(73,851)	2,969,779	1,507,231
Balance, end of year	62,282,603	5,847	62,288,450	58,123,236
<i>Plan assets</i>				
Fair value, beginning of year	60,924,136	-	60,924,136	56,625,194
Return on plan assets	6,079,102	-	6,079,102	6,201,359
Benefits paid	(3,516,934)	-	(3,516,934)	(3,880,531)
Employer contributions	1,052,827	-	1,052,827	1,307,313
Employee contributions	572,624	-	572,624	670,801
Fair value, end of year	65,111,755	-	65,111,755	60,924,136
Funded status (surplus)/deficit	(2,829,152)	5,847	(2,823,305)	(2,800,900)
Unamortized amounts	2,785,182	138,245	2,923,427	3,528,877
Accrued benefit (asset)/liability	(43,970)	144,092	100,122	727,977
<i>Significant assumptions used</i>				
Discount rate	5.70%	4.73%		5.80%
Expected long-term rate of return on plan assets	5.80%	5.55%		6.00%
Rate of compensation increase	2.00%	2.00%		2.00%
Average remaining service period of active employees	11.9 years	3 years		13.5 years
<i>Net benefit expense of the year</i>				
Current service cost	1,461,389	2,444	1,463,833	1,439,409
Interest cost	3,244,985	3,551	3,248,536	3,218,954
Amortization of (gains)/losses	(275,885)	(21,465)	(297,350)	278,792
Employee contributions	(572,624)	-	(572,624)	(670,801)
Expected return on plan assets	(3,417,423)	-	(3,417,423)	(3,285,950)
Net benefit expense	440,442	(15,470)	424,972	980,404

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

13. EMPLOYEE FUTURE BENEFITS

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

An actuarial valuation of the plans was completed as at December 31, 2022 for the City and September 30, 2024 for the Commission with both plans extrapolated to December 31, 2024.

	City	Commission	2024	2023
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	135,778,100	13,333,652	149,111,752	150,501,989
Current service cost	3,579,200	450,893	4,030,093	3,858,902
Interest cost	6,414,400	631,740	7,046,140	7,574,116
Benefits paid	(5,052,500)	(202,049)	(5,254,549)	(4,747,990)
Actuarial gain	-	(2,634,403)	(2,634,403)	(8,075,265)
Balance, end of year	140,719,200	11,579,833	152,299,033	149,111,752
Funded status - deficit	140,719,200	11,579,833	152,299,033	149,111,752
Unamortized amounts	56,723,900	7,628,270	64,352,170	65,832,513
Accrued benefit liability	197,443,100	19,208,103	216,651,203	214,944,265
<i>Significant assumptions used for 2024</i>				
Discount rate	4.75%	4.73%		
Average remaining service period of active employees	13 years	13.6 years		
<i>Significant assumptions used for 2023</i>				
Discount rate	4.75%	4.74%		
Average remaining service period of active employees	13 years	13.6		
<i>Net benefit expense of the year</i>				
Current service cost	3,579,200	450,893	4,030,093	3,858,902
Interest cost	6,414,400	631,740	7,046,140	7,574,116
Amortization of gains	(3,763,700)	(351,046)	(4,114,746)	(3,474,239)
Net benefit expense	6,229,900	731,587	6,961,487	7,958,779

14. SEVERANCE AND SICK LEAVE BENEFITS

	2024	2023
	\$	\$
City of St. John's	26,409,300	24,871,600
St. John's Transportation Commission	1,227,256	1,162,904
St. John's Sports and Entertainment	340,780	308,208
	27,977,336	26,342,712

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
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14. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

City of St. John's

Severance for eligible employees consists of one week's salary for each year worked and is only paid upon retirement. Eligible employees are CUPE Local 569 members and management employees hired before October 1, 2019, CUPE Local 1289 members hired before December 5, 2019 and IAFF Local 1075 members hired before January 1 2023.

All employees accumulate sick leave however it is non-vesting.

An actuarial valuation of the plan was completed as at December 31, 2022 and extrapolated to December 31, 2024.

	Severance	Sick Leave	2024	2023
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	12,626,500	13,649,900	26,276,400	24,059,300
Current service cost	1,237,800	1,252,200	2,490,000	2,246,100
Interest cost	603,500	645,700	1,249,200	1,203,300
Benefits paid	(856,900)	(1,363,200)	(2,220,100)	(2,707,300)
Settlement payments	(221,600)	-	(221,600)	(1,237,600)
Settlement loss	-	-	-	180,700
Actuarial (gain)/loss	-	-	-	2,531,900
Balance, end of year	13,389,300	14,184,600	27,573,900	26,276,400
Funded status - deficit	13,389,300	14,184,600	27,573,900	26,276,400
Unamortized amounts	2,025,500	(3,190,100)	(1,164,600)	(1,404,800)
Accrued benefit liability	15,414,800	10,994,500	26,409,300	24,871,600
<i>Significant assumptions used</i>				
Discount rate	4.75%	4.75%		4.75%
Average remaining service period of active employees	13 years	14 years		13 years
<i>Net benefit expense of the year</i>				
Current service cost	1,237,800	1,252,200	2,490,000	2,246,100
Interest cost	603,500	645,700	1,249,200	1,203,300
Amortization of (gain)/loss	(88,500)	328,700	240,200	53,000
Recognition of unamortized gain due to settlement	-	-	-	(255,500)
Recognized loss due to settlement	-	-	-	180,700
Net benefit expense	1,752,800	2,226,600	3,979,400	3,427,600

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
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14. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

During 2023, members of IAFF Local 1075 were given a one-time payout option of their severance accrued to December 31 2020 or a portion thereof. Severance benefits continue to accrue to retirement, regardless of whether an employee elected to receive a one-time payout or not. However, members hired after December 31, 2022 are no longer entitled to severance benefits.

St. John's Transportation Commission

As of June 1, 2015, eligible retiring employees of the St. John's Transportation Commission who have completed at least 10 years of service will be paid a severance equal to 1 day for each year of service. Eligible employees are those hired before November 27, 2020. The liability at December 31, 2024 is \$162,518 (2023 - \$138,373).

Sick pay benefits accrue to employees of the St. John's Transportation Commission at the rate of 12 days per year. Employees can accumulate up to 30 days of sick pay benefits to be paid to them upon retirement, termination, or illness. Any excess is paid out to the employee annually. The liability at December 31, 2024 is \$1,064,738 (2023 - \$1,024,531).

St. John's Sports and Entertainment

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

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

An actuarial valuation of the plan was completed as at December 31, 2023 and extrapolated to December 31, 2024.

	Severance	Sick Leave	2024	2023
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	112,858	109,297	222,155	202,157
Current service cost	23,792	30,575	54,367	38,006
Interest cost	5,802	5,965	11,767	9,998
Benefits paid	-	(23,833)	(23,833)	(46,369)
Actuarial loss/(gain)	5,506	47,598	53,104	18,363
Balance, end of year	147,958	169,602	317,560	222,155
Funded status - deficit	147,958	169,602	317,560	222,155
Unamortized amounts	41,901	(18,681)	23,220	86,053
Accrued benefit liability	189,859	150,921	340,780	308,208

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

14. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

	Severance	Sick Leave	2024	2023
	\$	\$	\$	\$
<i>Significant assumptions used</i>				
Discount rate			4.75%	4.75%
Average remaining service period of active employees			11 years	13 years
<i>Net benefit expense of the year</i>				
Current service cost	23,792	30,575	54,367	38,006
Interest cost	5,802	5,965	11,767	9,998
Amortization of gains	(5,665)	(4,064)	(9,729)	(12,314)
Net benefit expense	23,929	32,476	56,405	35,690

15. ACCUMULATED SURPLUS

	2024	2023
	\$	\$
Accumulated surplus, beginning of year	866,509,535	819,244,368
Excess of revenue over expenditures	43,394,128	47,265,167
Accumulated surplus, end of year	909,903,663	866,509,535
Appropriated surplus		
Reserve for Shoal Bay treatment plant	617,109	572,289
Urban living non-profit housing - replacement reserve	7,186,322	6,197,006
Reserve for snow and ice management	2,000,000	2,000,000
Reserve for salt savings	62,940	62,940
Reserve for convention centre financing	(6,084,344)	(4,891,497)
Reserve for capital	17,238,092	17,023,383
Reserve for employee benefits stabilization fund	1,997,091	1,997,091
Reserve for Robin Hood Bay equipment replacement	10,211,517	10,280,009
Reserve for Riverhead wastewater equipment replacement	2,858,659	3,350,058
Reserve for affordable housing	133,896	83,896
	36,221,282	36,675,175
Unappropriated surplus	873,682,381	829,834,360
	909,903,663	866,509,535

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

16. SUPPLEMENTARY CASH FLOW INFORMATION

	2024	2023
	\$	\$
Changes in working capital balances:		
Accounts receivable	156,674	(12,319,666)
Inventory of materials and supplies	(252,234)	(548,967)
Prepaid expenditures	541,919	(950,657)
Payables and accruals	9,853,717	(12,714,115)
Deferred revenue	3,954,085	1,750,104
	14,254,161	(24,783,301)
Interest paid	11,514,472	12,439,964

17. CREDIT FACILITIES

The City has a demand credit facility with the Royal Bank of Canada totaling \$14,500,000 to meet its short-term financing needs. Drawings bear a maximum interest at the Royal Bank prime rate minus 0.50%. Drawings on this facility at December 31, 2024 were nil (2023 - nil).

18. CONTINGENCIES AND COMMITMENTS

Expropriation and other claims

In the normal course of business, the City is subject to several legal claims in which it intends to defend and negotiate. As of December 31, 2024, the City recorded an estimated liability of \$4,572,622 (2023 - \$1,835,438) for such claims. This liability only includes those claims in which there is an expectation of loss and the settlement amounts can be reasonably estimated however the exact amounts of each claim will not be known until it is settled.

The Commission is contingently liable for claims below \$100,000 which are not covered under its current insurance policy. As of December 31, 2024, the Commission recorded an estimated liability of \$802,973 (2023 - \$834,535) for such claims.

Lease and service agreements

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

2025	5,343,568
2026	4,434,313
2027	3,799,430
2028	2,062,563
2029	1,583,645
Thereafter	2,221,896

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

18. CONTINGENCIES AND COMMITMENTS (Continued)

St. John's Sports and Entertainment is currently in year 7 of a 10-year food service management agreement with Servomation Inc, "Centerplate", to provide food services for the St. John's Convention Centre. The Organization has committed to a management fee and a share of net operating profits. The Organization also has commitments relating to the general maintenance of the Mary Brown's Centre and the Convention Centre.

15 Convent Square

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

Liability for Contaminated Sites

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

During 2024 the City received preliminary environmental testing results indicating further assessment is required at 310 Empire Avenue, the site of a former landfill, to determine whether the relevant environmental standard has been exceeded and an obligation to remediate exists. The site is currently being used as a sports field and has been for several decades. As at the audit report date the full extent of any potential contamination and cost of remediation is unknown and a liability has not been recorded.

19. FINANCIAL RISK

The City is exposed to credit risk and liquidity risk from its financial instruments. This note describes the City's objectives, policies and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

Unless otherwise noted, it is management's opinion that the City is not exposed to significant interest, currency, or other price risks.

a. Credit risk

Credit risk arises from the potential that a party will fail to fulfill its obligations. Primarily the City is exposed to credit risk through its cash and cash equivalents, investments, and accounts receivable. Cash and cash equivalents are held with provincially and federally regulated chartered banks. Accounts receivables consist mainly of property taxes, an allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The City has a significant number of customers which minimizes concentration of credit risk. There have not been any changes from the prior year in the City's exposure to credit risk or the policies, procedures and methods it uses to manage and measure the risk.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

19. FINANCIAL RISK (Continued)

At year end, the amounts outstanding for the City's accounts receivable are as follows:

	2024	2023
	\$	\$
Less than 1 year	55,693,820	56,142,578
1 to 3 years	7,609,385	7,534,789
Over 3 years	7,315,928	5,806,646
Less: impairment allowance	(12,810,271)	(11,518,477)
	<u>57,808,862</u>	<u>57,965,536</u>

b. Liquidity risk

Liquidity risk is the risk that the City will encounter difficulty in meeting obligations associated with financial liabilities. The City is exposed to this risk mainly in respect of receipt of government funding, long term debt and accounts payable. The City manages this risk through continuous monitoring of cash flows from operations and anticipated investing and financing activities to ensure it has sufficient liquidity to meet its liabilities when due. The City issues debenture with sinking fund provision. The sinking fund accounts for the accumulation of installments required for the retirement of the sinking fund debt at maturity. There have not been any changes from the prior year in the City's exposure to liquidity risk or the policies, procedures and methods it uses to manage and measure the risk.

The following table sets out the contractual maturities of the financial liabilities:

	2024		
	Less than 1 year	1 to 5 years	Over 5 years
	\$	\$	\$
Accounts payable and accrued liabilities	70,681,556	-	-
Long-term debt	410,267	442,264	-
Debenture debt	18,000,000	102,000,000	388,000,000
	<u>89,091,823</u>	<u>102,442,264</u>	<u>388,000,000</u>

	2023		
	Less than 1 year	1 to 5 years	Over 5 years
	\$	\$	\$
Accounts payable and accrued liabilities	68,159,655	-	-
Long-term debt	428,038	847,098	-
Debenture debt	25,000,000	93,000,000	415,000,000
	<u>93,587,693</u>	<u>93,847,098</u>	<u>415,000,000</u>

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2024

20. SEGMENTED INFORMATION

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

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

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

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

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

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

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

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

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

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

20. COMPARATIVE FIGURES

In 2024 deferred revenue has been reclassified from payables and accruals and is presented separately on the statement of financial position to better reflect the nature of the liability.

As a result, the comparative figures for the prior year have been reclassified to conform with the current year's presentation. This reclassification had no impact on the previously reported net income or financial liabilities.

CITY OF ST. JOHN'S
Consolidated Schedule of Tangible Capital Assets
Year Ended December 31, 2024

Schedule 1

	Land	Buildings & Permanent Improvements	Capital Lease-Parking Spaces	Roads & Underground Networks	Equipment, Vehicles & Moveable Plant	Fire Department Buildings & Equipment	Work in Process	Urban Living Non-profit Housing Buildings	2024 Totals	2023 Totals
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cost										
Balance, beginning of year	65,819,374	551,940,464	8,452,167	874,450,012	255,141,036	41,405,464	122,749,880	50,719,554	1,970,677,951	1,904,991,261
Add: Additions during the year	-	122,474	-	195,702	10,172,288	93,893	76,469,793	-	87,054,150	78,378,486
Less: Disposals during the year	-	-	-	(2,689,450)	(14,659,262)	(26,066)	(4,053,735)	-	(21,428,513)	(5,902,660)
Adjustments	-	13,264,699	-	42,721,045	17,531,980	1,162,985	(74,680,709)	-	-	-
Change in estimate of ARO	-	1,346,058	-	-	-	-	-	-	1,346,058	(6,789,136)
Balance, end of year	65,819,374	566,673,695	8,452,167	914,677,309	268,186,042	42,636,276	120,485,229	50,719,554	2,037,649,646	1,970,677,951
Accumulated amortization										
Balance, beginning of year	-	183,651,970	1,349,230	282,014,533	170,881,038	18,214,232	-	30,631,019	686,742,022	645,232,959
Add: Additions during the year	-	13,635,372	146,723	16,422,201	14,705,246	1,316,798	-	1,377,612	47,603,952	45,426,802
Less: Disposals during the year	-	-	-	(1,603,894)	(14,177,910)	(26,066)	-	-	(15,807,870)	(3,917,739)
Adjustments	-	-	-	-	-	-	-	-	-	-
Balance, end of year	-	197,287,342	1,495,953	296,832,840	171,408,374	19,504,964	-	32,008,631	718,538,104	686,742,022
Net book value of tangible capital assets	65,819,374	369,386,353	6,956,214	617,844,469	96,777,668	23,131,312	120,485,229	18,710,923	1,319,111,542	1,283,935,929

CITY OF ST. JOHN'S
Consolidated Schedule of Debenture Debt
December 31, 2024

Schedule 2

Date of Maturity	Interest Rate	Amount Issued	2024			2023		
			Sinking Funds Available	Bond Premium	Sinking Fund Requirement in 2025	Sinking Funds Available	Bond Premium	Sinking Fund Requirement in 2023
			\$	\$	\$	\$	\$	\$
Feb. 2024	6.162%	-	-	-	-	27,015,028	105,516	312,500
June 2025	5.534%	18,000,000	19,938,213	-	225,000	18,032,064	165,771	450,000
Mar. 2026	5.300%	25,000,000	23,287,912	238,828	625,000	21,626,454	252,185	625,000
Dec. 2026	4.975%	35,000,000	36,412,466	368,936	875,000	34,363,968	555,231	875,000
Dec. 2027	5.400%	15,000,000	10,251,529	-	375,000	9,339,198	-	375,000
Nov. 2029	5.539%	27,000,000	14,661,798	-	675,000	15,183,857	94,447	675,000
Aug. 2031	4.622%	70,000,000	48,203,258	163,037	1,750,000	37,561,127	427,578	1,750,000
Dec. 2033	4.500%	60,000,000	21,044,101	1,113,293	1,500,000	18,632,256	1,301,866	1,500,000
Mar. 2036	4.215%	120,000,000	26,887,064	2,957,259	3,000,000	22,727,102	3,038,886	3,000,000
Sep. 2040	2.916%	138,000,000	14,934,522	(104,311)	3,450,000	11,009,665	(139,472)	3,450,000
		508,000,000	215,620,863	4,737,042	12,475,000	215,490,719	5,802,008	13,012,500

As at December 31, 2024, the City held a carrying value of \$190.0M (2023 – \$195.0M) of its own debentures. PS 3450 requires that when the City repurchases its own debenture, the repurchased instruments offset the original liabilities on the Consolidated Statement of Financial Position (Note 10). Sinking funds available as presented in this schedule include the City's repurchased debentures. Interest revenue and interest expense associated with the repurchased instruments are offset in the Consolidated Statement of Operations. Interest revenue and interest expense for 2024 are \$7.8M and \$22.3M respectively (2023 - \$8.2M and \$23.3M).

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

CITY OF ST. JOHN'S

Schedule 3

Consolidated Schedule of Mortgages - Urban Living

Non-Profit Housing

December 31, 2024

				2024	2023
	Date of	Interest	Amount	Amount	Amount
	Maturity	Rate	Issued	Outstanding	Outstanding
			\$	\$	\$
Newfoundland & Labrador Housing Corporation					
Gear Street - Infill 1988	Sept. 1, 2025	2.040%	1,929,560	75,926	173,459
Brookfield Road	Dec. 1, 2025	2.040%	2,203,600	114,283	223,824
Cochrane Street	Nov. 1, 2027	1.710%	745,887	91,898	126,596
Infill 1990	Nov. 1, 2026	1.640%	1,628,008	145,596	219,824
Campbell Avenue	Feb. 1, 2028	1.620%	968,952	150,688	194,609
Infill 1992	Dec. 1, 2028	2.040%	1,682,553	274,140	336,824
			9,158,560	852,531	1,275,136
Current portion				410,267	428,038

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

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2024

Schedule 4

	2024	2023
	\$	\$
Taxation		
Real property	193,784,443	176,300,015
Water	37,003,483	36,122,855
Utility	7,249,709	6,889,504
Accommodation	4,129,424	4,381,927
	242,167,059	223,694,301
Grants in lieu of taxes		
Government of Canada	4,955,519	4,729,697
Government of Canada agencies	936,132	917,075
Water tax grant	3,316,846	3,292,155
	9,208,497	8,938,927
Grants and transfers		
Government of Canada		
Capital grant	14,636,851	11,614,079
St. John's Transportation Commission	94,500	94,500
Community building fund	2,496,994	4,889,946
Other federal grants	1,929,812	433,626
Government of Newfoundland and Labrador		
Gas tax funding	831,153	831,153
Municipal capital grant	21,983,981	14,151,247
Recovery of debt charges	-	243,470
Rental housing projects	787,685	767,846
Other provincial grants	163,816	145,136
City of Mount Pearl and Town of Paradise		
Capital contribution	290,864	19,422
City of Mount Pearl and Town of Paradise		
Public transit contribution	1,490,059	1,546,780
Capital contribution from Developers	-	3,774,325
Other grants	2,268,912	375,197
	46,974,627	38,886,727
Sales of goods and services		
Environmental health services		
Water sales - commercial and shipping	7,627,900	7,707,457
Tipping fees	13,925,082	14,404,296
Recycling materials	935,698	674,752
Regional Fire recovery	12,535,648	12,202,090

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2024

Schedule 4 (continued)

	2024	2023
	\$	\$
Sales of goods and services (continued)		
Environmental health services (continued)		
Regional Water recovery	9,061,544	8,937,410
Regional Waste Water recovery	883,456	1,026,562
Other	734,303	656,722
General government services	1,264,532	1,186,934
Transportation services		
Parking	1,413,771	1,244,877
Parking permits	206,435	183,563
Other	51,550	30,491
Third party charges	540,817	120,491
Sale of land	322,859	232,639
Recreation, parks and tourism	2,695,441	2,453,136
St. John's Sports & Entertainment Ltd.	7,990,728	6,288,606
Other general services	231,853	1,755,177
	60,421,617	59,105,203
Other revenue from own sources		
Interest on tax arrears	2,480,245	2,179,544
Interest earned on portfolio investments	415,000	415,000
Fines	2,073,342	2,349,461
Construction and other permits	2,633,724	3,078,156
Interest earned	6,454,451	6,778,940
Business and amusement licenses	130,968	169,514
Rents, concessions and franchises	71,288	77,061
Apartment rentals	3,717,466	3,534,830
St. John's Transportation Commission		
Passenger fares	8,260,572	8,315,210
Transit advertising	212,956	161,577
Charters	24,085	40,414
Sundry	183,827	343,320
Civic assessments	490,298	31,910
Sub - division assessments	170,231	9,888
	27,318,453	27,484,825
Total revenue	386,090,253	358,109,983

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2024

Schedule 5

	2024	2023
	\$	\$
General government services		
Legislative	943,394	926,230
General government	29,717,018	25,280,293
Engineering services	8,611,592	7,516,437
Pension Expense	5,798,200	9,343,200
Employee future benefits and other related expenses	1,952,317	2,721,161
Other general government	949,781	630,247
	47,972,302	46,417,568
Fiscal services		
Interest on debenture debt	11,478,285	12,256,695
Non-Profit Housing mortgage interest	36,187	37,607
St. John's Transportation Commission interest	-	145,662
Other debt charges	76,021	73,000
	11,590,493	12,512,964
Transportation services		
Road transport		
Administration	3,520,606	3,291,606
Fleet services	864,352	1,171,663
Snow clearing	25,153,233	20,534,978
Streets, roads and sidewalks	18,363,543	10,354,425
Maintenance depot	1,802,169	1,668,874
Traffic services	2,093,474	1,748,411
Street cleaning	279,875	283,787
Street lighting	4,353,277	4,347,350
St. John's Transportation Commission	27,613,565	26,660,826
Parking	441,525	261,340
	84,485,619	70,323,260
Protective services		
Fire protection	34,358,019	32,172,677
Protective inspections	3,499,257	3,395,380
Traffic enforcement	2,260,720	1,823,944
Animal and pest control	1,461,644	1,420,789
	41,579,640	38,812,790

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2024

Schedule 5 (continued)

	2024	2023
	\$	\$
Environmental health services		
Water supply and distribution	21,034,182	17,832,502
Regional Water system	8,616,082	8,602,030
Regional Waste Water system	4,304,327	4,315,074
Regional Robin Hood Bay landfill	15,764,988	15,617,874
Garbage, waste collection and disposal	7,228,259	6,410,919
	56,947,838	52,778,399
Recreation and cultural services		
Parks and open spaces	11,304,838	10,844,705
Recreation	10,441,882	9,236,894
St. John's Sports & Entertainment Ltd.	12,302,979	11,197,811
Destination St. John's	2,051,356	1,659,393
Other recreation and cultural services	4,698,369	3,616,376
	40,799,424	36,555,179
Environmental development services		
Environmental planning and zoning	2,484,687	2,186,046
Housing and real estate	4,293,461	3,801,269
Other environmental development services	1,482,998	1,234,522
	8,261,146	7,221,837
Amortization and allowances		
Allowance for uncollectible accounts	1,745,409	(975,590)
Allowance for obsolete inventory	40,288	(25,937)
Loss on disposal fixed assets	558,111	697,295
Amortization	47,603,952	45,415,148
Amortization of Sinking Fund Premium	1,111,903	1,111,903
	51,059,663	46,222,819
Total expenditures	342,696,125	310,844,816

CITY OF ST. JOHN'S
Consolidated Schedule of Segmented Information
Year ended December 31, 2024

Schedule 6

	General Government Services	Fiscal Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Cultural Services	Environmental Development Services	Amortization and Allowances	Consolidated 2024	2023
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue (Schedule 4)										
Taxation	238,037,635	-	-	-	-	4,129,424	-	-	242,167,059	223,694,301
Grants in lieu of taxes	9,208,497	-	-	-	-	-	-	-	9,208,497	8,938,927
Grants and transfers	42,400,819	304,510	1,584,559	1,180	2,184	1,105,271	1,576,104	-	46,974,627	38,886,727
Sales of goods and services	11,895,051	-	1,409,378	11,814,681	24,297,625	10,813,299	191,583	-	60,421,617	59,105,203
Other revenue from own sources	8,781,797	-	8,968,614	3,907,773	1,443,901	-	4,216,368	-	27,318,453	27,484,825
	310,323,799	304,510	11,962,551	15,723,634	25,743,710	16,047,994	5,984,055	-	386,090,253	358,109,983
Expenditure (Schedule 5)										
Personnel	36,071,976	-	35,287,412	37,393,309	18,102,307	21,951,141	4,063,981	-	152,870,126	148,851,104
Contractual Services	10,579,442	-	29,004,367	2,249,924	30,401,317	7,726,780	3,031,466	-	82,993,296	62,569,742
Materials & Supplies	1,150,385	-	20,041,521	1,586,545	8,052,982	4,353,300	38,909	-	35,223,642	33,595,397
Capital Out of Revenue	170,499	-	10,830	92,124	58,273	47,559	6,668	-	385,953	448,790
Grants & Subsidies	-	-	4,660	257,738	-	4,450,109	1,126,950	-	5,839,457	3,633,397
Financial Charges	-	11,590,493	-	-	-	2,232,189	1,554	-	13,824,236	14,152,870
Other	-	-	136,829	-	332,959	38,346	(8,382)	51,059,663	51,559,415	47,593,516
	47,972,302	11,590,493	84,485,619	41,579,640	56,947,838	40,799,424	8,261,146	51,059,663	342,696,125	310,844,816
Excess of revenues over expenditures	262,351,497	(11,285,983)	(72,523,068)	(25,856,006)	(31,204,128)	(24,751,430)	(2,277,091)	(51,059,663)	43,394,128	47,265,167
Accumulated surplus, beginning of year									866,509,535	819,244,368
Accumulated surplus, end of year (Note 15)									909,903,663	866,509,535

CITY OF ST. JOHN'S
Consolidated PSAB Budget
Year ended December 31, 2024

Schedule 7

	City	St. John's Transportation Commission	St. John's Sports & Entertainment Ltd.	Adopted Budget	Consolidating Entries and PSAB Adjustments (Page 39)	Consolidated Budget
	\$	\$	\$	\$	\$	\$
Revenues						
Taxation	241,786,224	-	-	241,786,224	(733,252)	241,052,972
Grants in lieu of taxes	9,443,768	-	-	9,443,768	-	9,443,768
Grants and transfers	29,044,750	19,682,140	6,139,920	54,866,810	(13,004,751)	41,862,059
Sales of goods and services	47,532,304	-	6,047,928	53,580,232	434,926	54,015,158
Other revenue from own sources	16,139,995	10,098,900	-	26,238,895	(673,384)	25,565,511
	343,947,041	29,781,040	12,187,848	385,915,929	(13,976,461)	371,939,468
Expenditures						
General government services	44,302,055	-	-	44,302,055	4,362,011	48,664,066
Fiscal services	38,121,231	-	-	38,121,231	(26,209,485)	11,911,746
Transportation services	72,222,668	29,781,040	-	102,003,708	(20,061,348)	81,942,360
Protective services	34,129,954	-	-	34,129,954	7,339,697	41,469,651
Environmental health services	89,830,030	-	-	89,830,030	(36,081,217)	53,748,813
Recreation and cultural services	31,312,963	-	12,187,848	43,500,811	(3,801,739)	39,699,072
Environmental development services	16,243,823	-	-	16,243,823	(6,167,284)	10,076,539
Amortization and allowances	17,784,317	-	-	17,784,317	40,063,868	57,848,185
	343,947,041	29,781,040	12,187,848	385,915,929	(40,555,497)	345,360,432
Excess of revenue over expenditures	-	-	-	-	26,579,036	26,579,036

Council approved the City's 2024 budget on December 12, 2023

CITY OF ST. JOHN'S**Schedule 7 (continued)****Consolidating Entries and PSAB Adjustments**

Year ended December 31, 2024

Revenues

	\$
1. Eliminate transfers from reserves	(1,064,384)
2. Eliminate grants to SJSE	(6,939,920)
3. Eliminate grants to SJTC	(20,629,377)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(733,252)
6. Eliminate water revenue paid by City entities	(6,130,247)
7. Eliminate tipping fees paid by City entities	(2,710,679)
8. Eliminate general government charges	(3,411,920)
9. Eliminate debt charges recoverable	(24,451,619)
10. Record provincial capital grants	22,110,403
11. Record federal capital grants	14,636,851
12. Record other capital grants	2,268,911
13. Record recovery of fire protection services	12,364,913
14. Record interest earned on sinking funds	415,000
15. Record gain on sale of capital assets	322,859
	<u>(13,976,461)</u>

Expenses

1. Eliminate transfers from reserves	(3,607,621)
2. Eliminate grants to SJSE	(6,639,920)
3. Eliminate grants to SJTC	(20,629,377)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(733,252)
6. Eliminate water revenue paid by City entities	(6,130,247)
7. Eliminate tipping fees paid by City entities	(2,710,679)
8. Eliminate general government charges	(3,411,920)
9. Eliminate debt charges recoverable	(24,700,619)
10. Eliminate capital expenditures	(8,084,025)
11. Eliminate sinking fund payments	(26,209,485)
12. Eliminate principal payments on LTD	(642,706)
13. Eliminate recovery of fire protection services	12,364,913
14. Record amortization of capital assets	47,581,510
15. Record employee post retirement benefits	3,021,931
	<u>(40,555,497)</u>

Excess of revenues over expenditures26,579,036

Decision Note

Title: 2025 Audit Plan

Date Prepared: June 4, 2025

Report To: Audit Standing Committee

Councillor and Role: Councillor Tom Davis, Audit Committee

Ward: N/A

Decision/Direction Required: To approve the 2025 audit plan.

Discussion – Background and Current Status:

Audit Objectives

In accordance with audit standards prescribed by the Institute of Internal Auditors, each full program review conducted by the Office of the City Internal Auditor will have three main objectives:

1. To ensure services are managed with due regard to significant risks that could possibly have a negative impact on the ability of the division or department to meet its objectives.
2. To ensure services are delivered in accordance with prescribed policies, procedures and Council or Board directives.
3. To ensure that processes are implemented to inform, direct, manage and monitor activities that are intended to facilitate the achievement of the City's strategic goals.

In addition to program reviews, follow-up reviews and reporting will be conducted in accordance with generally accepted internal auditing standards on areas that were the subject of a prior program review to evaluate the effectiveness of changes made in response to the recommendations of the initial report.

Selection of Areas for Review

The 2025 Audit Plan has been developed using a risk-based process. The Plan incorporates risk information gathered from all levels of management within the City, a jurisdictional scan of

audits recently performed by eight municipalities across Canada, and professional judgement. It should also be noted that the proposed audit plan does not leave time for management or Council requests. Any request for audit services should be evaluated by the Audit Committee to determine if it should replace an item already included in the plan. It is anticipated that at least three of these audits will span into 2026.

Audit Plan

2025 Audit Plan	
Program Reviews	Business Unit
Construction Engineering	PERS
Administration (Privacy)	Office of the City Solicitor
Development Process – Legal Services	Office of the City Solicitor
Maintenance of Municipal Parks	Public Works
Metrobus – Maintenance	St. John's Transportation Commission
SJRFD – Fire Suppression	St. John's Regional Fire Department
Follow-up Reviews	Business Unit
Training Division	SJRFD
Fuel Process	Finance & Corporate Services
Permit Process	PERS
Aquatic Safety	Community Services
Preventative Maintenance – Fleet	Public Works
Paratransit	St. John's Transportation Commission
Cyber Security Audit – IT Systems	Finance & Corporate Services
Occupational Health & Safety	Finance & Corporate Services
Cyber Security Audit – OT Systems	Public Works
SJRFD Mechanical Division	SJRFD
Consultations/Investigations	
Upon Request/As Required	
Administration	
Maintain Whistleblower Hotline	Update Procedure Manual / Risk Assmt.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A

2. Partners or Interested Parties: 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: N/A

Choose an item.

Choose an item.

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: N/A

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: N/A

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Information Management Implications: N/A

14. Other Implications: N/A

Recommendation:

That Council approve the 2025 audit plan.

Prepared by: Sean Janes
Approved by: Sean Janes

Report Approval Details

Document Title:	2025 Audit Plan.docx
Attachments:	
Final Approval Date:	Jun 5, 2025

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

Kevin Breen - Jun 5, 2025 - 4:27 PM

Development Permits List For May 29 to June 11, 2025

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
COM	Bristol Development Inc.	Subdivide only for 5 Lots	424 Kenmount Road	4	Approved	05-30-25
RES		Two (2) 12m length sections of Storm Sewer	366-374 Empire Avenue	4	Approved	05-30-25
COM	Whee Indoor Entertaining Inc.	Parking Lot Upgrades	71 O'Leary Avenue	4	Approved	05-30-25
RES		Consolidation of Land Only	24 Myrick Place	5	Approved	06-03-25
RES		Semi-Detached Dwelling	56 Brazil Street	2	Approved	06-03-25
RES	Fairview Investments Ltd.	Single Detached Dwelling	22 Duke Street	4	Approved	06-05-25
RES		Demo/Rebuild Single Detached Dwelling	17 Cowan Avenue	3	Approved	06-05-25
RES		Redevelopment of Non-conforming Dwelling	4A Middle Battery Road	2	Approved	06-06-25
RES		Subdivision Only for One Additional Lot	15 Evelyn Place	4	Rejected	06-09-25

*** 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 June 17, 2025, Regular Meeting

Permits Issued: 2025/05/29 to 2025/06/11

BUILDING PERMITS ISSUED

Residential		
Location	Permit Type	Structure Type
11 Hazelwood Cres	Site Work	Landscaping
11 Hebbard Pl	Renovations	Single Detached Dwelling
11 Torngat Cres	Fence	Fence
113 Highland Dr	Accessory Building	Accessory Building
114 Bonaventure Ave	Renovations	Semi Detached Dwelling
12 Reeves Pl	Site Work	Landscaping
12 Reeves Pl	Renovations	Single Detached w/ apt.
121 Airport Rd	Fence	Fence
124 Ricketts Rd	Fence	Fence
13 Bell's Turn	Change of Occupancy/Renovations	Subsidiary Apartment
13 Munich Pl	New Construction	Single Detached w/ apt.
13 Stephano St	Fence	Fence
132 Ladysmith Dr	Fence	Fence
148 Empire Ave	Renovations	Single Detached Dwelling
15 Hickman Pl	Renovations	Townhousing
16 1/2 Gulliver Pl	Fence	Fence
16 Ballylee Cres	Fence	Fence
18 Cornwall Ave	Renovations	Single Detached w/ apt.
18 Victoria St	Renovations	Townhousing
187 Green Acre Dr	Deck	Patio Deck
19 Dragonfly Pl	Fence	Fence
2 Duckworth St	Renovations	Semi Detached Dwelling
2 Reid St	Deck	Patio Deck
20 Everard Ave	Fence	Fence
21 Rosscommon Pl	Deck	Patio Deck
22 Amherst Hts	Site Work	Retaining Walls
22 Forest Rd	Fence	Fence
23 Diamond Marsh Dr	Accessory Building	Accessory Building

25 Barnes Rd	Change of Occupancy/Renovations	Townhousing
26 Wadland Cres	Deck	Patio Deck
27 Beauford Pl	Change of Occupancy/Renovations	Single Detached Dwelling
270 Freshwater Rd	Site Work	Landscaping
28 Suvla St	Change of Occupancy	Home Office
29 Alice Dr	Deck	Patio Deck
29 Birchwynd St	Accessory Building	Accessory Building
3 Long Pond Rd	Renovations	Single Detached Dwelling
3 Oakridge Dr	Site Work	Single Detached Dwelling
31 Everard Ave	Site Work	Swimming Pool/Hot Tub
310-316 Petty Harbour Rd	Extension	Single Detached Dwelling
318 Blackmarsh Rd	Change of Occupancy/Renovations	Single Detached Dwelling
33 Old Petty Harbour Rd	Site Work	Driveway
347 Portugal Cove Pl	Renovations	Single Detached Dwelling
34b Gorman Ave	Change of Occupancy/Renovations	Semi Detached Dwelling
35 Belfast St	Accessory Building	Accessory Building
38 Grieve St	Site Work	Driveway
38 Halley Dr	Change of Occupancy/Renovations	Single Detached w/ apt.
40 Dunkerry Cres	Deck	Patio Deck
44 Bristol St	Change of Occupancy	Home Office
44 Cape Pine St	Change of Occupancy	Single Detached w/ apt.
44 Cedar Hill Pl	Fence	Fence
452 Newfoundland Dr	Change of Occupancy	Single Detached w/ apt.
49 Clifden Woods	Fence	Fence
49 Clifden Woods	Site Work	Landscaping
5 Hercules Pl	Fence	Fence
5 Hyde Park Dr	Fence	Fence
5 Prince Charles Pl	Deck	Patio Deck
52 Wishingwell Rd	Renovations	Semi Detached Dwelling
54 Almond Cres	Renovations	Single Detached Dwelling
55 1/2 Bell's Turn	Accessory Building	Accessory Building
56 Signal Hill Rd	Deck	Patio Deck
58 St. Clare Ave	Fence	Fence

6 Larner St	Fence	Fence
6 Parkridge Dr	Accessory Building	Accessory Building
6 Parkridge Dr	Deck	Patio Deck
60 Beaumont St	Deck	Patio Deck
7 Gander Cres	Fence	Fence
7 Kenai Cres	Site Work	Swimming Pool/Hot Tub
7 Kenai Cres	Accessory Building	Accessory Building
7 Triton Pl	Site Work	Driveway
71 Brad Gushue Cres	Deck	Patio Deck
72 Canada Dr	Deck	Patio Deck
80 Halley Dr	Deck	Patio Deck
82 Barnes Rd	Deck	Patio Deck
91 Doyle St	Deck	Patio Deck
93 Branscombe St	Fence	Fence
98 Diamond Marsh Dr	Renovations	Single Detached Dwelling

This Week: \$1,610,466.01

Commercial

Location	Permit Type	Structure Type
100 New Gower St	Change of Occupancy/Renovations	Office
102 Kenmount Rd	Sign	Hotel
13 George St	Change of Occupancy	Patio Deck
14 George St	Change of Occupancy	Patio Deck
140 Water St	Sign	Bank
145 Aberdeen Ave	Change of Occupancy/Renovations	Office
150 New Gower St	Renovations	Hotel
18 East White Hills Rd	Renovations	Warehouse
187 Kenmount Rd	Renovations	Office
193 Kenmount Rd	Change of Occupancy/Renovations	Recreational Use
245 Blackmarsh Rd	Fence	Fence
245-247 Duckworth St	Change of Occupancy	Service Shop
260-268 Water St	Change of Occupancy/Renovations	Bakery
27 Nils Way	Change of Occupancy/Renovations	Mixed Use
279 Portugal Cove Rd	Change of	Restaurant

	Occupancy/Renovations	
312 Water St	Change of Occupancy	Patio Deck
320 Water St	Change of Occupancy	Patio Deck
323 Kenmount Rd	Sign	Retail Store
346 Water St	Change of Occupancy	Patio Deck
353 Main Rd	Renovations	Shopping Centre
377 Duckworth St	Change of Occupancy	Patio Deck
39 Churchill Ave	Sign	Take Out Food Service
426 Torbay Rd	Sign	Retail of Building Supply
430 Topsail Rd	Change of Occupancy/Renovations	Retail Store
46b Aberdeen Ave	Sign	Other
5 Bates Hill	Sign	Restaurant
5 Beck's Cove	Change of Occupancy	Patio Deck
50 Mundy Pond Rd	Renovations	Clinic
50 Pippy Pl	Change of Occupancy	Service Shop
50 Ropewalk Lane	Change of Occupancy	Warehouse
55 Kelsey Dr	Change of Occupancy/Renovations	Eating Establishment
56 Leslie St	Renovations	Light Industrial Use
607 Torbay Rd	Renovations	Clinic
653 Topsail Rd	Sign	Service Shop
710 Torbay Rd	Change of Occupancy	Place Of Assembly
9 George St	Change of Occupancy	Patio Deck
95 Merrymeeting Rd	Change of Occupancy/Renovations	Retail Store

This Week: \$6,189,877.04

Government/Institutional

Location	Permit Type	Structure Type
85 Forest Rd	Accessory Building	Accessory Building

This Week: \$3,000.00

Industrial

Location	Permit Type	Structure Type
31 Peet St	Change of Occupancy	Office

This Week: \$0.00

Demolition

Location	Permit Type	Structure Type
2 Elm Pl	Demolition	Accessory Building
7 Whiteway St	Demolition	Single Detached Dwelling
85 Quidi Vidi Village Rd	Demolition	Single Detached Dwelling

This Week: \$25,000.00

This Week's Total: \$7,828,343.05

REPAIR PERMITS ISSUED:

\$90,050.00

NO REJECTIONS

YEAR TO DATE COMPARISONS			
June 17, 2025			
TYPE	2024	2025	% Variance (+/-)
Residential	\$53,852,427.86	\$41,534,380.93	-23
Commercial	\$65,799,145.99	\$64,856,089.20	-1
Government/Institutional	\$39,150,500.00	\$7,574,910.50	-81
Industrial	\$2,500,000.00	\$895,950.00	-64
Repairs	\$715,916.11	\$491,009.00	-31
TOTAL	\$162,017,989.96	\$115,352,339.63	-29
Housing Units (1 & 2 Family Dwelling)	87	79	

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Weeks Ending June 4 and June 11, 2025

Payroll

Public Works (Week 1)	\$522,507.12
Bi-Weekly Administration (Week 1)	\$903,788.67
Bi-Weekly Management	\$1,007,209.83
Bi-Weekly Fire Department	\$941,160.12
Bi-Weekly Casual (Week 2)	\$52,612.53
Public Works (Week 2)	\$530,075.16
Accounts Payable	\$11,488,512.33

(A detailed breakdown [here](#))

Total:	\$15,445,865.76
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ST. JOHN'S

DEPARTMENT OF FINANCE

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

DECISION/DIRECTION NOTE

Title: Sale of City Land adjacent to 22 Hayward Avenue

Date Prepared: May 15, 2025

Report To: His Worship the Mayor and Members of Council

Councillor and Role: Ophelia Ravencroft, Ward Councillor

Ward: Ward 2

Decision/Direction Required:

Recommendation that Council approve the sale of City land adjacent to 22 Hayward Avenue, as shown in the attached diagrams.

Discussion – Background and Current Status:

The owner of 22 Hayward Avenue has requested to purchase the footpath adjacent to their property. The property owner have advised that they have been performing maintenance on this area since they have acquired 22 Hayward Avenue and, on a number of occasions, have had issues with people sleeping, vandalizing and defecating in the area of the footpath. Legal has discussed this matter with the required departments with the only comment being that it may be beneficial to keep the pedestrian access. This area has not been identified, nor is it conducive, to a shared use path. Further, this footpath is approximately 70 feet from the intersection of Mullock Street and Hayward Avenue.

The purchase price has been established at \$20.00 per square foot plus HST and administrative fees. This takes into account that the property is zone RD. The purchaser will complete a survey of the area which is approximately 232.5 square feet, resulting in a purchase price of approximately \$4,650.00 plus HST. The property owner will also be required to consolidate this land with their existing property.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - a. City to receive approximately \$4,650.00 per square foot for the sale of the land, plus administrative fees.
2. Partners or Other Stakeholders:
 - a. N/A
3. Alignment with Strategic Directions/Adopted Plans:
 - a. An Effective City
4. Legal or Policy Implications:
 - a. A Deed of Conveyance will have to be prepared.

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5. Privacy Implications:
 - a. N/A
6. Engagement and Communications Considerations:
 - a. N/A
7. Human Resource Implications:
 - a. N/A
8. Procurement Implications:
 - a. N/A
9. Information Technology Implications:
 - a. N/A
10. Other Implications:
 - a. N/A

Recommendation:

Recommendation that Council approve the sale of City land adjacent to 22 Hayward Avenue, as shown in the attached diagrams.

Attachments:





DECISION/DIRECTION NOTE

Title: Sale of City land at the rear of 294 Torbay Road

Date Prepared: May 29, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jill Bruce

Ward: Ward 1

Decision/Direction Required:

Recommendation that Council approve the sale of City land at the rear of 294 Torbay Road, as outlined in blue on the attached diagram.

Discussion – Background and Current Status:

The owner of 294 Torbay Road has approached the City requesting to purchase the parcel of land at the rear of his property. While the attached diagram shows the property in the floodplain and floodplain buffer, the new updated floodplain will show that the property is no longer located in either. The area that the City is willing to sell would remain as open space. The owner has requested this land to meet rear yard requirements for a development proposal he is preparing to submit to the City. The sale of this property would be subject to development approval.

The purchase price has been established at \$1.50 per square foot plus HST and administrative fees. This takes into account that the property is zoned open space. The purchaser will complete a survey of the area which is approximately 2586 square feet, resulting in a purchase price of approximately \$3,879.00 plus HST. The purchaser will also be required to consolidate this land with his existing property.

Key Considerations/Implications:

1. Budget/Financial Implications: City to receive approximately \$3,879 for the sale of City land plus \$300 administrative fee
2. Partners or Other Stakeholders: owner of 294 Torbay Road
3. Is this a New Plan or Strategy: No

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

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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: An Effective City

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: A Deed of Conveyance will need to be prepared

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: N/A

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Other Implications: N/A

Recommendation:

That Council approve the sale of City land at the rear of 294 Torbay Road, as outlined in blue on the attached diagram.

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



Report Approval Details

Document Title:	Sale of City land at the rear of 294 Torbay Road.docx
Attachments:	
Final Approval Date:	May 29, 2025

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

Cheryl Mullett - May 29, 2025 - 10:03 AM

DECISION/DIRECTION NOTE

Title: George Street West Paid Parking

Date Prepared: May 30, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Sandy Hickman, Engineering and Regulatory Services

Ward: N/A

Decision/Direction Required: Approval to implement paid parking for George Street West.

Discussion – Background and Current Status:

The Paid Parking Management Strategy (PPMS) was approved by council in 2018 and included a key recommendation to convert timed parking to paid parking. This has been done for 1,200 spaces in the City with the introduction of the PayByPhone application and Pay Stations. However, George Street West remains largely a timed-free parking area.

George Street West was under the meter program previously and was converted to timed parking due to meter vandalism. The area has remained timed parking during construction of the new JAG. Construction is now complete, and City staff are seeking approval to transition the area to paid parking.

Staff are also requesting approval to implement a long stay parking rate, rather than a maximum time. The rate would be \$1.75 per hour for the first three hours, then \$3.50 per hour for each hour after. This will provide access to parking for a longer period, while the rate encourages turnover.

The nearby streets of New Gower Street and Water Street are already part of the City's paid parking program. Springdale, Hutchings and Buchanan Street will remain as permit areas, with some short-term free parking spaces intended to serve those accessing community support programs in the area. A map can be found in Appendix A outlining the proposed restrictions.

Key Considerations/Implications:

1. Budget/Financial Implications:

The pay stations required are already in inventory, while there will be costs associated with updating the signage. There is currently minimal revenue received from George Street West, and paid parking will generate additional revenue while also being more effective to enforce.

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2. Partners or Other Stakeholders:

Stakeholders include businesses and non-profit organizations operating in the area. The City has worked with the non-profit groups to provide some short-term free parking for those accessing their programs, and permit options. Consultation with the JAG has raised no concerns with reinstating paid parking in the area.

3. Is this a New Plan or Strategy: No

4. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

5. Alignment with Adopted Plans:

Paid Parking Management Strategy (PPMS)

6. Accessibility and Inclusion:

Paid parking hardware meet accessibility standards. Short term free parking will continue to be provided near the Centre for Hope.

7. Legal or Policy Implications:

Implementation will align with the City's current paid parking program. When converting from timed or free parking, the City will provide a grace period with notices.

8. Privacy Implications:

The systems used have already been reviewed by Privacy.

9. Engagement and Communications Considerations:

Changes will be communicated to the public, including a grace period.

10. Human Resource Implications:

No additional resources are required.

11. Procurement Implications:

Systems and hardware are already under contract.

12. Information Technology Implications:

The required systems are under contract with third party vendors.

13. Other Implications:

There may be some negative feedback from people who have used the area for longer-term or free parking over the past few years. However, it is important for program consistency and effective utilization of public parking to implement a paid parking program. There are also off-street private parking lots with longer term parking options in the area.

Recommendation:

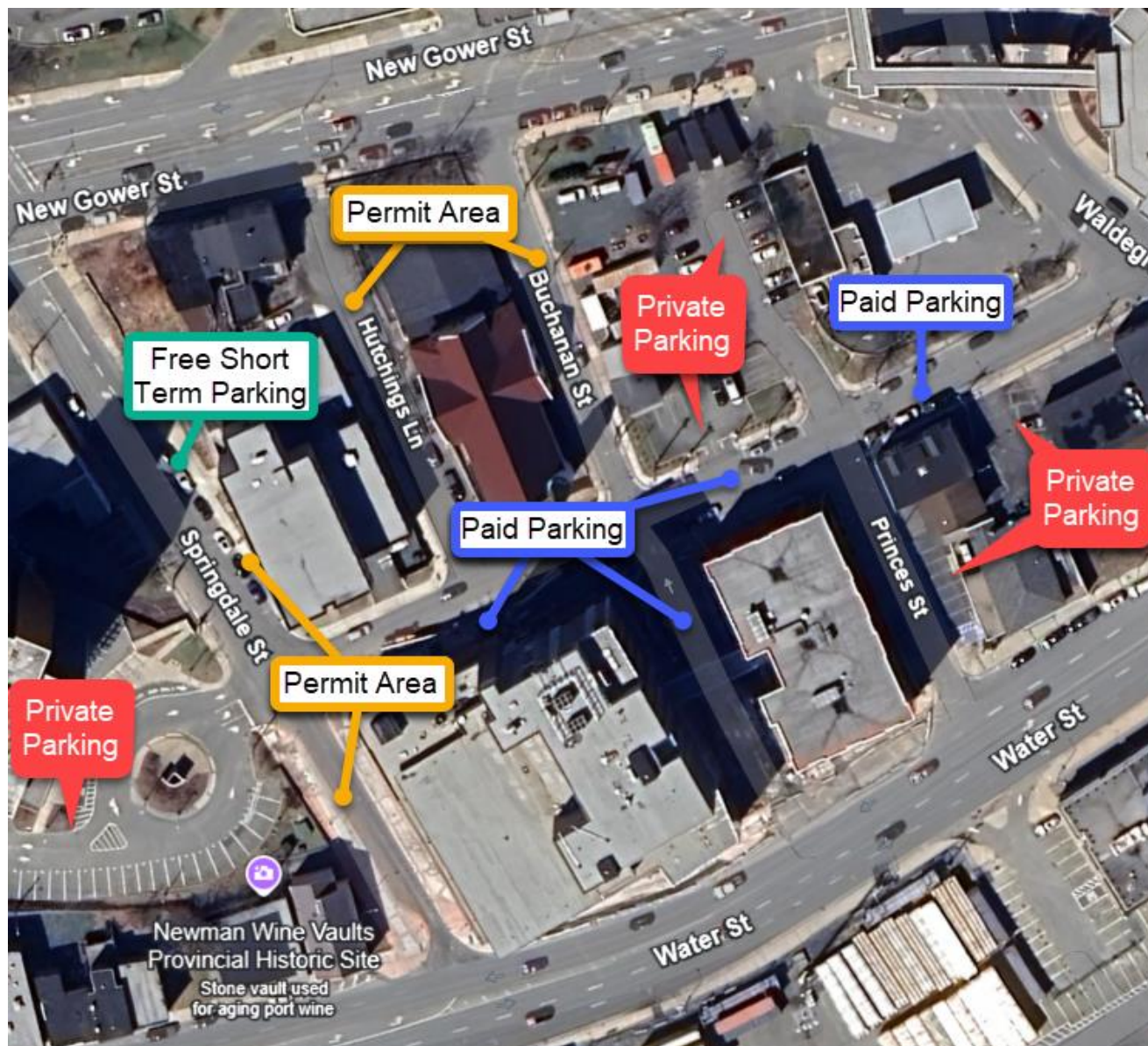
That Council approve conversion of timed parking to paid parking on George Street West, including implementing a long stay parking rate in the area.

Prepared by: Mary Beth Delaney, Supervisor Parking Enforcement

Approved by: Randy Carew, Manager Regulatory Services

Appendix A

Area Map



Report Approval Details

Document Title:	George Street West Paid Parking.docx
Attachments:	
Final Approval Date:	Jun 2, 2025

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

Randy Carew - Jun 1, 2025 - 9:04 AM

Jason Sinyard - Jun 2, 2025 - 3:04 PM

DECISION/DIRECTION NOTE

Title: Shea Heights Community Centre Board of Directors – New Board Appointment

Date Prepared: June 2, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Carl Ridgeley

Ward: Ward 5

Decision/Direction Required:

To approve the appointment of one (1) new At Large Member to fill a vacancy on the Shea Heights Community Centre Board of Directors.

Discussion – Background and Current Status:

The Shea Heights Community Centre Board of Directors is appointed by the City of St. John's to facilitate the development and implementation of social, recreational and educational benefits and services for the residents of Shea Heights.

The Shea Heights Community Centre Board of Directors currently consists of a maximum of Twenty-two (22) Board members:

1. One (1) Stakeholder Group	Vacant
2. One (1) NL Housing Tenant Representative	1 Filled
3. Two (2) Community Resource Members	1 Filled
4. Twelve (12) At Large Members	9 Filled
5. Six (6) Ex-Officio Members	6 Filled

The Shea Heights Community Centre Board of Directors are appointed by the City of St. John's, new members are ratified by City Council.

A public expression of interest was held to seek volunteers to fill current vacancies. Application was received from **Dave Howell**. The application was discussed with the Board during a regularly scheduled meeting. The applicant is supported by the Board to be put forth for appointment to the vacant At Large position.

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Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders:
 - a. The Recreation Division and Community Centre staff work closely with the Board of Directors to deliver programs, services, and events to residents of Shea Heights.
 - b. Newfoundland and Labrador Housing provides an annual operating grant to the Board of Directors to work closely with the community members of NLHC towards developing healthier lifestyles and enriching the communities in which they serve.
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: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.

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
7. Legal or Policy Implications: N/A
8. Privacy Implications: N/A
9. Engagement and Communications Considerations: N/A
10. Human Resource Implications: N/A
11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Other Implications: N/A

Recommendation:

That Council approve the appointment of Dave Howell to the Shea Heights Community Centre Board of Directors to fill a vacancy within the “At Large” category of the Board structure.

Prepared by:

Approved by:

Report Approval Details

Document Title:	Shea Heights Community Centre Board of Directors – New Board Appointment.docx
Attachments:	- Dave Howell SH Board of Directors Application.pdf - Board Contacts 2025.xlsx
Final Approval Date:	Jun 2, 2025

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

Tanya Haywood - Jun 2, 2025 - 3:36 PM

ST. JOHN'S

Information Note

Title:	2025 Canada Games Mural Partnership
Date Prepared:	June 10, 2025
Report To:	Regular Council Meeting
Councillor and Role:	Councillor Sandy Hickman, Arts and Culture Advisory Committee
Ward:	N/A

Issue: To advise Council of a mural project in partnership with 2025 Jeux du Canada Games.

Discussion – Background and Current Status: The City of St. John's, in collaboration with the 2025 Jeux du Canada Games, will work with an artist or artist team with a connection to the Francophonie of Newfoundland and Labrador to design and complete a mural celebrating the significant and valuable history and contributions of the Francophonie in Newfoundland and Labrador. The project will use thin aluminum panels which will be affixed to the retaining wall on Duckworth Street abutting the parking lot on the corner of Duckworth Street and Holloway Street.

The City will circulate a Request for Proposals (RFP) seeking submissions from qualified artists/artist teams. The mural design concept must celebrate the significant and valuable history and contributions of the Francophonie in Newfoundland and Labrador, and the RFP will require applicants to demonstrate how their proposed design will reflect this theme, and their connection to the Francophonie of NL. A jury consisting of City staff, members of the arts community and/or individuals knowledgeable in visual/public art, and representation from the 2025 Jeux du Canada Games Official Languages Committee will assess the submissions based on the skills, qualifications, and experience of the artist/artist team, as well as the artistic merit of the design concept and its adherence to the theme.

The City is pleased to be carrying out this project in partnership with the 2025 Jeux du Canada Games, whose support leverages the City's approved Public Art and Murals budget. The City has adopted a partnership approach in the past few years as a means to successfully leverage financial investments, expertise, and delivery of public art. Past mural partnerships include the Year of the Arts Mural "Ktaqmkuk," created by Jerry Evans (2024), the Come Home mural created by artist team Molly Margaret and Lily Taylor (2022), the multi-artist mural panels recognizing essential workers (2020), the Solomon's Lane mural, designed by Jessica Waterman and completed in partnership with the Craft Council of Newfoundland and Labrador (2019), and the mural created by Jordan Bennett in Rawlins Cross, completed in partnership with Eastern Edge Art Gallery during "Identify: A Celebration of Indigenous Arts and Culture" (2018).

Key Considerations/Implications:

1. Budget/Financial Implications: Both the City and the 2025 Jeux du Canada Games will provide up to \$20,000 toward the creation of the mural.

2. Partners or Interested Parties: The 2025 Jeux du Canada Games is a partner in this project.

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

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

5. Alignment with Adopted Plans: Planning for a Creative Future: The City of St. John's Municipal Arts Plan

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: N/A

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: The City of St. John's and partners will use various communications and outreach to promote the project.

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Information Management Implications: N/A

14. Other Implications: N/A

Conclusion/Next Steps: A Request for Proposals seeking submissions from qualified artist teams will be circulated publicly.

Prepared by: Théa Morash, Arts & Cultural Development Coordinator

Approved by: Erin Skinner, Manager of Tourism, Culture and Business Growth



INFORMATION NOTE

Title: 670 Kenmount Road interpret zone lines

Date Prepared: June 11, 2025

Report To: Regular Council Meeting

Councillor and Role: Councillor Maggie Burton, Planning

Ward: Ward 4

Issue:

To interpret the zone lines affecting the residential property at 670 Kenmount Road.

Discussion – Background and Current Status:

In the Kenmount/Southwest Development Area, the residential zones generally extend up to the 190-metre contour elevation. This is the height limit of existing municipal water and sewage systems in the area. Lands above an elevation of 190 metres are beyond the current limits of servicing; they are zoned Comprehensive Development Area 9 (CDA 9) and are designated within the Urban Expansion District of the Envision St. John's Municipal Plan.

This memo deals with making some map changes in line with the best elevation data available. The most recent topographic survey data accepted by the City shows that our current maps are slightly off in the elevations, and therefore some of our zone boundaries are off. They should be adjusted to reflect the most up-to-date information.

This elevation adjustment would shift the boundaries of the Residential Reduced Lot (RRL) Zone, the Residential 2 (R2) Zone, and the CDA 9 Zone, as they follow the 190-metre contour. The zone lines can be interpreted in accordance with Section 10.3 of the Envision St. John's Development Regulations to extend the RRL Zone and the R2 Zone to include land that is below the newly recognized 190-metre contour line. See the attached maps.

Under the Development Regulations, section 10.3 "Interpretation of Zone Boundaries" states:

"Where the boundary of a Zone ... (b) is shown on the Zoning Map as substantially following Lot Lines of an approved Subdivision or other acceptable base map, the Lot Lines shall be deemed to be the boundary."

In this case, the "other acceptable base map" is a new map showing the most up-to-date elevation data. Therefore, the Chief Municipal Planner interprets the zone lines between the CDA 9 Zone and the RRL and R2 Zones for 670 Kenmount Road to run along the newly mapped 190-metre contour. Corresponding changes will be made to the Municipal Plan map for the boundary between the Urban Expansion District and the Residential District.

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Key Considerations/Implications:

1. Budget/Financial Implications: None.
2. Partners or Other Stakeholders: Property owner; nearby properties.
3. Alignment with Strategic Directions:

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

An Effective City: Ensure accountability and good governance through transparent and open decision making.
4. Alignment with Adopted Plans: envision St. John's Municipal Plan.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: in line with section 10.3 of the Development Regulations.
7. Privacy Implications: None.
8. Engagement and Communications Considerations: None.
9. Human Resource Implications: None.
10. Procurement Implications: None.
11. Information Technology Implications: None.
12. Other Implications: None.

Conclusion/Next Steps:

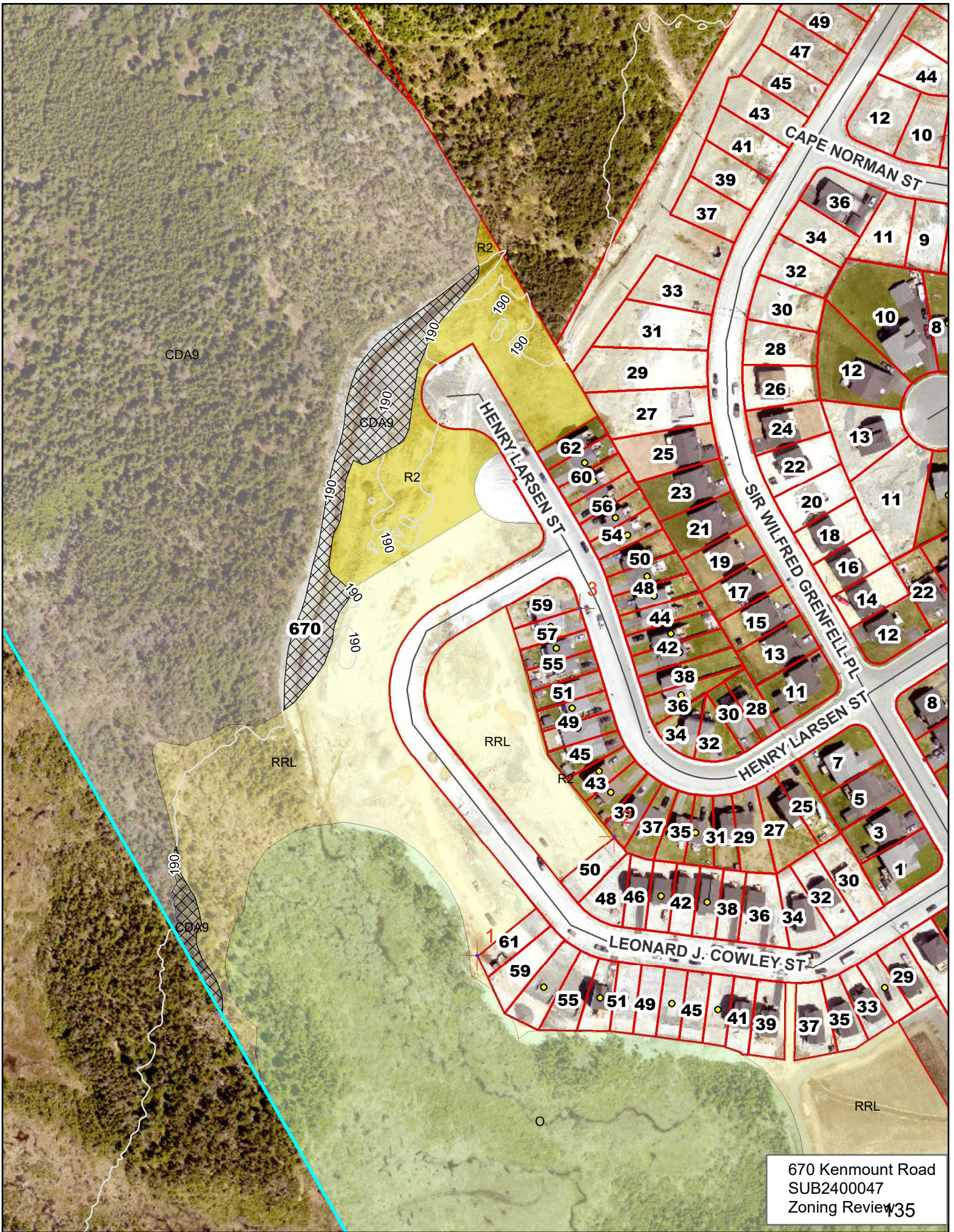
At 670 Kenmount Road, the zone boundary between the Comprehensive Development Area 9 (CDA 9) Zone and the Residential Reduced Lot (RRL) and Residential 2 (R2) Zones is interpreted to run along the newly mapped 190-metre contour. Corresponding changes will be made to the future land use map of the Envision St. John's Municipal Plan. This aligns with the rules of zone-line interpretation in Section 10.3 of the Envision St. John's Development Regulations.

Report Approval Details

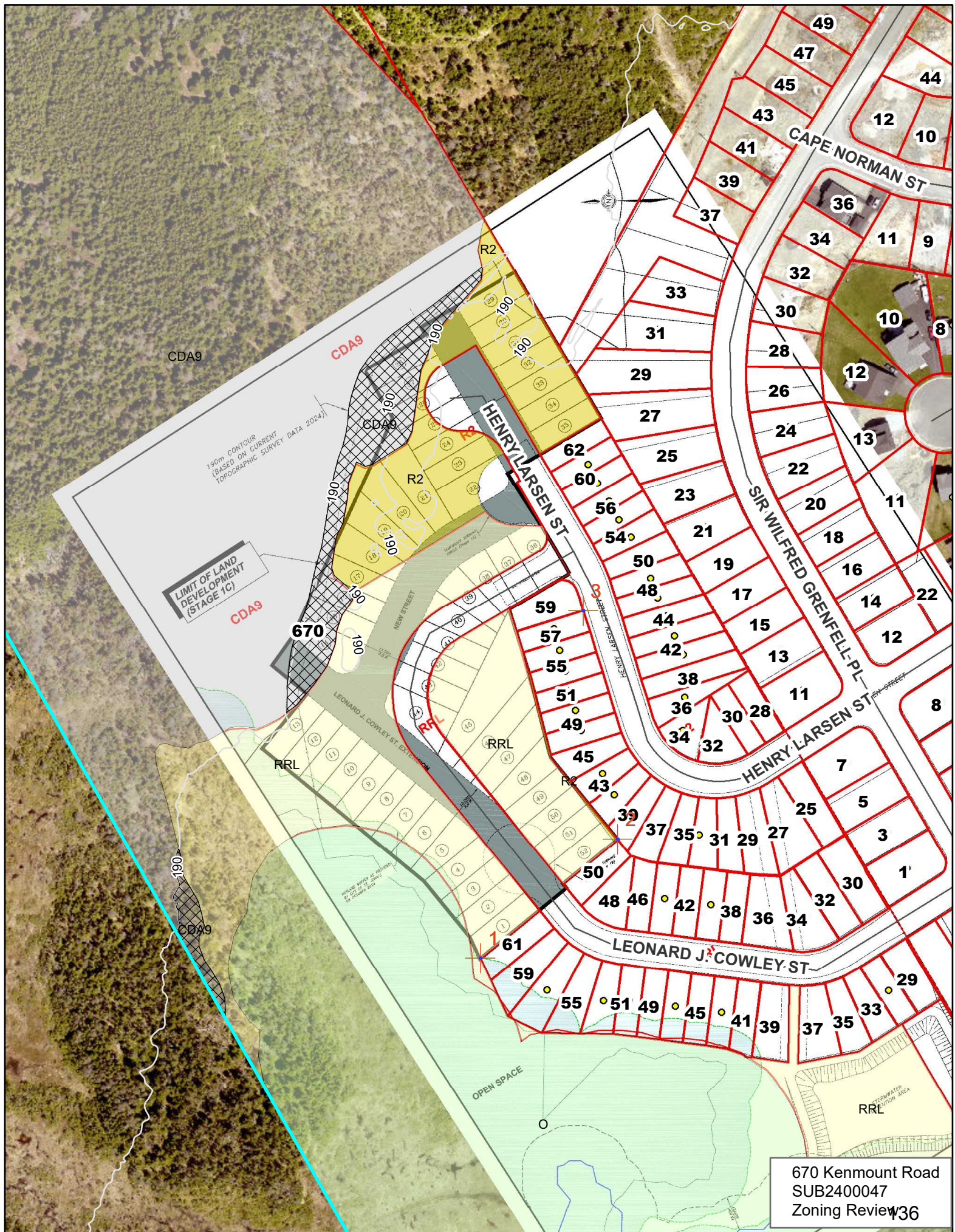
Document Title:	670 Kenmount Road interpret zone lines.docx
Attachments:	- 670 Kenmount Road - SUB2400047-190.pdf - 670 Kenmount Road - SUB2400047-190-2.pdf - 670 Kenmount Road - SUB2400047-190-3.pdf
Final Approval Date:	Jun 12, 2025

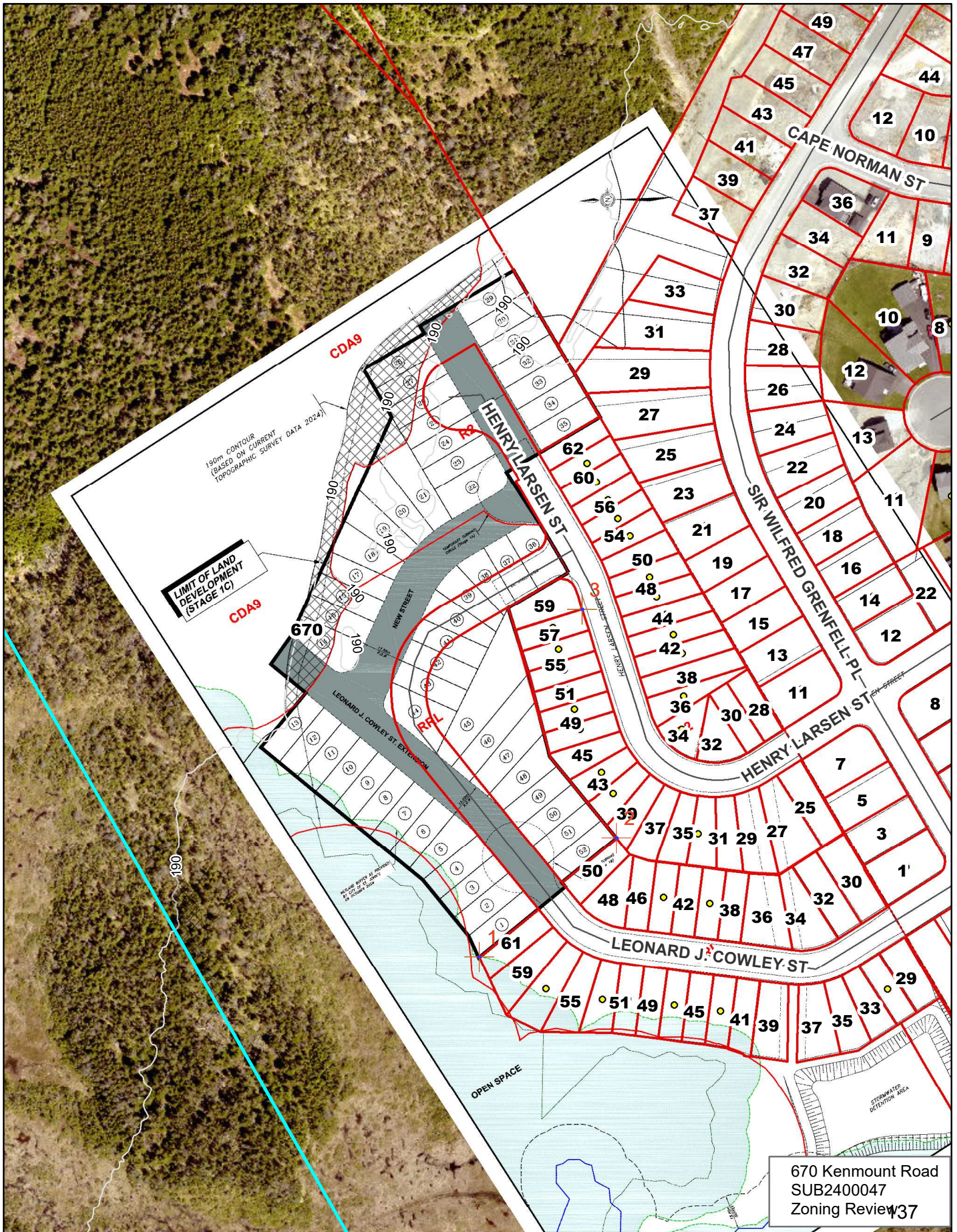
This report and all of its attachments were approved and signed as outlined below:

Jason Sinyard - Jun 12, 2025 - 2:32 PM



670 Kenmount Road
SUB2400047
Zoning Review 135





INFORMATION NOTE

Title: 85 Thorburn Road interpret zone lines [Enter document title]

Date Prepared: June 11, 2025

Report To: Regular Council Meeting

Councillor and Role: Councillor Maggie Burton, Planning

Ward: Ward 4

Issue:

To interpret the zone lines affecting the commercial property at 85 Thorburn Road.

Discussion – Background and Current Status:

In light of a development application for 85 Thorburn Road, staff noted that the Industrial Commercial (IC) Zone does not cover the entire property. A portion of the existing parking lot is zoned Apartment special (AA), which is the zone used for the adjoining Wigmore Court residential development. The AA Zone makes sense for Wigmore Court but not for 85 Thorburn.



The zone lines should be interpreted in accordance with Section 10.3 of the Envision St. John's Development Regulations so that the IC Zone includes the full property. This will ensure that the full parking lot is zoned appropriately.

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Under the Development Regulations, section 10.3 “Interpretation of Zone Boundaries” states:

Where the boundary of a Zone ... (b) is shown on the Zoning Map as substantially following Lot Lines of an approved Subdivision or other acceptable base map, the Lot Lines shall be deemed to be the boundary.

Therefore, in this case, I can interpret the boundary between the IC Zone and the AA Zone to run along the property boundaries of 85 Thorburn Road. The Envision St. John’s Municipal Plan map will also be interpreted in a similar manner, so that the entire property at 85 Thorburn is within the Industrial Land Use District.

Key Considerations/Implications:

1. Budget/Financial Implications: None.
2. Partners or Other Stakeholders: Property owner and neighbouring properties.
3. Alignment with Strategic Directions:

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

A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.
4. Alignment with Adopted Plans: Envision St. John’s Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: In line with Section 10.3 of the Development Regulations.
7. Privacy Implications: None.
8. Engagement and Communications Considerations: None.
9. Human Resource Implications: None.
10. Procurement Implications: None.
11. Information Technology Implications: None.
12. Other Implications: None.

Conclusion/Next Steps:

At 85 Thorburn Road, the zone boundary between the Industrial Commercial (IC) and the Apartment Special (AA) Zones is interpreted so that it follows the property boundary. Therefore, all of 85 Thorburn will fall within the IC Zone. Corresponding changes will be made to the future land use map of the Envision St. John's Municipal Plan. This accords with the rules of zone interpretation in Section 10.3 of the Envision St. John's Development Regulations.

Report Approval Details

Document Title:	85 Thorburn Road interpret zone lines.docx
Attachments:	
Final Approval Date:	Jun 12, 2025

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

Jason Sinyard - Jun 12, 2025 - 2:34 PM

DECISION/DIRECTION NOTE

Title: Wetlands Map Amendment – Southlands SL1 – Adoption

Date Prepared: June 11, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning

Ward: N/A

Decision/Direction Required:

That Council adopt Envision St. John's Development Regulations Amendment Number 53, 2025 to update Appendix C, Map 4 of the Development Regulations.

Discussion – Background and Current Status:

The Southlands SL1 wetland, located west of Pitts Memorial Drive and north of Great Southern Boulevard, is a protected wetland shown on Map 4 “Waterways and Wetlands”. The current map shows the southern portion of the Southlands SL1 wetland, which was mapped several years ago. Anticipating future development in this area of Southlands, the City engaged SEM Inc. to carry out further study of the SL1 wetland. The study identified additional wetland area in the SL1 wetland that meets the Wetland Ecosystems Services Protocol-Atlantic Canada (WESP-AC) criteria set by Council for wetland protection.

The attached map shows the boundaries of the SL1 wetland. The area north of the pink line on the map is the area to be added to wetland SL1. This newly delineated area is not currently shown on Map 4 of the Development Regulations, so an amendment is needed. A Municipal Plan amendment is not required. The proposed amendment is to update Map 4 “Waterways and Wetlands” of the Development Regulations to show the full extent of the SL1 wetland.

Public Consultation

The proposed amendment was advertised in *The Telegram* on three occasions, mailed to property owners within 150 metres of the Southlands SL1 wetland, advertised on digital boards in the City's community centres, and posted on the City's website and Planning Engage web page. The City received two written submissions and nine submissions on the Engage page, which included a mix of questions and survey responses. The submissions were generally supportive of the amendment. Both the submissions received and an Engage-page report are attached for Council's review.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owners with land in or near the SL1 wetland.

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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.

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

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

6. Accessibility and Inclusion: Not applicable.

7. Legal or Policy Implications: A map amendment to the Development Regulations is required.

8. Privacy Implications: Not applicable.

9. Engagement and Communications Considerations: Public notification was carried out in accordance with Section 4.8 of the Development Regulations.

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 adopt Envision St. John's Development Regulations Amendment Number 53, 2025 to update Appendix C, Map 4 of the Development Regulations to reflect changes to the area of the Southlands SL1 wetland.

Prepared by: Faith Ford, MCIP, Planner III

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

Report Approval Details

Document Title:	Wetlands Map Amendment - REZ2500014 - Adoption.docx
Attachments:	- SOUTHLANDS SL1.pdf - DR Amend No. 53, 2025 - Map 4 Waterways and Wetlands - MAP (ff).pdf
Final Approval Date:	Jun 12, 2025

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

Ken O'Brien - Jun 11, 2025 - 11:51 AM

Jason Sinyard - Jun 12, 2025 - 2:30 PM

Southlands - SL1 Wetland

Legend

- SL1 Wetland 15m Buffer
- SL1 Wetland
- Parcel
- Survey Extent



City of St. John's Development Regulations, 2021

St. John's Development Regulations Amendment Number 53, 2025

Wetlands Map Amendment

June 2025



URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO ADOPT

CITY OF ST. JOHN'S Development Regulations, 2021

Amendment Number 53, 2025

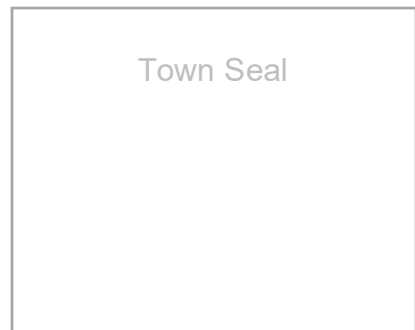
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the City of St. John's Development Regulations Amendment Number 53, 2025.

Adopted by the City Council of St. John's on the 17th day of June, 2025.

Signed and sealed this ____ day of _____.

Mayor: _____

Clerk: _____



Canadian Institute of Planners Certification

I certify that the attached City of St. John's Development Regulations Amendment Number 53, 2025 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP/FCIP: _____



Development Regulations/Amendment	
REGISTERED	
Number	_____
Date	_____
Signature	_____

CITY OF ST. JOHN'S

Development Regulations Amendment Number 53, 2025

BACKGROUND

The City wishes to amend Appendix C, Map 4 “Waterways and Wetlands” of the Envisions St. John’s Development Regulations to reflect mapped changes to the Southlands SL1 wetland.

The proposed amendment is to update the map to include a new area of the Southlands SL1 wetland. The wetland borders the future extension of Great Southern Drive and is west of Pitts Memorial Drive. The City commissioned a study of the Southlands SL1 wetland, which found the SL1 wetland has extended north. This newly identified wetland area meets the criteria set by Council for wetland protection, so an amendment is needed to update Map 4 to include this wetland area as a protected wetland.

ANALYSIS

The proposed amendment aligns with the Municipal Plan policies to identify and protect wetlands. Policy 3.1.1 of the Municipal Plan encourages the protection, identification, maintenance and enhancement ecologically vulnerable lands and waters, such as wetlands. A Municipal Plan amendment is not required for this map amendment.

PUBLIC CONSULTATION

The proposed amendment was advertised on three occasions in The Telegram newspaper on May 23, May 30, and June 6, 2025, and on the City’s website. A notice of the proposed amendment was mailed to property owners within 150 metres of the Southlands SL1 wetland and posted on digital boards in the City’s community centres. The City received one written submission and nine submissions on the Engage page, all of which were generally supportive of the amendment.

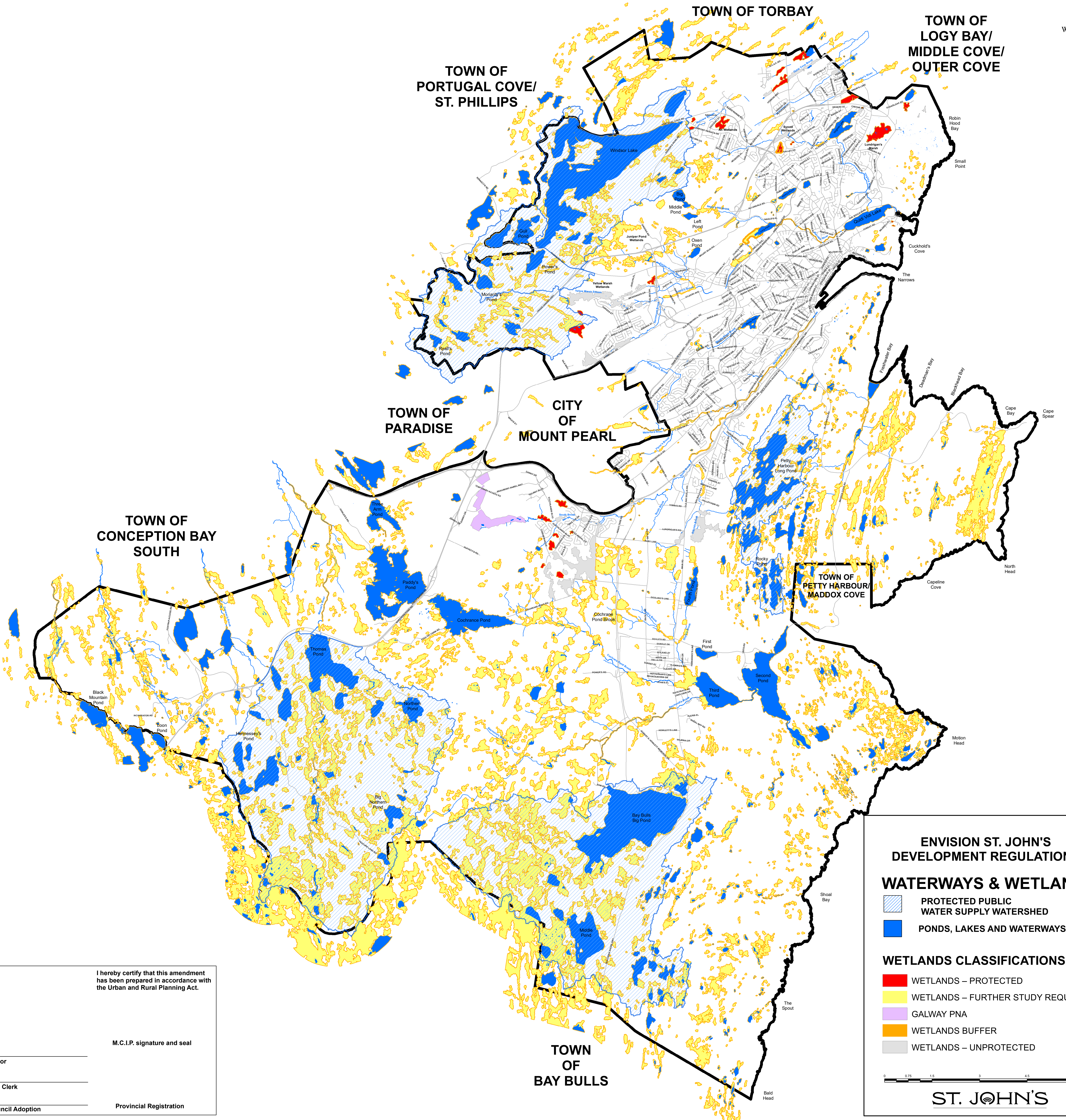
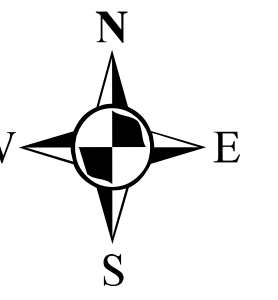
ST. JOHN’S URBAN REGION REGIONAL PLAN

The proposed amendment is in line with the St. John’s Urban Region Regional Plan and an amendment to the Regional Plan is not required.

ST. JOHN’S DEVELOPMENT REGULATIONS AMENDMENT NUMBER 53, 2025

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

Repealing Appendix C, Map 4 “Waterways and Wetlands” and replacing it with the following Map 4.



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

M.C.I.P. signature and seal

Mayor _____

City Clerk _____

Council Adoption _____

Provincial Registration _____

MAP 4

ENVISION ST. JOHN'S
DEVELOPMENT REGULATIONS

WATERWAYS & WETLANDS

PROTECTED PUBLIC
WATER SUPPLY WATERSHED

PONDS, LAKES AND WATERWAYS

WETLANDS CLASSIFICATIONS

WETLANDS – PROTECTED

WETLANDS – FURTHER STUDY REQUIRED

GALWAY PNA

WETLANDS BUFFER

WETLANDS – UNPROTECTED

ST. JOHN'S

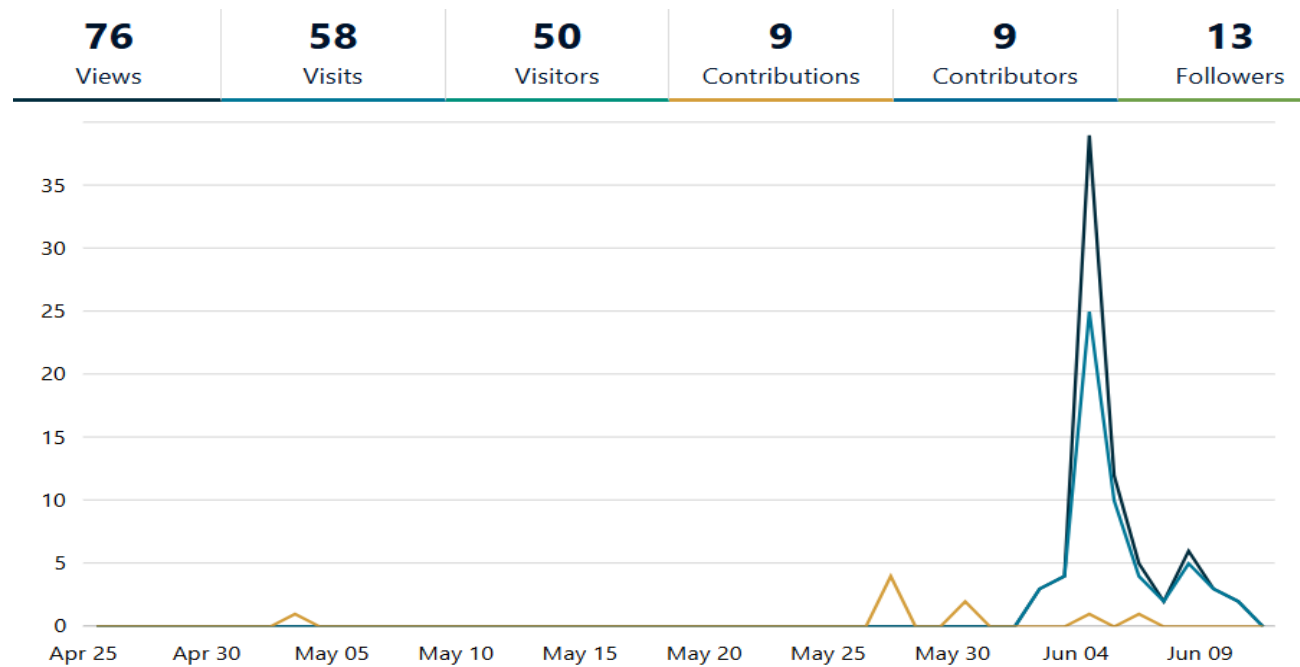
JUNE 2025



Planning St. John's

[EngageStJohns.ca](https://engagestjohns.ca) Report

Map Amendment – Wetlands – Southlands SL1



June 2025

1

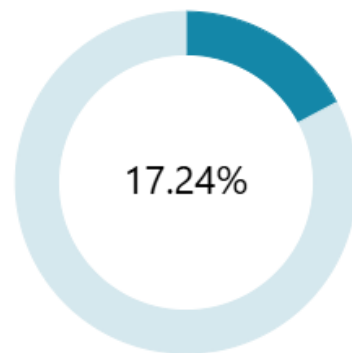
Types of visitors:

- Visits: unique browsing sessions (may be the same person visiting multiple times)
- Contributions: total number of responses/questions collected

NOTE: The City of St. John's transitioned to a new EngageStJohns.ca platform on June 2nd. In addition to the 76 page views noted above, there were 222 page visits on the previous platform prior to the transition. The graph above includes all contributions received across both platforms.

EngageStJohns.ca Project Page Interactions:

Percentage of visits where at least 2 actions were performed:



Actions include such things as downloading a file, making a contribution, clicking links, and expanding content.



of times documents on the project page were downloaded

Comments (verbatim)	What is your overall feedback of this application?
I give my blessings to this project	Support
Sounds good	Support
I definitely support wetlands map extension, we need more environmental parks / trails around neighborhood.	Support
As a residents of Southlands, we definitely support the to extend the map of wetland protection.	Support
Please extend the wetland! It's so important for the homes in the area to have this wetland especially for big storms and major weather events.	Support
Fully support this update. This should also include a future update to the zoning of properties along Great Southern Drive (INST and R1 to Open)	Support
support	Support

Public Q&A Questions (verbatim)	Public Response
Can you clarify that the area north of the pink line is new and an extension of the wetland?	Thank you for your question. That is correct, the area north of the pink line shows the newly identified wetland area that meets the criteria for wetland protection and will be added to Map 4
I'm in full support of protecting ecosystems. Is there any way to increase the protected area so that it has more of a buffer zone from future development?	Thank you for your question. The buffering requirements are set out in Section 4.10 of the Development Regulations, and no changes to these requirements are proposed at this time. The minimum buffer adjacent to protected wetlands is 15 metres from the edge of the wetlands.

Theresa K. Walsh

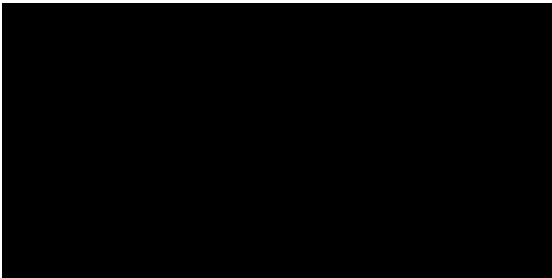
From: [REDACTED]
Sent: Sunday, May 25, 2025 4:07 PM
To: CityClerk
Subject: City of St Johns News - Application - Wetlands Map Amendment

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

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

Good Afternoon,

Good to hear Council's great news of the wetlands extension. They make multiple contributions to our planet from cleaning water, controlling flooding, storing carbons, increasing biodiversity; the list goes on and on. Wonderful to hear Council making continued use of this symbiotic approach between humans and nature. Thanks very much.



Theresa K. Walsh

From: [REDACTED]
Sent: Friday, May 30, 2025 8:02 PM
To: CityClerk
Subject: Wetlands map amendment

You don't often get email from [REDACTED] [Learn why this is important](#)

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

Hello as a resident of [REDACTED] I support the extension of wetlands map in our neighborhood.

[REDACTED]

DECISION/DIRECTION NOTE

Title: SERC – Memorial Day Road Closure

Date Prepared: June 9, 2025

Report To: Regular Meeting of Council

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

Ward: Ward 2

Decision/Direction Required: Seeking Council approval of road closures associated with the Memorial Day Parade and Ceremony on July 1.

Discussion – Background and Current Status:

Royal Canadian Legion Memorial Day Parade and Ceremony, July 1:

- Rolling road closure from 10:00am – 10:45am, Queens Road, East on Duckworth Street, south on Cochrane Street, and west on Water Street.
- Followed by a march from the War Memorial, along Water Street and south on Ayre's Cove. This portion of Water Street will be closed from 10:00am – 12:30pm.
- The RNC and City PEOs will provide support for this event.



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Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Royal Canadian Legion, RNC
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.

Choose an item.

5. Alignment with Adopted Plans: N/A
6. Accessibility and Inclusion: N/A
7. Legal or Policy Implications: N/A
8. Privacy Implications: N/A
9. Engagement and Communications Considerations: Residents will be notified of road closures through a public advisory.
10. Human Resource Implications: N/A
11. Procurement Implications: N/A
12. Information Technology Implications: N/A
13. Other Implications: N/A

Recommendation:

That Council approve the road closures associated with the Memorial Day Parade and Ceremony on July 1.

Prepared by: Christa Norman, Special Projects Coordinator

Approved by: Erin Skinner, Manager of Tourism, Culture, and Business Growth

DECISION/DIRECTION NOTE

Title: Landmark Sign Location

Date Prepared: June 11, 2025

Report To: Regular Meeting of Council

Councillor and Role: Councillor Jill Bruce

Ward: Ward 2

Decision/Direction Required:

For Council to approve the location of the new Landmark Sign at Bannerman Park.

Discussion – Background and Current Status:

The St. John's Landmark Sign project is a Marketing and Communications initiative started as a Legacy Infrastructure piece for the 2025 Canada Games. The project is funded entirely from the Marketing and Communications budget, with a total cost of \$84,374.64 tax included.

The winning bid for the design and fabrication was awarded to E.C. Boone Limited through a limited call for proposals. The sign is anticipated to be completed by late July 2025.

Benefits:

- **Tourism Feature:** The sign will serve as a photo-op focal point, attracting both residents and visitors.
- **Community Lighting Infrastructure:** It will be used for municipal acknowledgment of notable occasions, days, weeks, etc.
- **Public Art Space:** The sides and back of the sign can be wrapped in vinyl with visual art, details to be discussed further
- **Community Pride:** The sign will be a source and symbol of community pride

Specifications:

- **Dimensions:** The sign will be 11.58 metres (38 feet) wide, 1.82 metres (6 feet) tall, and 0.39 metres (15.5 inches) in depth.
- **Design:** Based on the font Myriad Pro Black, with letters sitting on a concrete base.
- **Construction:** Steel frame, aluminum skin with a polycarbonate face, and an anti-graffiti coating.
- **Lighting:** White letters lit using LED technology, each letter can be controlled separately for color, brightness, fading, etc. Lighting features can be controlled remotely.

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Location: The recommended location for the sign is within Bannerman Park. Factors considered include:

- Light pollution for residential properties
- Enhanced lighting potential within the park
- Distraction for drivers on roadways
- Security and vandalism
- Area required for photo-ops
- Scenic location for background
- Not disrupting programable/event areas

The exact location is in the supporting documents for this decision note.

To support the installation of the sign, some excavation work will be completed within the park to provide an electrical connection. This work is being completed in conjunction with the Parks Division late June/early July and will not interfere with scheduled events in the park. The work is being done in consultation with the City arborist to ensure the protection of the natural environment.

Key Considerations/Implications:

1. Budget/Financial Implications: Covered within the Marketing and Communications Budget
2. Partners or Other Stakeholders: Parks Division of Public Works
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.

Choose an item.

5. Alignment with Adopted Plans: n/a
6. Accessibility and Inclusion: the sign is placed near the an inclusive park area and along trails that will be groomed throughout the winter.
7. Legal or Policy Implications: n/a

8. Privacy Implications: n/a
9. Engagement and Communications Considerations: Marketing for the sign and inclusion in tourism promotions.
10. Human Resource Implications: n/a
11. Procurement Implications: n/a
12. Information Technology Implications: Lighting to be controlled by wifi operated remote technology.
13. Other Implications: n/a

Recommendation:

That Council approve the placement of the landmark sign in Bannerman Park, near the playground area.

Prepared by: Jackie O'Brien

Approved by: Kevin Breen

SITE LOCATION: **Bannerman Park** 47.571322, -52.708513





Decision Note

Title:	Revisions to Street Naming Policy
Date Prepared:	June 11, 2025
Report To:	Regular Meeting of Council
Councillor and Role:	Mayor Danny Breen, Governance & Strategic Priorities
Ward:	Choose an item.

Decision/Direction Required:

Seeking Council approval of revised Street Naming Policy.

Discussion – Background and Current Status:

Following discussion with Council and direction from Legal and Senior Executive, it was determined that naming streets after people carries a number of risks:

- Problematic legacies.
- Political polarization.
- Disparity in representation/cultural marginalization.

To reduce these risks, the Street Naming Policy has been updated to remove the option to submit people names for addition to the City's Reserved Street Names Inventory. Going forward:

The City shall not approve any submission requesting a street be named after a person, regardless of whether that person is living or deceased. (See Section 3.2.c. of updated Policy).

Once approved, the City will no longer accept applications for streets to be named after a person. Submissions requesting a street be named after a person that were received prior to approval of the revisions will be processed as per the previous policy.

During the revision process, additional changes were made to the Policy to clarify purpose and responsibilities. In addition, all references to activities pertaining to Civic Addressing and Civic

Numbering were removed, as they detailed operational duties of the CIS Division and were deemed not appropriate for inclusion in the Policy.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A

2. Partners or Interested Parties: Street Naming Committee; CIS Division

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.

Choose an item.

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: The Street Naming Committee will consult with the Inclusion Advisory Committee prior to adding names to the Reserved Street Names Inventory. The Policy revisions are expected to increase inclusivity by encouraging names that celebrate shared experiences, local geography, and cultural themes rather than specific individuals.

7. Legal or Policy Implications: Street Naming Policy and Procedures

8. Privacy Implications: The change in process will reduce the amount of personal information collected.

9. Engagement and Communications Considerations: N/A

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Information Management Implications: N/A

14. Other Implications: N/A

Recommendation:

That Council approve the revised Street Naming Policy.

Prepared by: Theresa Walsh, City Clerk

Approved by: Kevin Been, City Manager

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

Policy Title: Street Naming and Civic Addressing Policy	Policy #: 07-04-01
Last Revision Date: N/A June 6, 2025	Policy Section: Parking and Traffic>Streets
Policy Sponsor: City Clerk	

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1. Purpose

To provide direction for the naming/renaming of City Streets ~~and the assignment/reassignment of Civic Addresses or Civic Numbers to residential and commercial properties.~~

2. Definitions

~~“Civic Address” means the Civic Number, including the unit number where applicable, and the Street name assigned to a particular property.~~

~~“Civic Number” means the number (including any alphanumeric characters) assigned by the City for the purpose of identifying a property.~~

~~“Inclusion Advisory Committee” (IAC) means the Committee approved by Council as detailed in the Inclusion Advisory Committee Terms of Reference.~~

“Reserved Street Names Inventory” means the inventory of names approved by the Street Naming Committee that meet the requirements of the Policy.

“Street” shall have the same meaning as defined by the St. John's Development Regulations 2021, that is “a publicly owned street, road, highway, or other way including a structure for any part of the street, road, highway, or other way designed and intended or used by the public for the

ST. JOHN'S

passage of traffic and include all the space between the boundary lines of the street, road, highway, or other way”.

“**Street Naming Committee**” means the committee approved by Council as detailed in the Policy and related procedures.

3. Policy Requirements

3.1 Committee

- a) Council shall approve the creation of the Street Naming Committee (“the Committee”) to advise and provide recommendations on issues with respect to Street naming ~~and Civic Numbering~~. The Committee shall operate as detailed below and in the **Street Naming and Civic-Addressing Procedures**.
- b) The Committee shall establish and maintain the Reserved Street Names Inventory.
- c) The Committee shall be comprised of at least one representative from each of the following:
 - i. Office of the City Clerk;
 - ii. Corporate Information Services (CIS) Division;
 - iii. Organizational Performance and Strategy Division;
 - iv. St. John’s Regional Fire Department.
- d) The Committee may consult with various other departments as required.

3.2 Street Naming and Renaming

- a) All Streets shall have names approved by Council.
- ~~b)~~ Members of the public (including property developers) may submit Street naming requests as detailed in the **Street Naming and Civic-Addressing Procedures**. The City shall not be required to approve any such requests.
- ~~b)c)~~ The City shall not approve any submission requesting a street be named after a person, regardless of whether that person is living or

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ST. JOHN’S

deceased.

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- e)d) All new Street names and any existing Streets that are renamed shall comply with the Street naming and renaming requirements as detailed in the **Street Naming and Civic Addressing Procedures**.
- d)e) Street renaming shall not be considered unless there is an engineering rationale or the continued use of the name would not be in the best interest of the City, both as determined solely by the City.
- e)f) Street renaming requests shall only be accepted ~~from City residents or by owners of~~ property ~~ownerson the Street in question, or at the initiative of Council~~.
- f)g) Those requesting Street renaming shall complete the necessary documentation as detailed in the **Street Naming and Civic Addressing Procedures**.

3.2.1 Review and Consultation for the Reserved Street Names Inventory

- a) The Committee shall review requests as detailed in the **Street Naming and Civic Addressing Procedures**.
- b) The Committee shall follow the process detailed in the **Street Naming and Civic Addressing Procedures** for streets named after ~~people or~~ organizations.

3.2.2 Public Engagement for Street Renaming

- a) The Committee shall seek preliminary approval at a Special Meeting of Council prior to conducting any public engagement related to street renaming.

a)

3.3 ~~Civic Addressing Assignment or Reassignment~~

- a) ~~The CIS Division shall determine which properties shall be assigned or reassigned a Civic Address or Civic Number as detailed in the Street Naming and Civic Addressing Procedures.~~
- b) ~~Where a property owner or property developer requests a reassignment of a Civic Number, the request shall be submitted in writing to the City Clerk for consideration.~~

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- e) ~~All assignment or reassignment of Civic Addresses or Civic Numbers shall be approved by the GIS Division.~~

3.43.3 Costs and Notification

- a) When a Street is being named/renamed, ~~or a property is assigned/reassigned a Civic Address or Civic Number,~~ the City shall not be responsible or liable for any direct costs to residents and property owners for any costs whatsoever associated or attributable in whole or in part to the said Street naming/renaming ~~or assignment/reassignment of a civic address.~~
- b) The City shall notify the organizations as detailed in the **Street Naming and Civic Addressing Procedures** of any Street naming/renaming ~~and/or assignment/reassignment of a Civic Address or Civic Number.~~

4. Application

This policy and related procedures apply to all Streets in the City of St. John's and all Civic Addresses/Civic Numbers for these Streets.

5. Responsibilities

5.1 Council shall be responsible for:

- a) reviewing recommendations of the Street Naming Committee;
- b) approving any Street naming/renaming.

5.2 The Street Naming Committee shall be responsible for:

- a) providing recommendations to Council with respect to Street naming or renaming;
- b) completing ~~any required~~ consultations or public engagement as required by the Street Naming Procedures;
- c) managing the Reserved Street Names Inventory.

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5.3 The Office of the City Clerk shall be responsible for:

- a) managing requests received for ~~changes of civic numbers~~Street naming/renaming.

5.4 The CIS Division shall be responsible for:

- ~~a) a) managing the civic addressing process, including civic numbering/renumbering~~applying names from the Reserved Street Names Inventory to new Streets;
- ~~b) updating Streets that have been renamed.~~

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6. References

Street Naming ~~and Civic Numbering~~ Procedures

7. Approval

- Policy Sponsor: City Clerk
- Policy Writer: Policy Analyst; Manager, Land Information Services;
Geographic Information Systems Technologist
- Date of Approval from
 - Corporate Policy Committee: October 31, 2022
 - Senior Executive Committee: May 12, 2023
 - Committee of the Whole: May 17, 2023
- Date of Approval from Council: May 29, 2023

8. Monitoring and Contravention

- a) The Office of the City Clerk shall monitor the application of the policy and procedures.
- b) Any contravention of the policy and/or associated procedures may be brought to the attention of the Office of the City Clerk, the Department of Finance and Corporate Services (Human Resources Division), the Office of the City Solicitor, and/or the Office of the City Manager for

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further investigation and appropriate action, which may include, but is

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not limited to, legal action and/or discipline up to and including dismissal.

9. Review Date

Every five years

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